BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: December 12, 2019 – 7:30 p.m. – Location: 7 Maryland Ave., High Bridge, NJ 08829

Please note: This meeting may contain discussion of items not mentioned on the agenda and, alternatively, any items specifically listed may be omitted.

CALL TO ORDER: CALLED TO ORDER MAYOR LEE
FLAG SALUTE: LEAD BY MAYOR

ROLL CALL

Councilman Columbus	present	Councilwoman Moore	present	Mayor Lee	present
Councilwoman Ferry	present	Councilman Strange	present		
Councilwoman Hughes	present	Councilman Zappa	present		

Also present were Administrator Michael Pappas, Borough Attorney Barry Goodman, Department of Public Works Director Rick Roll, Chief of Police Brett Bartman, Borough Clerk Adam Young and four members of the public and press.

READING AND APPROVAL OF MINUTES

Motion to dispense with the reading of the regular November 14, 2019 minutes: Hughes / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to approve November 14, 2019 regular minutes: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, abstain ;
Motion passes: 5 yes, 1 abstention

VISITOR

A. Sean Smith and Kevin Ritz of the High Bridge Fire Department presented on the cost and operation of rapid entry systems and spoke about the proposed Ordinance for Council to consider. Council discussed the type of proposed entry system, about the Fire Department speaking to each building owner about the requirement of having an entry system and paying for the system, the installation of the system, how the NFPA code is enforced, and which municipalities have this in place. Rick Roll, Borough C.C.O. Inspector, spoke about how the code is intended to be enforced.

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Mayor Lee spoke about Administrator Pappas' moving on to his new job as Administrator in Bridgewater Township and thanked him for his service. Council thanked Administrator Pappas for his good work with Borough Hall staff, availability, calm demeanor, his jelly beans always being available, his proactive approach to work, and that it has been a pleasure and an honor to have his service in the Borough.
Administrator Pappas thanked Mayor and Council for the opportunity.
Tax Assessor Anna Maria Obiedzinski thanked Administrator Pappas for his work with the Tax Assessor's office.
Nancy Hunt of 103 Fairview Ave thanked Administrator Pappas for his work and problem-solving pertaining to Borough issues, assistance with Solitude House, and the different projects discussed over the years.

PUBLIC HEARINGS

A. **Ordinance 2019-041**: Amend Borough Code, Chapter 407, Chapter 303, and 149 regarding water meters
Motion to open the public hearing for Ordinance 2019-041: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Administrator Pappas spoke about the history and content of the Ordinance, the history of the utility accounting system, and how the proposed Ordinance addresses the definition of a dwelling unit.
Motion to close the public hearing for Ordinance 2019-041: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2019-041: Strange / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

B. **Ordinance 2019-042**: Golf cart path improvements, equipment, and sprinkler system
Motion to open the public hearing for Ordinance 2019-042: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Councilman Columbus spoke about the intent of the Ordinance to assist with preventative maintenance, and any monies left over going into other necessary items. The Mayor spoke about having the Department of Public Works doing work on the golf course to save the Borough money.
Motion to close the public hearing for Ordinance 2019-042: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2019-042: Columbus / Zappa
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

C. **Ordinance 2019-043**: Amend StreetScape Phase 2
Motion to open the public hearing for Ordinance 2019-043: Hughes / Zappa
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Councilman Zappa spoke about the intent of the Ordinance to allocate monies for the StreetScape improvements on Main St., asking the State of New Jersey for further funds due to high bids being received, and the intent to begin this project in the spring.
Motion to close the public hearing for Ordinance 2019-043: Strange / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2019-043: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

D. **Ordinance 2019-044**: Approving Financial Agreement - 81 West Main
Motion to open the public hearing for Ordinance 2019-044: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Administrator Pappas spoke about the Ordinance allowing the owner of 81 West Main Street to apply for a phased tax abatement on the improvements to the property. Councilman Zappa spoke about the abatement program for doing improvements on existing structures.
Motion to close the public hearing for Ordinance 2019-044: Strange / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2019-044: Strange / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

E. **Ordinance 2019-045**: Mine Rd. bridge additional funding
Motion to open the public hearing for Ordinance 2019-045: Hughes / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Councilman Zappa and Administrator Pappas spoke about the completion of the project and that the amount listed in the Ordinance should not be reached.
Motion to close the public hearing for Ordinance 2019-045: Strange / Moore
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2019-045: Moore / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

CONSENT AGENDA

RESOLUTION #	TITLE

Resolution – 318 – 2019	Amend professional contract - Greenbaum, Rowe, Smith & Davis LLP
Resolution – 319 – 2019	Amend professional contract - Maser
Resolution – 320 – 2019	Approve access agreement - Block 30.02 Lot 2 - well installation
Resolution – 321 – 2019	Approve lease amendment - 71 Main St.
Resolution – 322 – 2019	Approve raffle permit - St. Joseph's Church
Resolution – 323 – 2019	Approve submission of grant application - website
Resolution – 324 – 2019	Cancelation of Capital balances
Resolution – 325 – 2019	Utility access agreement
Resolution – 326 – 2019	Cancelation of taxes
Resolution – 327 – 2019	Chapter 159 - Justice assistance grant
Resolution – 328 – 2019	Chapter 159 - Operation safety passage
Resolution – 329 – 2019	Chapter 159 - Plan conformance grant - sanitary sewer pump station
Resolution – 330 – 2019	Council meeting dates - 2020
Resolution – 331 – 2019	Lien redemption
Resolution – 332 – 2019	Year-end transfers
Resolution – 333 – 2019	Release of final payment - Washington Phase 1
Resolution – 334 – 2019	Release of final payment - Washington Phase 2
Resolution – 335 – 2019	Release of final payment - Mine Road bypass

Motion to approve the consent agenda items (add as amended if necessary):
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

COUNCIL COMMITTEE ASSIGNMENTS/GOALS

Councilman Zappa, Engineering, Department of Public Works:
Spoke about the improvements to Mine Rd. bridge, DPW working on leaf pickup, salting and plowing as needed, tree trimming, working on a sewer backup, shoring up the porch on Solitude House, receiving notice of a Dept. of Transportation grant of $240,000 for working on further parts of Washington Ave.

Councilwoman Hughes, Environmental, Solid Waste / Recycling, Public Health & Open Space:
Thanked the hard workers over her Green Team and Environmental Committee and a reminder that holiday garbage pickups if happening in a holiday week are pushed back by one day.

Councilwoman Moore, Special Events / Finance:
Spoke about getting a seedling in the Borough from a charter oak tree and planning event dates for next year.

Councilman Strange, Emergency Services / Recreation:
Spoke about the Fire Department stats, volunteer hours, participating in a coin toss, working on the rapid entry system Ordinance, working with shared services with Squad 51, the possibility of shifting to a collective paid Fire Department County wide, spoke about the Police Department getting a speed monitor, upgrading of side arms, LiveScan being installed, vehicle repairs, thanked Chief Bartman for his fleet management activities, spoke about updating the Recreation Ordinance, recreation dates and other Recreation events in 2020, the recreation field quality being improved, spoke about the Commons bike trail being nearly completed,

Councilwoman Ferry, Historical / Education:
Spoke about the open house at Solitude House on December 8th with a speaker about antique clocks, James Harr will have model trains to view at the Solitude House this coming weekend, working on souvenir items for the Solitude House, a Solitude House logo being produced, future open houses at the Solitude House, seeking to get the Solitude House on the Historic Register, and looking forward to seeing the budget.

Councilman Columbus, Golf / Economic Development Committee:
Spoke to golfing wrapping up for the year, read statistics of golf rounds and budget, a focus in December being to retain memberships and booking charity events, spoke about the Economic Development Committee work with submitting for a grant, and potential dates for a meeting at Highrail Brewery, and looking for EDC members.

Michael Pappas, Administrator's Report:
Spoke about the newsletter which may have issues with getting produced and out on time due to County staff reductions, spoke about the Commons path out to Main St. and a utility pole which had a light added.

Mayor Michele Lee, Executive Services:
Spoke about the ongoing McDonald Street project status, 81 Main Street being constructed, the Christmas Tree lighting, the Town of Clinton service agreement being worked on and close to completion, the first Coffee with the Mayor on January 18th, participating at the NJLM conference, moving forward with shared services in the Borough, taking a tour of Custom Alloy, submitting a grant to the County for website improvements, the Middle

School entrepreneurial show case, and the passing of Rocky from Rocky's Rod Shop with thoughts to his wife and family.

PUBLIC COMMENTS: 5 MINUTES PER PERSON: NONE

LEGAL ISSUES: NONE

BILL LIST

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: $1,092,078.00**
Motion to approve bill list: Zappa / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Councilwoman Moore abstained from any items pertaining to Suzannah Russell pertaining to the PaintOut.
Councilman Strange abstained from any items pertaining to the PaintOut.

COMMUNICATIONS

A. Code Blue letter from the County of Hunterdon
B. River Road improvement project letter of receiving 240k grant funds
C. Highlands letter about grant funds received for sewer pump station
D. Tax and Finance monthly reports

EXECUTIVE SESSION: PERSONNEL ISSUES FOR THE DIRECTOR OF PUBLIC WORKS, BOROUGH ADMINISTRATOR, AND CERTIFIED FINANCE OFFICER, AND LEGAL ADVICE FOR THE TOWN OF CLINTON SEWER AGREEMENT

Resolution 336-2019 - Motion to move into executive session: Columbus / Moore
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes - Action may now be taken.
Motion to move into open session: Strange / Zappa
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Motion to amend the agenda to add **Resolution 337-2019**, appointment of Deputy Administrator: Strange / Ferry
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to approve **Resolution 337-2019**: Strange / Hughes
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS

Motion to adjourn: Zappa / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Reorganizational Meeting: January 2, 2020 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ
Next Council Meeting: January 9, 2020 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ

ATTEST:

Adam Young
Municipal Clerk

Michele Lee
Mayor