



BOROUGH OF HIGHLANDS
COUNCIL REORGANIZATION/REGULAR MEETING

151 Navesink Ave., Highlands, NJ 07732
Wednesday, January 01, 2025 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, 2024. Items listed on the agenda are subject to change.

PLEDGE OF ALLEGIANCE

OATH OF OFFICE

1. Leo Cervantes - Councilmember
2. Karen Chelak - Councilmember
3. Warren "Jay" Terwilliger - EMS Chief
4. Charles Wells - Fire Chief
5. Sergeant Ryan Clark - Juvenile Officer
6. Thomas Snow - Chief of Fire Police
7. Antonio Flores - OEM Coordinator

ROLL CALL: Councilmember Cervantes | Councilmember Chelak | Councilmember Melnyk

Council President Olszewski | Mayor Broullon

APPROVAL OF MINUTES

8. December 18, 2024 Meeting Minutes

CONSENT AGENDA

9. R 25-001 Electing Council President for the Calendar Year 2025
10. R 25-002 Appointing Municipal Attorney for the Calendar Year 2025 & Authorizing the Award of a Fair and Open Contract for Professional Legal Services
11. R 25-003 Appointing a Borough Engineer for the Calendar Year 2025 & Authorizing the Award of a Fair and Open Contract for Professional Engineering Services

12. R 25-004 Authorizing Award of a Fair and Open Contract for Professional Services – Municipal Auditor
13. R 25-005 Authorizing Award of a Fair and Open Contract for Professional Services as Borough Bond Attorney
14. R 25-006 Authorizing Award of a Fair and Open Contract for Professional Services for the Borough of Highlands Information Technology Services
15. R 25-007 Authorizing Award of a Fair and Open Contract for Professional Services as Borough Labor Counsel
16. R 25-008 Authorizing Award of a Fair and Open Contract for Professional Services as Municipal Planner
17. R 25-009 Appointing Municipal Court Judge
18. R 25-010 Appointing Municipal Public Defender and Authorizing the Award of a Fair and Open Contract
19. R 25-011 Appointing Municipal Prosecutor and Authorizing the Award of a Fair and Open Contract
20. R 25-012 Authorizing Award of a Fair and Open Contract for Professional Legal Counsel for Tax Appeal and Tax Foreclosure Matters
21. R 25-013 Authorizing Award of a Fair And Open Contract for Professional Services – Affordable Housing Attorney
22. R 25-014 Authorizing Award of a Fair and Open Contract for Professional Services as Redevelopment Attorney
23. R 25-015 Authorizing Award of a Fair and Open Contract for Professional Services – Risk Management
24. R 25-016 Authorizing Award of a Fair and Open Contract for Professional Services – Conflict Attorney
25. R 25-017 Authorizing Award of a Fair and Open Contract for Professional Services – Consulting Engineer
26. R 25-018 Awarding a Fair and Open Contract to Downtown Network Company for the Community Rating System (CRS) Coordinator
27. R 25-019 Appointing Council Liaisons (1 Year Ending 12/31/2025)
28. R 25-020 Appointing Communications Committee Members
29. R 25-021 Appointing Members of the Environmental Advisory Commission
30. R 25-022 Appointing Green Team Members
31. R 25-023 Appointing Shade Tree Commission Members

32. R 25-024 Appointing a Tree Commissioner
33. R 25-025 Appointing Open Space Committee Members
34. R 25-026 Appointing Land Use Board Members
35. R 25-027 Appointing Community Development Representative
36. R 25-028 Appointing Economic Development Review Board Members
37. R 25-029 Appointing Special Police Officers
38. R 25-030 Appointing Juvenile Officer
39. R 25-031 Appointing Fire Police
40. R 25-032 Designating a Public Agency Compliance Officer (PACO)
41. R 25-033 Appointing a Public Officer
42. R 25-034 Appointing the 2025 Recycling Coordinator
43. R 25-035 Appointing a Clean Communities Coordinator
44. R 25-036 Appointing Antonio Flores to the Position of Office of Emergency Management Coordinator
45. R 25-037 Appointing Deputy Emergency Management Coordinators
46. R 25-038 Appointing a Land Use Board Secretary
47. R 25-039 Appointing Tax Search and Assessment Search Officer
48. R 25-040 Approving 2025 Events on Various Borough Properties
49. R 25-041 Approving the 2025 Temporary Budget
50. R 25-042 Authorizing a Cash Management Plan
51. R 25-043 Setting the Schedule for Meetings of the Mayor and Council of the Borough of Highlands for the Calendar Year 2025
52. R 25-044 Designating Official Newspapers of the Borough of Highlands
53. R 25-045 Authorizing the Borough of Highlands, Through the Borough of Highland's Police Department, to Participate in the Defense Logistics Agency, Law Enforcement Support Office 1033 Program to Enable the Borough of Highlands Police Department to Request and Acquire Excess Department of Defense Equipment

REPORTS

54. 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 Municipal Clerk at (732) 872-1224 ext. 201 or email clerk@highlandsnj.gov.

