



**BOROUGH OF HIGHLANDS**  
**COUNCIL REORGANIZATION MEETING**  
22 Snug Harbor Avenue, Highlands NJ 07732  
Sunday, January 01, 2023 at 12:00 PM

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## **AGENDA**

### **REGULAR MEETING:**

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, 2022. 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

### **OATH OF OFFICE**

1. Carolyn Broullon - Mayor
2. William Kane - Fire Chief
3. Bill Mount - First Aid Chief
4. Jason Reynolds - Open Space Committee Member
5. Johnny Rivera - Communications Committee Member

### **APPROVAL OF MINUTES**

6. December 21, 2022 Meeting Minutes

### **INTRODUCTION OF PROPOSED ORDINANCES**

7. O-23-01 Designating Restricted Parking in Front of Residence Occupied by Person with Disabilities
8. O-23-02 Designating Restricted Parking in Front of Residence Occupied by Person with Disabilities

### **CONSENT AGENDA**

9. R 23-001 Authorizing Execution of Memorandum of Agreement, to be Incorporated into the Collective Negotiations Agreement, With CWA Local 1032 with an Effective Date of January 1, 2023 Through December 31, 2025
10. R 23-002 Reappointing Michael Muscillo to Serve as Borough Administrator
11. R 23-003 Electing Council President for the Calendar Year 2023
12. R 23-004 Appointing Municipal Attorney for the Calendar Year 2023 & Authorizing the Award of a Fair and Open Contract for Professional Legal Services
13. R 23-005 Appointing a Borough Engineer for the Calendar Year 2023 & Authorizing the Award of a Fair and Open Contract for Professional Engineering Services
14. R 23-006 Authorizing Award of a Fair and Open Contract for Professional Services – Municipal Auditor
15. R 23-007 Authorizing Award of a Fair and Open Contract for Professional Services as Borough Bond Counsel
16. R 23-008 Authorizing Award of a Fair and Open Contract for Professional Services for the Borough of Highlands Information Technology Services
17. R 23-009 Authorizing Award of a Fair and Open Contract for Professional Services as Borough Labor Counsel
18. R 23-010 Authorizing Award of a Fair and Open Contract for Professional Services – Landscape Architect and Design Services
19. R 23-011 Appointing Municipal Prosecutor and Authorizing the Award of a Fair and Open Contract
20. R 23-012 Appointing Municipal Public Defender and Authorizing the Award of a Fair and Open Contract
21. R 23-013 Authorizing Award of a Fair and Open Contract for Professional Services as Redevelopment Counsel
22. R 23-014 Authorizing Award of a Fair and Open Contract for Professional Legal Counsel for Tax Appeal And Tax Foreclosure Matters
23. R 23-015 Setting the Schedule for Meetings of the Mayor and Council of the Borough of Highlands for the Calendar Year 2023
24. R 23-016 Designating Official Newspapers of the Borough of Highlands
25. R 23-017 Approving the 2023 Temporary Budget
26. R 23-018 Authorizing a Cash Management Plan
27. R 23-019 Appointing Council Liaisons (1 Year Ending 12/31/2023)
28. R 23-020 Appointing Communications Committee Members

29. R 23-021 Appointing Members of the Environmental Advisory Commission
30. R 23-022 Appointing Green Team Members
31. R 23-023 Appointing Open Space Committee Members
32. R 23-024 Appointing Shade Tree Commission Members
33. R 23-025 Appointing Land Use Board Members
34. R 23-026 Appointing Economic Development Review Board Members
35. R 23-027 Appointing Community Development Representative
36. R 23-028 Appointing a Clean Communities Coordinator
37. R 23-029 Appointing Fire Police
38. R 23-030 Appointing Juvenile Officer
39. R 23-031 Appointing Special Police Officers
40. R 23-032 Designating a Public Agency Compliance Officer (PACO)
41. R 23-033 Appointing a Public Officer
42. R 23-034 Appointing the 2023 Recycling Coordinator
43. R 23-035 Appointing a Deputy Municipal Clerk
44. R 23-036 Appointing a Tree Commissioner
45. R 23-037 Appointing a Land Use Board Secretary
46. R 23-038 Appointing Tax Search and Assessment Search Officer
47. R 23-039 Approving 2023 Events on Various Borough Properties
48. R 23-040 Appointing Steven Ussman as Licensed C2 Operator and Joseph Accardi as Back-Up Operator to Oversee the Operation and Maintenance of the Borough's Wastewater Pump Stations
49. R 23-041 Authorizing Award of a Fair and Open Contract for Professional Services – Sanitary Engineer
50. R 23-042 Authorizing Award of a Fair and Open Contract for Professional Services – Marine Engineer
51. R 23-043 Authorizing Payment of Bills

## **REPORTS**

## **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](mailto:clerk@highlandsborough.org)*