

# BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: May 28, 2020 – 7:30 p.m. – Location: WebEx online Council meeting

## 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 Barry Goodman, Administrator Bonnie Fleming, Department of Public Works Director Rick Roll, Municipal Clerk Adam Young and nine members of the public and press.

## ANNOUNCEMENT FROM MAYOR LEE: HELD TO REPORTS

### READING AND APPROVAL OF MINUTES: REGULAR 05/13/2020

Motion to dispense with the reading of the May 13, 2020 regular minutes: Hughes / Strange  
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;  
Motion passes: 6 yes

Motion to approve the May 13, 2020 regular minutes: Hughes / Zappa  
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;  
Motion passes: 6 yes

## PROCLAMATIONS

- A.** Proclamation 003-2020 - Department of Public Works Appreciation Week – announced by Mayor Lee
- B.** Proclamation 004-2020 - National Police Week – announced by Mayor Lee
- C.** Proclamation 005-2020 - EMS Week – announced by Mayor Lee

## PUBLIC COMMENTS: 5 MINUTES PER PERSON

Leah Epstein spoke about the Commons traffic and parking on North Main Street, spoke about the trailhead having many people, the crowds being chaotic, the parking being an issue, having no place to park with the trail traffic on the weekends, and asked if people can park normally in the Commons park?  
Mayor Lee stated that the Executive Order states that parking lots need to be at 50% capacity, that people are allowed to park on North Main Street, that parking will be opened as soon as possible, and that there are currently some inconveniences.

## PUBLIC HEARINGS:

### **A.** Ordinance 2020-013: Water meters and equipment

Motion to take Ordinance from table and re-open the public hearing for Ordinance 2020-013: Zappa / Strange

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 procure new water meters for the Borough. Mayor Lee noted that the meters will be changed in stages and that communication will be done with this process.

Motion to close the public hearing for Ordinance 2020-013: Columbus / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, absent ; Moore, yes ; Strange, yes ; Zappa, yes ;  
Motion passes: 5 yes, 1 absent

Councilwoman Lynn Hughes was absent due to technical difficulties.

Motion to adopt Ordinance 2020-013: Zappa / Strange

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

**B. Ordinance 2020-025: Construction records clearance**

Motion to open the public hearing for Ordinance 2020-025: Strange / Zappa

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

Motion passes: 6 yes

Administrator Bonnie Fleming spoke about the intent of the Ordinance.

Motion to close the public hearing for Ordinance 2020-025: Zappa / Strange

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

Motion passes: 6 yes

Motion to adopt Ordinance 2020-025: Strange / Zappa

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

Motion passes: 6 yes

**DISCUSSION ITEMS: NONE**

**INTRODUCTION OF ORDINANCES**

**A. Ordinance 2020-030: Setting construction fees**

Motion to introduce Ordinance 2020-030: Strange / Ferry

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 2020-030 shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of June 11, 2020.

**CONSENT AGENDA**

RESOLUTION #	TITLE
Resolution - 133 - 2020	Approval of fireman – Randall A. DeMark Jr.
Resolution - 134 - 2020	Approval of form – Construction Records Clearance application
Resolution - 135 - 2020	Resolution in support of assembly bill A-3971 – Coronavirus relief bonds
Resolution - 136 - 2020	Award of cleaning contract – Gary Mills
Resolution - 137 - 2020	Parks closed dusk to dawn until August 13th
Resolution - 138 - 2020	Signage in Commons Park
Resolution - 139 - 2020	Hydrant testing personnel appointments

Motion to approve the consent agenda: Strange / Ferry

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

Motion passes: 6 yes

**COUNCIL COMMITTEE ASSIGNMENTS**

Official	Department
Councilman Zappa	Department of Public Works / Engineering
Councilwoman Hughes	Public Health / Environmental / Solid Waste / Recycling
Councilwoman Moore	Finance
Councilman Strange	Emergency Services / Education / Open Space / Recreation
Councilwoman Ferry	Website / Newsletter / Historical / Special Events
Councilman Columbus	Golf / Economic Development Committee
Bonnie Fleming	Administrator
Mayor Michele Lee	Executive Services

## COUNCIL COMMITTEE ASSIGNMENTS

### **Councilman Zappa - Department of Public Works / Engineering**

Spoke about the McDonald Street project being paved, work to be done on Mine Road near the bridge, new hire to DPW starting this Monday, DPW continuing to work with mowing, meter installs, power washing buildings, plumbing work, potholes, catch basins, lettering, mark-outs, phase three and four of Washington Ave., the bucket truck coming in and DPW having been trained, and the Commons being open for brush drop off.

### **Councilwoman Hughes - Public Health / Environmental / Solid Waste / Recycling**

Environmental Commission has been meeting through Zoom, working on Tree City recertification, document shredding going on with social distancing, electronics recycling going on with social distancing and noted that you must remove your own items.

### **Councilwoman Moore - Finance**

Spoke about the reminder of the extended deadline for tax payments which can be made online, at Investors Bank in Clinton, or in the blue drop box, estimated tax bills going on soon, tax collections going well, the Homestead credits have not been released by the State, Utility payments extended to June 30th, and an Ordinance on for tonight will allow for meter replacements throughout the year.

### **Councilman Strange - Emergency Services / Education / Open Space / Recreation**

Spoke about the Recreation meeting back in May, discussed the Ordinance changes and edits being in progress, the State's free fishing day has not yet been cancelled yet, flow trails have been built, the Summer Recreation program is discussing possible alternatives, spoke about Emergency Services and the Fire Department pulling back to keep social distancing but still have responded to calls on the front lines, and the EMS merger is progressing.

### **Councilwoman Ferry - Website / Newsletter / Historical / Special Events**

Spoke about cancelled events for June including Soap Box Derby and Community Day but looking for other interesting events, concerts are still planned, meeting with Mayor Lee for information and updates to make determinations. Spoke about the Historical Committee seeking a grant, the possibility of an outdoor speaker series in the Commons, looking into getting cataloging software, and spoke about updates with the new Borough website.

### **Councilman Columbus - Golf / Economic Development Committee**

Spoke about golf statistics due to Covid-19, about revenue still having a chance to rebound later in the year, golf carts and the golf cart app having growing numbers of downloads, spoke about golf repairs and planning for the Resident's Day. Spoke about Economic Development Committee goals.

### **Administrator Bonnie Fleming**

Spoke about the June 1 deadline for tax payments, the tax appeal filing deadline being extended, the newsletter being scheduled to go out next week, a note sale next week, seven interviews being done for the new DPW position, a video meeting with the new Housing Liaison, gathering documents for the new historical grant application.

### **Mayor Michele Lee**

Mayor Lee spoke about High Bridge's stable number of cases concerning Covid-19, the first virtual Memorial Day ceremony which was filmed, working on the website redesign, presenting a certificate to the winner of a scholarship, the Commons flow trails, pump track, and dog park being opened and mostly funded by donations, noted that helmets must be worn and the dogs must be curbed.

**PUBLIC COMMENTS: 5 MINUTES PER PERSON:**

Director of the Department of Public Works Rick Roll spoke about the fire hydrant flushing program which is a DEP regulation and thanked the F.D. for their help with this. Mayor Lee asked if there is a schedule. Mr. Roll spoke about moving all over the Borough to complete this task. It was noted that there is no concern with drinking discolored water.

**LEGAL ISSUES: NONE**

**COMMUNICATIONS**

A. Monthly tax and finance reports

**BILL LIST**

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$284,036.06**

Motion to approve bill list: Strange / Zappa

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: Strange / Columbus

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

Motion passes: 6 yes

**Next Council Meeting:** June 11, 2020 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ or WebEx

**ATTEST:**



Adam Young  
Municipal Clerk



Michele Lee  
Mayor