

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

**MEETING DATE**      December 10, 2015      **REGULAR COUNCIL**      7:30 PM  
**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 2015 Meeting Dates was published in the Hunterdon County Democrat on January 1, 2015, Noticed in the Express Times on January 15, 2015, 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:**

Roll Call Vote							P=Present A=Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa		Mayor Desire	

**4. READING AND APPROVAL OF MINUTES: -  
MOTION TO DISPENSE WITH THE READING OF PRIOR MEETING MINUTES FOR:**

Regular Meeting Minutes November 12, 2015

Motion to Approve:					Second:						
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent				
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**MOTION TO APPROVE OR CORRECT PRIOR MEETING MINUTES:**

Regular Meeting Minutes November 12, 2015

Motion to Amend/Approve:					Second:						
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent				
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**5. VISITORS:**

- A. 2015-P3 Proclamation: Recognition of Lisa Zambito, Outstanding Work for the Environmental Commission and Green Team
- B. 2015-P4 Proclamation: Support Year End Drive Sober or Get Pulled Over.
- C. Darlene, Wayfinding Study presentation.

Motion to Approve Resolutions 233-2015: Authorize Submittal of Wayfinding Study					Second:						
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent				
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**6. 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 at the public microphone.

**7. 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.

RESOLUTION #	TITLE	PURPOSE
216-2015	Refund Sewer Utility	Refund due to faulty meter
217-2015	Refund Tax Overpayment	Refund overpayment of property taxes
218-2015	Lien Redemption	Redemption of Tax Sale Lien
219-2015	Escrow Refunds	Close out and refund escrows
220-2015	Chapter 159 Year End Drive Sober	Budget amendment to reflect receipt of grant funds
221-2015	Chapter 159 DDEF	Budget amendment to reflect receipt of grant funds
222-2015	Chapter 159 Body Armor Grant	Budget amendment to reflect receipt of grant funds
223-2015	Refund Escrow Outside Duty	Close out and refund escrow
224-2015	Year End Transfers	Budget Transfers
225-2015	Professional Service	Amend Professional Service contract to reflect additional work required
226-2015	Cancel Capital	Close out Capital line items for completed projects
227-2015	Cancel LOSAP	Reflect change in non-vested membership in Emergency Services Volunteers
228-2015	Green Acres Grant	Accept Green Acres funding
229-2015	Field Usage Fee Adjustment	Reflect items purchased in lieu of fee charged
230-2015	Municipal Alliance	Authorize Acceptance of Municipal Alliance Grant
231-2015	Purchase of Generator	Authorize Purchase of Generator for the Solitude Village Pump Station
232-2015	Hire Temp Assistant Librarian	Hire temp to cover absences.
Motion to Approve Resolutions 216 – 231:		Second:
Roll Call Vote		Y=Yes; N=No; A=Abstain; At=Absent
Hughes	Scarcia	Shippo
Stemple	Strange	Zappa

**8. COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Monthly Report**

<u>Governing Body Member or Appointed Official</u>	<u>DEPARTMENT</u>
Councilman Zappa	<u>Planning &amp; Engineering</u>
Councilwoman Hughes	<u>Public Health, Environmental, Solid Waste / Recycling, Open Space, &amp; Cultural &amp; Heritage</u>
Councilwoman Scarcia	<u>Information, Economic Development, Events</u>
Councilman Strange	<u>Emergency Services, Education &amp; Municipal Court-</u>
Councilwoman Shippo	<u>Department Of Public Works &amp; Recreation</u>
Councilman Stemple	<u>Finance &amp; Golf</u>

John Gregory	<u>Administrator's Report:</u>
Hill Street Vacation, Termination of Animal Control Shared service with Hunterdon County	
Mayor Mark Desire	<u>Executive Services</u>

**9. WRITTEN COMMUNICATIONS:**

- A.** Month end Tax/Finance Reports
- B.** Mediation Settlement, Coughlin v Borough
- C.** Wayfinding Signage report
- D.** Animal Control Report
- E.** Municipal Alliance Letter
- F.** November Leaf Collection
- G.** Hill Street Vacation
- H.** TDR Grant Feasibility Study

**10. NEW BUSINESS:**

**11. UNFINISHED BUSINESS:**

- A.** RESO 196-2015 Authorization to sign Solitude Village Water Takeover Agreement

Motion to Amend Resolution 196-2015: Authorization to sign Solitude Village Take Over Agreement				Second:							
Roll Call Vote				Y=Yes; N=No; A=Abstain; At=Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**12. NEW ORDINANCES – Introduction of Ordinances**

**13. PUBLIC HEARING: 2<sup>ND</sup> READINGS.**

ORDINANCE 2015-34  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY

AMEND CHAPTER 120-10 FEES; EXPIRATION OF LICENSE SECTIONS (A) & (C)

- A.** Mayor Desire asks for a motion to Open the Public Hearing amendment to Ordinance #2015-34

<b>Purpose</b>	<b><i>Set the cost for Dog Licenses reducing the cost for spay and neutered dogs, increasing the cost for nonspayed or neutered dogs to encourage the spaying and neutering of dogs and incorporating the State fee in the license amount</i></b>										
<b>Motion to Open:</b>					<b>Second:</b>						
<b>Roll Call Vote</b>				Y=Yes; N=No; A=Abstain; At=Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

Questions and Comments:

Mayor Desire asks for a motion to close the Public Hearing on Ordinance # 2015-34

<b>Motion to Close:</b>					<b>Second:</b>						
<b>Roll Call Vote</b>				Y=Yes; N=No; A=Abstain; At=Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

Mayor Desire asks for a motion to adopt Ordinance# 2015-34.

<b>Motion to Adopt:</b>				<b>Second:</b>							
<b>Roll Call Vote</b>						Y=Yes; N=No; A=Abstain; At=Absent					
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

Mayor Desire states that Ordinance # 2015-34 is adopted shall be published by title only in the Hunterdon County Democrat and/or Express Times according to law

ORDINANCE 2015-35  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY

VACATE CHAPTERS 65 AND 73 REGARDING BOROUGH PERSONNEL

**B.** Mayor Desire asks for a motion Open Public Hearing on Ordinance #2015-35

<b>Purpose</b>	<u><i>Vacate Personnel Ordinances to adopt Personnel Policy by Resolution to facilitate the ease of changes to the policy as required</i></u>											
<b>Motion to Open:</b>							<b>Second:</b>					
<b>Roll Call Vote</b>						Y=Yes; N=No; A=Abstain; At=Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa		

Questions and Comments:

Mayor Desire asks for a motion to close the Public Hearing on Ordinance # 2015-35

<b>Motion to Close:</b>							<b>Second:</b>					
<b>Roll Call Vote</b>						Y=Yes; N=No; A=Abstain; At=Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa		

Mayor Desire asks for a motion to adopt Ordinance# 2015-35.

<b>Motion to Adopt:</b>							<b>Second:</b>					
<b>Roll Call Vote</b>						Y=Yes; N=No; A=Abstain; At=Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa		

Mayor Desire states that Ordinance # 2015-35 is adopted shall be published by title only in the Hunterdon County Democrat and/or Express Times according to law.

**14. DISCUSSION ITEMS:**

**A.** NONE

**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. No debating between residents. Comments should be addressed to Mayor and Council at the public microphone.

**16. LEGAL ISSUES:**

**A.** NONE

**17. BILL LIST:**

Approval of Bills as signed and listed on the Bill Payment List.

**Total Amount:** \$ \_\_\_\_\_

Motion to Approve:				Second:							
Roll Call Vote				Y=Yes; N=No; A=Abstain; At=Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**18. EXECUTIVE SESSION: Executive Session if Needed OR Move to Adjourn.**

**RESOLUTION # 204E-2015: Litigation Solitude Village, COAH Attorney Client, Contract Discussion Engineering RFP Report, Risk Manager, & Auditor**

Motion to Move into Executive Session:				Second:							
Roll Call Vote				Y=Yes; N=No; A=Abstain; At=Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

Motion to Return to Open Session:				Second:							
Roll Call Vote				Y=Yes; N=No; A=Abstain; At=Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**19. ADJOURNMENT:**

Mayor Desire or presiding officer asks if there is any further business.

Motion to Adjourn:				Second:							
Roll Call Vote				Y=Yes; N=No; A=Abstain; At=Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**Next Council Meeting, January 4, 2016 REORGANIZATIONAL MEETING, 7:00PM, Fire House, 7 Maryland Ave., High Bridge, NJ.**

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