

MEETING MINUTES OF MAYOR AND COUNCIL OF HIGH BRIDGE BOROUGH

MEETING DATE February 26, 2015 **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 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 Councilwoman Lynn Hughes.

The mayor was late to the meeting. He attended a viewing for a High Bridge resident. Thomas Kurth was raised in High Bridge. He was well loved and comes from a great family. We will miss him, he was 28.

3. ROLL CALL:

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

Mayor Desire arrived late at 7:45 p.m..

4. VISITORS:

Seven members of the public were present including press. Also present were Attorney Barry Goodman, Administrator John Gregory, Chief Bartman and Deputy Clerk Young.

A. Chief of Police-Annual Report

5. MOTION TO DISPENSE WITH THE READING OF PRIOR MEETING MINUTES:

Regular and Executive Session Meeting Minutes of December 18, 2014.

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

6. MOTION TO APPROVE OR CORRECT PRIOR MEETING MINUTES:

Regular and Executive Session Meeting Minutes of December 18, 2014

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

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 at the public microphone.

Dr. Brendan Coughlin had a question regarding a \$5,000 expense. Councilman Stemple responded that this was uncollected fees from various events and golf tournaments before 2012. These have been deemed uncollectible so these were written off. A discussion ensued regarding corrective actions in this matter. Dr. Coughlin also asked a question regarding lack of school aid resulting in a tax increase of 3.7%. Council responded that this was a School Board issue and a discussion ensued regarding this issue.

Christina Whited stated in regards to Ordinance 2015-3 that commercial vehicles such as garbage trucks need to be notified regarding this Ordinance. Administrator John Gregory responded that commercial vehicles have been made aware of this, but he stated that Center Street is off the table. Christina then thanked Council for addressing this matter.

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.

Motion to Amend the Agenda to move to Discussion items:		Zappa				Second:				Scarcia			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shipps	A	Stemple	Y	Strange	Y	Zappa	A		

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 #61-2015		Refund Sewer Over payment													
RESOLUTION #62-2015		Redemption of Tax Liens													
RESOLUTION #63-2015:		Shared Services Agreement HBSD													
RESOLUTION #64-2015:		Temporary Budget Appropriations													
RESOLUTION #65-2015		Cable Internet Phone Service Contract													
RESOLUTION #66-2015		Appointment of Green Team and Deputy OEM Coordinator													
Motion to Adopt Resolutions 61-66:				Strange				Second:				Shipps			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent							
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y				

8. COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: REPORTS ON FEBRUARY 26, 2015 2015 GOALS

Councilman Zappa	<u>PLANNING & ENGINEERING – Liaison to Planning Board/Board of Adjustment</u>
Councilwoman Hughes	<u>PUBLIC HEALTH, ENVIRONMENTAL, SOLID WASTE / RECYCLING, OPEN SPACE, & CULTURAL & HERITAGE – Solid Waste/Recycling Liaison to State & County</u>
Councilwoman Scarcia	<u>INFORMATION, ECONOMIC DEVELOPMENT, EVENTS – Liaison to OEM, Municipal Court & Recreation</u>

Councilman Strange	<u>EMERGENCY SERVICES, EDUCATION & MUNICIPAL COURT- Liaison to Cultural & Heritage & Events</u>
Councilwoman Shipps	<u>DEPARTMENT OF PUBLIC WORKS & RECREATION</u>
Councilman Stemple	<u>FINANCE & GOLF</u>
John Gregory	<u>ADMINISTRATOR'S REPORT</u>
Mayor Mark Desire	<u>EXECUTIVE SERVICES</u>

9. WRITTEN COMMUNICATIONS:

- A. Hunterdon County – Solid Waste Shared Service
- B. Monthly Tax/Finance Reports
- C. HUD Grant
- D. Rabies Vaccine
- E. Mosquito information from Hunterdon County

10. UNFINISHED BUSINESS:

- A. 2015-3 for discussion,
Amended ordinance reflects removal of One Way on Center St. and Van Syckle Pl., and the removal of permit parking on Center and Van Syckle Pl.

Administrator explains ordinance - Mayor Desire asks for a motion to introduce Ordinance #2015-03

ORDINANCE 2015-03

AN ORDINANCE OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE BOROUGH CODE TO REVISE CHAPTER 184 SUBSECTION 30 AND ADD SECTION 36

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

Mayor Desire states that Ordinance #2015-03 shall be published in summary in the Express Times along with the Public Hearing date of March 12, 2015

11. NEW ORDINANCES

- A. *Administrator explains ordinance - Mayor Desire asks for a motion to introduce Ordinance #2015-09*

**ORDINANCE 2015-09
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

ORDINANCE TO ADOPT REVISED ZONING MAP

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

Mayor Desire states that Ordinance #2015-09 shall be published in summary in the Express Times along with the Public Hearing date of March 26, 2015

- B. *Administrator explains ordinance - Mayor Desire asks for a motion to introduce Ordinance #2015-10*

Ordinance 2015-10

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**ORDINANCE TO AMEND SECTION 407 WATER, BY ADDING SECTION 407-41 NON-LIABILITY OF
BOROUGH**

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

Mayor Desire states that Ordinance #2015-10 shall be published in summary in the Express Times along with the Public Hearing date of March 12, 2015

12. NEW BUSINESS:

Resolution not deemed routine requiring further discussion.

A. *Administrator explains issue* - Resolution 67-2015 Adjustment to Sewer Bill for 15,000 gallons of water to refill pool after having liner replaced. Garry Bradfield, 21 W. Main St had pool liner replace and was told that they would be given a credit of 15,000 gal on their sewer bill. The Borough Ordinance states:

ORDINANCE 303-7 CHARGES FOR SEWER SERVICE, SECTION 7

Those residents filling a new permanent swimming pool may apply for a deduction from their sewer bill by requesting a reading of the water meter before and after the filling of the pool to determine the deduction. All requests should be made, in writing, to the Borough Administrator, 71 Main Street, High Bridge, NJ 08829. Readings must be performed during normal DPW weekday work hours and a fee of \$40 will be charged. The fee will be deposited in the Sewer Utility.

Motion to Adopt Resolutions 67-2015 :			Strange			Second:			Shipps		
Roll Call Vote						Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

Motion to Amend the agenda to remove Resolutions 68-2015 :			Zappa			Second:			Shipps		
Roll Call Vote						Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

B. *Administrator explains issue* – Resolution 68-2015 is written to continue the current unwritten practice for the Exemption of Fee for Food Handlers permit for certain Not for Profit, Schools, and Borough owned property. Currently there is no ordinance allowing for the exemption. However, the Borough has not been collecting the fee from any of the churches, the Masonic Lodge, and the School District, but we are collecting the fee from ourselves and from the Golf Course.

13. PUBLIC HEARING: 2ND READINGS.

A. *Administrator explains ordinance* Mayor Desire asks for a motion to open the Public Hearing on Ordinance #2015-04.

RESERVE CAPACITY FOR NEW CONSTRUCTION

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

Questions and Comments: Councilwoman Shipp asked a question regarding any recourse that the Borough would have. Administrator John Gregory answered that the Planning Board could deny the plan and the money would revert to the Borough. Mr. Dean Rapp questioned what the reserved capacity was referring to. Administrator Gregory replied that it referred to sewer.

Mayor Desire asks for a motion to close the Public Hearing on Ordinance #2015-04

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

Mayor Desire asks for a motion to adopt Ordinance# 2015-04 and shall be published by title only in the Express Times according to law.

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

B. Administrator explains ordinance - Mayor Desire asks for a motion to open the Public Hearing on Ordinance #2015-07.

ORDINANCE #2015-07

ORDINANCE APPROPRIATING \$95,000 FROM CAPITAL FUND BALANCE FOR PRELIMINARY ENGINEERING FOR CREGAR ROAD, PHASE V, IN AND BY THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY

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

Questions and Comments: None at this time.

Mayor Desire asks for a motion to close the Public Hearing on Ordinance #2015-07

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

Mayor Desire asks for a motion to adopt Ordinance# 2015-07 and shall be published by title only in the Express Times according to law.

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

C. *Administrator explains ordinance* - Mayor Desire asks for a motion to open the Public Hearing on Ordinance #2015-08.

ORDINANCE #2015-08

ORDINANCE APPROPRIATING \$11,000 FROM CAPITAL FUND BALANCE FOR POLICE DEPARTMENT FACILITY UPGRADES, IN AND BY THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY

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

Questions and Comments: Councilman Zappa asked if computers were being purchased. Chief Bartman replied that servers were being purchased. Zappa also asked if leasing was considered. Chief Bartman replied that leasing was not feasible due to the hard drives not being permitted to leave the building.

Mayor Desire asks for a motion to close the Public Hearing on Ordinance #2015-08

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

Mayor Desire asks for a motion to adopt Ordinance# 2015-08 and shall be published by title only in the Express Times according to law.

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

14. DISCUSSION ITEMS:

A. *Administrator explains issue* - Mixed Commercial Residential Solid waste pick up.
 Administrator John Gregory stated that Mr. Fernandez asked for a waiver for his residents on Main Street to use his dumpster and not utilize garbage stickers. A discussion with Council regarding this ensued.

B. 12 Hoffman Sewer Issue, Shared lateral
 Councilman Zappa explained the issue as it affects the residents of Hoffman Road, specifically, the Raefski residence. Administrator Gregory suggested dyeing the houses upstream with different color dyes to determine which houses are connected. Councilwoman Scarcia suggested this be done as soon as possible. A discussion with Council ensued regarding a detailed plan to proceed.

PUBLIC COMMENTS: None at this time.

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15. LEGAL ISSUES:

None at this time

16. BILL LIST:

Approval of bills as signed and listed on the bill payment list. Total Amount: \$765,050.82

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

Councilwoman Shipps approves bill list with abstention from police related items.

17. EXECUTIVE SESSION: RESOLUTION # 68 -2015:

Town of Clinton Sewer- Contractual - Audit Proposal.

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

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

18. ADJOURNMENT: MAYOR DESIRE OR PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS. IF NONE,

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

Next Council Meeting- March 12, 2015 REGULAR MEETING, 7:30PM, Fire House, 7 Maryland Ave., High Bridge, NJ.

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