



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, 2026. 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

APPROVAL OF MINUTES

1. 06-03-2026 Meeting Minutes
2. 06-03-2026 Executive Session Minutes

PUBLIC HEARING ON PROPOSED ORDINANCES

3. **O-26-14** Amending Chapter 2 (Administration), Section 2-32 (Department of Public Works), Section 2-32.6 (Appointment of Superintendent) of the Borough Code
4. **O-26-15** Designating Restricted Parking in Front of a Residence Occupied by a Person with Disabilities
5. **O-26-16** Adding Chapter 7-3.6C of the Borough Code Designating Restricted Parking for Persons with Disabilities

INTRODUCTION OF PROPOSED ORDINANCES

CONSENT AGENDA

6. **R 26-136** Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Rt 36 at Waterwitch Ave Pedestrian Safety Improvements Project
7. **R 26-137** Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the North Street and Shore Drive Improvements Project
8. **R 26-138** Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Route 36 Community Overpass Project

9. [R 26-139](#) Authorizing the Award of a Contract for Services in Connection with the Monmouth County Open Space Grant Application
10. [R 26-140](#) Authorizing the Award of a Contract for Services in Connection with the Monmouth County Community Development Block Grant Application
11. [R 26-141](#) Authorizing the Award of a Contract for Services in Connection with the 2027 New Jersey Department of Transportation State Aid Application
12. **R 26-142** Authorizing LUB/Developer's Escrow Refund
13. **R 26-143** Authorizing the Execution of a Shared Services Agreement Between the Borough of Highlands and the County of Monmouth Through the Monmouth County Sheriff's Office, Communications Division
14. **R 26-144** Award Safe Streets for All Action Plan
15. [R 26-145](#) HFAS Member
16. **R 26-146** Authorizing Payment of Bills

OTHER BUSINESS

17. [Public Hearing on License 1317-33-008-006 Place-to-Place Transfer Application](#)
18. Public Hearing on Open Space Grant - Kavookjian Field Project

RESOLUTIONS

19. **R 26-147** Approving Renewal of Liquor Licenses for the 2026-2027 Term
20. [R 26-148](#) Approving Renewal of Liquor License 1317-33-015-007 for the 2026-2027 Term
21. [R 26-149](#) Authorizing the Borough of Highlands to Apply for a 2026 Monmouth County Municipal Park Improvement Grant for Kavookjian Field Infrastructure Improvements Projects

REPORTS

22. Administrator'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 IT FURTHER RESOLVED that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Act:

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@highlandsnj.gov.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-26-14

AMENDING CHAPTER 2 (ADMINISTRATION), SECTION 2-32 (DEPARTMENT OF PUBLIC WORKS), SECTION 2-32.6 (APPOINTMENT OF SUPERINTENDENT) OF THE BOROUGH CODE

WHEREAS, the governing body of the Borough of Highlands has determined that it is in the best interest of the Borough to amend the appointment provision for the Superintendent of Public Works that is contained within Section 2-32.6 of the Borough Code to include a provision which allows for tenure in accordance with N.J.S.A. 40A:9-154.6, wherein said provision contains an expiration date.

NOW, THEREFORE, BE IT ORDAINED by the governing body of the Borough of Highlands as follows:

SECTION I.

Chapter 2, (Administration), Section 2-32 (Department of Public Works), Section 2-32.6 (Appointment of Superintendent) of the Code of the Borough of Highlands shall be amended as follows (All additions are shown in **bold with underlines**. The deletions are shown as ~~strikeovers in bold~~). Code sections 2-32.1 through 2-32.5 and 2-32.7 shall remain unchanged and are omitted below:

Section 2-32.6 (Appointment of Superintendent and Tenure of Office.)

The superintendent shall be appointed by the governing body. **Any person holding the office, position or employment as full-time superintendent of public works who has held the office, position or employment continuously for five (5) years or more shall continue to hold the office, position or employment, notwithstanding that he/she is serving for a fixed term, during good behavior and efficiency and shall not be removed therefrom for political or other reasons except for good cause, upon written charges filed with the municipal clerk and after a public, fair and impartial hearing. The person may be retired when he/she shall have attained 70 years of age. This provision affording tenure to the superintendent of public works after five (5) years or more of continuous service shall expire on May 31, 2030. This expiration date is not intended to affect tenure rights acquired by an employee prior to this provision's expiration.**

SECTION II. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION III. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

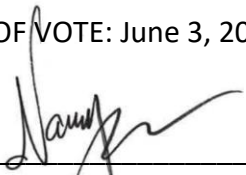
SECTION IV. EFFECTIVE DATE. This Ordinance shall take effect after final passage and publication as provided by law.

First Reading and Set Hearing Date for O-26-14:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK	X		X			
MELNYK						X
OLSZEWSKI		X	X			
BROULLON			X			

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: June 3, 2026



 Nancy Tran, Municipal Clerk
 Borough of Highlands

Public Hearing for O-26-14:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: June 17, 2026

 Carolyn Broullon, Mayor

 Nancy Tran, Municipal Clerk
 Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-26-15

DESIGNATING RESTRICTED PARKING IN FRONT OF RESIDENCE OCCUPIED BY PERSON WITH DISABILITIES

WHEREAS, N.J.S.A. 39:4-197.6 provides that any municipality may, by ordinance, establish a restricted parking zone in front of a residence occupied by a person with a disability provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic.

WHEREAS, Chapter 7-3.6B of the Borough Code governs applications for restricted parking in front of residences occupied by persons with disabilities; and

WHEREAS, the Highlands Police Department has received an application for on-street resident parking for persons with disabilities, which has been reviewed and approved by the Chief of Police; and

WHEREAS, the governing body of the Borough of Highlands wishes to designate an appropriate space for resident parking for persons with disabilities in accordance with the recommendation of the Chief of Police.

NOW, THEREFORE, BE IT ORDAINED, by the governing body of the Borough of Highlands as follows:

SECTION I.

A parking space in front of 22 Valley St., two (2) feet West of utility pole #JC323HLB, is hereby designated as a space for resident parking for persons with disabilities. This space shall be available to a resident of 22 Valley St. A sign shall be installed specifically identifying the parking space in accordance with Chapter 7-3.6B(d).

SECTION II. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION III. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

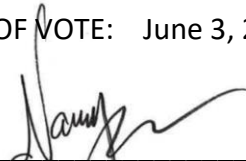
SECTION IV. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

First Reading and Set Hearing Date for O-26-15:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES		X	X			
CHELAK			X			
MELNYK						X
OLSZEWSKI	X		X			
BROULLON			X			

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: June 3, 2026


Nancy Tran, Municipal Clerk
Borough of Highlands

Public Hearing for O-26-15:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: June 17, 2026

Carolyn Broullon, Mayor

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-26-16

ADDING CHAPTER 7-3.6C OF THE BOROUGH CODE DESIGNATING RESTRICTED PARKING FOR PERSONS WITH DISABILITIES

WHEREAS, N.J.S.A. 39:4-197(1)(f) provides that any municipality may, by ordinance, regulate the parking of vehicles on streets and portions thereof; and

WHEREAS, N.J.S.A. 39:4-197.5 provides that any municipality may, by ordinance, resolution or regulation, establish restricted parking spaces in front of residences, schools, hospitals and other public buildings and in shopping and business districts for use by persons who have been issued special vehicle identification cards by the Division of Motor Vehicles for persons with disabilities pursuant to N.J.S.A. 39:4-205 et seq.

WHEREAS, the Chief of Police has recommended the designation of a restricted parking space for persons with disabilities on Shrewsbury Avenue adjacent to Veterans Park near Bay Avenue; and

WHEREAS, the Chief of Police has also recommended the designation of a restricted parking space for persons with disabilities on Shore Drive adjacent to Huddy Park near Waterwitch Avenue; and

WHEREAS, the governing body of the Borough of Highlands has determined that it is in the best interest of the residents to establish appropriate restricted parking spaces for persons with disabilities in accordance with the recommendation of the Chief of Police.

NOW, THEREFORE, BE IT ORDAINED, by the governing body of the Borough of Highlands as follows:

SECTION I.

The following Sections of Chapter 7, Section 3.6C entitled “Restricted Parking For Persons With Disabilities” of the Borough Code shall be added to provide as follows:

7-3.6C Restricted Parking For Persons With Disabilities.

- a. The following parking spaces shall be restricted for persons with disabilities:
 - 1. The first parking stall located on Shrewsbury Avenue at the corner of Shrewsbury Avenue and Bay Avenue adjacent to Veterans Park is hereby designated as a restricted parking space for persons with disabilities. A sign shall be installed specifically identifying the parking space as restricted for persons with disabilities.
 - 2. The first parking stall located on Shore Drive at the corner of Shore Drive and Waterwitch Avenue adjacent to Huddy Park is hereby designated as a restricted parking space for persons with disabilities. A sign shall be installed specifically identifying the parking space as restricted for persons with disabilities.
- b. **Penalty.** Any person improperly parking in a properly designated restricted parking space for persons with disabilities shall be subject to the penalty provisions of N.J.S.A. 39:4-197(3)(c). Law enforcement officers are also authorized to arrange for the removal and storage of a vehicle unlawfully parked in a restricted parking space if requested by an eligible person with a disability pursuant to N.J.S.A. 39:4-207.7. The

assessment of removal and storage costs shall be imposed in addition to all other penalties.

SECTION II. SEVERABILITY.

If any section, subsection, sentence clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of the ordinance, which shall otherwise remain in full force and effect.

SECTION III. REPEALER.

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION IV. EFFECTIVE DATE.

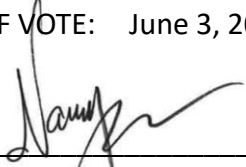
This Ordinance shall take effect after final passage as provided by law.

First Reading and Set Hearing Date for O-26-16:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK		X	X			
MELNYK						X
OLSZEWSKI			X			
BROULLON	X		X			

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: June 3, 2026



 Nancy Tran, Municipal Clerk
 Borough of Highlands

Public Hearing for O-26-16:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: June 17, 2026

 Carolyn Broullon, Mayor

 Nancy Tran, Municipal Clerk
 Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-136

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RT 36 AT WATERWATCH AVE PEDESTRIAN SAFETY IMPROVEMENTS PROJECT

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Highlands formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as SSTT-2027-Rt 36 at Waterwatch Ave Pedestrian -00028 to the New Jersey Department of Transportation on behalf of the Borough of Highlands.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Highlands and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approval to execute the grant agreement.

Motion to Approve R 26-136:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Nancy Tran, Clerk

Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-137

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE NORTH ST AND SHORE DR IMPROVEMENTS PROJECT

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Highlands formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2027-North St. and Shore Dr. Improvements-00239 to the New Jersey Department of Transportation on behalf of the Borough of Highlands.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Highlands and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approval to execute the grant agreement.

Motion to Approve R 26-137:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Nancy Tran, Clerk

Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-138

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE ROUTE 36 COMMUNITY OVERPASS PROJECT

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Highlands formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as BIKE-2027-Route 36 Community Overpass-00014 to the New Jersey Department of Transportation on behalf of the Borough of Highlands.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Highlands and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approval to execute the grant agreement.

Motion to Approve R 26-138:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Nancy Tran, Clerk

Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-139

AUTHORIZING THE AWARD OF A CONTRACT FOR SERVICES IN CONNECTION WITH THE MONMOUTH COUNTY OPEN SPACE GRANT APPLICATION

WHEREAS, the Borough of Highlands has a need for professional services in connection with the preparation and submission of the Monmouth County Open Space Grant Application; and

WHEREAS, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated June 4, 2026, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the proposed scope of work includes the preparation and submission of a grant application to the Monmouth County Municipal Open Space Grant Program for recreation infrastructure improvements at Kavookjian Field, including coordination with County and Borough officials, public hearing notice and holding of hearing, preparation of a resolution, completion of application forms, project budget preparation, mapping, letters of support, and related application materials; and

WHEREAS, the proposed amount of the contract with Colliers Engineering & Design, Inc. is \$8,500.00; and

WHEREAS, such professional services can only be provided by licensed professionals and Colliers Engineering & Design, Inc. is so recognized; and

WHEREAS, the governing body has determined that it is in the best interests of the Borough to retain Colliers Engineering & Design, Inc. for the aforesaid services in connection with the Monmouth County Open Space Grant Application as set forth in its proposal; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$8,500.00 as stated in Colliers Engineering & Design, Inc.'s proposal dated June 4, 2026; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous year and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c. 271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands

I hereby certify that funds are available as follows:

Patrick DeBlasio, Chief Financial Officer

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

- 1. Colliers Engineering & Design, Inc. is hereby retained to provide services in connection with the Monmouth County Open Space Grant Application as set forth in its written agreement as described above and, in their proposal dated June 4, 2026, for an amount not to exceed \$8,500.00.
- 2. The contract is awarded without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-591(a)(i). the Mayor and Borough Clerk are hereby authorized to sign said contract.
- 3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
- 4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 26-139:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk’s Office.

DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-140

AUTHORIZING THE AWARD OF A CONTRACT FOR SERVICES IN CONNECTION WITH THE MONMOUTH COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

WHEREAS, the Borough of Highlands has a need for professional services in connection with the preparation and submission of the Monmouth County Community Development Block Grant Application; and

WHEREAS, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated June 4, 2026, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the proposed scope of work includes preparation and submission Monmouth County Community Development Block Grant Application for ADA sidewalk improvements along Waterwitch Avenue, including coordination with County officials, preparation of application forms, narratives, cost estimates, maps, and related application materials; and

WHEREAS, the proposed amount of the contract with Colliers Engineering & Design, Inc. is \$4,000.00; and

WHEREAS, such professional services can only be provided by licensed professionals and Colliers Engineering & Design, Inc. is so recognized; and

WHEREAS, the governing body has determined that it is in the best interests of the Borough to retain Colliers Engineering & Design, Inc. for the aforesaid services in connection with the Monmouth County Community Development Block Grant Application as set forth in its proposal; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$4,000.00 as stated in Colliers Engineering & Design, Inc.'s proposal dated June 4, 2026; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous year and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c. 271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands

I hereby certify that funds are available as follows:

Patrick DeBlasio, Chief Financial Officer

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. Colliers Engineering & Design, Inc. is hereby retained to provide services in connection with the Monmouth County Community Development Block Grant Application as set forth in its written agreement as described above and, in their proposal dated June 4, 2026, for an amount not to exceed \$4,000.00.
2. The contract is awarded without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-591(a)(i). the Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 26-140:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk’s Office.

DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-141

AUTHORIZING THE AWARD OF A CONTRACT FOR SERVICES IN CONNECTION WITH THE 2027 NEW JERSEY DEPARTMENT OF TRANSPORTATION STATE AID APPLICATION

WHEREAS, the Borough of Highlands has a need for professional services in connection with the preparation and submission of the 2027 New Jersey Department of Transportation State Aid Application; and

WHEREAS, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated June 4, 2026, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the proposed scope of work includes preparation and submission of three (3) New Jersey Department of Transportation State Aid Applications, including Municipal Aid improvements to North Street, Safe Streets to Transit program for improvements to Waterwitch Avenue, and the Bikeways application for improvements at Route 36 and Kavookjian Field; and

WHEREAS, the proposed amount of the contract with Colliers Engineering & Design, Inc. is \$12,500.00; and

WHEREAS, such professional services can only be provided by licensed professionals and Colliers Engineering & Design, Inc. is so recognized; and

WHEREAS, the governing body has determined that it is in the best interests of the Borough to retain Colliers Engineering & Design, Inc. for the aforesaid services in connection with the 2027 New Jersey Department of Transportation State Aid Application as set forth in its proposal; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$12,500.00 as stated in Colliers Engineering & Design, Inc.'s proposal dated June 4, 2026; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous year and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c. 271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands

I hereby certify that funds are available as follows:

Patrick DeBlasio, Chief Financial Officer

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. Colliers Engineering & Design, Inc. is hereby retained to provide services in connection with the 2027 New Jersey Department of Transportation State Aid Application as set forth in its written agreement as described above and, in their proposal dated June 4, 2026, for an amount not to exceed \$12,500.00.
2. The contract is awarded without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-591(a)(i). the Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 26-141:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk’s Office.

DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-145

APPROVING A MEMBERSHIP APPLICATION FOR THE HIGHLANDS FIRST AID SQUAD

WHEREAS, Brian Boms has submitted a Membership Application to be a Member for the Highlands First Aid Squad; and

WHEREAS, Larry Chessal, Chief of the First Aid Squad, has approved the aforesaid Membership Application;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the First Aid Squad Membership Application of Brian Boms be and is hereby approved.

Motion to Approve R 26-145:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

May 8, 2026

VIA REGULAR AND CERTIFIED MAIL

Seastreak, LLC d/b/a The Sandbox at Seastreak
326 Shore Drive
Highlands, New Jersey 07732
c/o Skene Law Firm
2614 County Road 516
Old Bridge, New Jersey 08857
Email: jmorey@skenelawfirm.com

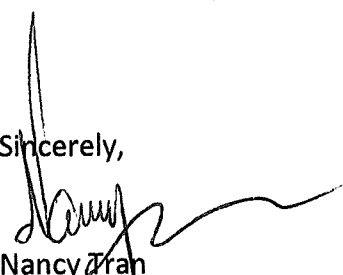
**Re: Notice of Hearing on Place-to-Place Transfer Application
License 1317-33-008-006**

Dear Seastreak LLC,

You are hereby notified that a hearing has been scheduled for **May 20, 2026** before the Borough Council of the Borough of Highlands in connection with Seastreak LLC's Place to Place Transfer application for Plenary Retail Consumption License 1317-33-008-006. The hearing will take place at the Borough Municipal Building at 151 Navesink Avenue, Highlands, New Jersey 07732 at **7:00 P.M.** At that time, the Borough Council shall consider whether to grant the Place to Place Transfer application.

Seastreak, LLC is entitled to present arguments and evidence in support of its Place to Place Transfer application for Plenary Retail Consumption License 1317-33-008-006. Your attendance is not required, however the Borough of Highlands intends to make a formal decision regarding the application at that time. The Borough reserves the right to postpone a decision and schedule a subsequent hearing if it determines that any additional information or documentation is required.

Sincerely,



Nancy Tran
Borough Clerk
(732) 872-1224 ext. 201

cc: Andrew J. Ball, Esq.

SKENE LAW FIRM, P.C.

Item 17.

A NEW JERSEY PROFESSIONAL CORPORATION
2614 ROUTE 516, 2ND FLOOR • OLD BRIDGE, NEW JERSEY • 08857
PHONE: 732-727-5030 • FAX: 732-727-5028
WWW.SKENELAWFIRM.COM

ROBERT D. SKENE * +
LISA M. MILLER * + ^
LINDSEY FARINA * +

AMANDA TAYLOR *

* NEW JERSEY BAR ADMISSION
+ NEW YORK BAR ADMISSION
^ PENNSYLVANIA BAR ADMISSION

May 20, 2026

VIA EMAIL DELIVERY ONLY

aball@respondlaw.com

Andrew J. Ball, Esq., Borough Attorney
Borough of Highlands
151 Navesink Avenue
Highlands, NJ 07732

Re: Seastreak, LLC
Place to Place Transfer of License
License No. 1317-33-008-005


Dear Andrew J. Ball, Esq:

Please be advised that our firm represents Seastreak, LLC in connection with its alcoholic beverage regulatory matters. Please accept this correspondence as our client's consent to adjourn and carry the hearing presently scheduled for May 20, 2026, concerning the Place-to-Place Transfer Application for Plenary Retail Consumption License No. 1317-33-008-006, to the Borough Council meeting of June 3, 2026, without the need for any further notice to our client.

Thank you for your attention to this matter.

Very truly yours,

SKENE LAW FIRM, P.C.



JESSICA A. MOREY
PARALEGAL



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-148

APPROVING RENEWAL OF LIQUOR LICENSE 1317-33-015-007 FOR THE 2026-2027 TERM

WHEREAS, a renewal application has been filed or submitted through POSSE ABC portal as directed by the ABC; and,

WHEREAS, the submitted, renewal application has been accepted via POSSE ABC, the Municipal Fees have been paid, and a Tax Clearance Certificate have been received for the following licensee; and,

WHEREAS, the Borough of Highlands has no objection to the renewal of the license applied for and consents thereto; and

WHEREAS, the Borough is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of the license.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Highlands, County of Monmouth, State of New Jersey, that there are no objections to the renewal of the following Liquor License[s] for the 2026-2027 license term:

License Number	Licensee	Establishment
1317-33-015-007	Chilangos Restaurant Inc.	Active

Motion to Approve R 26-148:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-149

AUTHORIZING THE BOROUGH OF HIGHLANDS TO APPLY FOR A 2026 MONMOUTH COUNTY MUNICIPAL PARK IMPROVEMENT GRANT FOR KAVOOKJIAN FIELD INFRASTRUCTURE IMPROVEMENTS PROJECTS

WHEREAS, the Monmouth County Board of County Commissioners has approved an Open Space Trust Fund and established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County Park, recreation, conservation and farmland preservation purposes, as well as for County recreation and conservation development and maintenance purposes; and

WHEREAS, the Governing Body of the Borough of Highlands desires to obtain County Open Space Trust Funds in the amount of \$272,500.00 to fund the Kavookjian Field Infrastructure Improvements Project located at Block 767, Lot 2 located at New Jersey 36 and Waterwitch Ave in Highlands, NJ 07732 that consists of upgraded fencing around the entire baseball field; installation of new bleachers and upgrades to existing bleachers, including an allan block staircase; painting and improvements to the dugouts; installation of a 30-inch retaining wall near the bleachers; drainage and field improvements; and replacement of bollards; and

WHEREAS, the total cost of the project including all matching funds is \$545,000.00; and

WHEREAS, the Borough of Highlands is the owner of and controls the project sites.

NOW, THEREFORE, BE IT RESOLVED BY the Mayor and Council of the Borough of Highlands THAT:

1. Michael Muscillo, Borough Administrator, or his/her successor is authorized to (a) make an application to the County of Monmouth for Open Space Trust Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Open Space Grants Program and (c) act as the municipal contact person and correspondent of the above named municipality; and
2. The Borough of Highlands is committed to this project and will provide the balance of funding necessary to complete the project as described in the grant application in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and
3. If the County of Monmouth determines that the application is complete and in conformance with the Monmouth County Municipal Open Space Program and the Policy and Procedures Manual for the Municipal Grants Program adopted thereto, the municipality is willing to use

the approved Open Space Trust Funds in accordance with such policies and procedures, and applicable federal, state, and local government rules, regulations and statutes thereto; and

- 4. Michael Muscillo, Borough Administrator, or his/her successor is hereby authorized to sign and execute any required documents, agreements, and amendments thereto with the County of Monmouth for the approved Open Space Trust Funds; and
- 5. This resolution shall take effect immediately.

Motion to Approve R 26-149:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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Borough of Highlands