

8/12/2013 2:58 PM

**MEETING AGENDA OF MAYOR AND COUNCIL OF HIGH BRIDGE BOROUGH**

**MEETING DATE: August 15, 2013      MEETING TIME: 7:30PM**

**MEETING PLACE: High Bridge Firehouse, 7 Maryland Ave.**

**Actual meeting may contain discussion of items not mentioned on the agenda and alternatively any items specifically listed may be omitted.**

1. **CALL TO ORDER:** Mayor calls meeting to order and makes the following statement: "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 at Borough Hall. Action may be taken."
2. **FLAG SALUTE:** Led by Mayor or presiding officer.
3. **ROLL CALL:**
4. **VISITORS:** Darlene Green, Borough Planner, to present the "Highland's Land Use Ordinance".
5. **MOTION TO DISPENSE WITH THE READING OF PRIOR MEETING MINUTES:**  
Regular and Executive Session Meeting Minutes of July 18, 2013.  
Motion to approve: \_\_\_\_ Second: \_\_\_\_ Roll Call Vote: \_\_\_\_\_
6. **MOTION TO APPROVE OR CORRECT PRIOR MEETING MINUTES:**  
Regular and Executive Session Meeting Minutes of July 18, 2013.  
Motion to approve: \_\_\_\_ Second: \_\_\_\_ Roll Call Vote: \_\_\_\_\_
7. **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 section of the agenda. No debating between residents. Comments should be addressed to Mayor and Council.
8. **COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Reports on August 15, 2013**
  - a. Councilman Flynn: **PLANNING & ENGINEERING**
  - b. Councilwoman Hughes: **PUBLIC HEALTH, ENVIRONMENTAL, SOLID WASTE/RECYCLING & OPEN SPACE**
  - c. Councilwoman Scarcia: **EDUCATION & MUNICIPAL COURT**
  - d. Councilwoman Miller: **INFORMATION, ECONOMIC DEVELOPMENT, CULTURAL & HERITAGE & EVENTS**
  - e. Councilman Rapp: **DEPARTMENT OF PUBLIC WORKS & RECREATION**
  - f. Councilman Stemple: **FINANCE & GOLF**
  - g. Mayor Mark Desire: **EXECUTIVE SERVICES & EMERGENCY SERVICES**
9. **PUBLIC HEARING: 2<sup>nd</sup> reading.**

**ORDINANCE # 2013-16**

**ORDINANCE APPROPRIATING \$215,000 FROM CAPITAL IMPROVEMENT FUND FOR STREETScape PHASE 2, IN AND BY THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.**

Mayor Desire asks for a motion to open the Public Hearing on Ordinance #2013-16.

Motion to open: \_\_\_\_ Second: \_\_\_\_ Roll Call Vote: \_\_\_\_\_

Questions and Comments:

Mayor Desire asks for a motion to close the Public Hearing on Ordinance #2013-16.

Motion to close: \_\_\_\_ Second: \_\_\_\_ Roll Call Vote: \_\_\_\_\_

Mayor Desire asks for a motion to adopt Ordinance #2013-16 and stated that Ordinance #2013-16 shall be published by title only in the Hunterdon County Democrat according to law.

Motion to adopt: \_\_\_\_ Second: \_\_\_\_ Roll Call Vote: \_\_\_\_\_

**10. 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.

**11. WRITTEN COMMUNICATIONS:**

- a. Registration Form for the 98<sup>th</sup> Annual League Conference from the NJLM.
- b. Utilities Report for Month of July, 2013.
- c. Notice of Public Hearing from JCP&L regarding the annual Universal Service Fund compliance on August 19 and 21, 2013.
- d. Notice of Public Hearing from Elizabethtown Gas on August 26 and 28, 2013 regarding proposed rates.
- e. Month End reports for Tax/Finance.
- f. Certification of Funds for Oil Heating and Furnace Maintenance Contract.
- g. Certification of Funds for Police Vehicle Maintenance Contract.
- h. Notice of Public Hearing from NJTransit regarding Senior Citizens and Disabled Resident Transportation Assistance Act.

**12. UNFINISHED BUSINESS: None at this time.**

**13. NEW ORDINANCES:**

**ORDINANCE #2013-17  
ORDINANCE APPROPRIATING \$50,000.00 FROM THE CAPITAL  
IMPROVEMENT FUND FOR THE PURCHASE AND INSTALLATION OF A  
60KW DIESEL GENERATOR FOR WELL #8 IN THE BOROUGH OF HIGH  
BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.**

Mayor Desire asks for a motion to introduce Ordinance #2013-17

Motion to introduce:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_

Mayor Desire states that Ordinance #2013-17 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of September 12, 2013.

**ORDINANCE #2013-18  
ORDINANCE APPROPRIATING \$111,000.00 FROM THE CAPITAL  
IMPROVEMENT FUND FOR THE PURCHASE AND INSTALLATION OF  
TWO 2500 GALLON ABOVE GROUND FUEL TANKS IN THE BOROUGH  
OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.**

Mayor Desire asks for a motion to introduce Ordinance #2013-18.

Motion to introduce:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_

Mayor Desire states that Ordinance #2013-18 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of September 12, 2013.

**ORDINANCE #2013-19  
ORDINANCE PROVIDING FOR A SPECIAL EMERGENCY  
APPROPRIATION IN THE AMOUNT OF \$300,000.00 BY THE  
BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON,  
IN THE STATE OF NEW JERSEY, TO FUND  
PREPARATION AND EXECUTION OF A COMPLETE REVALUATION PROGRAM**

Mayor Desire asks for a motion to introduce Ordinance #2013-19.

Motion to introduce:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_

Mayor Desire states that Ordinance #2013-19 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of September 12, 2013.

**14. NEW BUSINESS:**

- a. **RESOLUTION #148-2013:** Approve "Clean Water Action" to canvass the Borough.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- b. **RESOLUTION # 149-2013:** Acknowledge the resignation of Deputy Clerk Griffith as of August 2, 2013 and authorize filling the position.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_

- c. **RESOLUTION #150-2013:** Approve Mayor's Appointment of Brent Dugan as a full member of the Planning Board/Bd of Adjustment.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- d. **RESOLUTION #151-2013:** Approving Redemption of Tax Lien.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- e. **RESOLUTION #152-2013:** Approving Refund of Escrow.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- f. **RESOLUTION #153-2013:** Approving Joining the HGAC Cooperative Pricing System.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- g. **RESOLUTION #154-2013:** Approve Award of Contract for Heating Oil and Furnace Maintenance to Van Doren Oil Co.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- h. **RESOLUTION #155-2013:** Approve Award of Contract for Police Vehicle Maintenance to East Side Service.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- i. **RESOLUTION #156-2013:** Approve Rigid Plastic Event sponsored by the Environmental Commission on November 23, 2013 at the Union Forge Park from 8:30AM to Noon.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- j. **RESOLUTION #157-2013:** Approve the hiring of \_\_\_\_\_ for the Department of Public Works with an annual salary of \$29,000.00.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- k. **RESOLUTION #158-2013:** Authorization to advertise for part time DPW laborer.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- l. **RESOLUTION #159-2013:** Recognition of Diane Dugan for her generous contribution of donated photographic art.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- m. **RESOLUTION #160-2013:** Designation of Signatures on Borough Accounts.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- n. **RESOLUTION #161-2013:** Appoint Jennifer Harrington as assistant Utility Collector.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- o. **RESOLUTION #162-2013:** Approve Re-advertisement of Solitude House Caretaker Lease Bid Specifications.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_
- p. **RESOLUTION #163-2013:** Acceptance of Project Completion and Release of Payment for Annex Roof.  
Motion to adopt:\_\_\_\_Second:\_\_\_\_ roll Call Vote:\_\_\_\_\_

**15. 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. Comments may be made on any subject pertaining to Borough issues. No debating between residents. Comments should be addressed to Mayor and Council.

**16. LEGAL ISSUES:**

**17. BILL LIST:** Approval of Bills as signed and listed on the Bill Payment List.

**Total Amount:** \_\_\_\_\_  
Motion to approve:\_\_\_\_Second:\_\_\_\_ Roll Call Vote:\_\_\_\_\_

**18. EXECUTIVE SESSION: RESOLUTION # -2013:**

Motion to adopt :\_\_\_\_Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to return to Open Session: \_\_\_\_\_ Second :\_\_\_\_ Roll Call Vote:\_\_\_\_\_

**19. ADJOURNMENT:** Mayor Desire or presiding officer asks if there is any further business. If none, motion to adjourn:\_\_\_\_Second:\_\_\_\_ Vote:\_\_\_\_\_

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**Next Council Meeting- September 12, 2013, 7:30PM, Fire House, 7 Maryland Ave., High Bridge, NJ.**

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**EXECUTIVE SESSION ITEMS:** (space for members of council and clerk to take notes on each item)

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