

UNAPPROVED
BOROUGH OF HIGH BRIDGE

MAYOR AND BOROUGH COUNCIL
Meeting Date: April 24, 2014

CALL TO ORDER: The meeting of the Mayor and Council of the Borough of High Bridge came to order with Council President Stemple, at 7:30 PM on the above date. "Pursuant to the Open Public Meetings Act, notice of 2014 meeting dates was published in the Hunterdon County Democrat on January 9, 2014 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."

Council President Stemple led those present in the salute to the Flag.

MEMBERS PRESENT:

Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Mayor Desire and Councilman Flynn were excused.

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

VISITORS: None at this time.

Council President Stemple stated that Mayor Desire emailed him to say he does not like to miss a Council Meeting, but he was selected to attend a seminar at the National Center for Missing and Exploited Children.

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 April 10, 2014.

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 April 10, 2014. 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.

Dr. Brenden Coughlin passed out his analysis of Golf Course financials and discussed the figures. Council President Stemple questioned the accuracy of the figures. He went on to say there were several fires up in Solitude Village, the water pressure was low, and the Borough should put a generator at the water tower. Council told Dr. Coughlin that he should talk to the Association as it is their responsibility until the Borough takes over the water system in the Village.

Sally Ward stated that the public may really want to help solve problems in the Borough.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Monthly reports March 27, 2014

Councilman Flynn: **PLANNING & ENGINEERING**
No report.

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

1. Made two nominations for the Hunterdon County Planning Board Awards, the Nassau Trail and the Dam. Nominations will be taken until May 30th.
2. Received a garden grant from the Somerset Hills Garden Club for \$800 to enhance McDonald Parking Area.
3. A Letter of congratulations from the "Arbor Day Foundation" for obtaining "Tree City USA" for 2013.

PUBLIC HEALTH:

1. From Robert Woods Johnson Foundation program, Hunterdon County has been ranked the healthiest county in New Jersey.

SOLID WASTE/RECYCLING:

1. Electronic Recycling Event is this Saturday from 8:30AM to 12:30PM at Union Forge Park. \$10 for Freon items.
2. The Annual Recycling Tonnage Report has been sent in to State, 2,106.35 tons, 364 tons more than last year.

Councilwoman Scarcia: **INFORMATION, ECONOMIC DEVELOPMENT, CULTURAL & HERITAGE &EVENTS NEWSLETTER/INFORMATION:**

1. Committee Chairs should check the website for accuracy and up to date information.

ECONOMIC DEVELOPMENT:

- 1. The committee is busy and welcomes new member Kristen Poe.
- 2. The HBBA is planning a business seminar, time and date to be determined.
- 3. High Bridge Business Day has been rescheduled to May 10, time to support local businesses.
- 4. Researching Zoning on Main St., landlords, bike rental, potential businesses, increasing parking at the Commons. Brendan Poe is investigating renting a store or a kiosk for bike rental.

RECREATION:

- 1. Working with the EC regarding tree planting, Union Forge Gazebo cupola is getting restored.
- 2. Summer Recreation Program is scheduled for July 7-11 and 14-18 from 9:00AM to 12:00PM
- 3. Evaluating new programs and activities.

Councilwoman Miller: **EMERGENCY SERVICES, EDUCATION & MUNICIPAL COURT**

POLICE:

- 1. Receive weekly and monthly reports along with frequent phone contact.
- 2. March Activities: 649 calls, 0 assaults, 1 criminal mischief, 16 investigations and follow ups, 1 domestic violence, 2 motor vehicle accidents, 77 motor vehicle stops, 2 thefts, 0 juvenile arrest, 3 adult arrests, 2 officers in training, in internal affairs, 3 officer is use of force and pursuit driving, 1 officer basic crime scene, 1 officer training to train crossing guards, 132.5 hours of OT to cover shifts, sick time and 25 hours for training.

RESCUE SQUAD:

- 1. Have regular monthly meetings. The volunteers are on duty from 6:00PM to 6:00AM. Quarterly Report: responded to 98 calls, 42 members of which 26 are EMTs, 21 are certified tactical rescuers, 25 are water rescuers, covering Lake Solitude, South Branch of the Raritan River, Spruce Run and Round Valley: Keep a comprehensive calendar of duty shifts daily by crew designation. They participate and teach several times a month and there are work details. Work in total support of police and fire. On call at all Borough events. There are 4 cadets, 11 officers, 5 supporters, 12 life members. Cover the Triathlon at Spruce Run.
- 2. Continually seeking grants and fund raising opportunities.
- 3. Great group of highly skilled volunteers.

FIRE DEPARTMENT:

- 1. Fire Chief Brian Labuta reported that the department responded to 57 alarms, conducted 3 training sessions for a total of 694.93 hours. These hours do not include work time, maintenance on vehicles and buildings.
- 2. Participated in the 300th Anniversary Parade in Flemington on March 22nd.
- 3. Annual Golf Outing is scheduled for June 16th at High Bridge Hills Golf Club.
- 4. Annual Picnic is scheduled for July 28th at Union Forge Park, 1 to 5 PM, tickets available on the web site.
- 5. The construction of the Ladder Truck is progressing. Expecting delivery end of May.
- 6. The department has a Face Book and web site.
- 7. There is a meeting every Monday night, stop in.
- 8. Chief Labuta wished to express his thanks for the continued support from Mayor, Council and the residents.
- 9. It is a privilege to have another group of highly professional personnel working for our safety.

EDUCATION:

COURT:

OFFICE OF EMERGENCY MANAGEMENT:

CULTURAL & HERITAGE:

- 1. Worked on the Solitude House readying for the Tri-Centennial Tours July 13th and 20th. Next scheduled work day will be May 18th.

EVENTS:

- 1. The Committee has raised \$11,000.
- 2. The Easter Egg Hunt was attended by several hundred children with 1500 eggs and the weather was wonderful.
- 3. Soap Box Derby will be held on June 7th.
- 4. Pooch Parade, Movies, Community Day, Pleine Air, Pumpkin Display, Gingerbread Display are being worked on.

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

PUBLIC WORKS:

- 1. Sweeping streets and filling pot holes.

RECREATION:

SWAC:

Councilman Stemple: **FINANCE & GOLF**

FINANCE:

- 1. Golf is \$39,000 below budget, income is down \$50,000, worse than last year. Weather has been an issue. Working on new sources of revenue generators.

John Gregory: **ADMINISTRATORS REPORT**

The following is a synopsis of activities for the Months of March/April

- Providing equipment maintenance help with the school, Shared service agreement to come shortly to include this and janitorial services
- Meeting with Bob Hoffman regarding farming some of our local land.
- Pursuing becoming a Certified Local Government with the NJ Historic Preservation Office which will make more grant funding available for historic preservation more readily available and a lot

of the grants distributed do not have a local match.

- Harassment and Ethics training completed on 4/11 by all employees
- Borough Hall bid opening, bids are under review. Bid were from \$452,000 to \$900,000. Award on May 8th.
- Cregar Rd to start on or about May 12. There will be a public meeting at the rescue squad building on May 1 to discuss the plans from 6:00PM to 7:00PM. Borough Engineer will be there.

JIF wants the Public Works to do more training. Members have gone to public safety, hazardous materials, chain saw, and flagger safety training over the last month and a half.

- Water Shut off Notices for anybody delinquent >90days

Mayor, Mark Desire: **EXECUTIVE SERVICES**

No report.

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.

1. **RESOLUTION #112-2014:** Approve Application to NJ Dept of Transportation for "Safe Routes to School" Grant for Sidewalks on Mill St.
2. **RESOLUTION #113-2014:** Approve Application to NJ Dept of Transportation for "Transportation Alternatives Program" Grant for "Upgrade to Commons on the Wye".
3. **RESOLUTION #114-2014:** Authorize Surplus Equipment to be recycled at Annual Electronics Recycling Event on April 26, 2014.
4. **RESOLUTION #115-2014:** Authorize Use of Procurement Cards.
5. **RESOLUTION #116-2014:** Appoint Kristen Poe as Member on the Economic Development Committee.
6. **RESOLUTION #117-2014:** Approve 50/50 Raffle for Fire Department on June 7, 2014 at the Soap Box Derby, Main St., High Bridge at 12:00PM.
7. **RESOLUTION #118-2014:** Authorize Redemption of Tax Lien.

Councilman Rapp motioned to adopt Resolutions #112 thru #118, copies of which are 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.

WRITTEN COMMUNICATIONS:

1. Notice from North Hunterdon-Voorhees Regional High School District regarding their Annual Budget Hearing/Regular Board Meeting at the District Administration Office on April 29, 2014 at 7:00PM.
2. Month End Tax/Finance Reports.
3. A certified letter from Michael Gronsky, President of Union Forge Heritage Association/Solitude Heritage Museum, stating that "Solitude House Museum" has been trademarked by the UFHA.
4. Letter of thanks from Assemblyman Erik Peterson for the Borough's Resolution regarding the 2% CAP for Police and Fire contract disputes.

UNFINISHED BUSINESS: None at this time.

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

NEW BUSINESS: None at this time.

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.

No comments at this time.

Adrienne Shipps questioned what prompted having farmers for the Green Acres properties as it had been suggested in the past. Administrator Gregory spoke with Green Acres and it is allowable, need to put out an RFP, can restrict crops. Councilwoman Hughes mentioned that the EC had brought it up years ago.

LEGAL ISSUES: 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 **\$2,103,554.98**, 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 #-2014: Not needed at this time.

Council President Stemple asked if there was any further business. There was none at this time. Council President Stemple asked for a motion to adjourn. Councilman Rapp motioned and Councilwoman Hughes seconded. Vote: 5 ayes. Motion Carried.

ADJOURNMENT: 8:10 PM

Respectfully submitted,

Diane L. Seals, Municipal Clerk, RMC