

DRAFT

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

DRAFT
BOROUGH OF HIGH BRIDGE
COUNCIL RE-ORGANIZATIONAL MEETING MINUTES

Date: January 2, 2020 – 7:30 p.m. – Location: 7 Maryland Ave., High Bridge, NJ 08829

CALL TO ORDER: CALLED TO ORDER BY MAYOR LEE

FLAG SALUTE: LEAD BY MAYOR LEE

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 Attorney Steve Firkser, Administrator/CFO Bonnie Fleming, Police Chief Brett Bartman, Municipal Clerk Adam Young, and six members of the public and press.

SWEARING IN

A. Councilman Steve Strange Term expiring 12/31/2022 - Sworn in by Mayor Lee
B. Councilwoman Lynn Hughes Term expiring 12/31/2022 - Sworn in by Mayor Lee

COMMENTS OF COUNCIL:

Council welcomes CFO Bonnie Fleming to the position of Administrator, and congratulates Councilman Steve Strange and Councilwoman Lynn Hughes for returning as Council members.

NEW BUSINESS

A. Nomination and Election of Council President – Mayor Lee asks for nominations. Councilwoman Hughes nominates Councilman Chris Zappa for Council President. Councilwoman Ferry seconds.

Resolution 001-2020 - Motion to approve nomination and adopt **Resolution 001-2020**: Columbus / Strange

Roll call vote: Columbus, yes; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, abstain ;

Motion passes: 5 yes, 1 abstain

B. Temporary Budget

Resolution 002-2020 – Motion to adopt the temporary budget: Moore / Strange

Roll call vote: Columbus, yes; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

PUBLIC COMMENTS: 5 MINUTES PER PERSON: NONE

INTRODUCTION OF NEW ORDINANCES

A. **Ordinance 2020-001**: Salary and Wage Ranges

Motion to introduce **Ordinance 2020-001**: Zappa / Strange

Roll call vote: Columbus, yes; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-001** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of January 23, 2020.

B. **Ordinance 2020-002**: Electronic payroll

Motion to introduce **Ordinance 2020-002**: Zappa / Strange

Roll call vote: Columbus, yes; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-002** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of January 23, 2020.

DISCUSSION ITEMS: NONE

CONSENT AGENDA

RESOLUTION #	TITLE
Resolution – 003 – 2020	Updated Boards and Committees
Resolution – 004 – 2020	Annual 2020 meeting dates
Resolution – 005 – 2020	Borough Newspapers
Resolution – 006 – 2020	Tax and utility delinquencies
Resolution – 007 – 2020	Cancel small balances
Resolution – 008 – 2020	Tax appeals
Resolution – 009 – 2020	Depositories and cash management plan
Resolution – 010 – 2020	Non-fair and open process for professional contracts
Resolution – 011 – 2020	Signatures on checks
Resolution – 012 – 2020	General Borough appointments
Resolution – 013 – 2020	Council Committee assignments
Resolution – 014 – 2020	Adopt personnel policy
Resolution – 015 – 2020	Animal control
Resolution – 016 – 2020	Borough events
Resolution – 017 – 2020	OPRA hours
Resolution – 018 – 2020	Authorization to bid
Resolution – 019 – 2020	Authorize purchases from memberships
Resolution – 020 – 2020	Authorizing professional memberships
Resolution – 021 – 2020	Adopt green purchasing policy
Resolution – 022 – 2020	Dog license late date and fees
Resolution – 023 – 2020	Duplicate tax certificate
Resolution – 024 – 2020	Shredding Event and Litter Clean Up Day
Resolution – 025 – 2020	Newsletter rates
Resolution – 026 – 2020	NSF check charge
Resolution – 027 – 2020	Police rules and regulations
Resolution – 028 – 2020	High Bridge JIF Commissioner
Resolution – 029 – 2020	High Bridge Risk Manager Agreement 2020
Resolution – 030 – 2020	Join Morris County Co-op
Resolution – 031 – 2020	Municipal alliance
Resolution – 032 – 2020	Soil Witness Fees - PERC tests
Resolution – 033 – 2020	Adopt Cyber Security Policy
Resolution – 034 – 2020	Award of contract - Primepoint Payroll
Resolution – 035 – 2020	Volunteer Tuition Credit program
Resolution – 036 – 2020	Recycling grant
Resolution – 037 – 2020	Annual Tree Board appointments
Resolution – 038 – 2020	NJ Wildlife
Resolution – 039 – 2020	Tree City re-certification
Resolution – 040 – 2020	Support water conservation
Resolution – 041 – 2020	Apply for wildlife habitat community re-certification
Resolution – 042 – 2020	Anti-idling
Resolution – 043 – 2020	Nassau Road 2020 wildlife protection
Resolution – 044 – 2020	Amend Ordinance 184-10 Parking prohibited all times 184-24.2 schedule 3B
Resolution – 045 – 2020	Electronics recycling event and Borough Clean Up Day
Resolution – 046 – 2020	Sponsorship packages
Resolution – 047 – 2020	Award of Contract - Occupational Health
Resolution – 048 – 2020	Authorization to advertise - Department of Public Works
Resolution – 049 – 2020	Award of Contract - SeamlessDocs
Resolution – 050 – 2020	Companion animals

Resolution – 051 – 2020	Fee Schedule - Planning Board / Board of Adjustment
Resolution – 052 – 2020	Recognizing the importance of the 2020 Census
Resolution – 053 – 2020	Property assessment program authorization
Resolution – 054 – 2020	Appointment of Annual Assessment Officer

Motion to approve Resolutions 003-2020 to 015-2020 and Resolutions 017-2020 to 054-2020 on the consent agenda: Zappa / Strange

Roll call vote: Columbus, yes; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Motion to amend **Resolution 016-2020** to switch the dates of the listed Borough movies due to distributor rules and adopt: Zappa / Strange

Roll call vote: Columbus, yes; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

PUBLIC COMMENTS: 5 MINUTES PER PERSON: NONE

COMMUNICATIONS

A. High Bridge Police Department Rules and Regulations - Police Chief Brett Bartman spoke about the changes with the occupational agreement added to the Police Department Rules and Regulations for 2020.

BILL LIST

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$322,339.00**

Councilman Strange abstains from any items related to the Board of Health.

Motion to approve bill list: Columbus / 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

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

Introduction
Publication (summary)
Adoption
Publication (Title)

Ordinance 2020-003

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**AN ORDINANCE PROVIDING FOR LOCAL ENFORCEMENT OF THE NEW JERSEY
UNIFORM FIRE CODE AND AMENDING CHAPTER 180 OF THE BOROUGH
ORDINANCES.**

WHEREAS, the Uniform Fire Safety Act, (P.L. 1983, c.383) was enacted for the purpose of establishing a system for the enforcement of minimum fire safety standards throughout the State of New Jersey; and

WHEREAS, the New Jersey Department of Community Affairs has promulgated minimum fire safety standards which have been made part of the Uniform Fire Code (N.J.A.C. 5:70.1 et seq.).

WHEREAS, the Uniform Fire Safety Act authorizes municipalities to provide for local enforcement of these standards and to establish local enforcement agencies for that purpose; and

WHEREAS, it is in the best interest of the Borough of High Bridge to have the Uniform Fire Code enforced locally; and

WHEREAS, the local fire service has agreed to the plan, which is set forth herein, for the administration and enforcement of the Uniform Fire Code; and

WHEREAS, the Borough adopted Ordinance 2019-020 to provide for local enforcement of the New Jersey Uniform Fire Code, which was subject to review and needs to be modified in accordance with guidance from the New Jersey Department of Community Affairs.

NOW, THEREFORE BE IT ORDAINED by the governing body of the Borough of High Bridge in the County of Hunterdon and the State of New Jersey, as follows:

Section 1. LOCAL ENFORCEMENT

Pursuant to Section 11 of the Uniform Fire Safety Act (P.L. 1983 c. 383), the New Jersey Uniform Fire Code (N.J.A.C. 5:70-1 et seq.) shall be locally enforced in the Borough of High Bridge.

Section 2. AGENCY DESIGNATION

The local enforcing agency shall be the Borough of High Bridge Bureau of Fire Prevention.

Section 3. DUTIES

- (A) The local enforcing agency shall enforce the Uniform Fire Code in all buildings, structures, and premises within the established boundaries of the Borough of High Bridge other than one and two unit owner-occupied dwellings used exclusively for dwelling purposes and buildings, structures, and premises owned or operated by Federal Government, Interstate Agencies or the State.
- (B) The local enforcing agency shall faithfully comply with all the pertinent requirements of the Uniform Fire Safety Act and the Uniform Fire Code.

Section 4. ORGANIZATION

- (A) The Bureau of Fire Prevention established by Section 2 of this ordinance shall be under the direct supervision and control of a Fire Official who shall be appointed by the governing body and shall report to the Business Administrator.
- (B) The Bureau of Fire Prevention shall have at least one paid inspector.

Section 5. APPOINTMENTS, QUALIFICATIONS, TERM OF OFFICE, REMOVAL(Note 2)

- (A) Appointment and Qualifications of the Fire Official.

The Fire Official shall be certified by the State and appointed by the governing body.

- (B) Appointment and Qualifications of Inspectors and Other Employees.

Inspectors and other employees of the enforcing agency shall be appointed by the governing body upon recommendation of the Fire Official. All life hazard use inspectors shall be certified by the State.

- (C) Appointment of Legal Counsel.

The governing body shall specifically appoint legal counsel to assist the agency in enforcing the Uniform Fire Code.

- (D) Term of Office.

The Fire Official shall serve for a term of a minimum of one year. Any vacancy shall be filled for the unexpired term

- (E) Removal from Office.

The Fire Official, inspectors and other employees of the agency shall be subject to removal by the governing body for just cause. Before removal from office, all persons shall be afforded an opportunity to be heard by the governing body or a hearing officer designated by the same

Section 6. LIFE HAZARD USES

The Bureau of Fire Prevention established by Section 2 of this ordinance shall carry out the periodic inspections of life hazard uses required by the Uniform Fire Code on behalf of the Commissioner of the New Jersey Department of Community Affairs.

Section 7. NON LIFE HAZARD USES

(A) In addition to the registrations required by the Uniform Fire Code, the following non life hazard uses shall register with the Bureau of Fire Prevention. These uses shall be inspected once per year

A Assembly

A-1	Eating establishment under 50 (No alcohol)	\$25	
A-2	Take-out food service (no seating)		\$25
A-3	House of Worship		\$25

B Business/Professional

B-1	Professional use 1 & 2 story less than 5,000 sq. ft. per floor		\$25
B-2	1 & 2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor		\$50
B-3	1 & 2 story more than 10,000 sq. ft.	\$75	
B-4	3 to 5 story less than 5,000 sq. ft. per floor	\$100	
B-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor		\$150
B-6	3 to 5 story over 10,000 sq. ft. per floor		\$200

C Retail (mercantile)

M-1	1 & 2 story less than 5,000 sq. ft. per floor	\$125	
M-2	1 & 2 story more than 5,000 sq. ft. less than 10,000	\$150	

M with the exception of hardware store 3,000 sq. ft., retail store over 12,000 sq. ft. are life hazard uses.

D Manufacturing (factory)

F-1	1 & 2 story less than 5,000 sq. ft. per floor	\$75	
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F exception life hazard uses.

S Storage S-1 (moderate hazard S-1, low hazard S-2)

S-1	1 & 2 story less than 5,000 sq. ft. per floor	\$50	
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S exception life hazard uses.

F Residential (LEA listed with multi family BHI)

Fee is for each building

R-1	1 to 6 units	\$25
R-2	7 to 12 units	\$50
R-3	13 to 20 units	\$75
R-4	21 to 50 units	\$100
R-5	for each additional unit	\$25

R Common areas (each building)

R-1	1 & 2 story less than 5,000 sq. ft. per floor	\$50
R-2	1 & 2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$75
R-3	1 & 2 story more than 10,000 sq. ft.	\$100
R-4	3 to 5 story less than 5,000 sq. ft. per floor	\$125
R-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft.	\$150
R-6	3 to 5 story over 10,000 sq. ft.	\$200

Common areas (LEA not listed with BHI) (each building)

R-1	1 & 2 story less than 5,000 sq. ft. per floor	\$50
R-2	1 & 2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$75
R-3	1 & 2 story more than 10,000 sq. ft.	\$100
R-4	3 to 5 story less than 5,000 sq. ft. per floor	\$125
R-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$150
R-6	3 to 5 story over 10,000 sq. ft.	\$200

- (B) R-A uses shall be inspected and charged a fee only upon sale or change of tenant.
- (C) Uses not classified above that are subject to the Uniform Fire Code will be classified as business uses.
- (D) Uses required to register with the State as life hazard uses shall not be required to register under this section.
- (E) Unoccupied or vacant buildings will be charged and inspected in accordance with requirements of N.J.A.C. 5:70-2.7 and 5:70-2.9 according to the previous use of the building.
- (F) All residential uses except R-A uses shall be inspected in the common areas only.

Section 8. PERMITS AND CERTIFICATE OF FIRE CODE STATUS(Note4)

- (A) The application fees for the permits listed in N.J.A.C. 5:70-2.7(b) and 5:70-2.9(c) shall

be as provided by State regulation and are currently as follows:

Type 1	\$54
Type 2	\$214
Type 3	\$427
Type 4	\$641

(B) The cost for the issuance of a Certificate of Fire Code Status shall be **\$35**

Section 9. FEES FOR SMOKE ALARM, CARBON MONOXIDE ALARM AND PORTABLE FIRE EXTINGUISHER COMPLIANCE

Fees for Certificate of smoke alarm and carbon monoxide alarm and portable fire extinguisher compliance (CSACMAPFEC) as required by N.J.A.C. 5:70-2.3, shall be based upon the amount of time remaining before the change of occupant is expected, as follows:

1. Requests for CSACMAPFEC received more than 10 business days prior to the change of occupant: \$45.00;
2. The application fee for a certificate of smoke detector and carbon monoxide alarm compliance Requests for a CSACMAPFEC received four to 10 business days prior to the change of occupant: \$90.00;
3. Requests for a CSACMAPFEC received fewer than four business days prior to the change of occupant: \$161.00.

Section 10. REVISION OF FEES

The fees established by this Ordinance may be periodically adjusted by Resolution of the Borough Council to ensure compliance and consistency with N.J.A.C. 5:70-2.7 and 5:70-2.9.

Section 11. BOARD OF APPEALS

Pursuant to Sections 15 and 17 of the Uniform Fire Safety Act, any person aggrieved by any action of the local enforcing agency shall have the right to appeal to the Construction Board of Appeals of the County of Hunterdon.

Section 12. ENFORCEMENT, VIOLATIONS, AND PENALTIES

Enforcement, violations, and penalties shall be managed in conformity with the Uniform Fire Safety Act, the Uniform Fire Code and all other laws of the State of New Jersey.

Section 13. CONFLICTS WITH OTHER PROVISIONS

The provisions of this article shall be read in conjunction with the provisions of the Fire Prevention Code of the Borough of High Bridge. If any inconsistencies exist between the contents of these two articles, the provisions governing the Uniform Fire Safety Code shall take precedence and be entitled to full force and effect.

Section 14. REPEALS

The following ordinances or portions thereof are hereby repealed: 180-10 through 180-19 and Ordinance 2019-020. The Borough shall also adopt any other necessary amendments to Chapter

180 to conform to the provisions in this ordinance.

Section 15. EFFECTIVE DATE.

This ordinance shall be effective upon passage and publication as required by law.

Michele Lee, Mayor

ATTEST:

Adam Young, Municipal Clerk

ORDINANCE 2020-004

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RAPID ENTRY SYSTEMS

WHEREAS, the Borough of High Bridge amends the code to add § 37-27 Rapid Entry Systems

§ 37-27 Entry to premises.

- A. When required all buildings within the Brough of High Bridge having an automatic fire detection or suppression system shall be equipped with a rapid entry key lock box. However, this requirement shall not apply to owner-occupied one- and two-family dwellings identified by the Uniform Construction Code (N.J.A.C. 5:23 et seq.) as R-3 and R-4 and locations having twenty-four-hour security.
- B. When required all commercial and industrial properties within the Brough of High Bridge protected by fences, gates, and related barriers presently secured by using a padlock or electronically operated or automatic gates or other control circuits shall be equipped with a high security padlock or high security key switch as approved by the Fire Chief. The high security padlock and key switches shall be located as set forth in § **133-15** of this chapter and in a manner as directed by the Fire Chief and/or Fire Marshal.
- C. Rapid entry key lock box, high security padlock and key switch types.
The rapid entry key lock box and high security padlock and key switches shall be Underwriter Laboratories (U.L.) certified and approved by the Fire Chief.
- D. Location.
The rapid entry key lock box shall be located at or near the main entrance to the building or property. The key lock box shall be mounted at a minimum height of five feet and a maximum of six feet above final grade.
- E. Key lock box contents.
The key lock box shall contain labeled keys, easily identified in the field, to provide access into the property and/or building and to any locked areas within said building, and as may be further directed by the Fire Chief.
- F. Compliance.
All existing buildings shall comply with the provisions of this article by December 31, 2020. All newly constructed buildings, not yet occupied, or buildings currently under construction shall comply with the requirements of this article prior to the fire detection or fire suppression system being accepted and approved for service.
- G. Violations and penalties.
Any property or building owner failing to comply with or in violation of the terms of this article shall, upon conviction thereof, be punishable by a fine not to exceed \$1,000 and/or by imprisonment for up to 90 days, and/or by a period of community service not exceeding 90 days, in the discretion of the court. Each and every day that such a violation continues shall be considered a separate and

distinct violation of this article.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the Borough Code is amended to add the above section.

Introduction
Publication (summary)
Adoption
Publication (Title)

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

ORDINANCE #2020-005

**AN ORDINANCE OF THE BOROUGH OF HIGH BRIDGE
SETTING FORTH THE SALARY AND WAGE RANGE OF
OFFICERS AND EMPLOYEES**

BE IT ORDAINED by the Mayor and Common Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the 2020 Salary Ordinance be adopted in the form following:

SECTION 1: The salary and wage for compensation of certain Officers and Employees of the Borough of High Bridge having a salary and wage range are as follows:

Zoning Officer

SALARY AND WAGE RANGES
\$5,000-----\$10,000 per annum

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**APPROVAL TO HIRE AND APPOINTMENT OF
TEMPORARY ZONING OFFICIAL**

RESOLUTION: 055-2020

ADOPTED:

WHEREAS, the Borough of High Bridge has the need for a Zoning Officer, and

WHEREAS, Allison Witt meets the requirements of Zoning Officer, and

THEREFORE, BE IT REOLVED by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and the State of New Jersey, hereby hires Allison Witt as the Borough of High Bridge Temporary Zoning Official at a salary of \$8,000.00.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

UPDATED BOARDS AND COMMITTEE APPOINTMENTS

RESOLUTION: 056-2020

ADOPTED:

WHEREAS, The Council of the Borough of High Bridge, Hunterdon County, New Jersey, wishes to make the Board and Committee Appointments found below; and,

WHEREAS, these appointments provide necessary services to the community,

NOW, THEREFORE, The Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey, hereby approve the Board and Committee Appointments as outlined below.

BOARD OF HEALTH (7 members) - 4 year term

MEMBER	TERM EXPIRATION
Rose Trilone	12/31/2020
Mary Beth Strange	12/31/2021
Nicole Cahill	12/31/2021
Damian Rigatti	12/31/2022
Tricia Curtin	12/31/2022
Donna Exley	12/31/2023
John Conant	12/31/2023
Lynn Hughes, Council Liaison	

HISTORICAL COMMITTEE (7 members) – 3 year term

MEMBER	TERM EXPIRATION
David Goessling, Vice Chair	12/31/2022
Kelly Matos, Treasurer	12/31/2022
Nancy Hunt, Chair	12/31/2020
James Harr, Secretary	12/31/2020
Vacant	12/31/2021
Vacant	12/31/2021
Vacant	12/31/2021
Natalie Ferry, Council Liaison	

ECONOMIC DEVELOPMENT COMMITTEE (7 members) - 3 year term

MEMBER	TERM EXPIRATION
Nicole Ericson	12/31/2020
Joseph Ahearn	12/31/2020
Pablo Delgado	12/31/2021
Todd Honeycutt	12/31/2021
Vacant	12/31/2022
Craig Van Natta	12/31/2022
George Columbus, Council Liaison	
ALTERNATES	
Vacant	12/31/2021
Vacant	12/31/2020
Mayor or Council President, Ex-Officio	

ENVIRONMENTAL COMMISSION: (7 members) - 3 year term

MEMBER	TERM EXPIRATION
Linda DeMarzo	12/31/2020
Ann Willard	12/31/2020
Jeanie Baker	12/31/2021
Coleen Conroy, Planning Board Liaison	12/31/2021
Mia Baldwin	12/31/2022
Diane Drude	12/31/2022
Vacant	12/31/2022
ALTERNATES	
Vacant	12/31/2020
Vacant	12/31/2021
Lynn Hughes, Council Liaison	

SPECIAL EVENTS COMMITTEE (8 Members) 3 year term

MEMBER	TERM EXPIRATION
Natalie Ferry, Council Liaison	
Yolanda Robinson	12/31/2020
Vacant	12/31/2020
Sal Fasolino	12/31/2021
Erin Delgado	12/31/2021
Karen Gove	12/31/2021
Vacant	12/31/2022
Ruby Reuter	12/31/2022

GREEN TEAM: (7 members) - 1 year term

MEMBER	TERM EXPIRATION
Mia Baldwin	12/31/2020
Jeanie Baker	12/31/2020
Linda DeMarzo	12/31/2020
Vacant	12/31/2020
Kirsten Norberg	12/31/2020
Vacant	12/31/2020
Vacant	12/31/2020
Lynn Hughes, Council Liaison	

PLANNING BOARD (9 members plus 2 alternates)

Class IV 4 years, Class I - term, Class II 1 year or 4, Class III 1 or 3 years, Alternates 2 years.
 (1 Class IV - member of Bd. of Adj., Environmental Comm., or School - 3 yrs/or term)

MEMBER	CLASS	TERM EXPIRATION
Michele Lee	Mayor - Class I	12/31/2022
Christopher Zappa	Council - Class III	12/31/2020
Coleen Conroy	Class II - Environmental Commission Liaison	12/31/2021
Steve Dhein	Class IV	12/31/2021
Tom Wescoe	Class IV	12/31/2021
William Giordano	Class IV	12/31/2020
Don Howell	Class IV	12/31/2020
John Musnuff	Class IV	12/31/2023
Pablo Delgado	Class IV	12/31/2023
Alternates		
Joseph Suozzo - Alt. 1		12/31/2020
John Moskway – Alt. 2		12/31/2021
Vacant – Alt 3		12/31/2020
Vacant – Alt 4		12/31/2021

RECREATION COMMITTEE (7 members) – 3 year term

MEMBER	TERM EXPIRATION
Barbara Kinsky	12/31/2020
Anthony Decanto	12/31/2020
Theresa Sostorecz	12/31/2021
Colleen Hann	12/31/2021
Will Musick	12/31/2022
Joe Campolattano	12/31/2022
Matt Henderson	12/31/2022
Steve Strange, Council Liaison	

TREE BOARD (3 Environmental Commission members appointed annually) – 1 year term

MEMBER	TERM EXPIRATION
Jeanie Baker	12/31/2020
Mia Baldwin	12/31/2020
Linda DeMarzo	12/31/2020
Lynn Hughes, Council Liaison	

LIBRARY BOARD: (8 members) - terms not set by Ordinance

MEMBER	TERM EXPIRATION
Michele Lee, Mayor	
Gregory Hobaugh, Superintendent	12/31/2020
Theresa Steets, Librarian	12/31/2020
Mary Branflick	12/31/2020
Emily Bruton	12/31/2020
Rosemarie Buza	12/31/2020
Donna Exley	12/31/2020
Margaret Lipani	12/31/2020
Bonnie Shafer	12/31/2020
Carole Wirtz	12/31/2020

**Borough of High Bridge
County of Hunterdon
State of New Jersey**

RESOLUTION: 057-2020

ADOPTED:

Lien Redemptions

WHEREAS, the High Bridge Tax Collector has received funds from a property owner(s) or other party of interest for redemption of a Tax Sale Lien(s), and

WHEREAS, lien holders are entitled to payment for redemption of the Tax Lien(s) upon receipt of funds by the Tax Collector, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the High Bridge Tax Collector is hereby authorized to redeem said lien(s) and return applicable premiums in the following amount(s):

<u>TAX LIEN CERT NO.</u>	<u>BLOCK</u>	<u>LOT</u>	<u>LIEN HOLDER</u>	<u>AMOUNT</u>
#2019-012	37	40	Stuart Lasher	\$2,804.09



State of New Jersey

PHILIP D. MURPHY
GOVERNOR

DEPARTMENT OF ENVIRONMENTAL PROTECTION

CATHERINE R. McCABE
COMMISSIONER

Mail Code 401-04Q

Division of Water Supply & Geoscience
New Jersey Geological and Water Survey Element
Bureau of Water Allocation & Well Permitting
401 E. State Street - P.O. Box 420
Trenton, New Jersey 08625-0420
Tel #: (609) 984-6831 - Fax #: (609) 633-1231
<https://www.nj.gov/dep/watersupply/>

SHEILA Y. OLIVER
LT. GOVERNOR

REVISED NOTICE OF APPLICATION

IN THE MATTER OF: ROUND VALLEY RESERVOIR REFURBISHMENT PROJECT

Application No. 1352D to divert water from a series of 68 proposed temporary dewatering wells, in Clinton Town, Hunterdon County.

NOTICE OF APPLICATION, DEPARTMENT OF ENVIRONMENTAL PROTECTION, DIVISION OF WATER SUPPLY & GEOSCIENCE, TRENTON, NEW JERSEY. Pursuant to the provisions of the Water Supply Management Act, N.J.S.A. 58:1A et seq., ROUND VALLEY RESERVOIR REFURBISHMENT PROJECT, 1851 State Route 31, P. O. Box 5196 Clinton, NJ, 08809, filed an application on August 14, 2019 for approval of plans to temporarily divert a combined total of 64.15 million gallons of water per month (MGM) at a maximum rate of 1,455 gallons per minute (GPM) from a series of 68 proposed temporary dewatering wells. This is a revision to the Notice of Application published on Thursday November 29, 2019 in The Democrat to change the number of proposed temporary dewatering wells from 62 to 68 leading to a change in maximum rate from 1,437 GPM to 1,455 GPM. The proposed temporary dewatering wells are to be located in Clinton Town, Hunterdon County off of Stanton Lebanon Road. The diversion is to be used for Dewatering-Construction.

Any person or interested party may request that a public hearing be scheduled regarding this application. Comments, including the request for the public hearing, must be submitted in writing. All comments must be received no later than 14 days from the publication date of this notice and submitted to:

Akinsanya Ode
Mail Code 401-04Q
Department of Environmental Protection
Division of Water Supply & Geoscience
P.O. Box 420
Trenton, New Jersey 08625-0420

If a timely request is received during this period, or if it is determined by the Department that a hearing would be in the public interest, public notice will be given in order to schedule a public hearing pursuant to N.J.A.C. 7:19-2.8.

Upon completion of its review, the Department will make a final determination in the matter and the conditions to be contained within the permit, if issued.

The application and pertinent data may be examined, by appointment only, by contacting Akinsanya Ode of the Bureau of Water Allocation & Well Permitting, Division of Water Supply & Geoscience, 401 East State Street, Trenton, New Jersey 08625. The Bureau of Water Allocation & Well Permitting can be contacted at (609) 984-6831.



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

CARL J. RICHKO
Chairperson

LISA J. PLEVIN
Executive Director

December 13, 2019

Michael Pappas, Administrator
High Bridge Borough
97 West Main Street
High Bridge, NJ 08829

Subject: Highlands Council Plan Conformance Grant # 09-03-011-1014
Task 9: Wastewater Management Plan

Dear Mr. Pappas:

As requested by the Borough's Chief Financial Officer, copied on this letter, I would like to confirm the grant funding available to the Borough of High Bridge for purposes of completing your Wastewater Management Plan (WMP). Highlands Council grant funding for completion of your WMP is \$ 9,785.45.

As you know, on November 15, 2019, Hunterdon County submitted the draft WMP to NJDEP for review. At this time, you may submit invoices associated with the preparation and review of the draft WMP package. Please note that you may be asked to edit the document following NJDEP's review and a portion of the funds should be reserved. We will review the invoices against the completed deliverables and process them for payment.

Should you have questions regarding grant funding or reimbursement of expenditures, please contact Herbert August, Manager of Grants Administration (ext. 102, e-mail at herbert.august@highlands.nj.gov). Your municipal liaison, Maryjude Haddock-Weiler, Planning Manager (ext. 110, email: maryjude.haddock-weiler@highlands.nj.gov) will continue to provide assistance to your professional staff. Should you or elected officials wish to discuss any other Highlands-related matter, I remain available to you as well and can be reached by telephone at extension 101 or by e-mail at lisa.plevin@highlands.nj.gov. We look forward to continued collaboration with you in the important efforts to protect and enhance the Highlands Region.

Sincerely,

Lisa J. Plevin
Executive Director

c: Bonnie Fleming, Borough CFO/CTC

Attached is the final bill list for January 09, 2020. All vouchers listed have been approved by the CFO and Administrator as valid and proper claims. Upon approval by Council of the attached list of bills, all payments will be processed as herein indicated. Please authorize these expenditures by signing below.

Bonnie Ann Fleming, CFO/CTC

EXCLUSIONS: _____

ADDITIONS:	PO #5 – Wells Fargo (copier)	\$ 338.89
	PO #6 – GreatAmerica (postage machine)	\$ 142.00
	PO #7 – Stuart Lasher (lien redemption)	\$ 2,804.09
	PO #8 – Township of Clinton (water)	\$ 323.57
	PO #9 – Lowe’s	\$ 166.88
	PO #10 – Bank of America	\$ 999.78
	PO #11 – Bank of America (water)	\$ 550.88
	PO #12 – Bank of America (police)	\$ 171.70
	PO #	
	PO #	
	PO #	

Total Adjusted Bill List **\$5,497.79**

All checks signed and verified by: _____

Adam Young, Municipal Clerk