

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021-- Meeting Minutes

EXECUTIVE SESSION 6:30PM - CANCELED

REGULAR MEETING: 8:00PM - MEETING STATEMENT:

The Borough Clerk read the public meetings statement.

This is a meeting of the Borough Council November 10, 2021. The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting at the Borough of Highlands Municipal Building and filing with the Borough Clerk all on January 1, 2021.

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmember Martin, Councilmember Mazzola, Councilmember Melnyk, Council President Olszewski, and Mayor Broullon were all Present.

Absent: None

Also in attendance were Borough Attorney Brian Chabarek, Esq., Administrator Michael Muscillo, Engineer Gregory Valesi, and Municipal Clerk Michelle Hutchinson

Approval of Minutes

October 6, 2021 Regular Meeting Minutes

October 20, 2021 Regular Meeting Minutes

Offered by Mayor Broullon Seconded by Council President Olszewski to adopt minutes.

Roll Call Vote:

Ayes: Martin, Mazzola, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstention: None

Absent: None

PUBLIC HEARING AND FINAL ADOPTION OF ORDINANCES:

Borough Clerk Michelle Hutchinson read the following ordinance by title:

1. O-21-35 Capital Ordinance Providing For Various Capital Improvements And The Acquisition Of Various Capital Equipment, And Appropriating \$500,000 Therefor, Authorized In And By The Borough Of Highlands, In The County Of Monmouth, New Jersey
Mayor opened to the public.
No comment.
Mayor opened to Council.
No Comment.
It was moved by Mayor Broullon and seconded by Councilmember Martin to close public hearing and carried to adopt this ordinance on second and final hearing.
Roll Call Vote:
Ayes: Martin, Mazzola, Melnyk, Olszewski, Mayor Broullon
Nays: None
Abstention: None
Absent: None
Borough Clerk Hutchinson stated motion carried to pass this ordinance on second and final reading.

RESOLUTIONS:

RESOLUTION 21-203

RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated, November 4, 2021 which totals as follows:

Current Fund	\$ 1,305,523.05
Sewer Account	\$ 4,572.91
Capital Fund	\$ 8,630.87
Trust-Other	\$ 32,225.61
Federal/State Grants	\$ -
Total	\$ 1,350,952.44

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$1,350,952.44** to be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is posted on the borough website at www.highlandsborough.org and on file in the Municipal Clerk's office for reference.

Motion to Approve R-21-203:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

RESOLUTION 21-204

RESOLUTION AUTHORIZING EXECUTION OF A TRANSPORTATION AGREEMENT WITH THE COUNTY OF MONMOUTH FOR THE SPECIAL CITIZENS AREA TRANSPORTATION SYSTEM (SCAT)

WHEREAS, the Monmouth County Board of County Commissioners has established the Special Citizens Area Transportation System (hereinafter referred to as “SCAT”); and

WHEREAS, the Borough of Highlands has requested that the County provide such services to eligible residents; and

WHEREAS, it is necessary to set forth the responsibilities of both parties in a written agreement outlining the mutual covenants and conditions for consideration; and

WHEREAS, the services to be provided will include transportation to and from local food markets for eligible residents; and

WHEREAS, such services will be provided for a half day, at the per diem rate of \$155.00, to be billed on a quarterly basis; and

WHEREAS, the contract shall be in effect from January 1, 2022 through December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands that the Mayor and Municipal Clerk are hereby authorized to execute the Transportation Agreement with the County of Monmouth for the Special Citizens Area Transportation System for the period of January 1, 2022 through December 31, 2022.

BE IF FURTHER RESOLVED, that the Borough Administrator be and is hereby authorized to undertake such acts as are reasonable and necessary to accomplish the purposes of this Resolution.

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to the Director of the Monmouth County Division of Transportation.

Motion to Approve R-21-204:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN		X	X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

RESOLUTION 21-205
PROVIDING FOR THE TRANSFER OF SURPLUS FUNDS

WHEREAS, N.J.S. 40A:4-58 provides for the transfer of surplus funds from one account to the other during the last two months of the calendar year:

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Highlands that transfers be made in the Boroughs' 2021 budget appropriations in accordance with the following schedule:

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately:

A/C #	FROM	TO
22-201-200 Code Substandard Housing	\$20,000.00	
22-200-100 Code Enforcement-S&W		\$20,000.00
23-220-200 Group Insurance	15,000.00	
23-220-100 Group Insurance- S&W		12,000.00
21-180-100 Municipal Land Use-S&W		3,000.00
26-310-010 Building & Grounds-S&W	22,000.00	
26-290-020 Streets-S&W		20,000.00
26-305-020 Sanitation-S&W		2,000.00
		-
Totals	\$57,000.00	\$57,000.00

Motion to Approve R-21-205:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA	X		X			
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON			X			

RESOLUTION 21-206
CANCEL TAX OVERPAYMENTS

WHEREAS, the Tax Collector of the Borough of Highlands has reviewed the tax rolls and determined that certain properties have credit balances that are old and outstanding, and

WHEREAS, some balances are the result of subdivisions, cancellations, sales and other various items that cannot be verified, and

WHEREAS, the Tax Collector recommends that the tax overpayments be cancelled,

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Council of the Borough of Highlands, in the County of Monmouth, New Jersey, that the Tax Collector cancel tax overpayments effective immediately as follows:

<u>Block</u>	<u>Lot</u>	<u>Amount</u>
1.01	14	1,158.71
1.01	24	90.05
1.03	2	1,256.90
7	4.01	62.90
11.05	16	1,548.00
11.08	2	17.82
20	8	12.10
21	26	250.01
23	3.01	667.00

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

28	4.03	500.00
34	15	37.28
39	6.01	1,645.53
40	8	202.85
54	20.01	633.53
59	20	998.23
59	30	289.76
61	6	546.10
65	19	597.72
66	8	503.18
68	2.01	16.23
72	9.37	176.13
76	10	1,381.97
78	16.01	1,275.97
94	8	389.04

<u>Block</u>	<u>Lot</u>	<u>Amount</u>
100	26.22	13.00
100.9	85	815.09
100.10	107	247.80
100.12	149	5,070.84
100.13	15	37.51
101	4	1,483.87
101	27.02	140549.50
110	16.02	2,261.91
112	12.01	303.55

Motion to Approve R-21-206:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA	X		X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON			X			

RESOLUTION 21-207
CANCELLATION OF OUTSTANDING CHECKS

WHEREAS, there are various outstanding checks that were issued, charged to appropriate accounts, and have been outstanding for more than one year, and

WHEREAS, The Chief Finance Officer is recommending that these outstanding checks be cancelled.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Council of the Borough of Highlands, County of Monmouth, that the Chief Finance Officer is authorized to cancel the following list of old outstanding checks:

<u>ACCOUNT</u>	<u>CHECK #</u>	<u>AMOUNT</u>
Current Fund	50398	\$ 100.00
	50440	38.34
	50447	967.91
	50452	305.10
	50465	143.40
	50479	142.53
	50601	4.75

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

50973	55.16
51510	575.00
52753	346.64
52802	400.00
54058	4,929.76
54195	50.00
54370	40.10
54517	748.00
54654	450.00
54964	175.00
54980	175.00
55036	150.00
55246	399.07
55271	300.00
56319	218.75
56381	218.75
56405	218.75
56815	66.50
56973	5,000.00
5513	1,042.71
5514	84.77
7533	230.00
7577	151.00
7638	230.00
7687	5.40
7691	1,571.01
7711	247.18
8338	170.00
8628	500.00
8657	74.75
8679	200.00
8731	1.60
8835	6,957.17
8944	265.00
9096	84.50
9253	82.00
9449	202.99
9659	265.00
9785	1,721.63
10061	410.00
10159	267.60
10162	258.23
10271	150.00
10341	100.00
Totals	\$31,491.05

Motion to Approve R-21-207:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA	X		X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON			X			

RESOLUTION 21-208

RESOLUTION AUTHORIZING THE BOROUGH OF HIGHLANDS TO PARTICIPATE IN INTRA-COUNTY MUTUAL AID AND ASSISTANCE AGREEMENT WITH PARTICIPATING UNITS IN THE COUNTY OF MONMOUTH

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq., (“Act”) provides that any local governmental unit may enter into a contract with any other local governmental unit to provide or receive any service that each local unit is empowered to provide or receive within its own

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

jurisdiction; and

WHEREAS, mutual aid and assistance agreements between municipalities, counties, law enforcement agencies, police, emergency medical services, fire departments, fire companies or EMS organizations and fire departments situated in fire districts operated by a Board of Fire Commissioners, are permitted pursuant to N.J.S.A. 40A:14-26 and 40A:14-156.1; and

WHEREAS, the President in Homeland Security Directive (HSPD-5), directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (“NIMS”), which would provide a consistent nationwide approach to Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, “The New Jersey Civilian Defense and Disaster Control Act” App. A9-33 et. seq., provides for the health, safety and welfare of the people in the State of New Jersey during any emergency by centralizing control of all civilian activities having to do with such emergency giving the Governor control over the resources of each and every political subdivision to cope with any condition that shall arise out of such emergency; and

WHEREAS, the Director of the Division of Fire Safety in the Department of Community Affairs promulgated rules in accordance with the “Fire Service Resource Emergency Deployment Act,” N.J.A.C. 52:14E-11 et. seq., commonly referred to as the “Fire Service Resource Emergency Deployment Regulations” N.J.A.C. 5:75A et. seq.; and

WHEREAS, the Governing Body of the Borough of Highlands deems it to be in the best interest of the Borough of Highlands to enter into Mutual Aid and Assistance Agreements with governmental entities throughout Monmouth County and all of their departments, authorities, boards, commissions and other functions under the auspices of each participating governmental entity including but not limited to, law enforcement, public works, emergency medical services, emergency management, human services, hazardous materials response units technical or special operations teams, Community Emergency Response Team (“CERT”) members, Medical Reserve Corps (“MRC”) members or volunteers and other jurisdictions defined “local governments” in the Homeland Security Act of 2002; and

WHEREAS, N.J.S.A. 40A:14-26 and 156.1 et. seq. has authorized interjurisdictional mutual aid; and

WHEREAS, the Governing Body of the Borough of Highlands and the Participating Units recognize the benefit of entering into an Agreement for mutual aid and assistance with each other to protect against loss, damage or destruction by fire, civil unrest, hazardous materials, major criminal or emergency events, natural and man-made disaster or catastrophe and to address those situations when additional aid and assistance is needed to protect the best interests of the persons and property of each individual jurisdiction.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands that the Borough agrees to the terms of the Emergency Intra-County Mutual Aid and Assistance Agreement Between Participating Units provided by the County.

BE IT FURTHER RESOLVED that the Borough Administrator and Office of Emergency Management Officer are authorized to execute the Emergency Intra-County Mutual Aid and Assistance Agreement Between Participating Units and take any further actions necessary to implement the same.

BE IT FURTHER RESOLVED that the Borough Administrator forward a certified true copy of this Resolution to the Monmouth County Sheriff, Office of Emergency Management Coordinator and appropriate departments.

Motion to Approve R-21-208:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

**Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes**

**RESOLUTION 21-209
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE OVERLOOK PARK
IMPROVEMENTS PROJECT**

WHEREAS, the Borough of Highlands has a need for Professional Engineering services in connection with the Overlook Park improvements project, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, CME Associates has set forth its proposed services in a written proposal dated October 26, 2021, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the proposed amount of the contract with CME Associates is \$27,300.00 consisting of the following:

Survey and Base Map Phase Services	\$ 5,700.00
Design Phase Services	\$14,800.00
Preparation of Bid Documents	\$ 3,300.00
Bid Phase Services	<u>\$ 3,500.00</u>
	\$27,300.00; and

WHEREAS, such professional engineering services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed engineering services in connection with the Overlook Park improvements project; and

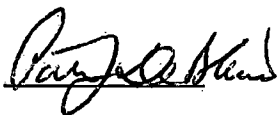
WHEREAS, this contract is to be awarded for an amount not to exceed \$27,300.00 for Professional Engineering Services as stated in the CME Associates proposal dated October 26, 2021; and

WHEREAS, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that CME Associates has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit CME Associates from making any reportable contributions through the term of the contract; and

WHEREAS, CME Associates has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows: Account # C-04-17-101-000-201



Patrick DeBlasio, Chief Financial Officer

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. CME Associates is hereby retained to provide professional engineering services in connection with the Overlook Park improvements project as described above in their proposal dated October 26, 2021 for an amount not to exceed \$27,300.00.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R-21-209:

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN		X	X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

RESOLUTION 21-210

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE SNUG HARBOR PARK, HUDDY PARK AND VETERANS PARK IMPROVEMENTS PROJECT

WHEREAS, the Borough of Highlands has a need for Professional Engineering services in connection with the Snug Harbor Park, Huddy Park and Veterans Park improvements project, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, CME Associates has set forth its proposed services in a written proposal dated September 23, 2021, copy of which is available at the office of the Borough Clerk; and

WHEREAS, the proposed amount of the contract with CME Associates is \$26,300.00, consisting of the following:

Supplemental Field Survey and Base Mapping	\$ 5,700.00
Final Design Phase Services	\$14,100.00
Preparation of Bid Documents	\$ 3,000.00
Bid Phase Services	<u>\$ 3,500.00</u>
	\$26,300.00; and

WHEREAS, such professional engineering services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed engineering services in connection with the Snug Harbor Park, Huddy Park and Veterans Park improvements project; and

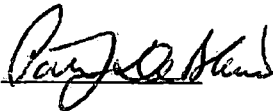
WHEREAS, this contract is to be awarded for an amount not to exceed \$26,300.00 for Professional Engineering Services as stated in the CME Associates proposal dated September 23, 2021; and

WHEREAS, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that CME Associates has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit CME Associates from making any reportable contributions through the term of the contract; and

WHEREAS, CME Associates has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows: Account # C-04-17-101-000-201



Patrick DeBlasio, Chief Financial Officer

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. CME Associates is hereby retained to provide professional engineering services in connection with the Snug Harbor Park, Huddy Park and Veterans Park improvements project as described above in their proposal dated September 23, 2021 for an amount not to exceed \$26,300.00.
2. The contract is awarded without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R-21-210:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

RESOLUTION 21-211
RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR THE NORTH STREET
STORMWATER PUMP STATION ELECTRICAL UPGRADES

WHEREAS, the Borough of Highlands advertised a request for proposals for the North Street Stormwater Pump Station Electrical Upgrades; and

WHEREAS, four (4) bids were received for the aforesaid project which were reviewed by the Project Engineer, Colliers Engineering & Design, as follows:

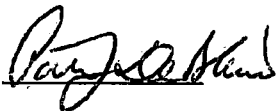
Vulcan Construction Group, Inc.	\$199,100.00
Capela Construction, Inc.	\$208,250.00
Quality Electrical Construction Co.	\$526,654.00
J.F. Kiely Construction Co.	\$529,675.00; and

WHEREAS, Vulcan Construction Group, Inc., appears to be the lowest responsible bidder for the aforesaid Proposal; and

WHEREAS, the Project Engineer, Colliers Engineering & Design, by letter dated November 2, 2021, has made the recommendation that the contract be awarded to Vulcan Construction Group, Inc., as the lowest responsible bidder, in the amount of \$199,100, subject to the availability of funds by the Chief Financial Officer as well as the submission of the required bonds and insurance certificates for the project; and

WHEREAS, a certification of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands.

I hereby certify funds are available as follows:
Account # C-04-13-120-000-555 (\$196,728.09)
Account # C-04-12-120-000-555 (\$2,371.91)



Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

Patrick DeBlasio, Chief Financial Officer

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Highlands governing body as follows:

1. That the Contract for the North Street Stormwater Pump Station Electrical Upgrades is hereby awarded to Vulcan Construction Group, Inc. in an amount not to exceed \$199,100.00, subject to the submission of the required bonds and insurance certificates for the project.
2. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
3. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R-21-211:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI	X		X			
BROULLON			X			

RESOLUTION 21-212
RESOLUTION OF THE BOROUGH OF HIGHLANDS, IN THE
COUNTY OF MONMOUTH, EXTENDING THE DESIGNATION OF
ALPINE RESIDENTIAL, LLC AS THE REDEVELOPER FOR THE
PROPERTY KNOWN AS BLOCK 105.107, LOT 1.1 LOCATED
WITHIN THE SHADOW LAWN MOBILE HOME PARK
REDEVELOPMENT AREA

WHEREAS, the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1 et seq.*, as amended and supplemented (the “**Redevelopment Law**”), provides a process for municipalities to participate in the redevelopment and improvement of areas in need of redevelopment; and

WHEREAS, on March 22, 2018, the Borough Council (the “**Borough Council**”) of the Borough of Highlands (the “**Borough**”), in accordance with the Redevelopment Law, adopted Resolution No. 18-069 designating Block 105.107, Lot 1.1 as an area in need of redevelopment (the “**Redevelopment Area**”); and

WHEREAS, on December 5, 2018, in accordance with the Redevelopment Law, the Borough Council adopted Ordinance No. 0-18-27, by which it adopted the Shadow Lawn Mobile Home Park Redevelopment Plan for the Redevelopment Area (as amended, the “**Redevelopment Plan**”), which shall control the redevelopment of the Redevelopment Area; and

WHEREAS, Alpine Residential, LLC (the “**Company**”) is the contract purchaser of certain real property commonly referred to as the Shadow Lawn Mobile Home Park and identified as Block 105.107, Lot 1.1 on the tax map of the Borough (the “**Property**”) and constitutes the Redevelopment Area; and

WHEREAS, the Company proposes to develop the Property by constructing thereon a mixed use development consisting of five (5) and six (6) stories of approximately 423 residential studio/1-3 bedroom units over three (3) stories of garage parking, with affordable units to be provided in an number equal to 15% of the total units, approximately 634 parking spaces, approximately 6,000 square feet of club room fitness, learning and entrance lounge spaces, and certain on- and off-site community benefits and improvements (collectively, the “**Project**”); and

WHEREAS, on February 17, 2021, the Borough Council adopted Resolution No. 21-61, in which the Borough conditionally designated the Company as the “redeveloper” of the Property, as defined in the Redevelopment Law, subject to entry of a redevelopment agreement for an initial period of one hundred eighty (180) days, with an additional period not to exceed ninety (90) days; and

WHEREAS, the parties have since undertaken negotiation of a redevelopment agreement (the “**RDA**”) and both the Borough and the Company have engaged in ongoing discussions with the New Jersey Department of Environmental Protection (the “**DEP**”) regarding various considerations related to the Project; and

WHEREAS, on August 12, 2021, the Mayor exercised her discretion pursuant to Resolution No. 21-61 to extend the Company’s conditional redeveloper designation for an additional ninety (90) days, or until

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

November 12, 2021; and

WHEREAS, such discussions with the DEP are still ongoing, and the resolution of same are desirable in order to finalize the RDA; and

WHEREAS, the Borough therefore desires to further extend the Company’s conditional redeveloper designation for an additional period of one hundred eighty (180) days, with an option for the Mayor or the Borough Administrator in each of their sole discretion, after consultation with such counsel and any advisors to the Borough, to extend such time period for an additional period not to exceed ninety (90) days, so that the Borough and the Company can resolve and/or conclude its conversations with the DEP and complete the negotiation of the RDA.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Highlands as follows:

Section 1. The foregoing recitals are herein incorporated as if set forth in full.

Section 2. The designation as redeveloper of the Property previously granted to the Company is hereby extended until May 12, 2022, or as otherwise may be extended in accordance with Section 3 hereof, during which time negotiation and execution of a redevelopment agreement and other related items with the Borough shall be completed.

Section 3. The Mayor or Borough Administrator (each an “**Authorized Officer**”) in each of their sole discretion, after consultation with such counsel and any advisors to the Borough, may extend the time period set forth in Section 2 hereof for an additional period not to exceed ninety (90) days.

Section 4. In the event that the Company has not executed a redevelopment agreement with the Borough, all in accordance with the time period set forth in Section 2 hereof, or as otherwise may be extended by an Authorized Officer, in such Authorized Officer’s sole discretion, in accordance with Section 3 hereof, the Borough’s conditional designation of the Company as redeveloper for the Property shall expire and be of no further force and effect and the Borough shall have no further obligation to the Company.

Section 5. This Resolution shall take effect at the time and in the manner prescribed by law.

Section 6. Upon the adoption hereof, the Borough Clerk shall forward certified copies of this Resolution to Joseph P. Baumann, Esq., Special Redevelopment Counsel to the Borough.

Motion to Approve R-21-212:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA				X		
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON	X		X			

RESOLUTION 21-213
RESOLUTION AUTHORIZING EXECUTION OF A LOANER AGREEMENT WITH VCI
EMERGENCY VEHICLE SPECIALISTS FOR A FORD E-450 WHEELED COACH

WHEREAS, the Borough of Highlands requires a loaner ambulance for the Highland First Aid Squad pending the purchase of a new ambulance; and

WHEREAS, VCI Emergency Vehicle Specialists has advised the Borough that it is willing to loan a 2006, Ford E-450 Wheeled Coach to the Highlands First Aid Squad at no cost to the Borough; and

WHEREAS, it is in the best interest of the Borough to enter into a Loaner Agreement with VCI Emergency Vehicle Specialist for the 2006, Ford E-450 Wheeled Coach to be used by the Highlands Borough First Aid.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands that the Borough Administrator is hereby authorized to execute the above referenced Loaner Agreement with VCI Emergency Vehicle Transport.

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

BE IF FURTHER RESOLVED, that the Borough Administrator be and is hereby authorized to undertake such acts as are reasonable and necessary to accomplish the purposes of this Resolution.

Motion to Approve R-21-213:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN		X	X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

RESOLUTION 21-214
RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT
BETWEEN THE BOROUGH OF HIGHLANDS AND BOROUGH OF ATLANTIC HIGHLANDS
FOR BASIC LIFE SUPPORT RESPONSE

WHEREAS, the New Jersey Uniform Shared Services and Consolidation Act (C.40A:65-1 et. seq.) authorizes local units such as this Municipality to enter into Shared Services Agreements with other local units; and

WHEREAS, the Highlands First Aid Squad provides emergency medical services to Borough residents, and such services are supplemented through an agreement with HMM Hospitals Corporation d/b/a JFK University Medical Center (hereinafter referred to as “JFK”) for continuous daytime coverage in the Highlands; and

WHEREAS, Highlands’ agreement with JFK provides for the possibility of JFK providing primary Basic Life Support response in Atlantic Highlands pursuant to a shared service agreement between the two municipalities; and

WHEREAS, the Borough of Highlands and Atlantic Highlands wish to enter a shared service agreement to provide for such Basic Life Support response in Atlantic Highlands in exchange for Atlantic Highlands sharing the monthly cost of JFK’s services; and

WHEREAS, the Borough of Highlands and the Borough of Atlantic Highlands have reached an agreement for which the cost to provide such services to the Borough of Atlantic Highlands will be \$7,500.00 per month; and

WHEREAS, it is in the best interest of the Borough of Highlands to enter into the proposed Shared Services Agreement with the Borough of Atlantic Highlands to provide for such Basic Life Support response in Atlantic Highlands.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Highlands hereby authorizes the Mayor and Borough Clerk to execute the attached Shared Services Agreement for Basic Life Support services to be provided by JFK in the Borough of Atlantic Highlands for the period of January 1, 2022 through December 31, 2022.

BE IT FURTHER RESOLVED that the Borough Clerk shall forward a certified copy of this Resolution, along with the executed Shared Services Agreement to the following:

1. Michelle Clark, Clerk, Borough of Atlantic Highlands.
2. Robert Ferragina, Administrator, Borough of Atlantic Highlands.
3. Patrick DeBlasio, Chief Financial Officer, Borough of Highlands.
4. Elizabeth Perez, Monmouth County Shared Services.
5. NJ Department of Local Government Services.
6. Brian J. Chabarek, Esq., Borough of Highlands.

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

Motion to Approve R-21-214:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

RESOLUTION 21-215

**RESOLUTION AUTHORIZING EXECUTION OF A FEDERAL AID AGREEMENT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION IN CONNECTION WITH THE SAFE
ROUTES TO SCHOOL PHASE 1 PROJECT**

WHEREAS, the Congress of the United States has enacted various Transportation Authorization Bills to fund transportation programs; and

WHEREAS, the Legislature of the State of New Jersey has enacted legislation by which certain federal aid funds may be made available for use on local transportation related projects of public entities qualified to act as Subrecipients of these federal-aid funds in accordance with the intent of federal law; and

WHEREAS, before federal funds will be made available for a specific program project, the Borough of Highlands and the State of New Jersey, Department of Transportation are required to enter into a Federal Aid Agreement to establish terms and conditions applicable to the Borough when receiving federal funds for a designated project facility and to the subsequent operation and maintenance of that complete facility; and

WHEREAS, the Borough of Highlands and the State of New Jersey desire to enter into an agreement in connection with the Safe Routes to School Phase 1 project to specify the conditions applicable to the financing of the costs of the project out of the Project Fund and the obligation of the Borough and the State with respect to the project.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that the Mayor is hereby authorized to execute the aforesaid Federal Aid Agreement with the State of New Jersey, Department of Transportation and the Borough Clerk is hereby authorized to attest to the execution of the said Agreement.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Borough Clerk to be a true copy will be forwarded to the State of New Jersey, Department of Transportation, Division of Local Aid and Economic Development.

Motion to Approve R-21-215:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

RESOLUTION 21-216
RESOLUTION AUTHORIZING THE PURCHASE OF AN AMUBULANCE

WHEREAS, pursuant to N.J.S.A. 40A:11-12 and N.J.S.A. 52:34-6.2, the Borough may by resolution and without advertising for bids, purchase any goods or services using a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit; and

WHEREAS, the Borough of Highlands has the need to purchase an Ambulance for the Highlands First Aid Squad; and

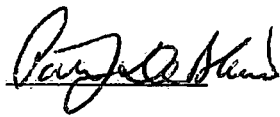
WHEREAS, the Borough of Highlands wishes to authorize a contract utilizing the Houston-Galveston Area Council national cooperative purchasing program Contract No. AM10-20, for the purchase of a Ford F550, Model 603 Ambulance, Product Code AM20KA07, from VCI Emergency Vehicle Specialists in the amount of \$305,000.00; and

WHEREAS, VCI Emergency Vehicle Specialists, with offices located at 43 Jefferson Avenue, Berlin, NJ 08009, is an authorized vendor under Contract No. AM10-20; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows:

Account # 1-01-44-901-000-264 (\$100,000.00)
Account # C-04-21-102-000-201 (\$205,000.00)



Patrick DeBlasio, Chief Financial Officer

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Highlands authorizes the purchase of a Ford F550, Model 603 Ambulance, Product Code AM20KA07, from VCI Emergency Vehicle Specialists in the amount of \$305,000.00.

Motion to Approve R-21-216:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN	X		X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON			X			

RESOLUTION 21-217
APPOINTING MEMBERS TO THE HIGHLANDS HOUSING AUTHORITY BOARD OF COMMISSIONERS

WHEREAS, the five (5) year appointment for Ida Tkoch and Nancy Messina to the Highlands Housing Authority expires on November 30, 2021; and

WHEREAS, the Governing Body desires to reappoint Ida Tkoch and Nancy Messina to the Highlands Housing Authority Board of Commissioners term ending on November 30, 2026.

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the following appointments be and are hereby confirmed to the Highlands Housing Authority Board of Commissioners:

POSITION:	NAME:	TERM:	EXPIRATION:
Commissioner	Ida Tkoch	5 Year	11/30/2026
Commissioner	Nancy Messina	5 Year	11/30/2026

Motion to Approve R-21-21-217:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

RESOLUTION 21-218
RESOLUTION AUTHORIZING EXECUTION OF A MEMORANDUM OF AGREEMENT
BETWEEN THE BOROUGH OF HIGHLANDS AND ARGIRIS AND ANDROULA SERGHIS
REGARDING BOUNDARY LINE ADJUSTMENTS BETWEEN BLOCK 101, LOT 4 AND BLOCK
101, LOT 3

WHEREAS, Argiris and Androula Serghis (“Serghis”) are the owners of property located at Block 101, Lot 4 in the Borough of Highlands, also known as 60 Mathews Street (the “Serghis Property”); and

WHEREAS, the Borough of Highlands (the “Borough”) is the owner of property located at Block 101, Lot 3 in the Borough of Highlands (the “Borough Property”), which is adjacent to the Serghis Property; and

WHEREAS, the Serghis Property contains a multi-family home with attached, elevated, deck and associated concrete pad that has encroached onto the Borough Property since at least 1977 (the “Encroachment”); and

WHEREAS, portions of additional concrete encroaching further onto the Borough Property will be removed by Serghis in accordance with the terms of the Memorandum of Agreement; and

WHEREAS, Serghis obtained a written easement over the Borough Property from a predecessor in title to the Borough by way of easement agreement dated December 10, 1999 and recorded on December 16, 1999 at DB 5897, Page 638 *et seq.* which allows for the use of the encroachment area and ingress, egress, repair, and maintenance of the same (the “Easement”); and

WHEREAS, the Easement area totals approximately 2,107 square feet; and

WHEREAS, the Borough Property is designated on the Borough’s Recreation and Open Space Inventory, and any diversion of such land could require an application to, and approval of, the New Jersey Department of Environmental Protection (“DEP”) as a minor diversion of parkland; and

WHEREAS, since the portion of the Borough Property in question is less than the minimum size required for development, since the Borough does not maintain any capital improvements on the land and since Serghis is the only contiguous property owner, the portion of the Borough Property can be sold at a private sale pursuant to N.J.S.A. 40A:12-13(b)(5); and

WHEREAS, Serghis wishes to acquire a portion of the Easement area from the Borough at the agreed-upon fair market value of \$20,000, together with a reconfirmation of the remaining portion of the Easement not acquired by Serghis to be more particularly described in the Memorandum of Agreement; and

WHEREAS, the parties wish to apply to the DEP for approval of the diversion of the portion of

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands November 10, 2021– Meeting Minutes

Borough Property with the cost of such application and associated fees being paid by Serghis, and if approved, either subdivide and proceed with the sale of the portion of the Borough Property to Serghis, or effectuate the transfer through any other procedural means that the parties may agree upon.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands, that the Mayor and Borough Administrator be and are hereby authorized to execute a Memorandum of Agreement between the Borough of Highlands and Argiris and Androula Serghis outlining the terms and conditions of the Agreement, in a form to be reviewed and approved to the Borough Attorney.

BE IT FURTHER RESOLVED, that the Mayor and Borough Administrator are authorized to undertake such acts as are reasonable and necessary to accomplish the purpose of this Resolution.

Motion to Approve R-21-218:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON	X		X			

OTHER BUSINESS:

Mayor Broullon swore in Ida Tkoch as member of the Highlands Housing Authority.

REPORTS:

Mayor's Report:

Mayor Broullon read report inconclusive of October 31, 2021. Monthly reports can also be found online.

Administrator's report:

Mr. Muscillo read his report. Meetings with DEP, FEMA as well JIF. Gave an update on JFK/Atlantic Highlands agreement. DOT access granted for new borough hall water hook up, going out to bid in the next few weeks. Improvements to King & Matthews Street ongoing.

Engineer's report:

Mr. Valesi read report.

I Bank nearing finish line. Authorization to go out to bid by end of the year.

King & Matthew Street bid date set for December 7, 2021.

Construction set to begin in the Spring of 2022 on Gertrude Ederle Park.

PUBLIC PORTION:

Mayor opened public portion.

Rosemary Ryan, 117 Highlands Avenue – Thanked Department of Public Works for an amazing job responding to a tree that had fallen in the neighborhood. Also, thanked Council for the ambulance for the Highlands First Aid Squad it will help tremendously.

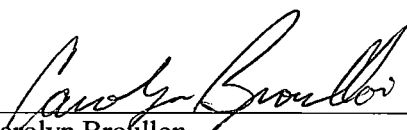
Mayor closed public portion.

Councilmember Martin also thanked the Department of Public Works for rectifying the manhole issue on South Bay Avenue.

Mayor swore in Lori Hohenleitner as a member of the Highlands Housing Authority.

ADJOURN:

Upon motion by Mayor Broullon, seconded by Councilmember Martin, motion carries to adjourn at 8:41 P.M. All in Favor.

Approve: 
Carolyn Broullon

Attest: 
Michelle Hutchinson, Borough Clerk