

BOROUGH OF HIGH BRIDGE

MAYOR AND BOROUGH COUNCIL

Meeting Date: November 21, 2013

CALL TO ORDER: The meeting of the Mayor and Council of the Borough of High Bridge came to order with Mayor Desire, at 7:35 PM on the above date. "Pursuant to the Open Public Meetings Act, notice of 2013 meeting dates was published in the Hunterdon County Democrat on January 10, 2013 and posted on the bulletin board in Borough Hall. The meeting was held in the Fire House, 7 Maryland Ave., High Bridge, NJ. Action may be taken."

Mayor Desire led those present in the salute to the Flag.

- MEMBERS PRESENT:**
- Mayor Desire
 - Councilman Flynn
 - Councilwoman Hughes
 - Councilwoman Miller
 - Councilman Rapp
 - Councilwoman Scarcia
 - Councilman Stemple (arrived at 8:05)

Attorney Barry Goodman, Municipal Clerk Diane Seals, Deputy Clerk Tara Riordan and nine members of the general public and news media were also present.

Mayor Desire asked for a moment of silence for Dan Rotundo, former Borough of High Bridge tree expert.

VISITORS: Ryan Phelps, Regional Manager and Jay Palmer, General Manager of Billy Casper Golf showed a brief video presentation of the improvements made to the Golf Course. Improvements include, new grounds equipment, new roof for the barn, updating the parking lot and a new sign and brush clearance on Rt. 31. Resident's Day brought about 100 people, activities for families. New programs offered: Player Loyalty Card and Player Development Program. Named one of the top 40 Golf Courses in NJ Monthly.

Councilwoman Miller asked about the fees. The Ordinance allows for more options.

Attorney Goodman asked if the Golf Course cross marketed with the restaurants and Businesses in High Bridge. They do, some rack cards are available. Attorney Goodman suggested partnering up with the restaurants.

Brent Dugan asked if they were thinking to advertise at Voorhees High School. They do advertise the junior rates.

Dr. Brendan Coughlin thanked the gentlemen for their presentation and then questioned about the depreciation of the clubhouse, the bill of sale for the clubhouse to the town, the employees for High Bridge LLC and the 2008 sales tax.

Sally Ward made a suggestion about solar panels to charge the batteries for the golf carts; the Golf Course has thought of that, it would not work well.

Brent Dugan asked where the Golf Course purchases the batteries and have they looked into buying domestic. Councilman Flynn asked Mr. Dugan to send him an email with the information about battery maintenance.

Mayor Desire introduced John Gregory, the new Borough Administrator, and offered a two minute break.

MOTION TO DISPENSE WITH THE READING OF MINUTES OF PRIOR MEETINGS:

Councilman Rapp motioned to dispense with the reading of the Regular and Executive Session Meeting Minutes of October 24, 2013. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

APPROVAL OR CORRECTION OF PRIOR MEETING MINUTES:

Councilman Rapp motioned to approve the Regular and Executive Session Meeting Minutes of October 24, 2013. Councilwoman Scarcia seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

PUBLIC COMMENTS: It is the policy of the Borough Council that all public comments on an issue shall be limited to five (5) minutes per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to Borough issues. Comments pertaining to Public Hearings should be saved for that portion of the agenda. No debating between residents. Comments should be addressed to Mayor and Council.
Dr. Brendan Coughlin questioning the payroll of Golf Club employees.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Monthly reports November 21, 2013

Councilman Flynn: **PLANNING & ENGINEERING**

1. Bid specs for the new Borough Hall are nearly complete.
2. Planning Board sub committee met with Darlene Green, Borough Planner to discuss downtown improvement and zoning.

Councilwoman Hughes: **PUBLIC HEALTH, ENVIRONMENTAL, SOLID WASTE/RECYCLING, OPEN SPACE**

ENVIRONMENTAL:

1. New sign for Nassau Trail at bottom of trail, by the tree line.

PUBLIC HEALTH:

1. Letter from Hunterdon County Animal Shelter, as of 2014 they will no longer do animal control.
2. Red Cross visited the two schools and Glassman's to certify as emergency shelters. County may fund shelter in this area.

SOLID WASTE/RECYCLING:

1. The First Annual Rigid Plastic Event will be held at Union Forge Park on November 23, 2013 from 8:30 AM to Noon. The market will determine if we have to pay or be paid. Clean Communities money will be used if need be. The web site has the list of acceptable items.

Councilwoman Scarcia: **EDUCATION & MUNICIPAL COURT**

EDUCATION:

MUNICIPAL COURT:

RECREATION: Liaison:

- 1. Rec is starting Youth Basketball season. Several openings on the Rec Committee due to retiring members.
- 2. Working on background check ordinance.

POLICE:

Councilwoman Miller: **INFORMATION, ECONOMIC DEVELOPMENT, CULTURE & HERITAGE & EVENTS NEWSLETTER/INFORMATION:**

- 1. 3 issues of The Bridge to be printed in 2014.

CULTURAL & HERITAGE:

- 1. Veterans Day Service well attended. New bricks are in place and can still be purchased.
- 2. Met with Planning Board of Lebanon regarding Historic District.
- 3. Pumpkin Display was October 31st.

Events Committee:

ECONOMIC DEVELOPMENT:

- 1. Met with Cultural and Heritage committee, discussion of Historic District, markers, investing in Main St.

Councilman Rapp: **DEPARTMENT OF PUBLIC WORKS & RECREATION**

PUBLIC WORKS:

- 1. DPW currently collecting leaves, residents should rake leaves into the street and keep storm drains clear.

RECREATION:

SWAC:

Councilman Stemple: **FINANCE & GOLF**

FINANCE:

- 1. Bill Casper Golf raised \$400,000 for Wounded Warriors. Good corporate citizen
- 2. Had budget meeting
- 3. October Golf Finance down \$21,000 for the month of October, \$32,000 year to date.

POLICE DEPARTMENT:

FIRE DEPARTMENT:

EMERGENCY SQUAD:

OFFICE OF EMERGENCY MANAGEMENT:

Mayor, Mark Desire: **EXECUTIVE SERVICES & EMERGENCY SERVICES**

- 1. Congratulations to Councilwomen Hughes and Miller on winning the election.
- 2. Met with JCP&L to discuss facilities, generators and fuel capacity .
- 3. Went to Alpha and met new JCP&L President.
- 4. At OEM meeting discussed powers outages and shelters.
- 5. Need to discuss next year's Council assignments.
- 6. Interest in Hydro Power – specs, requirements still exists.
- 7. Mine Rd. residents to connect to sewer.
- 8. Year end goals at December meeting.

PUBLIC HEARINGS: 2ND Reading. None at this time.

CONSENT AGENDA: All matters listed under the Consent Agenda are considered to be routine by the Borough Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

None at this time.

WRITTEN COMMUNICATIONS:

- 1. Resolution RE2013-097 from Borough of Milford "Requesting that the County of Hunterdon Undertake the Animal Control Officer Responsibilities for Hunterdon County Municipalities."
- 2. Resolution 140-13 from Town of Clinton "Requesting that the County of Hunterdon Undertake the Animal Control Officer Responsibilities for Hunterdon County Municipalities."
- 3. Month of October Utilities report.

UNFINISHED BUSINESS: None at this time.

NEW ORDINANCES: Introduction 1st reading.

**ORDINANCE #2013-22
AN ORDINANCE OF THE BOROUGH OF HIGH BRIDGE
SETTING FORTH THE SALARIES AND WAGES OF
OFFICERS AND EMPLOYEES FOR THE YEAR 2013**

Mayor Desire asked for a motion to introduce Ordinance #2013-22.

Councilman Rapp motioned to introduce the ordinance. Councilwoman Scarcia seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire stated that Ordinance #2013-22 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of December 19, 2013.

**ORDINANCE #2013-23
AN ORDINANCE TO AMEND CHAPTER 167, ARTICLE IV, OF THE CODE OF THE BOROUGH OF HIGH
BRIDGE, ESTABLISHING HIGH BRIDGE HILLS GOLF RATES**

Mayor Desire asked for a motion to introduce Ordinance #2013-23.

Councilman Rapp motioned to introduce the ordinance. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire stated that Ordinance #2013-23 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of December 19, 2013.

NEW BUSINESS:

- 1. **RESOLUTION #215-2013:** Councilwoman Hughes motioned to adopt a resolution Approving the Placement of a "Bike Trail" Sign at the Parking Area on Nassau Road. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

2. **RESOLUTION #216-2013:** Councilwoman Miller motioned to adopt a resolution Approving an Agreement with the Borough of High Bridge and the High Bridge Historical Society Regarding the Society's Collection of Historical Artifacts. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
3. **RESOLUTION #217-2013:** Councilman Stemple motioned to adopt a resolution to Approve End of Year Transfers Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
4. **RESOLUTION #218-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Reimbursement for Newspaper Advertisements. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
5. **RESOLUTION #219-2013:** Councilman Rapp motioned to adopt a resolution Authorization Redemption Tax Lien. Councilwoman Miller seconded Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
6. **RESOLUTION #220-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Reimbursement for Background Check and Driver Abstract for Brian Labuta. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
7. **RESOLUTION #221-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Reimbursement for Background Check and Driver Abstract for Scott Hammel. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
8. **RESOLUTION #222-2013:** Councilman Rapp motioned to adopt a resolution Approving the Appointment of Extra Laborers Public Works & Utilities. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
9. **RESOLUTION #223-2013:** Councilman Rapp motioned to **TABLE** the resolution, which Appoints the Criminal Background Checks Appeals Committee, until the next council meeting on December 21, 2013. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
10. **RESOLUTION #224-2013:** Councilman Rapp motioned to Approve the Combination of Cregar Road Allotments. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
11. **RESOLUTION #225-2013:** Councilman Rapp motioned to Approve the Cancellation of Award of Contract for Professional Property Revaluation. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
12. **RESOLUTION #226-2013:** Councilman Stemple motioned to Authorize the Cancellation of Emergency Appropriations. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
13. **RESOLUTION #227-2013:** Councilman Stemple motioned to Authorize the Cancellation of Special Emergency Appropriations. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
14. **RESOLUTION #228-2013:** Councilman Rapp motioned to Approve the Cancellation of Capital Appropriation Balances. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
15. **RESOLUTION #229-2013:** Councilwoman Miller motioned to Approve the Extension of the Voorhees Municipal Alliance. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
16. **RESOLUTION #230-2013:** Councilman Rapp motioned to Authorize Advertising for Full Time DPW Laborer. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
17. **RESOLUTION #231-2013:** Councilwoman Hughes motioned to Approve the Main Street Beautification Project by High Bridge Eighth Grade Students. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

PUBLIC COMMENTS: It is the policy of the Borough Council that all public comments on an issue shall be limited to one minute (1) per person and no person may make more than one (1) comment per subject at this second Public Comment section. Comments may be made on any subject pertaining to Borough issues. No debating between residents. Comments should be addressed to Mayor and Council.

Brent Dugan asked about gas line on West Main St, can Borough get hooked up at new Borough Hall. No, it's just going to Glassman's.

Jill of Cokesbury Rd. had her property value raised \$32,000. They just put new siding on their house. Council suggested talking with the Tax Assessor.

LEGAL ISSUES: Attorney Goodman stated that there were no legal issues at this time.

BILL LIST:

Councilman Rapp motioned to approve and direct payment of all vouchers as they appear on the Bill List in the total amount of **\$386,150.25** a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

EXECUTIVE SESSION: None needed

Mayor Desire asked if there was any further business. There was none at this time. Mayor Desire asked for a motion to adjourn. Councilman Rapp motioned and Councilwoman Miller seconded. Vote: 6 ayes. Motion Carried.

ADJOURNMENT: 9:06 PM

Respectfully submitted,

Tara Riordan Deputy Municipal Clerk