

BOROUGH OF HIGH BRIDGE

MAYOR AND BOROUGH COUNCIL

Meeting Date: April 25, 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 brought son Dominick and daughter Sophia to participate in "Take Your Child to Work Day". Master Dominick Desire opened the meeting by using the gavel.

Miss Sophia 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, Municipal Clerk Diane Seals and twelve members of the general public and news media were also present.

VISITORS:

1. Ms. Marcia Karrow, Chair of the "Hunterdon County Tri-centennial Corporate Board and Planning Committee" and Cynthia Yard, Hunterdon County Administrator, came before Council to spread the word regarding the County's 300th Anniversary Events in 2014 and asked for participation from all 26 Municipalities. Ms. Karrow asked that the Borough plan an event, the Committee is able to underwrite if necessary. The Committee has to know by October 1st to be included on a calendar. There are events and merchandise planned for this year to raise funds. There will be a painting of the Court House by Dan Campenelli, Walter Trotsky commemorative Hunterdon County book, blankets with nine icons, one of which is the Solitude House, magnets, lapel pins, posters, and note cards. The Freeholders will be wearing period costumes throughout 2014. In May, there will be a Lindberg Week with Court House tours and lectures, February will be Black History Month, which will include tours of graveyards. As the Committee is a not-for-profit organization, there has to be an educational element. County School Superintendents are on board. In January, there will be a book in every school and calendar with fun Hunterdon facts. Councilwoman Hughes volunteered to be on the Committee for the educational aspect. Sunflower chili bowls are being made locally for a Chili Cook-off on Sept 28, 2013. High Bridge Historical Society member Claire Knapp offered that the Society will purchase the framed picture of the Historic Court House, named "Blue Sky" for the Borough. Each municipality will receive 100 calendar posters in December to distribute.

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 April 11, 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 April 11, 2013. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye, Stemple, abstain. Motion Carried: 5 ayes and 1 abstention.

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. Brenden Coughlin asked if there will be a reevaluation next year and stated that it should be a shared service to save money. Councilman Stemple answered that Council is considering how to proceed. Dr. Coughlin went on to ask if Council had reviewed the information that he gave them at a previous meeting and sent to the CFO, as something was wrong with golf in 2007, golf should have a Board of Trustees, and did Council go into Executive Session to discuss golf as the quasi governmental entity. Golf is not a quasi governmental entity. Dr. Coughlin would like an answer from CFO.

Sally Ward mentioned that she had a visit from a large black bear on her property. She would have loved to have gone to the Cultural and Heritage Lecture but thought better not to go out in the dark.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Monthly reports.

Councilman Flynn: **PLANNING & ENGINEERING**

1. Started the engineering for Cregar Rd Phase III.
2. Need to address the far side of the dam where there is a little wash out.

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

ENVIRONMENTAL:

1. The Annual River Clean up on April 20th yielded approximately 500 pounds of debris with the help of 37 volunteers from the Boy Scouts, Daisies, members of the public, and the Environmental Commission.
2. Work will begin on the Police Headquarters landscaping project paid for by two Somerset Garden Club Grants.
3. The Bradford Pear trees on Main Street will be removed by DPW, as they are raising the sidewalk, and Flowering Plum trees (same as the Mini Park) will be planted in the Fall.
4. Town wide clean up will be on Saturday, April 27th with bags supplied to residents who went to the Electronics Event.

PUBLIC HEALTH:

1. There were 62 dogs and 42 cats vaccinated at the Rabies Clinic on Saturday, April 13th. Thank you to Danielle Brodean and Leanne Bellouy from Voorhees High School who came to assist.

SOLID WASTE/RECYCLING:

1. Electronics Recycling Event will be held April 27th from 8:30 AM to 12:00PM at Union Forge Park.

Councilwoman Scarcia: **EMERGENCY SERVICES & EDUCATION**

POLICE DEPARTMENT:

1. March activities: 1 Assault, 1 Criminal Mischief, 0 Domestic Violence, 2 Motor Vehicle Accidents, 12 Investigations/follow ups, 1 Theft, 85 Motor Vehicle Stops, 6 Adult Arrests, and 1 Juvenile Arrest.
2. Training for response to Autistic persons, Bloodborne Pathogens, hazardous communications, Fire Extinguishers, and Pursuit Driving.
3. Chief attended State and County Chief's meetings, Safe in Hunterdon and assisted with interviews for volunteers.
4. Participated in "Read Night" at the Elementary School.

FIRE DEPARTMENT:

EMERGENCY SQUAD:

1. Working on suggestions from citizens.

OFFICE OF EMERGENCY MANAGEMENT:

RECREATION: Liaison

1. Work on dug out has begun and should be finished next week.

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

NEWSLETTER/INFORMATION:

1. Newsletter was sent out. The "Plein Air" Event should be Oct. 12th not the 21st. Patricia Birchenough did a great job, there's a lot going on.
2. Web site went live thanks to Patricia. Thanks to Diane Dugan for the pictures on the site.

CULTURAL & HERITAGE:

1. Mark Hewitt gave a lecture on the Solitude House at the Reformed Church paid for by the grant from the County Cultural and Heritage Commission given to the High Bridge Historical Society. The next lecture will be on May 28th with speaker Dorothy Guzo, Executive Director of the NJ Historic Trust, about Heritage Tourism at the Reformed Church. The Reformed Church is the first High Bridge structure to be placed on the State and National Registers
2. The High Bridge Historical Society will represent High Bridge on June 8th at a County Historic Expo.

Events Committee:

1. Soap Box Derby (racers are signing up) will be June 22nd.
2. Pooch Parade is June 15th.
3. Friday Night Flicks will be held June 14th, 21st & 28th.
4. Concerts will be held July 6th, 20th, and Aug 17th.
5. September 21st will be Community Day and Parade.
6. October 12th will be the "Plein Air" Event.
7. On the Committee for the 300th HC Anniversary.

ECONOMIC DEVELOPMENT:

1. Brochures are getting out to realtors, owners.
2. Working on a banner design for Main St.
3. Working with the Planning Board on Ordinances and land use issues to help facilitate business growth, making High Bridge more marketable.

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

SWAC:

PUBLIC WORKS:

1. As things have slowed up, employees are taking vacations.

RECREATION:

BIKE RACE:

At this time, Adam Steinfield from the "Society of Creative Anachronism", a medieval history and recreation group since 1967, came before Council to ask if his group could hold a private event on a field at Springside over Memorial Day weekend, Friday through Monday. There would be approximately two hundred people camping in tents for this event that would include marshal arts, artisans, and classes. They would supply a dumpster, port-o-john, and insurance. Council had concerns regarding parking, campfires, and alcohol. Send list of concerns to Administrator Walker. Need to see maps, activities, control, curfew, and materials used.

Councilman Stemple: **FINANCE & GOLF**

1. Golf for March: Revenue was \$5,000 short of Budget, on a YTD \$5,000 ahead of budget. Due to some Capital Improvements (\$19,000.00) net income is below budget \$6,000.00 for month and \$7,000.00 YTD.

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

1. NJDEP took water samples from Solitude Village locations and reported the water passed their tests.
2. Golf Course Well abandonment project is complete.
3. Golf Course sewer pumps serviced, new blades installed.
4. Backstop installed, dugouts in the process of being installed.
5. Met with insurance company, toured the Borough.
6. Finalizing the closure of the Municipal Court of North Hunterdon.
7. Attended Highlands training.
8. Recycling report filed.
9. Thank you to Bonnie Fleming for the Events Committee Ordinance.
10. Speaking with SHPO regarding Shop E.
11. Approved Budget was sent to Trenton.
12. Good pricing through the Coop for golf equipment and dugouts.
13. Received from FEMA \$70,000 so far and \$94,000 to off set the cost of the repair to the Washington Ave. Water Main.

Mayor, Mark Desire: **EXECUTIVE SERVICES**

1. Mountain Bike Club member Jeff Oliver would like to expand the Nassau trail over to Springside, will go to the Environmental Commission meeting.
2. Jake braking noise again. We'll reach out to the truck owners.
3. Will be discussing the reduction of Liquor License fees.
4. Huskies' President has some ideas for the field and fence. The Recreation Committee will review.
5. There will be a Town Hall Meeting on April 30th, 6:30PM at Hunterdon Medical Center regarding Mental Illness "Stop the Revolving Door" law enforcement and criminal justice involvement.
6. High Bridge's "Adopt-A-Cop" booklet by Officer Brian Shipps will be put on the web site, after approval tonight.

PUBLIC HEARINGS: 2ND Reading.

ORDINANCE #2013-10

AN ORDINANCE APPROPRIATING \$12,000 FROM THE WATER CAPITAL IMPROVEMENT FUND IN ORDER TO PROVIDE FOR ADDITIONAL FUNDING FOR THE WASHINGTON AVENUE WATER MAIN IMPROVEMENTS IN AND BY 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 #2013-10.

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

Questions and Comments. There were no comments nor questions.

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 Ordinance #2013-10 and stated that Ordinance #2013-10 shall be published by title only according to law.

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

ORDINANCE #2013-11

**BOROUGH OF HIGH BRIDGE, COUNTY OF HUNTERDON, STATE OF NEW JERSEY
AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF HIGH BRIDGE, PUBLIC RECORDS/GENERAL FEE INFORMATION, CHAPTER 11. 6, AMENDING RECREATION PROGRAM FEES AND ESTABLISHING NEW FEES FOR SPECIAL EVENTS**

Mayor Desire asked for a motion to open the Public Hearing on Ordinance #2013-11.

Councilwoman Miller 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.

Questions and Comments. No questions no comments.

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

Councilwoman Miller motioned to close. Councilwoman Hughes 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 #2013-11 and stated that Ordinance #2013 shall be published by title only according to law.

Councilwoman Miller motioned to adopt. Councilwoman Hughes 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. Letter from County Administrator Cynthia Yard regarding the upcoming visit from Marcia Karrow and 300th Hunterdon County Anniversary Events.
2. Resolution #13-44 from Township of Raritan "Opposing S2364/A3553" Early Voting.
3. Notice from Hunterdon County Cultural & Heritage Commission inviting all History and Arts Organizations to participate in the 2nd Hunterdon County Arts and History Expo on Saturday, June 8, 2013 from 10AM to 2PM at the County Complex on Route 12.
4. Month end Tax/Finance Reports.

UNFINISHED BUSINESS: None at this time.

NEW ORDINANCES: Introduction 1st reading. **None at this time.**

NEW BUSINESS:

1. **RESOLUTION #81-2013:** Councilwoman Hughes motioned to adopt a resolution Approving the Submittal of Recycling Enhancement Act Certification to be submitted with the Annual Recycling Tonnage Report, 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 #82-2013:** Councilman Stemple motioned to adopt a resolution Approving Hunterdon County Clerks' Association Meeting for Municipal Clerk Seals and Deputy Clerk Griffith, 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.
3. **RESOLUTION #83-2013:** Councilwoman Hughes motioned to adopt a resolution Authorizing the "High Bridge Adopt-A-Cop" Booklet be Placed on the High Bridge Borough web-site, 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.
4. **RESOLUTION #84-2013:** Councilman Stemple motioned to adopt a resolution Requesting Approval of Items of Revenue Appropriation-Chapter 159-Highlands Grant for \$101,100.00, 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.
5. **RESOLUTION #85-2013:** Councilman Rapp motioned to adopt a resolution Authorizing the Redemption of Tax Lien, 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.
6. **RESOLUTION #86-2013:** Councilman Rapp motioned to adopt a resolution Approving The Extension of Contract for Excavation and Repair Services, 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.
7. **RESOLUTION #87-2013:** Councilman Rapp motioned to adopt a resolution Appointing "Back Up" Construction Officials/Inspectors to Serve in the Absence of the Borough's Construction Official, 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.
8. **RESOLUTION #88-2013:** Councilman Stemple motioned to adopt a resolution Approving Salary and Wages for 2013, 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.
9. **RESOLUTION #89-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Refund to "Maize Restaurant" for Food Handler's Permit Fee of \$100.00, Inspection not needed, 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.
10. **RESOLUTION #90-2013:** Councilman Rapp motioned to adopt a resolution Approving High Bridge Fire Department 50/50 Raffle to be held on July 27, 2013 from 2:00PM to 5:00PM at Union Forge Park, Washington Ave., High Bridge, during their Annual Picnic, 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.
11. **RESOLUTION #91-2013:** Councilman Rapp motioned to adopt a resolution Approving High Bridge Fire Department 50/50 Raffle to be held on June 17, 2013 at 2:00PM at the High Bridge Fire House, 7 Maryland Ave., High Bridge, 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.
12. **RESOLUTION #92-2013:** Councilman Stemple motioned to adopt a resolution Acknowledging the Resignation of Tax Assessor Patricia Sychala, effective June 30, 2013, 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.

13. **RESOLUTION #93-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Advertising for Vacant Tax Assessor Position, 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.
14. **RESOLUTION #94-2013:** Councilman Rapp motioned to adopt a resolution Approving the Waiver of Maintenance Bond for Completed Golf Course Well Decommissioning, 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.
15. **RESOLUTION #95-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Final Payment for Well Decommissioning, final amended amount of \$28,918.50, 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.
16. **RESOLUTION #96-2013:** Councilman Rapp motioned to adopt a resolution Approving the Disbursement of "Tour of High Bridge" Surplus Funds, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Scarcia seconded. Roll all Vote: Flynn, 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.

Richard Montaperto asked about the Rescue Squad billing. Councilwoman Scarcia needs to see the bill, the date, and other details. Mr. Montaperto went on to mention the there are pot holes on Hart St. and asked where will the golf club get it's water if the wells have been decommissioned. Administrator Walker said that there are still two wells in operation.

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 **\$1,898,135.84** 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 at this time.

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

ADJOURNMENT: 9:11 PM

Respectfully submitted,

Diane L. Seals, Municipal Clerk, RMC