



**BOROUGH OF HIGHLANDS
COUNCIL REGULAR MEETING
22 Snug Harbor Avenue, Highlands NJ 07732
Wednesday, October 18, 2023 at 7:00 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. 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

PROCLAMATIONS/AWARDS/OATH OF OFFICE

APPROVAL OF MINUTES

1. October 4, 2023 Meeting Minutes
2. October 4, 2023 Executive Session Minutes

PUBLIC HEARING ON PROPOSED ORDINANCES

3. O-23-21 Designating Restricted Parking in Front of Residence Occupied by Person with Disabilities

INTRODUCTION OF PROPOSED ORDINANCES

RESOLUTIONS

CONSENT AGENDA

4. R 23-204 Authorizing Execution of a Lease Agreement for Municipal Property Designated as Block 56, Lot 13 on the Tax Map of the Borough of Highlands
5. R 23-205 Awarding Contract for the Improvements to Bayside Drive and Marie Avenue Project
6. R 23-206 Authorizing the Execution of a Shared Services Agreement Between the Borough of Highlands and Borough of Atlantic Highlands for Basic Life Support Response
7. R 23-207 Authorizing the Award of a Non-Fair and Open Contract for Professional Emergency Medical Services Between the Borough of Highlands and JFK Medical Center (“JFK”) for EMS Services
8. R 23-208 Authorizing Adoption of Amendments to the Borough’s Personnel Policies and Procedures Manual and Personnel Policies and Procedures Manual Supervisory Supplement and

Distribution of Personnel Policies and Procedures Manual and Personnel Policies and Procedures Manual Supervisory Supplement

9. R 23-209 Authorizing Adoption of Amendments to the Borough's Drug and Alcohol Policy for Employees Required to Possess a Commercial Driver's License, Renamed Alcohol and Drug-Free Workplace Policy for Employees Required to Possess a Commercial Driver's License and Distribution of Alcohol and Drug-Free Workplace Policy for Employees Required to Possess a Commercial Driver's License
10. R 23-210 Authorizing Payment of Bills
11. R 23-211 Amending the Schedule for Meetings of the Mayor and Council of the Borough of Highlands for the Remainder of the Calendar Year 2023 and for the 2024 Reorganization Meeting
12. R 23-212 Authorizing the Award of a Non-Fair and Open Contract for Professional Engineering Services in Connection with Construction Phase Services to Bayside Drive and Marie Avenue
13. R 23-213 Awarding a Fair and Open Contract for Drainage Repair Services for 88-6 Portland Road
14. R 23-214 Authorizing the Award of a Contract to Mitchell Humphrey & Co. for Proprietary Software Product License and Maintenance Support

OTHER BUSINESS

REPORTS

15. Borough Administrator - Best Practices

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:

16. Potential Litigation

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.