



**BOROUGH OF HIGHLANDS**  
**COUNCIL REGULAR MEETING**  
22 Snug Harbor Avenue, Highlands NJ 07732  
Wednesday, August 16, 2023 at 7:00 PM

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## **AGENDA**

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, 2023. Items listed on the agenda are subject to change.

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Councilmember Cervantes | Councilmember Chelak | Councilmember Melnyk

Council President Olszewski | Mayor Broullon

### **OTHER BUSINESS**

1. 4:30 Movie/Miller Hill Inc. Application

### **APPROVAL OF MINUTES**

2. July 19, 2023 Meeting Minutes
3. July 19, 2023 Executive Session Minutes

### **INTRODUCTION OF PROPOSED ORDINANCES**

4. O-23-13 Bond Ordinance Amending in Part Bond Ordinance No. O-21-28 Adopted on June 16, 2021, Providing for the Construction of a New Municipal Building for the Borough of Highlands, in Order to Increase the Authorized Bonds and Notes to be Issued to Finance a Portion of the Costs Thereof By \$3,420,000 for a Total Debt Authorization of \$8,170,000, Authorized in and by the Borough of Highlands, in the County of Monmouth, New Jersey
5. O-23-14 Amending Chapter 2 (Administration), Section 2-10 (Police Department), Subsection 2-10.6 (Police Headquarters) of the Code of the Borough of Highlands
6. O-23-15 Amending Chapter 11 (Uniform Fire Code), Section 11-5 (Appointments, Qualifications; Term of Office; Removal)
7. O-23-16 Amending Borough of Highlands Revised General Ordinances Adding Code Section 2-24.6 (Reports) to Require the Borough First Aid Squad to Provide Monthly Reports to the Borough Administrator
8. O-23-17 Amending Borough of Highlands Revised General Ordinances to Add Code Section 2-11.6 (Reports) to Require the Borough Fire Department to Provide Monthly Reports to the Borough Administrator
9. O-23-18 Accepting Storm Drainage Easement for Block 3, Lot 7.02

## **RESOLUTIONS**

10. R 23-168 Approving Renewal of Liquor License for the 2023-2024 Term

## **CONSENT AGENDA**

11. R 23-169 Authorizing Refund of Tax Overpayment

12. R 23-170 Property Tax Cancellation and Refund

13. R 23-171 Authorizing the Award of a Contract to HAPCO Fence Contractors for Installation of a Fence at the Skate Park

14. R 23-172 Requesting Approval of Insertion of \$65,000 the 2023 Budget Revenue Available from the Spotted Lanternfly Reimbursement Grant

15. R 23-173 Authorizing Advertisement and Solicitation of Sealed Bids for the Lease of Municipal Property

16. R 23-174 Authorizing the Award of a Contract to Forerunner Industries, Inc., for a Floodplain Management Software License

17. R 23-175 Authorizing the Award of a Non-Fair and Open Contract for Professional Engineering Services for the Highlands and Monmouth Hills Flood Mitigation and Green Infrastructure Project – USDOT Protect Grant Application

18. R 23-176 Authorizing the Award of a Non-Fair and Open Contract for Professional Engineering Services in Connection with the Jones Creek Dredging Project

19. R 23-177 Accepting Donation of a Metal Replacement Sign for Gertrude Ederle Park

20. R 23-178 Authorizing the Borough of Highlands to Enter into a Commodity Resale Agreement with the County of Monmouth

21. R 23-179 Approving a Membership Application for the Highlands Fire Department

22. R 23-180 Approving Request for Waiver of Alcohol Ban for Community Center Rental

23. R 23-181 Appointing Land Use Board Member

24. R 23-182 Property Tax Cancellation and Refund

25. R 23-183 Appointing Paul A. Murphy, Jr. as Fire Official and Housing Inspector

26. R 23-184 Appointing Nancy Tran to Serve in the Position of Registrar

27. R 23-185 Authorizing Payment of Bills

## **REPORTS**

28. Mayor's Report

## **PUBLIC PORTION**

Individuals wishing to address the Council shall be recognized by the presiding officer and shall give their name, address, and the group, if any, they represent. Although the Council encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. If any individual refuses to conduct themselves in a proper manner, they will be removed from the meeting. The Council will not, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or discipline of any specific or prospective or current employee. There is a 3-minute time limit for your comments.

## **EXECUTIVE SESSION**

Executive Session will be held following the Regular Council Meeting. Prior to each Executive Session, the Borough Council will convene in open session at which time a resolution will be adopted in accordance with N.J.S.A. 10:4-13. No formal action will be taken during Executive Session.

### **RESOLUTION TO ENTER EXECUTIVE SESSION**

**BE IT RESOLVED** that the following portion of this meeting shall not be open to the public,

**BE FURTHER RESOLVED** that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Act:

- 29. Potential Litigation
- 30. Attorney-Client Privilege – LOSAP Ordinance
- 31. Contracts

**BE IT FURTHER RESOLVED** that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when the need for privacy no longer exists.

## **ADJOURNMENT**

If you have any questions regarding this agenda, please contact the Borough Clerk at (732) 872-1224 ext. 201 or email [clerk@highlandsborough.org](mailto:clerk@highlandsborough.org).