

**ANNUAL RE-ORGANIZATION MEETING MINUTES  
MAYOR AND COUNCIL OF HIGH BRIDGE BOROUGH**

**MEETING DATE: January 4, 2016      MEETING TIME: 7:00PM to 7:22PM  
MEETING PLACE: High Bridge Fire House, 7 Maryland Ave., High Bridge, NJ**

**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: “Welcome to the Reorganization Meeting of January 4, 2016. Pursuant to the Open Public Meetings Act, notice of this meeting was published in the Hunterdon County Democrat and Express Times issue of December 24, 2016 and posted on the bulletin board in Borough Hall. Action may be taken.”
- 2. FLAG SALUTE:** Led by Mayor or presiding officer.
- 3. SWEARING IN OF RE-ELECTED OFFICIALS:**
  - a. Karen Scarcia – Councilwoman, Term expiring December 31, 2018
  - b. Mike Stemple – Councilman, Term expiring December 31, 2018.
  - c. Stephen Strange – Councilman unexpired term expiring December 31, 2016.

**4. ROLL CALL:**

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

Five members of the public were present including press. Councilman Zappa arrived at 7:10 p.m. Also present were Deputy Clerk Young and Administrator Gregory.

- 5. COMMENTS OF COUNCIL:**  
Mayor Desire congratulated the returning members and thanked Council for all their hard work.
- 6. NEW BUSINESS:** None at this time.
- 7. NOMINATION & ELECTION OF COUNCIL PRESIDENT:**  
Mayor Desire asks for nominations for Council President.  
Councilwoman Scarcia made a nomination to elect Councilwoman Hughes as Council President, and Councilman Zappa seconded the nomination.

**RESOLUTION #1-2016.**

Motion to approve nomination and adopt Resolution #1-2016.

Motion to Approve Resolution 1-2016:				Shipps		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		

6 ayes; Motion passes.

b. **RESOLUTION #2-2016:** Temporary Budget.

Motion to Approve Resolutions 2-2016:				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		

6 ayes; Motion passes.

**8. CONSENT AGENDA RESOLUTIONS:**

<b>#3-2016</b>	Council Meeting Dates and Time for 2016
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#4-2016	Designation of Official Newspaper
#5-2016	Payment of Taxes and Utilities
#6-2016	Authorization to Cancel Small Tax & Utility Balances /Credits
#7-2016	Authorization for Corrective Tax Appeals
#8-2016	Cash Management Plan
#9-2016	Non-fair and Open Contracts for the Retention of Municipal Professional Services
#10-2016	Signature on Checks
#11-2016	General Appointment List
#12-2016	2016 Council Committee Assignments
#13-2016	Approve Animal Control Service Contract
#14-2016	Statewide Insurance Fund Resolution Appointing Fund Commissioner.
#15-2016	Appointing Risk Management Consultant
#16-2016	Authorizing Professional Memberships
#17-2016	Boards and Committee List
#18-2016	Approve Going Out to Bid for, Street Scape, Cregar Rd section V & VI
#19-2016	Landlord Registration fee
#20-2016	Duplicate Tax Sale Certificate
#21-2016	Rabies Clinic
#22-2016	Dog License Late Date
#23-2016	Utility Rates
#24-2016	Newsletter Rates
#25-2016	Fee Schedule For Police Outside Duty
#26-2016	NSF Check Fee
#27-2016	Public Relations Officers
#28-2016	Resolution to Renew Fund Membership
#29-2016	Appoint Green Team
#30-2016	Adopt Green Purchasing
#31-2016	Construction Permit Fees
#32-2016	Land Use Ordinance Review
#33-2016	Fees Planning Board/Board of Adjustment
#34-2016	OPRA Hours
#35-2016	RTK Coordinator
#36-2016	Shared Services agreement
#37-2016	Special Events fees
#38-2016	Recreation Fees
#39-2016	Appointment of Municipal Clerk
#40-2016	Appointment of Certified Deputy Registrar
#41-2016	Adopt Personnel Policy <i>(NO CHANGES)</i>
#42-2016	Fair and Open award Auditor, Engineer, Risk Manager
#43-2016	Authorization to apply for recycling grant
#44-2016	Authorization for Certification Classes

Motion to Approve Resolutions #3-2016 through #38-2016, and #40-2016 through #44-2016				Strange		Second:		Zappa			
Roll Call Vote						Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shiggs	Y/A	Stemple	Y	Strange	Y	Zappa	Y

6 ayes; Motion passes.

Councilwoman Shiggs abstains from voting for Resolution #25-2016 as it pertains to police related items.

Motion to remove Resolution #39-2016 from the Consent Agenda for discussion					Hughes		Second:			Stemple			
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent						
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y		

6 ayes; Motion passes.

Councilwoman Hughes explained specifics of the Clerk appointment.

Councilwoman Scarcia asked is salary ranges were discussed and if salary ranges and titles will be revised.

Administrator Gregory responded that the Ordinance would be revised for information in question. Discussion ensued.

Motion to approve Resolution #39-2016					Hughes		Second:			Stemple			
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent						
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y		

6 ayes; Motion passes.

- 10. 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.

Councilman Zappa introduced Mr. Burr as the Municipal Engineer to Council.

**11. NEW ORDINANCE FIRST READING**

**ORDINANCE 2016-01**  
 BOROUGH OF HIGH BRIDGE  
 COUNTY OF HUNTERDON  
 STATE OF NEW JERSEY

**SET THE SALARY AND WAGE RANGE FOR VARIOUS POSITIONS**

**A.** Mayor Desire asks for a motion to introduce amendment to Ordinance #2016-01

<b><u>PURPOSE:</u></b>	Sets the salary range for positions in the Borough of High Bridge											
<b><u>Motion to Introduce:</u></b>	Stemple					<b><u>Second:</u></b>			Hughes			
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y	

6 ayes; Motion passes.

Mayor Desire states that the amendment to Ordinance #2016-01 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of January 14, 2016.

- 12. APPROVAL OF BILLS:** as signed and listed on the Bill Payment List.

Total Amount: \$322,462.09

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

6 ayes: motion passes.

Councilwoman Shipps approves bill list with abstention from police related items.  
Councilman Stemple approves bill list with abstention from Fire Department related items.

**13. ADJOURNMENT:**

Mayor Desire asks if there is any further business. If no further business, the Mayor asks for a motion to adjourned.

Motion to adjourn:		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	

Adjourned 7:22pm

**Respectfully submitted,**



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**John Gregory**  
Clerk