



BOROUGH OF HIGHLANDS
COUNCIL REORGANIZATION MEETING
151 Navesink Avenue, Highlands NJ 07732
Monday, January 01, 2024 at 12:00 PM

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 and on October 18, 2023. Items listed on the agenda are subject to change.

PLEDGE OF ALLEGIANCE

BLESSING - A Blessing by the Reverend Pastor McGrail

ROLL CALL Councilmember Cervantes | Councilmember Chelak | Councilmember Melnyk

Council President Olszewski | Mayor Broullon

OATHS OF OFFICE

1. Jo-Anne Olszewski - Councilmember
2. Donald Melnyk - Councilmember
3. William Caizza - Fire Chief
4. Warren "Jay" Terwilliger - First Aid Chief
5. Yanni Gouzouassis - Special Officer II

APPROVAL OF MINUTES

6. December 20, 2023 Meeting Minutes
7. December 20, 2023 Executive Session Minutes

INTRODUCTION OF PROPOSED ORDINANCES

8. O-24-01 Amending Chapter 21 (Zoning and Land Use Regulations), Part VII (Flood Damage Prevention), Article XXIV (Flood Damage Prevention), Section 21-111.1 (Floodplain Administrator Designation)

CONSENT AGENDA

R 24-001 Electing Council President for the Calendar Year 2024

- R 24-002 Authorizing the Borough to Enter into an Employment Agreement with Michael Muscillo Effective January 1, 2023 through December 31, 2025 Governing the Terms and Conditions of His Employment as Borough Administrator
- R 24-003 Appointing Municipal Attorney for the Calendar Year 2024 & Authorizing the Award of a Fair and Open Contract for Professional Legal Services
- R 24-004 Appointing a Borough Engineer for the Calendar Year 2024 & Authorizing the Award of a Fair and Open Contract for Professional Engineering Services
- R 24-005 Authorizing Award of a Fair and Open Contract for Professional Services – Municipal Auditor
- R 24-006 Authorizing Award of a Fair and Open Contract for Professional Services as Borough Bond Attorney
- R 24-007 Authorizing Award of a Fair and Open Contract for Professional Services for the Borough of Highlands Information Technology Services
- R 24-008 Authorizing Award of a Fair and Open Contract for Professional Services as Borough Labor Counsel
- R 24-009 Authorizing Award of a Fair and Open Contract for Professional Services as Borough Planner
- R 24-010 Appointing Municipal Prosecutor and Authorizing the Award of a Fair and Open Contract
- R 24-011 Appointing Municipal Public Defender and Authorizing the Award of a Fair and Open Contract
- R 24-012 Authorizing Award of a Fair and Open Contract for Professional Services as Redevelopment Attorney
- R 24-013 Authorizing Award of a Fair and Open Contract for Professional Legal Counsel for Tax Appeal and Tax Foreclosure Matters
- R 24-014 Authorizing Award of a Non-Fair And Open Contract for Professional Services – Affordable Housing Attorney
- R 24-015 Authorizing Award of a Non-Fair and Open Contract for Professional Services – Risk Management
- R 24-016 Authorizing Award of a Fair and Open Contract for Professional Services – Consulting Engineer
- R 24-017 Authorizing Award of a Fair and Open Contract for Professional Services – Administrative Agent
- R 24-018 Authorizing Award of a Non-Fair and Open Contract for Professional Services – Conflict Attorney
- R 24-019 Appointing Council Liaisons (1 Year Ending 12/31/2024)
- R 24-020 Appointing Communications Committee Members

R 24-021 Appointing Members of the Environmental Advisory Commission

R 24-022 Appointing Green Team Members

R 24-023 Appointing Open Space Committee Members

R 24-024 Appointing Shade Tree Commission Members

R 24-025 Appointing Land Use Board Members

R 24-026 Appointing Economic Development Review Board Members

R 24-027 Appointing Community Development Representative

R 24-028 Appointing a Clean Communities Coordinator

R 24-029 Appointing Fire Police

R 24-030 Appointing Juvenile Officer

R 24-031 Appointing Special Police Officers

R 24-032 Designating a Public Agency Compliance Officer (PACO)

R 24-033 Appointing a Public Officer

R 24-034 Appointing the 2024 Recycling Coordinator

R 24-035 Appointing a Deputy Municipal Clerk

R 24-036 Appointing a Tree Commissioner

R 24-037 Appointing a Land Use Board Secretary

R 24-038 Appointing Tax Search and Assessment Search Officer

R 24-039 Approving 2024 Events on Various Borough Properties

R 24-040 Approving the 2024 Temporary Budget

R 24-041 Authorizing a Cash Management Plan

R 24-042 Setting the Schedule for Meetings of the Mayor and Council of the Borough of Highlands for the Calendar Year 2024

R 24-043 Designating Official Newspapers of the Borough of Highlands

R 24-044 Authorizing Execution of Municipal Services Agreement with Hilltop at Highlands Condominium Association

R 24-045 Authorizing Execution of Municipal Services Agreement with East Manor Square Condominium Association

R 24-046 Authorizing Execution of Municipal Services Agreement with Gravelly Point Condominium Association

R 24-047 Authorizing Execution of Municipal Services Agreement with Hilltop Terrace Condominium Association

R 24-048 Authorizing Execution of Municipal Services Agreement with Sandpiper Condominium Association

R 24-049 Authorizing Payment of Bills

REPORTS

9. 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.

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.