

BOROUGH OF HIGH BRIDGE

MAYOR AND BOROUGH COUNCIL

Meeting Date: January 24, 2013

CALL TO ORDER: The meeting of the Mayor and Council of the Borough of High Bridge came to order with Mayor Desire presiding, at 7:30 PM on the above date. "Pursuant to the Open Public Meetings Act, notice of 2013 meeting dates was published in the Hunterdon County Democrat on January 10, 2013 and posted on the bulletin board in Borough Hall. The meeting was held in the Fire House, 7 Maryland Ave., High Bridge, NJ. Action may be taken."

Mayor Desire led those present in the salute to the Flag.

MEMBERS PRESENT

- Mayor Desire
- Councilman Flynn
- Councilwoman Hughes
- Councilwoman Miller
- Councilman Rapp
- Councilwoman Scarcia
- Councilman Stemple

Attorney Barry Goodman, Administrator Douglas Walker, Municipal Clerk Diane Seals and nine members of the general public and news media were also present.

VISITORS: Councilwoman Hughes read the "2012 Green Award": "Gregory Cooper is hereby the recipient of the sixth annual **Borough of High Bridge Green Award** for 2012 in recognition of his continuing dedication to promoting environmental preservation and supporting the beautification of the Borough of High Bridge. Gregory Cooper was "Caught Being Green" by fellow residents who nominated him for this award for his environmental actions. An environmentally conscientious commuter, Gregory Cooper picks up litter daily as he walks from the NJ Transit parking lot at 5:45 am and again on his return to the High Bridge Station at 4:45 pm. Many times it is dark and cold and no one around to notice his actions. Mr. Cooper makes his contribution to our town in a quiet way not looking for any recognition or thank you, just taking pride in our town and doing his part to keep High Bridge a nice place to live.

The High Bridge Environmental Committee recognizes Gregory Cooper's ongoing environmentally responsible actions. The Mayor and Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey, sincerely appreciate his commitment to the betterment of the citizens of the Borough of High Bridge".

John Farrell, Chair of the Environmental Commission presented, the "2012 Green Award" to Gregory Cooper.

MOTION TO DISPENSE WITH THE READING OF MINUTES OF PRIOR MEETINGS:

Councilman Rapp motioned to dispense with the reading of the Regular and Executive Session Meeting Minutes of December 20, 2012 and the Reorganization Meeting Minutes of January 3, 2013. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, abstain; Stemple, aye. Motion Carried: 5 ayes and 1 abstention.

APPROVAL OR CORRECTION OF PRIOR MEETING MINUTES:

Councilman Rapp motioned to approve the Regular and Executive Session Meeting Minutes of December 20, 2012 and the Reorganization Meeting Minutes of January 3, 2013. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, abstain; Stemple, aye. Motion Carried: 5 ayes and 1 abstention.

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 portion of the agenda. No debating between residents. Comments should be addressed to Mayor and Council.

Brenden Coughlin stated that the Borough has no contract with Solitude Village Homeowners Association regarding supplying water, they may be considered a Public Community Water System. The town owns some water mains and the tower. Mr. Coughlin went on to say he is waiting for some information from the DEP, why doesn't the Borough ask for water reports for the tank, and Clean Water statutes demands that there be a back-up generator. Councilman Flynn stated that it is the Borough's responsibility to get the water to the pumping station, water is tested at points all over the Borough, and the report was on the condition of the tower only. Mr. Coughlin questioned when he could receive the Golf Financials for December. As it is the end of the year, it may take longer. And he could see on the agenda that the Borough was spending monies for an electrical study for a stand-by generator installation for the Golf Course, and is there going to be a reassessment of taxes. Councilman Flynn said that it is not in the budget.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT- MONTH END REPORTS:

Councilman Flynn: **PLANNING & ENGINEERING**

1. Met with Solitude Village Homeowners Association regarding the final steps to the take-over of the water system. There needs to be access to the water tower, rectify maintenance and safety issues, and pumping station needs a generator. The Committee recommends that the Association complete the issues then the Borough will install a back-up generator, when there is money in the budget. Will there be a lease on the land the tower sits on or will the Borough be given the land.
2. The Committee met on Tuesday, January 8th to discuss the allocation of our available sewer capacity. The committee offers the following recommendations regarding the High Bridge sanitary sewer system to the Borough Council: Move forward with identifying and remediating the system's infiltration issues, including groundwater infiltration as well as improper connections. Currently, infiltration causes the Borough to exceed its allowable daily flows during periods of heavy rains and melting snows. Remediation will both reduce the cost of operating the present system while increasing availability of additional flows for future use. Funding should be invested in repairs to the current system before expansion of the system is contemplated. The following priority schedule for connection within the current sanitary sewer service area: 1.) COAH/Inclusionary housing/mixed use developments (These units have been set aside). 2.) Existing homes currently on septic/cesspool in areas where the sanitary sewer system is currently available. 3.) Existing buildable lots in area where the sanitary sewer system is currently available. There are 130 homes not on sewer and 25 buildable lots. Councilman Rapp agrees with the recommendations. Councilwoman Hughes stated that the Borough has a priority schedule. Councilwoman Miller asked if all houses can be put on the sewer. Do not have the capacity. Councilwoman Scarcia would like to meet with one or two Committee members to understand the rainwater infiltration issue. Hope for an approval at next meeting.

Councilwoman Hughes: **PUBLIC HEALTH, ENVIRONMENTAL, SOLID WASTE/RECYCLING, OPEN SPACE**

**PUBLIC HEALTH:
ENVIRONMENTAL:**

1. Formulated Goals.
2. Re-certifying Tree City designation.
3. Applied for a Garden Grant from "Somerset Garden Club". Last year, the Borough received \$1,000 for the Police Headquarters landscaping. Soon the area will be a Municipal Complex.

4. Members picked up litter.
5. The Hunterdon County Health Department has been notified of bags of grease continuously being left along Jericho Road.
6. It is illegal for any tree harvesting on Open Space.
7. On March 12th, the Commission will hold an "Open to Public Meeting" at the Emergency Squad Building, 95 West Main St., for 7:30PM to 9:00PM.
8. Bricks are still being sold for the Veteran's Memorial Park for \$80.00.

SOLID WASTE/RECYCLING:

1. Hunterdon County will be holding it's "Hazardous Waste Cleanup Day" on March 9, 2013 at the County Complex on Route 12 in Flemington.

Councilwoman Scarcia: **EMERGENCY SERVICES & EDUCATION**

POLICE DEPARTMENT:

1. Met with the Police several times. Report for the Month of December: 2 assaults, 2 criminal mischief, 12 investigations/follow-ups, 10 motor vehicle accidents, 27 motor vehicle stops, 1 theft, 2 domestic violence, 5 adult arrests, and 581 calls. Overtime for the month was 139.5 hours. Goals for 2013 have been submitted.

FIRE DEPARTMENT:

1. Toured the Fire House with Chief Labuta.

EMERGENCY SQUAD:

1. Goals from Jessica Luteran will be at next meeting.

OFFICE OF EMERGENCY MANAGEMENT:

RECREATION: Liaison

1. Had a positive meeting with committee, working to improve communications, replacing a back-stop, and looking at options to repair the storm damaged dug-out. DPW cleaned up the damage and the roof could be reused.
2. Looking to revise "Background Check" Ordinance.

Councilwoman Miller: **INFORMATION, ECONOMIC DEVELOPMENT, CULTURE & HERITAGE**

NEWSLETTER/INFORMATION:

1. Met with "Hunterdon Business" to see the new web site design, each committee and group is being contacted for updates.
2. The Newsletter is out for February. April 8th is the deadline for input.

CULTURAL & HERITAGE:

1. Member of the "Hunterdon County 300th Anniversary Committee". In 2013, there will be a full schedule of meetings and fund raisers. Events are being planned for all of 2014. The "Choir Building" will be open on Saturdays from 10:00AM to 2:00PM to the public for information, how to get involved, and offering items for sale in support of the celebration. The High Bridge C & H will be doing something specific to Historic High Bridge.
2. Did a walk through of the Solitude House and Annex on January 13th. William Miller is restoring the Solitude House front doors. Put a notice on the plywood explaining the restoration.
3. Putting together applications to the National and State Historic Registries.
4. Annex Roof Project will be re-bid.
5. Stabilized and cleaned up Springside. Batch Building donated the materials.
6. Put together a schedule of work and visitation days for Historic properties.
7. Lecture series and an educational outreach program is being developed, with a talented group of volunteers.
8. Events will be planned by the new "Events Committee". Events that are already scheduled are the Pooch Parade, Friday Night Flicks, Summer Concerts, Paint Out, Pumpkin and Gingerbread displays, Soap Box Derby, and Community Day Parade, all need volunteers.
9. Mayor and Council have joined the "Hunterdon County Health and Human Services, Local Advisory Committee on Alcohol and Drug Abuse".

ECONOMIC DEVELOPMENT:

1. Adrienne Pavan was elected as Chairperson, Brent Dugan, Vice-Chair and Michele Schwartz Secretary. Thank you Brent for all your efforts last year, a genuine asset.
2. Moving forward on goals
3. Chamber of Commerce Annual Meeting and Dinner Dance will be held at the Grand Colonial on February 22nd.

Councilman Rapp: **DEPARTMENT OF PUBLIC WORKS & RECREATION**

SWAC:

PUBLIC WORKS:

1. Removed dug-out cinder blocks to Voller's to be recycled.
2. Tub grinding will begin soon.
3. Brush and leaf pick-up is done.
4. Christmas trees will be picked up until February 15th.
5. Did maintenance on trucks.
6. Eye washers were installed at Well #8 and water tank building.
7. Attending classes at no cost and no overtime used.
8. Creating a list of storm sewers to be repaired or replaced in the Spring.

RECREATION:

BIKE RACE:

Councilman Stemple: **FINANCE & GOLF**

1. Will introduce the Budget at the February 14th meeting, addressing infrastructure and equipment needs.
2. Golf Course reports will be forthcoming.

Mr. Douglas Walker: **ADMINISTRATOR'S REPORT**

1. Completed the 2013 budget. Participated in three budget review meetings.
2. Met with JCPL/First Energy representative.
3. Forwarded a notice to homeowners bordering the Pfaulth property requesting their assistance in reporting illegal dumping on and tree removal from the property.
4. New pump and motor installed on well #8.
5. Diane toured the local daisy troop through borough hall.
6. High Bridge Municipal Court is up and running.
7. Toured debris area with FEMA, vegetative debris information/ application for refund submitted.
8. FEMA Sub Grant application for use of generators as well as emergency related activities completed/submitted. \$36K
9. Attended Well Closure pre con meeting.
10. Nets along 17 fairways have been repaired, trees trimmed back.
11. Participated in Planning and Engineering Committee mtg.
12. Participated in Solitude Village/Planning and Engineering joint meeting.
13. Conducted pre-bid meeting the Annex roof project.
14. Sewer pumps serviced, relay replaced.

Mayor, Mark Desire: **EXECUTIVE SERVICES**

1. Council's 2013 Goals will be presented in March.
2. Council, submit 2012 award nominations.
3. Another year of challenges. Attended Committee meetings and officiated weddings.
4. Joseph Ahern wrote a book "Frosty" about his life with his best friend, his dog.

PUBLIC HEARINGS: 2ND Reading.

ORDINANCE # 2013-01

AN ORDINANCE AMENDING CHAPTER 5, PERSONNEL POLICIES OF THE CODE OF THE BOROUGH OF HIGH BRIDGE

Mayor Desire asked for a motion to open the Public Hearing on Ordinance #2013-01.

Councilman Rapp motioned to open. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Questions and Comments.

No comments nor questions at this time.

Mayor Desire asked for a motion to close the Public Hearing.

Councilman Rapp motioned to close. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire asked for a motion to adopt Ordinance #2013-01 and stated that Ordinance #2013-01 shall be published by title only according to law.

Councilman Rapp motioned to adopt. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

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.

None at this time.

WRITTEN COMMUNICATIONS:

1. Utilities Report for December, 2012.
2. Notices from Hunterdon County Division of Solid Waste & Recycling regarding scheduled Household Hazardous Waste Cleanup Day, March 9, 2013 from 9:00AM to 1:00 PM and Computer & Electronics Collection Day, April 13, 2013 from 9:00AM to 1:00PM at the Hunterdon County Complex, Route 12, Flemington.
3. Resolution #204-2012 from West Amwell Township "Requesting that the NJ Board of Public Utilities Hold Hearings on JCP&L's Response to Hurricane Sandy and Take the Appropriate Actions as may be Authorized."
4. Motion to Intervene from Gerda Ameristeel Sayreville Inc. and Township of Marlboro In the Matter of the Verified Petition of JCP&L Company of Review and Approval of Increases.
5. Month/Year End Tax/Finance Reports.
6. Healthy Community Design Brochure from State Department of Health.

UNFINISHED BUSINESS: None at this time.

NEW ORDINANCES: Introduction 1ST reading.

ORDINANCE #2013-2

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF HIGH BRIDGE - ARTICLE IX COMMITTEES, SPECIAL EVENTS COMMITTEE § 2-78

Mayor Desire asked for a motion to introduce Ordinance #2013-2.

Councilwoman Miller motioned to introduce. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire stated that Ordinance #2013-2 shall be published in its entirety in the Hunterdon County Democrat along with the Public Hearing date of February 14, 2013.

NEW BUSINESS:

1. **RESOLUTION #21-2013:** Councilwoman Hughes motioned to adopt a resolution Endorsing the Municipal Recycling Tonnage Grant Application, a copy of which is attached hereto and made a part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
2. **RESOLUTION #22-2013:** Councilwoman Hughes motioned to adopt a resolution Proclaiming Friday, April 26, 2013 as "Arbor Day", a copy of which is attached hereto and made a part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
3. **RESOLUTION #23-2013:** Councilman Rapp motioned to adopt a resolution Approving the attendance of Municipal Clerk Seals and Deputy Clerk Griffith to a Hunterdon County Clerk's Association on January 31, 2013 at a cost of \$25.00 each, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
4. **RESOLUTION #24-2013:** Councilman Rapp motioned to adopt a resolution approving Hiring Temporary Help in the Tax and Finance Office, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
5. **RESOLUTION #25-2013:** Councilman Rapp motioned to adopt a resolution Amending Ordinance #2008-18 with a Change to the Current Fee of \$55.00 for Police Outside Duty, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
6. **RESOLUTION #26-2013:** Councilman Rapp motioned to adopt a resolution Authorizing a Municipal Lien for Weed and Debris Removal, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
7. **RESOLUTION #27-2013:** Councilman Rapp motioned to adopt a resolution Appointing Eric Perkins as High Bridge Municipal Court Judge for a period of January 1, 2013 through December 31, 2015, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
8. **RESOLUTION #28-2013:** Councilman Rapp motioned to adopt a resolution Approving Refund of Overpayment of DCA fees, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
9. **RESOLUTION #29-2013:** Councilman Rapp motioned to adopt a resolution Approving Engaging Hatch Mott MacDonald to

Undertake an Electrical Engineering Study in Install Standby Generators at Well #8 and the High Bridge Hills Golf Course not to exceed \$3,800.00, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

10. **RESOLUTION #30-2013:** Councilman Rapp motioned to adopt a resolution Rejecting Bid for Annex Roof Project, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
11. **RESOLUTION #31-2013:** Councilman Rapp motioned to adopt a resolution Approving Re-Bid of Annex Roof Project, a copy of which is attached hereto and made a part hereof these minutes. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

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 and no person may make more than one (1) comment per subject at this second Public Comment section. Comments may be made on any subject pertaining to Borough issues. No debating between residents. Comments should be addressed to Mayor and Council.

Susan Prisco, Stephen Conroy, Heather Baird-Loya and Vicki Peck came to discuss a sewer extension on Mine Road. Brenden Coughlin asked about reassessment and what will it do to the debt limit and how do you pick a Judge. Councilman Flynn stated that the borough is not taking on more debt and the debt limit does not apply to the Utilities. Administrator Walker stated that the Judge is part of the Shared Services, he was appointed by Clinton Twp. Councilman Flynn suggested that for the next meeting, there should be an Ordinance regarding sewer priorities.

LEGAL ISSUES: None at this time.

BILL LIST:

Councilman Rapp motioned to approve and direct payment of all vouchers as they appear on the Bill List in the total amount of **\$1,901,390.59** a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

EXECUTIVE SESSION: 9:17PM to 9:27PM RESOLUTION #32-2013: Councilman Rapp motioned to adopt a resolution allowing for Executive Session to seek advise on contracts for Borough owned Historic Properties, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Councilman Rapp motioned to return to Open Session. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire asked if there was any further business. There was none at this time. Mayor Desire declared the meeting adjourned.

ADJOURNMENT: 9:29 PM

Respectfully submitted,

Diane L. Seals, Municipal Clerk, RMC