

BOROUGH OF HIGH BRIDGE

MAYOR AND BOROUGH COUNCIL

Meeting Date: August 15, 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
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Councilman Flynn was excused.

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

VISITORS: Darlene Green, Borough Planner, came before Council to explain the "Highland's Land Use Ordinance" and asked for Council's approval to send the "Scope of Work" papers to the Highlands to continue work on the Plan Conformance, Economic Development Phase II. Councilwoman Miller motioned to amend the agenda to include Resolution #166-2013. Councilman Rapp seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

RESOLUTION #166-2013: Councilwoman Hughes motioned to adopt a resolution approving sending the "Scope of Work" to the Highland's Council, a copy of which is attached hereto and made part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

At this time, Councilwoman Hughes motioned to amend the agenda to bring Resolution #159-2013 forward. Councilman Rapp seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

RESOLUTION #159-2013: Councilwoman Miller motioned to adopt a resolution Recognizing Diane Dugan for her generous contribution of donated photographic art, a copy of which is attached hereto and made a part hereof these minutes. Mayor Desire read the Resolution and presented it to Ms. Dugan. Councilwoman Hughes seconded. Roll Call Vote: Hughes, ayes, Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

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 July 18, 2013. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

APPROVAL OR CORRECTION OF PRIOR MEETING MINUTES:

Councilman Rapp motioned to approve the Regular and Executive Session Meeting Minutes of July 18, 2013. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 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.

Pat Rinderle asked about the leash law on public properties and definition of vicious dog.

Sharon Apperson stated that her cat was attacked by dogs running at large. The owner of the dogs filed a "Scratch Report" with the police.

The County has "dogs must be on leash" sign on the Columbia Trail. County Rangers are responsible for the Trail.

Barbara Desendorf shared that she has been threatened by dogs that are not leashed. Best thing to do would be call 911 and take pictures.

Sally Ward spoke that she had gone to vote at the Elementary School that for twenty years she has been paying for but never visited. As she was leaving the building, a young man was by her and she asked if he had attended school there. Yes, he had and loved the place. Did he have Councilwoman Hughes as a teacher? Yes, she was awesome.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Monthly reports August 15, 2013

Councilman Flynn: **PLANNING & ENGINEERING**

No report.

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

ENVIRONMENTAL:

1. After trying for eight years, the Borough is a "Certified Wildlife Habitat". The Borough is 2nd in NJ and 70th in the country. A certificate will be presented to the Borough in September.
2. A Rigid Plastic Event is scheduled for November 23, 2013 at Union Forge Park.
3. For a long time the gazebo at the Commons has been vandalized. DPW Rick Koppe has made metal spindles. The cost to make and install the spindles will be \$250.00, which Donna Exley and Councilwoman Hughes would like to pay, as the Gazebo was dedicated to their father George A. Cregar.

PUBLIC HEALTH:

SOLID WASTE/RECYCLING:

Councilwoman Scarcia: **EDUCATION & MUNICIPAL COURT**

EDUCATION:

MUNICIPAL COURT:

RECREATION: Liaison

1. There is more vandalism at Union Forge Park, graffiti on new water fountain and beer bottles. There needs to be more police presence.
2. More mulch is needed to help control the weeds.

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

NEWSLETTER/INFORMATION:

1. Input for Newsletter due Sept. 1st will cover thru January, 2014. Reduced the size. Put web-links for those organizations that usually run articles.

CULTURAL & HERITAGE:

1. Cleaned up and removed the porch at Springside. DPW will pick up debris.
2. Dave Goessling gave a talk on High Bridge Railroad History on July 23rd.
3. Jennifer Rothchild will be presenting "Historic Preservation in Small Towns" on August 27th.
4. Annex roof has been completed with gutters installed.
5. Another break-in at Solitude House. Needs better security, will look into costs.
6. The last concert will be this Saturday, August 17th with "Sully's Fortune" and "The New Road Band".

Events Committee:

1. Community Day will be September 21st.
2. Paint-Out will be October 12th.
3. Pumpkin display will be October 31st.
4. Veterans Day Ceremony will be held on November 9th.
5. Gingerbread Display will be on December 7th.
6. Need to schedule an event by October to be included in the 300th 2014 County Anniversary Calendar, sponsored by "Shop Rite".

ECONOMIC DEVELOPMENT:

1. Working on their mission driven goals, Main St. banners are in place, presence at NJTransit Coalition meeting, Chamber of Commerce connection and HBBA. Facebook has been put on hold. Thank you Michele and Adrienne for the work on the Facebook project.

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

PUBLIC WORKS:

1. Gas tanks will be installed above ground at the DPW facility. Introducing the Ordinance tonight.
2. New DPW employee will be hired tonight. An employee of DPW wants to go to part time.

RECREATION:

SWAC:

Councilman Stemple: **FINANCE & GOLF**

FINANCE:

1. Met with General Manager Jay of Golf Course and a resident that has had damage to his property and several cars. Looking to raise nets on metal poles.
2. Met with CFO Fleming to go over mid-year finances, in decent shape.
3. Golf Finances for July are not ready.

POLICE DEPARTMENT:

FIRE DEPARTMENT:

EMERGENCY SQUAD:

OFFICE OF EMERGENCY MANAGEMENT:

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

1. High Bridge has been selected to be recognized by the "Association of State Dam Officials". This is national recognition. Mayor will attend the meeting in Rhode Island on September 11th and will report at next Council Meeting.
2. Thanks to Borough employees for picking up the slack, as we are down a few people.

PUBLIC HEARINGS: 2ND 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 asked for a motion to open the Public Hearing on Ordinance #2013-16.

Councilman Rapp motioned to open. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

Questions and Comments:

Brent Dugan asked if there were any escrow from Mr. Fernandes to do sidewalks, if the Streetscape project is finished before his building is torn down. No escrow.

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

Councilman Rapp motioned to close. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

Mayor Desire asked 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.

Councilman Rapp motioned to adopt. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 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. Registration Form for the 98th Annual League Conference from the NJLM.
2. Utilities Report for Month of August, 2013.
3. Notice of Public Hearing from JCP&L regarding the annual Universal Service Fund compliance on August 19 and 21, 2013.
4. Notice of Public Hearing from Elizabethtown Gas on August 26 and 28, 2013 regarding proposed rates.
5. Month End reports for Tax/Finance.
6. Certification of Funds for Oil Heating and Furnace Maintenance Contract.
7. Certification of Funds for Police Vehicle Maintenance Contract.
8. Notice of Public Hearing from NJTransit regarding Senior Citizens and Disabled Resident Transportation Assistance Act.
9. Resolution No.RE2013-081 from Borough of Milford "Opposing Jersey Central Power & Light Company Petition for a Rate Increase".

UNFINISHED BUSINESS: None at this time.

NEW ORDINANCES: Introduction 1st reading.

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 asked for a motion to introduce Ordinance #2013-17.

Councilman Rapp motioned to introduce. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

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

Councilman Rapp motioned to introduce. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

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

Councilman Rapp motioned to introduce. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

Mayor Desire stated 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.

NEW BUSINESS:

1. **RESOLUTION #148-2013:** Councilman Rapp motioned to adopt a resolution Approving "Clean Water Action" canvassing in the Borough, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
2. **RESOLUTION #149-2013:** Councilman Rapp motioned to adopt a resolution Acknowledging the resignation of Deputy Clerk MaryBeth Griffith as of August 2, 2013 and authorizing the filling of the vacant position, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
3. **RESOLUTION #150-2013:** Councilman Rapp motioned to adopt a resolution Approving the Mayor's Appointment of Brent Dugan as a full member of the Planning Board/Bd of Adjustment, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
4. **RESOLUTION #151-2013:** Councilman Rapp motioned to adopt a resolution Approving Redemption of Tax Lien, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
5. **RESOLUTION #152-2013:** Councilwoman Miller motioned to adopt a resolution approving Refund of Escrow, a copy of which is attached hereto and made a part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Hughes, ayes, Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
6. **RESOLUTION #153-2013:** Councilman Rapp motioned to adopt a resolution Approving Joining the HGAC Cooperative Pricing System, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
7. **RESOLUTION #154-2013:** Councilman Rapp motioned to adopt a resolution Approving Award of Bid for Heating Oil and Furnace Maintenance to Van Doren Oil Co., a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
8. **RESOLUTION #155-2013:** Councilman Rapp motioned to adopt a resolution Approving Award of Bid for Police Vehicle Maintenance to East Side Service, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Scarcia seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
9. **RESOLUTION #156-2013:** Councilwoman Hughes motioned to adopt a resolution Approving a Rigid Plastic Event sponsored by the Environmental Commission on November 23, 2013 at Union Forge Park from 8:30AM to Noon, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes explained that the plastics will be taken to the "re-Community Morris" facility where the Borough may have to pay or be paid for the tonnage. Clean Community's monies will pay if need be. Councilman Rapp seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

At this time, Councilman Rapp motioned to amend the Resolution to name the new DPW employee, Frederick Roll. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

10. **RESOLUTION #157-2013:** Councilman Rapp motioned to adopt a resolution as amended to hire Frederick Roll for the Department of Public Works with an annual salary of \$29,000.00, subject to receiving background check, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
11. **RESOLUTION #158-2013:** Councilman Rapp motioned to adopt a resolution Authorizing the Advertisement for part time/seasonal DPW laborer, a copy of which is attached hereto and made a part hereof these minutes. Need to develop a list of seasonal employees. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
12. **RESOLUTION #159-2013:** Adopted in "Visitor Section".
13. **RESOLUTION #160-2013:** Councilwoman Miller motioned to adopt a resolution Designating Signatures on Borough Accounts, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
14. **RESOLUTION #161-2013:** Councilman Rapp motioned to adopt a resolution Appointing Jennifer Harrington as Assistant Utility Collector, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
15. **RESOLUTION #162-2013:** Councilman Rapp motioned to adopt a resolution Approving Re-Advertisement of Solitude House Caretaker Lease Bid Specifications, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

16. **RESOLUTION #163-2013:** Councilman Rapp motioned to adopt a resolution Authorizing Redemption of Tax Lien, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
17. **RESOLUTION #164-2013:** Councilman Rapp motioned to adopt a resolution Accepting Project Completion and Release of Payment for Annex Roof, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
18. **RESOLUTION #165-2013:** Councilman Rapp motioned to adopt a resolution Approving Special Permit for Social Affair for the Califon Fire Company Golf Outing at the High Bridge Hills Golf Club on October 7, 2013 from 7:00AM to 2:00PM, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.
19. **RESOLUTION #166-2013:** Voted on during "Visitor Section".

At "Committee Report Section", Councilwoman Hughes motioned to amend the agenda to include Resolution #167-2013. Councilman Rapp seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

20. **RESOLUTION #167-2013:** Councilwoman Scarcia motioned to adopt a resolution Authorizing Refurbishing the Common's Gazebo, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 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.

Sally Ward expressed her concern for canvassers, post on web that they are coming, and they may scare older citizens.

Councilwoman Miller suggested that "Access Property Management" be told.

Adrienne Shipps said she was glad to see that work on Police Vehicles will be done by a High Bridge business, Facebook has been postponed, and hoped that 60 hours of work per month would be enough for the Solitude House Caretaker Lease.

Sharon Apperson suggested having an event for the County 300th Anniversary at the Solitude House.

Brent Dugan asked that containment of minor/major spills for the "Highlands Ordinance" be reviewed with regard to Ordinances #2013-17 & 18, installation of Generator and above ground fuel tanks. Mr. Dugan went on to say that "No solicitation/trespassing" signs are legal.

Sharon Apperson asked if the Borough has legal sign Ordinances.

Sally Ward asked that there be a fine for trespassing. Attorney Goodman advised that there are criminal trespass statutes in place. Mayor Desire offered that he will research the laws

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 **\$1,454,514.23** a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

EXECUTIVE SESSION: RESOLUTION # -2013: No Executive Session.

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: 5 ayes. Motion Carried.

ADJOURNMENT: 10:08 PM

Respectfully submitted,

Diane L. Seals, Municipal Clerk, RMC