

**MAYOR & COUNCIL OF THE BOROUGH OF HIGH BRIDGE, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY  
BOROUGH COUNCIL MEETING AGENDA**

**Date: January 28, 2016: 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 2016 Meeting Dates was published in the Hunterdon County Democrat and Express Times on December 24, 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: P=PRESENT; A=ABSENT**

Governing Body Member	P or A	Time Arrived if Late
Councilwoman Scarcia		
Councilwoman Shipps		
Councilman Stemple		
Councilman Stemple		
Councilman Zappa		
Council President Hughes		
Mayor Desire		

**4. READING AND APPROVAL OF MINUTES: - REGULAR MEETING MINUTES JANUARY 14, 2016, EXECUTIVE MEETING MINUTES JUNE 25, SEPTEMBER 10, AND OCTOBER 8, 2015**

Mayor asks if there are any corrections to the prior meeting minutes. Mayor asks for a motion to dispense with the reading of the prior meeting(s) minutes and to approve minutes (*or corrected minutes*)

<b>Motion to Dispense w/Reading of Minutes</b>						<b>Second</b>					
<b>Roll Call Vote</b>						Y=Yes; N=No; A=Abstain or Absent					
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	
<b>Motion to Approve (corrected)Minutes</b>						<b>Second</b>					
<b>Roll Call Vote</b>						Y=Yes; N=No; A=Abstain or Absent					
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**5. VISITORS: NONE.**

A. Green Award – Daniel Pavan

B.

**6. PUBLIC COMMENTS: 5 MINUTES PER PERSON**

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

**Next Council Meeting, February 11, 2016, 7:30 pm, Fire House, 7 Maryland Ave., High Bridge, NJ.**

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**7. PUBLIC HEARING ORDINANCES – SECOND READING**

**A. Ordinance 2016-1 Salary and Wage ranges**

**ORDINANCE 2016-01  
SET THE SALARY AND WAGE RANGE FOR VARIOUS POSITIONS**

<b>Purpose</b>	<i>To set Salary and Rate ranges only for positions, this is <u>not</u> for raises</i>										
<b>Motion to Open Public Hearing</b>						Second					
<b>Roll Call Vote</b>					Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

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

<b>Motion to Adopt 2016-1</b>						Second					
<b>Roll Call Vote</b>					Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

Ordinance # 2016-01 is adopted shall be published by title only in the Hunterdon County Democrat and/or Express Times according to law

**B. Ordinance 2016-2 fees for Request for Copies**

**Ordinance 2016-2  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**Vacating ordinance 280-3 (A) The following fees shall be charged for copies of public documents and records:**

<b>Purpose</b>	<i>Vacate section 280-3 subsection A to Set fees to correspond with State regulations regarding the production of copies via fee resolution</i>										
<b>Motion to Open Public Hearing</b>						Second					
<b>Roll Call Vote</b>					Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

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

<b>Motion to Adopt 2016-2</b>						Second					
<b>Roll Call Vote</b>					Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

Ordinance # 2016-02 is adopted shall be published by title only in the Hunterdon County Democrat and/or Express Times according to law

**C. Resolution 62-2016 Sets fees for copies to the State Maximum in accordance with the Open Public Records Act**

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<b>Motion to Approve Resolutions 57-2016:</b>				Second:						
Roll Call Vote				Y=Yes; N=No; A=Abstain/Absent						
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa

**D.** Ordinance 2016-3 Capital Request for Rescue Squad Equipment

**Ordinance 2016-3  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**APPROPRIATING \$40,000 FROM CAPITAL IMPROVEMENT FUND TOWARDS THE  
PURCHASE OF AMBULANCE EQUIPMENT BY THE RESCUE SQUAD**

<i>Purpose</i>	<i>Provide for the purchase of equipment for ambulances for the High Bridge Rescue Squad</i>									
<b>Motion to Open Public Hearing</b>				Second						
Roll Call Vote				Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa

<b>Motion to Close Public Hearing</b>				Second						
Roll Call Vote				Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa

<b>Motion to Adopt 2016-3</b>				Second						
Roll Call Vote				Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa

Ordinance # 2016-03 is adopted shall be published by title only in the Hunterdon County Democrat and/or Express Times according to law

**E.** Ordinance 2016-4 Capital Ordinance for Solitude Generator

**Ordinance 2016-4  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**APPROPRIATING \$10,000 FROM WATER CAPITAL IMPROVEMENT FUND TOWARDS  
THE PURCHASE OF A GENERATOR AND ASSOCIATED WORK**

<i>Purpose</i>	<i>Provide for the funding of the emergency generator and electrical hook up for the Solitude Village Pump System</i>									
<b>Motion to Open Public Hearing</b>				Second						
Roll Call Vote				Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa

<b>Motion to Close Public Hearing</b>				Second						
Roll Call Vote				Y=Yes; N=No; A=Abstain or Absent						
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa

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<b>Motion to Adopt 2016-4</b>				Second							
<b>Roll Call Vote</b>				Y=Yes; N=No; A=Abstain or Absent							
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa	

Ordinance # 2016-04 is adopted shall be published by title only in the Hunterdon County Democrat and/or Express Times according to law

**8. UNFINISHED BUSINESS; NEW BUSINESS; DISCUSSION ITEMS:**

- A. Personnel Policy
- B. Discussion Abatement Ordinance Chapter 365 <http://ecode360.com/14104408>

**9. NEW ORDINANCES – IF ANY,**

- A. Ordinance 2016-5 Renew Chapter 365 with modifications  
**Ordinance 2016-5**  
**Borough of High Bridge**  
**County of Hunterdon**  
**State of New Jersey**

**RENEWING BOROUGH OF HIGH BRIDGE CODE CHAPTER 365 WITH AMENDMENTS TO  
CHAPTER 365-6**

<i>Purpose</i>	<i>Renew the tax abatement ordinance with amendments to allow for new multi</i>										
<b>Motion to Introduce</b>				Second							
<b>Roll Call Vote</b>				Y=Yes; N=No; A=Abstain or Absent							
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa	

Mayor Desire states that the amendment to Ordinance #2016-05 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of February 11, 2016

**10. 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.

<b>RESOLUTION #</b>	<b>TITLE</b>	<b>PURPOSE</b>
58-2016	Redemption of Liens	Redeem tax sale certificates held by outside lienholder
59-2016	Refund of Utility Overpayment	Refund of Overpayment of Utilities
60-2016	Award of Contract	Mott MacDonald Cregar Rd Section 6
61-2016	Meter replacement and repair charges	Meter costs of repair
62-2016	Purchase from Co-op	Authorize purchases from State and County Co-ops
63-2016	Sewer Charges	Authorize fees for Sewer Witness and other Department of Health fees
64-2016	Rehire of Temp Part-time DPW Employees	Rehire Brian Labuta and Jeff Smith

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<b>Motion to Approve 2016 Resolutions 58 – 64:</b>				<b>Second:</b>							
Roll Call Vote						Y=Yes; N=No; A=Abstain or Absent					
Hughes		Scarcia		Shipp		Stemple		Strange		Zappa	

**11. COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: MONTHLY REPORT**

<u>Mayor, Council Member, or Official</u>	<u>DEPARTMENT</u>
Councilman Zappa	Planning , Engineering, & Public Works
Councilwoman Hughes	Public Health, Environmental, Solid Waste / Recycling, & Open Space
Councilwoman Scarcia	Economic Development & Cultural/Heritage
Councilman Strange	Emergency Services, Municipal Court, & Recreation-
Councilwoman Shipp	Golf and Events
Councilman Stemple	Finance, Utilities, & Education
John Gregory	Administrator's Report:
<b>Website contract</b> ends May 22, 2016- <b>Parking Ordinance</b> , First application of the Snow Emergency Route was a success- <b>High Bridge PSA's</b> , Almost to 200 accounts - <b>Snow</b> 30 inches received, visibility was down to a few yards at time, Thanks for everyone's cooperation during this event - <b>FEMA Declaration</b> Preliminary Damage Assessment has been filed <b>Main Street Snow</b> we will be out to remove the snow on Main Street and we continue to clean all the other intersections an crosswalk. Council Approval to seek Community Service probationers to due various work on a regular basis. trash collection, shoveling of snow, etc.	
Mayor Mark Desire	Executive Services

**12. WRITTEN COMMUNICATIONS:**

- A.** Tax/Finance Monthly Reports
- B.** Apgar Letter
- C.** Elizabethtown Gas Notice
- D.** Assignment of LMR Contract

**13. PUBLIC COMMENTS: 1 MINUTE PER PERSON**

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.

**14. LEGAL ISSUES:**

- A.** NONE

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**15. BILL LIST:**

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

**Total Amount: \$ 1,900,336.58**

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

**16. EXECUTIVE SESSION: EXECUTIVE SESSION IF NEEDED OR MOVE TO ADJOURN.**

RESOLUTION # 1E-2016: Litigation Town of Clinton

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

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

**17. 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 or Absent							
Hughes		Scarcia		Shipps		Stemple		Strange		Zappa	

**18. LOOKING FORWARD – FEBRUARY 11, 2016 MEETING**

**A. Public Hearing Abatement Ordinance**