

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: November 16, 2017 – 7:30 p.m. – Location: 7 Maryland Ave., High Bridge, NJ 08829

CALL TO ORDER: MEETING CALLED TO ORDER BY COUNCIL PRESIDENT

FLAG SALUTE: LED COUNCIL PRESIDENT

ROLL CALL:

Councilman LoIacono	present	Councilman Strange	present	Mayor Desire	present
Councilwoman Shipps	present	Councilwoman Hughes	present		
Councilman Stemple	absent	Council Pres. Zappa	present		

Also present were Attorney Steve Firkser, Administrator Michael Pappas, Borough Planner Darlene Green, Acting Clerk Adam Young, Detective Matt Lazier, and twelve public and press. The Mayor entered at 8:08 pm.

Motion to amend the agenda to include **Resolution 255-2017** on the consent agenda: Replacement booster pump for Solitude Village. Motion: Shipps ; Second: LoIacono ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

READING AND APPROVAL OF MINUTES: MINUTES – OCTOBER 26TH, 2017

Mayor asks if any corrections are necessary or for a motion to dispense with the reading of the prior meeting(s) minutes.

Motion to dispense with the reading of the October 26th , 2017 minutes: Hughes ; Second: LoIacono ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

Motion to approve the October 26th, 2017 minutes: Hughes ; Second: LoIacono ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Nancy Hunt: Spoke about items for auction and the hope to get an item or two for the Solitude House as well as the hold harmless/waiver document being proposed for passage this evening. Discussion ensued with Council about items of historic value being removed from the list for auction and the hold harmless agreement on the agenda this evening.

PUBLIC HEARINGS:

A. Ordinance 2017-26: Construction permit fees amended

Motion to open the public hearing for **Ordinance 2017-26**: LoIacono ; Second, Hughes ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

Council gave an overview of the Ordinance.

Motion to close the public hearing for **Ordinance 2017-26**: LoIacono ; Second, Hughes ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

Motion to adopt **Ordinance 2017-26**: LoIacono ; Second, Shipps ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

B. Ordinance 2017-27: Amend Ordinance 184-10 Parking prohibited at all times

Motion to open the public hearing for **Ordinance 2017-27**: Hughes ; Second, Strange ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

Council gave an overview of the Ordinance.

Motion to close the public hearing for **Ordinance 2017-27**: Shipps ; Second, Strange ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

Motion to adopt **Ordinance 2017-27**: LoIacono ; Second: Shipps ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

C. Ordinance 2017-28: Amend Ordinance 184-17 Municipal parking lots

Motion to open the public hearing for **Ordinance 2017-28:** Hughes ; Second, LoIacono ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Council gave an overview of this Ordinance, fee structure. Council decided that amending was the best as Council chose to change the calculation of days valid for a parking pass from calendar to total number of days purchased. For this reason it was decided to not pass this Ordinance, amend a new Ordinance with the discussed changes, and reintroduce.

Motion to close the public hearing for **Ordinance 2017-28:** LoIacono ; Second, Strange ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Motion to adopt **Ordinance 2017-28:** LoIacono ; Second, Strange ;
Roll call vote: LoIacono, no ; Shipps, no ; Stemple, absent ; Strange, no ; Hughes, no ; Zappa, no ;
Motion does not pass. 5 no, 1 absent

D. Ordinance 2017-29: Amend Ordinance 197-6 Handicapped parking spaces designated

Motion to open the public hearing for **Ordinance 2017-29:** Hughes ; Second, Strange ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Council discussed the location of ADA spaces and the amendment proposed.

Motion to close the public hearing for **Ordinance 2017-29:** LoIacono ; Second, Shipps ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Motion to adopt **Ordinance 2017-29:** Hughes ; Second, Shipps ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

E. Ordinance 2017-30: Amend Ordinance 184-31 Schedule 10 Time Limit Parking

Motion to open the public hearing for **Ordinance 2017-30:** Hughes ; Second, Strange ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Motion to close the public hearing for **Ordinance 2017-30:** Hughes ; Second, LoIacono ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Motion to adopt **Ordinance 2017-30:** Hughes ; Second, Shipps ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

DISCUSSION ITEMS:

A. Water Utility - Council discussed that the Borough Engineering firm, Maser, has started a more in-depth assessment of the water system items that require further assessment, outlined some of the items that needs to be assessed, spoke about the current tiered rate system, the water meters needing to be assessed and possibly replaced to deal with the non-revenue water being lost, and grant writing that may or may not be available. Discussion ensued about the need to set higher water utility rates to offset the needs of the utility system.

Resolution 237-2017 – Set utility rates: Shipps ; Second, Strange ;
Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

B. Amendment to Zoning Ordinance – Item held for January meeting

C. Volunteer hold harmless agreement - Council discussed the acceptable hold harmless agreement proposed and another still being evaluated by the Borough Risk Manager and Borough Attorney. Discussion ensued about amending Resolution 246 to apply to Borough employees rather than volunteers.

D. Crime stoppers signs – Council discussed the use of these signs around town

E. Redevelopment Committee - Council discussed the status of the 100 West Main property being redeveloped and the formed Committee for this, as well as some of the different questions and concerns that came from the Committee meeting. The Mayor made the addition of a new member, Tuck Batch, to the Redevelopment Committee and removed Michael Darmstadt from the Redevelopment Committee, spoke about the hopeful future processes of the Committee and actions of the Redevelopment Committee.

- F.** Shared Municipal Court Agreement – Township of Clinton - Administrator Pappas spoke about the existing shared municipal court agreement and the issue of approval, substantive changes/provisions concerning credit card purchases, and the addition of a resolution for approval at the next meeting.
- G.** Economic Development Appointments – Councilwoman Shipps recommended swearing in new members in January
- H.** Municipal Alliance Survey - Administrator Pappas gave an overview of the administration of this program and Council discussed supporting the measure.

Motion to amend **Resolution 238-2017** to give support to the proposed measure.

Motion: Hughes, Second: LoIacono

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

Resolution 238-2017 – The Municipal Alliance Survey amended to give support: Hughes ; Second, Shipps ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

INTRODUCTION OF ORDINANCES:

- A. Ordinance 2017-31:** An Ordinance to confirm the vacation of alley located in the Borough as shown on sheet 6 of the Borough tax map

Motion to introduce **Ordinance 2017-31**: Zappa ; Second: Strange ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

The presiding officer states that the **Ordinance 2017-31** shall be published in whole or summary in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of December 14, 2017.

- B. Ordinance 2017-32:** Amend Ordinance 184-17 Municipal parking lots

Motion to amend the agenda to include **Ordinance 2017-32**: Amend Ordinance 184-17 Municipal parking lots

Motion: Zappa ; Second: LoIacono;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

Motion to introduce **Ordinance 2017-32**: Zappa ; Second: Shipps ;

Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;

Motion passes. 5 yes, 1 absent

The presiding officer states that the **Ordinance 2017-32** shall be published in whole or summary in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of December 14, 2017.

COUNCIL COMMITTEE ASSIGNMENTS: END OF MONTH

Mayor, member, or official	Department
Councilman Zappa	Planning , Engineering, Department of Public Works Spoke about the completion of Cregar Road and paving of the Golf Course parking lot, the holdup due to installation of gas mains, scheduling of contractors, the use of the leaf bags, a water main break in Solitude Village today
Councilwoman Hughes	Public Health, Environmental, Solid Waste / Recycling, & Open Space Spoke about the County having a hazardous waste collection this weekend, Environmental Committee has some enhancements to the McDonald parking lot park coming up
Councilman LoIacono	Golf, Recreation Spoke about a leak at the golf course pump house was repaired, Recreation will have the ice rink going up again soon, the fields have done well with seeding and aeration, Thatcher Simpson and Jeff Oliver were mentioned for doing a great job with the trails, possible REI grants
Councilman Strange	Emergency Services, Municipal Court, Cultural and Heritage Spoke about GPSing a trail or part of a trail for future possibility, read Fire Department report of statistics and participation in two educational activities, read the Police Department report of routine maintenance on vehicles and grounds, possible mold in the EMS building, Cultural and Heritage open house this weekend at Solitude House, spoke on the New Jersey Historic Preservation Plan element progress and possible reorganization of the use of the Historic and/or Cultural and Heritage Committee to work with the Planning Board, discussed expressions of interest to utilize the Annex and garage bays at the Solitude House and the process to do so
Councilwoman Shipps	Special Events, Economic Development, Newsletter, Website Spoke about Events wrapping up another successful year, statistics for

	the PaintOut read with a successful showing at Circa, Trunk or Treat successful and statistics read, Holiday trees on Main St., Kean College branding moving forward, newsletter proposed to be out in February however help will be needed
Councilman Stemple	Finance, Utilities, & Education – Absent – No report
Michael Pappas	Administrator Spoke about Mr. DiMaio speaking about Municipal Governments needing more guidance with water utility systems, moving forward with the water utility and the use of Borough resources and employees for this issue, the licenses held currently by the Department of Works, the League of Municipalities information on vacant property handling and OPRA requests, dog clinic thanks to Kacie Roll and Maya Smith, responses from the New Jersey Transit Authority about the train station status.
Mayor Mark Desire	Executive Services Mayor Desire stated that he spoke to Mayor Kovach about the current arbitration and never wanting this kind of legal action to happen again and spoke to wanting another meeting, spoke about the single complaint about the polling location for the largest election in the past few years, the continuance of looking into using hydro-power, an invitation to a meeting including HAART about a strong transit hub community, Veterans Day Ceremony being very successful, year-end goals, Christmas tree lighting with Santa, Councilwoman Hughes attending the Library meeting, a coming OEM meeting, and a Lip-sync contest.

CONSENT AGENDA:

Amend **Resolution 249-2017** to remove 1 wooden desk and 1 of the wooden/metal shelves from the list:
 Motion: Hughes ; Second: Shipps ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

Amend the consent agenda to add **Resolution 256-2017**:
 Motion: LoIacono ; Second: Strange ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

Amend the consent agenda to remove **Resolution 241-2017** & **Resolution 246-2017** for discussion:
 Motion: Strange ; Second: LoIacono ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

Councilman LoIacono spoke about the use of part-time, temporary employees for the use of creating and maintaining Borough trails. Discussion between Council ensued about payment for these employees, the possibilities of liability, the review done by the Borough Attorneys and Risk Manager, the intent to have a clear program and plan in place to accomplish the pump track, and if there is a possibility of getting a grant for this project. Concern over costs of labor combined with other projects were discussed. Council asked Pablo Delgado to speak on the issue of the creation of the pump track. Mr. Delgado stated on the record that he would reimburse the town if a complaint of the work was raised. Council discussed the logistics of the possible hiring process, the scope of the project, liability of the workers, the timeline of employment intended for the Department of Works individuals involved with this project.

Motion to approve **Resolution 241-2017** - Appointment of part-time, temporary DPW laborer(s)
 Motion: Strange ; Second: LoIacono ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, no ; Zappa, no ;
 Motion passes. 3 yes, 2 no, 1 absent

Motion to approve **Resolution 246-2017**: Approve volunteer hold harmless agreement
 Motion: Hughes ; Second: Strange ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

RESOLUTION #	TITLE
Resolution 239 – 2017	38 Main St. Recycling and Trash Agreement
Resolution 240 – 2017	275 th booklet ad refunds
Resolution 242 – 2017	Chapter 159 – Body Armor
Resolution 243 – 2017	Landlord Refund
Resolution 244 – 2017	Authorization for P.D. to participate in D.O.D. surplus program
Resolution 245 – 2017	Approval to solicit for requests for proposals – Purchase of water meters, installation services, and meter reading equipment
Resolution 247 – 2017	Award of contract – AK Equipment, snow plow
Resolution 248 – 2017	Award of contract – TrafficLogix, traffic signs
Resolution 249 – 2017	Authorize sale of surplus property

Resolution 250 – 2017	End of year transfers
Resolution 251 – 2017	Lien redemption
Resolution 252 – 2017	Authorize Chair of Environmental Committee to approve Springside Farm trail
Resolution 253 – 2017	Award of contract - Irrigation
Resolution 255 – 2017	Booster pump for Solitude Village
Resolution 256 – 2017	Authorize RFP for outdoor recreational use of Solitude House garage and annex

Motion to approve the consent agenda items as amended: Zappa ; Second: LoIacono ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

Councilwoman Shipps abstains from **Resolution 242-2017** and **Resolution 244-2017**.

WRITTEN COMMUNICATIONS:

- A.** Annual Municipal Alliance Survey
- B.** New hold harmless agreement
- C.** Senate letter

PUBLIC COMMENTS: 3 MINUTES PER PERSON

Nancy Hunt spoke about the garage contents and where they will be put if the garage is utilized for other things and some complex issues that the Annex may have.
 Nicole Poko spoke about the parking Ordinances and some points about metered parking, suggestions for traffic flow on particular roads, no parking at certain times, suggested long term paid parking.
 Pablo Delgado: Asked for clarification on the 40% of non-revenue water. Council discussed how this possible capture of water may affect individuals and asked about how sewer is handled and Council discussed.

LEGAL ISSUES:

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$609,286.17**
 Motion to approve bill list: Hughes ; Second: Strange ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

EXECUTIVE SESSION: LEGAL ADVICE FOR FAIR SHARE HOUSING

Resolution 254-2017 - Motion to move into executive session: Shipps ; Second, Strange ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

Action may now be taken.

Motion to move into open session: LoIacono ; Second, Strange ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS.

Motion to adjourn: LoIacono ; Second: Strange ;
 Roll call vote: LoIacono, yes ; Shipps, yes ; Stemple, absent ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent

Next Regular Council Meeting: December 14, 2017 - 7:30 pm – 7 Maryland Ave., High Bridge, NJ

Adam Young
 Acting Municipal Clerk

Mark Desire
 Mayor