

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

Date: March 31, 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 Noticed in the Hunterdon County Democrat and Express Times on March 2, 2016, 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

Councilwoman Adrienne Shipps, present; Councilman Michael Stemple, present; Councilman Stephen Strange, absent; Councilman Chris Zappa, present; Council President Lynn Hughes, present; Mayor Mark Desire, present; one vacant seat

Also present were Attorney Goodman, Administrator John Gregory, Deputy Clerk Adam Young, and Police Chief Brett Bartman

4. READING AND APPROVAL OF MINUTES: - REGULAR MEETING MINUTES FOR MARCH 17, 2016

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)*

| | | | | | | | | | | | | | | | |
|--|---|--|--|--------|---|---------|---|----------------------------------|--------|-------|---|--------|--|--|--|
| Motion to Dispense w/Reading of Minutes | | | | Hughes | | | | Second | | | | Shipps | | | |
| Roll Call Vote | | | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y | | | | |
| Motion to Approve Minutes | | | | | | | | Second | | | | | | | |
| Roll Call Vote | | | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y | | | | |

5. VISITORS:

A. Golf Presentation

A. PROCLAMATIONS – NONE AT THIS TIME

6. PUBLIC COMMENTS: 5 MINUTES PER PERSON – NONE AT THIS TIME

7. PUBLIC HEARING ORDINANCES – SECOND READING

A. **Ordinance 2016-07** - Ordinance Appropriating \$40,000 From Water Capital Improvement Fund For Road Improvements To Cregar Road, Phase VI

| | | | | | | | | | | | | | | | |
|--------------------------------------|--|--|--|---------|---|---------|---|----------------------------------|--------|-------|---|-------|--|--|--|
| Purpose | <i>To appropriate \$40,000 from Water Capital for Cregar Rd Reconstruction Phase VI.</i> | | | | | | | | | | | | | | |
| Motion to Open Public Hearing | | | | Stemple | | | | Second | | | | Zappa | | | |
| Roll Call Vote | | | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y | | | | |

Zappa gives an overview of the intent of the Ordinance

| | | | | | | | | | | | | | | | |
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| Motion to Close Public Hearing | | | | Stemple | | | | Second | | | | zappa | | | |
| Roll Call Vote | | | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y | | | | |

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| Motion to Adopt | | | | Stemple | | | | Second | | | | Zappa | | | |
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|-----------------------|---|--|--|--------|----------------------------------|---------|---|---------|--------|-------|---|
| Roll Call Vote | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y |

Mayor Desire states that Ordinance #2016-07 is adopted shall be published by Title in the Express Times and/or the Hunterdon County Democrat in accordance with the law.

B. Ordinance 2016-08 - Ordinance Appropriating \$80,000 From Sewer Capital Improvement Fund For Road Improvements To Cregar Road, Phase VI

| | | | | | | | | | | | | |
|--------------------------------------|--|--|--|---------|----------------------------------|---------|---------------|---------|--------|-------|---|--|
| Purpose | <i>To appropriate \$80,000 from Sewer Capital for Cregar Rd Reconstruction Phase VI.</i> | | | | | | | | | | | |
| Motion to Open Public Hearing | | | | Stemple | | | Second | | | Zappa | | |
| Roll Call Vote | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y | |

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

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

Mayor Desire states that Ordinance #2016-08 is adopted shall be published by Title in the Express Times and/or the Hunterdon County Democrat in accordance with the law.

C. Ordinance 2016-10 - 2016-10 CALENDAR YEAR 2016 – Cap Bank
Ordinance To Exceed The Municipal Budget Appropriation Limits And To Establish A Cap Bank

| | | | | | | | | | | | | |
|--------------------------------------|---|--|--|---------|----------------------------------|---------|---------------|---------|--------|-------|---|--|
| Purpose | <i>Allows the Borough to exceed Appropriation Limits from 2.5% to 3.5% and allows the Borough to bank any appropriation difference between the actual budget appropriation and the max allowable.</i> | | | | | | | | | | | |
| Motion to Open Public Hearing | | | | Stemple | | | Second | | | Zappa | | |
| Roll Call Vote | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y | |

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

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

Mayor Desire states that Ordinance #2016-10 is adopted shall be published by Title in the Express Times and/or the Hunterdon County Democrat in accordance with the law.

D. Ordinance 2016-11 - 2016-11 Issue Refunding Bonds
Ordinance Refunding Of All Or A Portion Of Certain Obligation Refunding Bonds, Series 2006, Appropriating \$2,600,000 Therefor And Authorizing The Issuance Of Not To Exceed \$2,600,000 General Obligation Refunding Bonds

| | | | | | | | | | | | | |
|--------------------------------------|---|--|--|---------|----------------------------------|--|---------------|--|--|--------|--|--|
| Purpose | <i>Approval for issuance of refunding bonds reducing debt service by \$117,000 and not extending the payoff term.</i> | | | | | | | | | | | |
| Motion to Open Public Hearing | | | | Stemple | | | Second | | | Shipps | | |
| Roll Call Vote | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | | | |

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|--------|---|--|--|--------|---|---------|---|---------|--------|-------|---|
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y |
|--------|---|--|--|--------|---|---------|---|---------|--------|-------|---|

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|---------------------------------------|---|--|--|---------|---|----------------------------------|---|---------|--------|-------|---|
| Motion to Close Public Hearing | | | | Stemple | | Second | | | Zappa | | |
| Roll Call Vote | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y |

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|------------------------|---|--|--|---------|---|----------------------------------|---|---------|--------|-------|---|
| Motion to Adopt | | | | Stemple | | Second | | | Zappa | | |
| Roll Call Vote | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y |

Mayor Desire states that Ordinance #2016-11 is adopted shall be published by Title in the Express Times and/or the Hunterdon County Democrat in accordance with the law.

8. DISCUSSION ITEMS:

- A.** Use of Water Towers as emergency repeater locations for radio coverage.
Brent Dugan asked about signal impressment.
- B.** Newsletter Liaison vacancy – Adrienne Shipps volunteered for the position

9. NEW BUSINESS: NONE

10. NEW ORDINANCES – IF ANY,

- A.** Amend 2016-9 Ordinance Cregar Rd Phase VI General Capital \$385,000 with Grant proceeds

Ordinance 2016-09

Ordinance Appropriating \$225,000 Is Hereby Appropriated From The Capital Improvement Fund As Well As \$160,000 From The New Jersey Department Of Transportation Grant For The Various Road Improvements To Cregar Road, Phase VI

| | | | | | | | | | | | |
|----------------------------|---|--|--|---------|---|----------------------------------|---|---------|--------|-------|---|
| Purpose | <i>Appropriate \$225,000 from general Capital for Phase VI Cregar Rd.</i> | | | | | | | | | | |
| Motion to Introduce | | | | Stemple | | Second | | | Zappa | | |
| Roll Call Vote | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y |

Mayor Desire states that the amendment Ordinance #2016- 09 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of April 14, 2016

- B.** Amend Ordinance 261-5 (12) Disorderly Conduct

Ordinance 2016-12

Amend Ordinance 261-5 to include the removal of historic artifacts

| | | | | | | | | | | | |
|----------------------------|---|--|--|---------|---|----------------------------------|---|---------|--------|-------|---|
| Purpose | <i>To include the removal of historic artifacts from Borough owned property</i> | | | | | | | | | | |
| Motion to Introduce | | | | Stemple | | Second | | | Zappa | | |
| Roll Call Vote | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | |
| Hughes | Y | | | Shipps | Y | Stemple | Y | Strange | Absent | Zappa | Y |

Mayor Desire states that Ordinance #2016- 12 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of April 14, 2016

C. Ordinance 2016-13 Capital Ordinance Borough Hall Soil, Site work and furnishing

Ordinance 2016-13

Capital Ordinance for Borough Hall Soil Remediation, Site Work and Furnishings

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|----------------------------|--|--|--|--------|---------------|---------|---|---------|--------|-------|---|
| Purpose | To provide for ancillary work connected to the Construction of Borough Hall | | | | | | | | | | |
| Motion to Introduce | Stemple | | | | Second | | | | Zappa | | |
| Roll Call Vote | Y=Yes; N=No; A=Abstain or Absent | | | | | | | | | | |
| Hughes | Y | | | Shippo | Y | Stemple | Y | Strange | Absent | Zappa | Y |

Mayor Desire states that Ordinance #2016- 13 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of April 14, 2016

11. CONSENT AGENDA:

| RESOLUTION # | TITLE | PURPOSE |
|---------------------|--|---|
| 106-2016 | Approve Raffle License | NHYLL |
| 107-2016 | Authorization to expand and maintain Trail | Authorization for Volunteers to expand and maintain the Nassau Bike Trails |
| 108-2016 | Approve Assignment | LMR to Premier Disposal |
| 109-2016 | Authorization to maintain Commons Path | Authorization for Volunteers to revitalize and maintain Commons Connector Path |
| 110-2016 | Refund of Utility Charges | 96 East Main refund of overpayment |
| 111-2016 | Lien Redemption | Redemption of Tax Sale Certificate held by outside lien holder |
| 112-2016 | Refunding Bonds | Resolution for refunding bonds, not increasing the term and reducing debt amount. |
| 113-2016 | Cultural and Heritage Appointment | Update of members |

Motion to amend Resolution 113-2016 off of the agenda and renumber Resolution 114-2016 to Resolution 113-2016 – Motion: Stemple, Second: Zappa; Roll call vote: Hughes, aye; Shipps, aye; Stemple, aye; Strange, absent; Zappa, aye; 4 ayes, motion passes.

| | | | | | | | | | | | | |
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| Motion to Approve 2016 Resolutions 106 – 113: | Hughes | | | | Second: | | | | Zappa | | | |
| Roll Call Vote | Y=Yes; N=No; A=Abstain or Absent | | | | | | | | | | | |
| Hughes | Y | | | Shippo | Y | Stemple | Y | Strange | Absent | Zappa | Y | |

12. COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT:

| Mayor, Council Member, or Official | DEPARTMENT |
|--|---|
| Councilman Zappa | Planning , Engineering, & Public Works |
| Grants, new borough hall, Cregar Road projects, water main breaks, street sweeper repairs, pot hole patcher, tree cutter, recycling, trash, sink hole | |
| Councilwoman Hughes | Public Health, Environmental, Solid Waste / Recycling, & Open Space |
| Nancy Hunt front door key, keys for weekend use, waivers, thank you to D.P.W., Commons track, rain barrel and plants, trail grants, LMR to Premiere | |
| Vacant | Economic Development |
| Councilman Strange | Emergency Services, Municipal Court, & Recreation- |
| Councilwoman Shipps | Golf and Events, Cultural/Heritage |
| Increase marketing reach with events, town wide garage sale, egg hunt, soap box, Golf: identifying cost and savings measures, cross marketing events with golf, RFPs in 2017, golf financials | |
| Councilman Stemple | Finance, Utilities, & Education |
| Budget presentation, goals, adding property back on to tax rolls, possible water system sale referendum | |
| John Gregory | Administrator/Clerk's Report: |
| Bids advertised, Road Material, and the request for Expressions of Interest, Road Reclamation, Water Main Relining. Moving ahead with the Solid Waste Assignment. Bid for water system should be out next week with a June 5 opening date. Dog licenses not issued my Feb 29 are delinquent. | |

| | |
|--|--------------------|
| Mayor Mark Desire | Executive Services |
| Water tower driveway issue, commons dumping, Borough triangle, NHYB paving, OEM meeting, financial disclosure statements, filling the vacancy on Council | |

13. WRITTEN COMMUNICATIONS:

- A.** Finance Report
- B.** Resignation Letter – John Gregory, Administrator/Clerk

14. PUBLIC COMMENTS: 1 MINUTE PER PERSON – NONE AT THIS TIME

15. LEGAL ISSUES:

- A. NONE

16. BILL LIST:

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

Total Amount: \$455,543.69

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

Councilwoman Shipp abstains from anything Police related

Councilman Stemple abstains from anything Fire Department related

17. EXECUTIVE SESSION: EXECUTIVE SESSION IF NEEDED OR MOVE TO ADJOURN.

RESOLUTION # 3E-2016 discussion on Administrator/Clerk Position

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

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

Motion to amend the agenda to add **Resolution 114-2016** for the Clerk to advertise for a part-time Administrator for the Borough of High Bridge. Motion: Stemple, Second: Hughes; Roll call vote: Hughes, aye; Shipp, aye; Stemple, aye; Strange, absent; Zappa, aye; 4 ayes, motion passes

Motion to approve **Resolution 114-2016**: Motion: Hughes, Second: Stemple; Roll call vote: Hughes, aye; Shipp, aye; Stemple, aye; Strange, absent; Zappa, aye; 4 ayes, motion passes

18. ADJOURNMENT: 9:23 P.M.

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

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| Motion to Adjourn: | | | Stemple | | | Second: | | | Zappa | | |
| Roll Call Vote | | | | | | Y=Yes; N=No; A=Abstain or Absent | | | | | |
| Hughes | Y | | | Shipp | Y | Stemple | Y | Strange | Absent | Zappa | Y |

19. LOOKING FORWARD – APRIL 14, 2016 MEETING

- A. Budget Public Hearing
- B. Second Reading Ordinances 2016-09, 12, & 13
- C. Council Awards

Next Council Meeting, April 14, 2016, 7:30 pm, Fire House, 7 Maryland Ave., High Bridge, NJ.
