

BOROUGH OF HIGH BRIDGE

MAYOR AND BOROUGH COUNCIL

Meeting Date: March 28, 2013

CALL TO ORDER: The meeting of the Mayor and Council of the Borough of High Bridge came to order with Mayor Desire presiding, at 7:30 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

Attorney Barry Goodman, Administrator Douglas Walker, CFO/CTC Bonnie Fleming, Municipal Clerk Diane Seals and six members of the general public and news media were also present.

VISITORS:

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

Councilman Rapp motioned to dispense with the reading of the Regular Meeting Minutes of March 14, 2013. Councilwoman Hughes 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 Meeting Minutes of March 14, 2013. Councilwoman Miller 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.

Brenden Coughlin passed out golf financials, recommended doing a forensic audit, and claims that someone owes \$78,399.72 taxes for 2007.

Sally Ward expressed her amazement that so much is accomplished by Mayor and Council, thank you.

Ron Huttemann asked what the golf course cost the Borough and stated that it was around \$2 million.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT- MONTH END REPORTS: March 28, 2013

Councilman Flynn: **PLANNING & ENGINEERING**

1. Repair of the Washington Ave. Water Main that was damaged by Hurricane Irene has been completed.
2. Beginning plans for Cregar Road project for this Summer.
3. Met with Councilwoman Scarcia and Rescue Squad regarding the new Borough Hall at the Rescue Squad building.

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

PUBLIC HEALTH:

1. Rabies Clinic will be held on April 13th from 9AM to 11AM at the Rescue Squad Building.

ENVIRONMENTAL:

SOLID WASTE/RECYCLING:

1. Electronic Recycling Event will be held on April 27th from 8:30AM to 12:30PM at Union Forge Park.
2. Town wide litter clean-up will be on April 27th.

Councilwoman Scarcia: **EMERGENCY SERVICES & EDUCATION**

POLICE DEPARTMENT:

1. Activities for month of February: 1 assault, 1 criminal mischief, 1 domestic violence, 4 motor vehicle accidents, 72 motor vehicle stops, 3 thefts, 3 adult arrests, no juvenile arrests, and 13 investigation/follow ups.
2. Registered for "Operation Take Back" of expired, unused prescription drug program on April 27th at Police Headquarters.
3. Met with Chief Bartman to discuss, 2013 goals, budget, schedule of events, and road closures.
4. Preventative vehicle maintenance program has been initiated with oil changes every 3,000 to 5,000 miles.

FIRE DEPARTMENT:

EMERGENCY SQUAD:

1. Second meeting with Officers and Councilman Flynn joined in regarding the Borough Hall project.

2. Held water training rescue and saving skills at Health Quest.
3. Supported the bike races on the last two Saturdays. There were 175 riders over the two days. The Gator was present, no serious injuries, just a few ice packs. The racers were invited back.

OFFICE OF EMERGENCY MANAGEMENT:

RECREATION: Liaison

1. The backstop project has been started. Posts installed and half of the mesh fencing.
2. DPW demolished the dugout. Fence will be installed soon. Received several quotes.
3. Gary Mills, Councilwoman Scarcia and Middle School team raked the fields and installed the bases.

Councilwoman Miller: **INFORMATION, ECONOMIC DEVELOPMENT, CULTURE & HERITAGE**

NEWSLETTER/INFORMATION:

1. Deadline is April 8th.
2. Working on details on the web.

CULTURAL & HERITAGE:

1. The first lecture in a series will be held at the Reformed Church on April 23rd, 7:00PM about the Solitude House, presented by Mark Hewitt, who developed the Preservation Plan for the House.
2. Plan for a clean up day at Solitude House. Front door is being restored.

Events Committee:

1. Working on the Soap Box Derby and movies.
2. Working on repair and upgrade of stage at the Commons.
3. The Egg Hunt went off on Saturday, March 23rd. Thanks to the "I'm for High Bridge Committee" for running the hunt.

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ECONOMIC DEVELOPMENT:

1. EDC will present a FaceBook proposal tonight.
2. Outreach to landlords and businesses, supporting the HBBA, street decorations, developing a bigger presence on Main St.

At this time Adrienne Pavan, of the EDC, did a "FaceBook" presentation, a free way to disseminate information. There are many questions. It would be a non-interactive site. Would need to draft a policy on who will post, guidelines for government, should a government employee control the input. A resolution would then have to be drawn up if there is approval to move forward. Please send questions to Adrienne or Michele Schwartz.

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

No report.

SWAC:

PUBLIC WORKS:

RECREATION:

BIKE RACE:

Councilman Stemple: **FINANCE & GOLF**

1. Tonight is the Pubic Hearing on the 2013 Budget.
2. Public Hearing on Ordinance for Golf rates. Made adjustments to the rates for the third quarter thanks to Administrator Walker's investigations of surrounding golf course rates. Rounds and revenue were up from previous years. More sand was added to bunkers. Will be replacing thirteen-year old equipment.

Mr. Douglas Walker: **ADMINISTRATOR'S REPORT**

1. Finalized the 2013 Budget which is on tonight's agenda for Council's consideration.
2. Washington Ave. Water Main repaired and back in service. Fire dept has been notified.
3. VFD installed on Grey Rock Rd. Well #8 is working in coordination with the Bunnvale well. The gauge on the Fairview tank has been repaired.
4. NJDEP took water samples from Solitude Village locations and reported the water passed their tests.
5. Finalized Golf Maintenance Equipment to be purchased for HBH. The equipment will be purchased though the Middlesex Co-op.
6. Met with Chief Bartman regarding building and vehicle maintenance matters.
7. Working with the insurance company to close the loop on the claims resulting from Sandy.
8. Guardrails installed at the NHYB Fields. I wish to thank Rob O'Brien for providing pro bono work in support of the project.
9. Met with Quest Environmental regarding the Borough's 2013 initiatives.
10. Finalizing the closure of the Municipal Court of North Hunterdon.
11. COAH Annual reports filed.

Mayor, Mark Desire: **EXECUTIVE SERVICES**

1. Attended County meetings/workshops on economic development sponsored by the Freeholders. It was one of three workshops to be held. Public is invited to "Together North Jersey" regarding where are we and where do we want to be. How to get more use of our open space, hiking, fishing, biking, kayaking, public transportation, revitalize Main Street, start up businesses.
2. Was approached about creating a "Dog Park". Councilwoman Hughes stated that the Environmental Commission was approached several years ago and thought that liability would be an issue. They would be welcomed to come to the Commission to discuss.

3. The Huskies new President has some new ideas for the field. Will bring to the Recreation Committee.
4. The Bike Race spilled over to Main St. due to advertising at the event for Main Street businesses. The race promoters plan on returning.
5. Soap Box Derby entry form is on Borough website and FaceBook page for the Derby.

PUBLIC HEARINGS: 2ND Reading.

ORDINANCE #2013-5

AN ORDINANCE TO AMEND CHAPTER 2, ARTICLE VIII, HIGH BRIDGE HILLS GOLF CLUB, OF THE CODE OF THE BOROUGH OF HIGH BRIDGE, ESTABLISHING GOLF RATES

Mayor Desire asked for a motion to open the Public Hearing on Ordinance #2013-5.

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

Questions and Comments.

Ron Huttemann stated that you can't put "includes applicable sales tax".

Adrienne Pavan asked if the rates could be included in the brochure. The rates change.

Councilman Rapp motioned to amend Ordinance #2013-5 by removing "All rates include applicable sales tax." Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire asked for a motion to close the Public Hearing.

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

Mayor Desire asked for a motion to adopt Ordinance #2013-5 and stated that Ordinance #2013-05 shall be published by title only according to law.

Councilman Rapp motioned to adopt as amended. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

On April 3, 2013, Attorney Goodman stated that the use of "All rates include applicable sales tax" was acceptable. It has been put back into the Ordinance.

ORDINANCE #2013-6

ORDINANCE APPROPRIATING \$14,000.00 FROM THE CAPITAL IMPROVEMENT FUND FOR REPLACEMENT OF DUGOUT FENCING IN UNION FORGE PARK IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

Mayor Desire asked for a motion to open the Public Hearing on Ordinance #2013-6.

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

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Questions and Comments. None at this time.

Mayor Desire asked for a motion to close the Public Hearing.

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

Mayor Desire asked for a motion to adopt Ordinance #2013-6 and stated that Ordinance #2013-6 shall be published by title only according to law.

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

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. Notice of Public Hearings from Elizabethtown Gas regarding proposed rates to be held in Flemington on March 26, 2013 and In Rahway, March 27, 2013.
2. Notice of Public Hearings from JCP&L regarding Proposed Rate Increase and Other Adjustments.
3. Resolution from Hunterdon County Planning Board "Supporting Implementation of One Seat Ride Service on the Raritan Valley Line" into Manhattan.

4. Monthly Tax/Finance Reports.
5. Resolution from Hunterdon County Board of Chosen Freeholders "Supporting the Implementation of One Seat Ride Service on the Raritan Valley Line".
7. Resolution 2013-035 from Alexandria Township "Seeking Legislative Support on Abandoned Property Enforcement".
8. Resolution #46-2013 from the Borough of Lebanon "Opposing S2364/A3553, Early Voting".
9. Resolution 2013-044 from the Borough of Milford "Opposing S2364/A3553, Early Voting".
10. Resolution 2013-44 from the Borough of Califon "Opposing S2364/A3553, Early Voting".
11. Resolution #2013-49 from the Township of Union "Opposing S2364/A3553, Early Voting".
12. Resolution #13-44 from Township of Raritan "Opposing S2364/A3553, Early Voting".
13. Notice from Comcast regarding Digital Adapter Channels.
14. Certification of Funds for Financing Golf Equipment.
15. Letter from Assemblyman Erik Peterson thanking the Borough for sending resolutions opposing Early Voting and Amendments to the Open Public Meetings Act.

UNFINISHED BUSINESS:

1. **RESOLUTION #68-2013:** Councilman Stemple motioned to adopt a resolution stating that the Law has been met and the Budget may be read by title only, a copy of which is attached hereto and made a part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
2. **RESOLUTION #33-2013: PUBLIC HEARING ON BUDGET FOR 2013**
 Mayor Desire asked for a motion to open the Public Hearing on the Budget for 2013.
 Councilman Stemple motioned to open the Public Hearing. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Councilman Stemple presented the Budget for 2013. The Current Fund Budget is \$6,190,009, Surplus utilized is \$582,000, State Aid is \$304,840, amount to be raised by taxes is \$3,068,828 with a Municipal Tax Rate of \$0.843. Current Fund O/S Debt(Principal) is \$14,127,695. Total Bond, Ban, Green Acres, NJEIT Payments (P&I) from Current Fund \$1,617,809, from Water Utility is \$12,964, from Sewer Utility is \$145,000. The 2013 Budget reflects a Tax Rate increase of 2.5 cents, this equates to an increase of \$0.676 per month based on the Borough's 2013 average assessment of \$252,969. The Budget is within the mandated 2.0% tax levy cap and reflects zero increases from 2012 in the amount of surplus utilized to offset taxes. 2013 represents the fifth consecutive year the Borough has not undertaken any new debt. The Budget continues to pay down existing debt, nothing is being deferred, provides for the installation of Emergency Generators for Well#8, DPW fuel tanks, and the High Bridge Hills Golf Club irrigation system. The Budget provides for a scheduled replacement of golf maintenance equipment and Phase III of Cregar Road repair project.

Ron Huttemann asked about the affect of tax appeals. Tax appeal will come into affect next year.
 Brent Dugan asked what will be done with the old golf equipment. Auction off.
 Michele Schwartz asked if the equipment can be phases in. Yes, and lease purchase is an option.
 Brent Dugan asked how Voorhees High School supplying Freshmen computers for \$500,000 would affect the budget. It would depend on the number of students from the Borough.

Councilman Stemple thanked Administrator Walker and CFO Fleming for all their hard work on the Budget.

Mayor Desire asked for a motion to close the Public Hearing.
 Councilman Rapp motioned to close. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
 Mayor Desire asked for a motion to adopt the Budget for 2013.
 Councilman Rapp motioned to adopt. Councilwoman Scarcia seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

NEW ORDINANCES: Introduction 1st reading.

**ORDINANCE # 2013-7
 ORDINANCE APPROPRIATING \$400,000 FROM CAPITAL IMPROVEMENT FUND FOR
 ROAD IMPROVEMENTS TO CREGAR ROAD, PHASE III, IN AND BY THE BOROUGH OF
 HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.**

Mayor Desire asked for a motion to introduce Ordinance #2013-7.

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Councilman Rapp motioned to introduce. Councilwoman Miller 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 #2013-7 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of April 11, 2013 according to law.

ORDINANCE #2013-8
ORDINANCE APPROPRIATING \$60,000 FROM THE SEWER CAPITAL IMPROVEMENT FUND FOR INFILTRATION STUDY AND IMPROVEMENTS IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

Mayor Desire asked for a motion to introduce Ordinance #2013-8. Councilman Rapp motioned to introduce. 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 #2013-8 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of April 11, 2013 according to law.

ORDINANCE #2013-9
AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF HIGH BRIDGE, PUBLIC RECORDS/GENERAL FEE INFORMATION, CHAPTER 11. 6, ESTABLISHING NEW FEES FOR SPECIAL EVENTS

Mayor Desire asked for a motion to introduce Ordinance #2013-9. Councilwoman Miller motioned to introduce. Councilman Rapp 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 #2013-9 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of April 11, 2013 according to law.

NEW BUSINESS:

1. **RESOLUTION #69-2013:** Councilman Rapp motioned to adopt a resolution Approving Mini Conference for Municipal Clerk Seals on April 10, 2013 at a cost of \$25.00 for 4 CEUs in Hampton, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
2. **RESOLUTION #70-2013:** Councilwoman Hughes motioned to adopt a resolution Supporting Sustainable State Funding for Preservation and Stewardship of Open Space, Parkland, Farmland, and Historic Sites in New Jersey, a copy of which is attached hereto and made a part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
3. **RESOLUTION #71-2013:** Councilwoman Miller motioned to adopt a resolution Supporting the Voorhees Municipal Alliance, a copy of which is attached hereto and made a part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
4. **RESOLUTION #72-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Emerald Limousine to conduct business, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Scarcia seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
5. **RESOLUTION #73-2013:** Councilman Rapp motioned to adopt a resolution Authorizing the Purchase of New Equipment for the High Bridge Hills Golf Club, a copy of which is attached hereto and made a part hereof these minutes. Councilman Stemple 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.

Ron Huttemann stated that the alleyways are owned by the Borough according to an attorney friend.

LEGAL ISSUES: None 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 **\$441,349.68** a copy of which is attached hereto and made a part hereof these minutes. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

EXECUTIVE SESSION: 8:59PM to 9:14PM RESOLUTION #74-2013: Councilman Rapp motioned to adopt a resolution that allows for Executive Session for Legal Advise regarding Quasi Government Agencies, 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.

Councilman Rapp motioned to return to Open Session. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire asked if there was any further business. There was none at this time. Mayor Desire declared the meeting closed.

ADJOURNMENT: 9:15 PM

Respectfully submitted,

Diane L. Seals, Municipal Clerk, RMC