

ORGANIZATION MEETING – JANUARY 6, 2015

BOROUGH OF HIGHLAND PARK
TUESDAY, JANUARY 6, 2015

An Organization Meeting of the Mayor and Council of the Borough of Highland Park was held in Borough Hall, 221 South 5th Avenue, on Tuesday, January 7, 2015, at 7:03 PM.

Assemblyman Patrick Diegnan administered the Oath of Office and Allegiance to Mayor-elect Gayle Brill Mittler.

Assemblywoman Nancy Pinkin administered the Oath of Office and Allegiance to Councilperson-elect Elsie Foster-Dublin.

Assemblyman Patrick Diegnan administered the Oath of Office and Allegiance to Councilperson-elect Joshua Fine.

Mayor Brill Mittler called the meeting to order at 7:11 PM and read the Open Public Meetings Statement.

Rabbi Malomet delivered the invocation.

Present: Mayor Brill Mittler; Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits; Borough Attorney Schmierer; Borough Administrator Kovach; Borough Clerk Hullings.

Absent: None.

The Clerk reported that the Middlesex County Board of Elections had certified the election of Mayor-elect Brill Mittler and Councilpersons-elect Elsie Foster-Dublin and Joshua Fine as members of the Borough Council of the Borough of Highland Park, and that they have subscribed to the Oath of Office and Allegiance, they are qualified to assume their duly elected positions on the Governing Body. The Clerk presented each of them with their Certification of Election from the County Board of Elections.

The Mayor re-introduced newly elected Councilpersons Foster-Dublin and Fine.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilman George, seconded by Councilman Erickson, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

No. 1-15-01

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Rules of Order dated January 6, 2015, and on file in the office of the Borough Clerk shall be and are hereby adopted as the Rules of Order for this Council for the year 2015.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilman George, seconded by Councilwoman Welkovits, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

No. 1-15-02

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mission Statement attached to the original of this resolution and on file in the office of the Borough Clerk shall be and is hereby adopted as the Mission Statement for the Borough of Highland Park.

Mayor Brill Mittler called for nominations for President of Council for 2015. Councilman Erickson nominated Councilwoman Welkovits to continue as Council President, and the nomination was seconded by Councilman George.

Councilman George made a motion that nominations be closed and Councilwoman Welkovits be elected by acclamation. The motion was seconded by Councilman Erickson, and carried by the following roll call vote:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler thanked former Councilman Padraic Millet for his service to the Borough for the last eight (8) years, and serving as Council President for the last two (2) years. She congratulated him and wished him well on his "retirement" from Council and presented him with a plaque.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilwoman Foster-Dublin, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

No. 1-15-03

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Standing Committees of said Council for the year 2015 shall be and are hereby established as follows:

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RECREATION AND ARTS	Councilpersons POTTS, George, Foster-Dublin.
ECONOMIC DEVELOPMENT & PLANNING	Councilpersons GEORGE, Welkovits, Erickson.
FINANCE	Councilpersons ERICKSON, Fine, George.
HEALTH & HUMAN SERVICES	Councilpersons FINE, Erickson, Potts.
PUBLIC SAFETY	Councilpersons FOSTER-DUBLIN, Potts, Welkovits.
PUBLIC WORKS & PUBLIC UTILITIES	Councilpersons WELKOVITS, Foster-Dublin, Fine.

BE IT FURTHER RESOLVED that the first Councilpersons listed above for each Committee shall serve as Chair of that Committee.

Mayor Brill Mittler presented a plaque to outgoing Fire Chief Mike McMahon and thanked him for serving the Borough as Fire Chief for the last four (4) years.

The Clerk reported notification from the Highland Park Volunteer Fire Department of the election of Jay Littman as the Fire Chief, Marc Robinson as First Assistant Chief, Tim Langan as Second Assistant Chief, and Peggy Brookes and Jeffrey Morris as Captains for terms to expire December 31, 2016, together with the 2015 roster of members.

On motion made by Councilwoman Foster-Dublin, seconded by Councilman George, the above elections were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler administered the Oath of Office and Allegiance to Chief Littman, Assistant Chiefs Robinson and Langan and Captain Brookes.

Mayor Brill Mittler asked each council member to give the annual reports for their area.

Annual Council Reports:

Councilperson Foster-Dublin reported that for the past 2 years she has served as Chair of the Public Safety Committee, which includes the Police Department, Fire Department, First Aid Squad, Office of Emergency Management, the Community Response Team and the Municipal Court. She also serves as Vice Chair to the Department of Recreation and the Department of Public Works and Public Utilities. The Fire Department responded to 528 calls, which included 5 major house fires, 40 small fires and 14 mutual aid calls outside of Highland Park. They also participated in the Fire Prevention Awareness Week by visiting the schools to inform children of fire safety rules and they held an Open House in October at the Fire Department. In December, they hosted an event for children to come to the Fire Department and meet Santa. The First Aid Squad is an all-volunteer group that has been serving the residents of Highland Park since 1949. They have provided care 24 hours a day, 365 days a year, responding rapidly and providing the assistance residents need in cases of emergency. They are dedicated to the residents of Highland Park. They are highly trained professionals and regularly attend classes to continue their education to provide the best of care to the residents at no cost. They promote training within the community, they make every endeavor to facilitate instruction to the public and they believe in safety and are committed to the assistance of those in need. She asked residents to continue to support the First Aid Squad. The Police Department and the Public Safety Committee had an opportunity to host a Chinese delegation that visited. They showed them around and showed them the various equipment and different uniforms and hats. In November, they dedicated the new police building. It is now a state of the art building and now includes the Office of Emergency Management and the CERT team. The Police Department participated in Operation Take Back (drug prescription program), Earth Day activities, employee safety meetings, and National Night Out festivities. Ptl. Norman Brown was presented with an award from the Knights of Columbus. The Police Department hired new Police Officer Alaina Giles, hired new part-time Dispatcher Kaitlyn Cox, and hired Detective Bureau Secretary Barbara Fromhold. Six Police Officers participated in the Unity Police Tour ride to Washington, DC (Sgt. Joseph Olarra, Det. John Sachau, Ptl. Norman Brown, Ptl. Sean McGraw, Ptl. Gaetano Palumbo, and Ptl. Kevin Shiffner. The Police Chief participated in holiday activities at Robert Wood Johnson and Bristol Meyers Squibb Children's Hospital. The Highland Park Police Department responded to approximately 2,002 calls for assistance last year. The Office of Emergency Management responded to and assisted in approximately 18 calls for assistance last year. Some of the calls they responded to were structure fires, power outages, missing person calls and water main breaks. The OEM Coordinator offered assistance and support to responding emergency service departments during fire calls and other emergencies. He also managed many community events such as the street fair, the arts festival and the fireworks event. The initial meeting of the Highland Park CERT team was held and training will be scheduled this year. All of the first responders participated in the following events: 4th of July, Memorial Day Parade, Veteran's Day Parade, street fair, arts festival and any other local event in town where their services were needed. The Municipal Court had 6,550 traffic fines, 170 criminal complaints, 6 cases that went to mediation, 34 wedding ceremonies, and 1 remarriage. The Borough of Highland Park is dedicated to the collection of unpaid fines. The Borough found a service to assist with the collection of these fines. The Court sent out 709 final notices in December to defendants who have not been making the required monthly payments. The collection company started actively pursuing payments on January 5th. The service is no cost to the Borough. The payments are sent to the collection company and an administrative fee will be added to the balance. Lastly, she acknowledged Linda Simons, Deputy Court Administrator, who has completed her final classes for full accreditation by the State of New Jersey. This complies with the September, 2011 mandate promoting professionalism within New Jersey's judiciary. It was mandated that all Court Administrators complete a four part educational series for accreditation in their titles with a 2-year deadline. Linda has demonstrated excellence with high scores in each of her classes. We are all proud of her efforts. She congratulated the Council on another successful year and she looks forward to working with them in 2015.

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Councilman Potts began his report by wishing everyone a Happy and Healthy New Year. He announced that the Arts Commission has rebuilt a group of dedicated members and that the group has been active this past year at the Street Fair and Arts in the Park events. This commission had become inactive over the past few years and he is pleased to report that they are active again. The Office of Recreation offers various programs, activities and events throughout the year that appeal to a wide range of people throughout the community. In addition to youth sports and activities, they offer adult sports activities and community events. During 2015, over 1,600 participants and their families were involved in our recreational programs and activities. They offer team sports seasonally, soccer in the fall, basketball in the winter, and baseball and softball in the spring. They have continued to have increased participation in their programs. This increased participation and success is a direct result of the incredible support and dedication from the coaches. They are grateful to the many coaches who volunteer their time to work with the youth of the Borough. The Office of Recreation employs seasonally, youth from the community, many of whom grew up participating in the programs, who work as referees, scorekeepers and umpires. New programs offered include table tennis for youth and adults, chess class, juggling and the very popular youth theatre program. The Highland Park Summer Day Camp and Sports Camp had more than 250 campers from Highland Park, nearby towns, as well as International students. The day camp children participated in several activities including pool visits, arts and crafts, music, and sports, Chinese, cooking, science, day trips and much more. In addition to the day camp, a teen camp was added where many international students attended. The day trips included Diggerland, Sahara Sam's, I Play America, Liberty Science Center, Hurricane Harbor and Crayola. The sports camp held weeks in basketball, baseball/softball or track, wrestling or tennis, soccer and football or volleyball. All had tons of fun and the program was financially sustainable. Adult recreational programs include classes, which run on 10-233k sessions – Israeli Dance, Step Class, Tai Chi, Volleyball, table tennis and basketball. They offer an adult softball league for women, which fielded several teams, and an adult co-ed softball league, which also fielded several teams. The Recreation Advisory Committee meets quarterly on Monday nights at 7PM at the Senior/Youth Center. The purpose of the Recreation Advisory Committee is to offer suggestions and input regarding future and current programs and activities that would enhance youth and adult recreation and the quality of life of the residents of Highland Park. Residents are invited to attend to find out more information about this committee and becoming a member. They currently have two adult and two youth positions open. If anyone is interested, please fill out an application to become a member of the commission, found on the borough's website. The Mayor's Teen Advisory Committee has continued their activities. The TAC is a committee dedicated to creating fun activities and having a positive influence on the teens in Highland Park. They recently had a teen game night, designed new t-shirts, held a voter registration night, and are planning a talent show. They look forward to continuing to provide activities and programs for the teenage citizens of Highland Park. The Borough provided an Independence Day fireworks celebration that brought thousands of local residents to Donaldson Park for an evening of music, activities, food and fireworks. There were local vendors, presentations by youth and adult groups, bands played until dark when the sky was filled with a wonderful fireworks presentation. On December 25th the Borough held a holiday dinner where many guests attended. He thanked the many volunteers and sponsors who make each year's Christmas dinner such a wonderful event. There was a fantastic dinner, live music, gifts and a visit from Santa. The Borough of Highland Park and the Department of Community Services/Office of Recreation would like to thank the many local businesses for their generous sponsorship of their programs. 2015 was a very successful and productive year for the 1500+ senior members registered with the center. This included a number of seniors who reside outside of Highland Park that participate in the programs. The members enjoy a variety of daily activities, programs, local outings, shopping trips, special presentations, workshops, monthly luncheons, parties, educational and health related programs and lecture series. This year they had a tremendous amount of support from the local businesses. Many local restaurants sponsored, contributed or provided the senior center with discounts for the monthly luncheons. Aposto, Dish Café, Dunkin Donuts, Park Deli, Pithari Taverna, Sultan Wok, Adolfo's Elijah's Promise and Stop and Shop's generosity and level of support help to make the luncheons and programs a success. Each monthly luncheon is attended by over 130 seniors. The seniors have enjoyed trips to Hunterdon Hills Playhouse and Paper Mill Playhouse to enjoy afternoon matinee's and dinner theatre, daily trips to Smithville, Delicious orchards, Grounds for Sculpture, Princeton Museum, Long Branch Beach Trips, and quarterly trips to Atlantic City to name a few. In June and September the seniors enjoyed a free spring concert to The Cameo's and the Dupree's and in the fall enjoyed The Early Days of Rock & Roll at the PNC Arts Center as part of a free senior's concert series. The Highland Park senior members have access to free local transportation all around town Monday through Friday from 8:30 a.m. until 3:30 p.m. and medical appointments out of town Monday through Thursday from 9:00 a.m. until 2:30 p.m. The in-town transportation service provides between 15-25 rides per day and the out of town transportation accommodates 3-6 medical rides per day. A number of exercise classes are held at the center that are extremely beneficial and popular with the members. They include body recall, exercise with Donna, chair yoga, tai chi, rhythm & movement, healthy bones and health ease. Many of the exercise programs are free to the members. The \$1.00 per class fee that was implemented in 2012, continued in the year 2015 with classes that have a paid instructor. These fees will remain the same in 2015. On June 19, 2015, they hosted the 10th annual "Dancing under the Stars" Senior Prom. Everyone looks forward all year long to this evening. Over 140 participants danced the night away and enjoyed a sit down dinner. The special guests were members of the Police Department and borough hall staff who assisted with serving and dancing. At the end of the night when the polls were in, James Richter and Ceil Diamond were crowned 2015 Prom King and Queen. This event was sponsored and funded by the Highland Park Municipal Alliance. In 2015, they collaborated with the Rutgers University Mason Gross School of Arts to provide two very special studio recitals in May and December for the seniors. Those performances were very well attended. The afternoon movie program has become a huge hit with the members. An average of 30 seniors attend each movie that is shown 2-3 times per month. Members of the Council on Aging met five times this past year. Meetings were well attended and much was accomplished. In 2015, the Senior/Youth Center began using the My Senior Center Program. Each member re-registered with the center and had a picture taken. Every senior was assigned a personalized key tag that they use each time they access the center. A large touch screen monitor was placed at the reception desk along with a scanner for the key tags. When the key is scanned, the monitor will allow the senior to see what type of activities and programs are happening at

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the center that day. This system also has a program that allows us to register seniors who speak a different language the ability to view all information in the language that they use. The My Senior Center Program also helps keep a better track of how many seniors are accessing the facility. He extended a special thank you to Kim Perkins, Andrea Baay and the rest of the Senior/Youth Center staff for all of their hard work all year long. In closing, the programs that run out of the Office of Community Services are self-sustaining. They look forward to continuing to provide quality services and programs to enrich the lives of the Highland Park Community. He thanked the residents of Highland Park for their support and he looks forward to a full, productive and rewarding year ahead for 2015.

Councilman George began his report by thanking Senator Barnes, Assemblyman Diegnan and Assemblywoman Pinkin for their attendance. He is the liaison to the Planning Board, Zoning Board of Adjustment, the Redevelopment Agency and Main Street. The Redevelopment Agency has a very active Chairperson, Roseanne Baruh, who has been meeting with developers. We have professionals who bring their skills and talents in their offices and practices. The Redevelopment Plan required many changes in the law prior to the recession and may not be a perfect fit anymore and may not be as user friendly and transparent as we want it to be. We need to make it simpler for the type of development that is in Highland Park. They are actively working on revisions to the plan and hope to present to Council for approval this year. The Planning and Zoning Boards were both very engaged hearing applications for development, some large and some small. These Board members are bright, articulate, and very knowledgeable and on their own time go through the plans, applications, expert reports, etc. and come to the meetings well prepared. Some large developments have come up recently due to Court rulings and have been subject of controversy over the last few years. In 2015, as part of economic development, he hopes that we begin to step back a little bit because of the new developments going in that will bring new residents. If we are, wise and practical enough to capitalize on that this will be a phenomenal year to start with economic redevelopment in Highland Park. They will be reviewing the Zoning Code and looking at particular zones. There is a lot of difference in character in our neighborhoods, which is unique for a town of this size. Going forward in 2015, as was started in 2014, the process of examining the zoning code to make it more pertinent, more consistent and more contemporary. The zoning codes in general are a plan to keep the character and the essential feel of a municipality as it defines itself. It also should allow for changes as times change. Recent plans before both boards has shown that we should be looking at current zoning laws and that is what they are doing. Main Street Highland Park had a great year in 2014. The events that they run such as the street fair, 5K race and arts in the park were the best-attended events they have ever had. The planning for these events was well done and coordination with the borough has been implemented as more and more community events are scheduled. It is great that Highland Park has scheduling conflicts for events for our residents and citizens of the County. For the coming year, as Liaison to these boards, he would like to see an expansion of the Main Street mission to the rest of the business improvement district. He invited residents to attend these board meetings and public meetings. There is real nuts and bolts business being done in town. At the Planning Board, Zoning Board, and Main Street they are drilling down on the business, they are talking about what the street looks like, they are talking about what houses should look like and that is where the real business of the Borough is done. He encouraged residents to turn out to those meetings. They should have a packed house like this meeting. It is your town and it is my town and that is what is going on and this is what it is going to look like, so you should be there.

Councilman Erickson began his report by noting that he is the Chair of the Finance Committee for the Borough of Highland Park and as a result, he oversees the financial issues of the Borough, the CDBG Advisory Committee. At the adjourned meeting prior to this meeting, the Governing Body approved the 2014 audit. Aside from a comment about fixed assets, the audit was fine. The Borough is now in the process of preparing the municipal budget for 2015. Each of the departments are working on their budget requests that will be submitted to the Borough Administrator and then submitted to Council for approval. Hoping to keep budget costs down as much as they can without cutting services. The Borough has to abide by a 2% cap and they are trying to stay below that cap without cutting services. They may have some significant capital projects this year. Projects have not been finalized yet, so he will not talk about them. The Mayor has appointed a Capital Improvements Planning Task Force. The idea behind the task force is that they will work with the County and the school district to figure out when major capital improvements are going to occur so that major projects do not occur in the same year and to spread out the cost of tax increases in any given year. The CDBG Committee has worked on a number of projects over the years, primarily working on downtown improvements such as awnings, but also including a number of social services. The federal CDBG money has decreased over the years and they try to use the money as wisely as they can.

Councilperson Welkovits began her report by thanking her fellow Councilmembers for choosing her as this term's Council President. She thanked the Mayor and those Councilmembers that she has worked with for a few years; she keeps learning from them. To the newest members of the group, she welcomed them and looks forward to serving with them. She thanked them for all their support and is eager to continue her strong commitment and efforts to this Council and to the residents of Highland Park. She will be changing committees, from Chair of Health and Human Services to Public Works. She looks forward to working with DPW, Sustainable Highland Park, the Environmental Commission, the Shade Tree Commission and the others that she has met and worked with. She spoke about the Committees from Health and Human Services and the progress and success they have had this past year. With endorsement by the Board of Health, the Council passed a resolution supporting a bill to ban the use of sub-therapeutic antibiotics in livestock production, and on the heels of CVS corporate decision to stop selling tobacco, our Board has written to the State Board of Health and Attorney General seeking support to ban the sale of tobacco products at the Rite-Aid chain, where Attorney Generals in other states have done. The Board held another free rabies clinic this past year and provided seasonal and topical public health notices, such as county flu vaccine schedules, mosquito breeding prevention, CDC alerts and other important content through a link on the Borough website. The Board helped present Me Time for Busy Moms to Stay Fit as part of the fall's Park It program with special thanks to Metra Lundy, Dr. Lauren Maza and Simone Gampel, and in December, they held another Obama Care or Affordable Care Act

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enrollment session. Special thanks to Co-Chair Diane Heimlich and the rest of the Board. It has been a pleasure to work with you all. As part of the Mayor's Wellness Campaign, they are looking to re-introduce our Walk the Parks series and create more programs, which promote healthful living and sustainability. With great thanks to Chair Cliff Lacy and the special level of expertise, he brings to the group, and the other members of the campaign, as well. The Commission for Universal Access worked with the Borough to further improve safer sidewalks and curbs at several locations. The Commission hosted two successful Service Dog presentations, and with the help of generous donors, received and installed a handicap swing at Karsey Street Park. In spring, they finished another session of Act Out!, a free theatre program they specially developed for adults with disabilities. They are now developing an adaptive yoga program, and with a Park Partners grant, they are currently distributing emergency radios for persons with disabilities. Very special thanks to Chair Diane Feldman and her professionalism, and to the enthusiastic members of the commission. I am especially proud to have helped support the first theatre program with the CDBG grant; it has grown into a sustainable and meaningful program. Special thanks to Pat McKenna, his amazing guide dog Garcia, and Kat Petschauer of Rutgers Seeing Eye Puppies for putting together another successful session on Service Dogs. For the Food Pantry, she gave special thanks to the most dedicated volunteers we could ever hope for, all the folks that drive to the food banks and pack up their cars and deliver the food back here, unload it all, to our shelvers, to those that help during chaotic bi-weekly distributions, and our Rutgers Grad Student interns. To our generous Department of Public Works who helped with the delivery of tons of frozen turkeys and 1000's of tons of other food for the Thanksgiving distribution. Thanks to all the others that continue to make generous food and cash donations throughout the year, including Unity Bank and Rutgers against Hunger. This year they raised from two to three \$5 Farmers Market vouchers to families, providing food pantry users with more nutritious foods and supporting our local growers. Special thanks to the vendors and farmers who each Friday, at close, have donated extra produce and foods to our Food Pantry, and of course thanks to Monica Day who again ran the program all season long. Cutting Out Hunger, Jamie & Kate Atchinow, have won another Park Partners grant. Last year, using coupons and store specials, these amazing young women turned the \$2,000.00 grant into \$18,000.00 worth of food. We appreciate your continued commitment to our Food Pantry. A very special thanks to Beth Leech, who can somehow manage to keep all the gears running at all times, continues to increase the budget, and she makes it all look easy. Beth it has been a pleasure and I am especially proud to have helped support the CDBG grant that we got for freezers and refrigeration. It has made a huge difference in the amount and types of food we can distribute. Highland Park is fully committed to providing affordable housing options to all our residents. When she first became liaison to the Housing Authority, it was coincidentally when the original Chair, Al Garlatti, was to resign after 40 years. He, Bob MacKinney and the late Rene Dworeck were all stepping down, passing the baton, and we were very concerned for a seamless transition. We sought to form a shared serve agreement with Woodbridge Housing to run our Housing Authority and they not only stepped up, they stepped it up. This year we completed kitchen upgrades to all the apartments in the Housing Authority building and added some curb appeal with a new gazebo, power washing for the apartment complex and added landscaping. We received an impressive score of 97 out of 100 on the HUD inspection, securing our funding for another 2 years. Special thanks to the talents of Donna Brightman and the entire Woodbridge Housing Authority and our Highland Park staff, you do an amazing job and the residents are very satisfied. I hope this arrangement lasts for many years. Special thanks to our Chair Evelyn Sedehi and to all the new board members. We have closed the contract of sale for a property we are donating to Habitat for Humanity. We believe we will see more movement on this in the spring as we begin a community build for a working family in need. More information on the project will be posted on the Borough's website as well as Habitat's website. Our Housing Improvement Program is still open for moderate to low-income homeowners; we offer up to \$18,000 for certain home repairs. Our new C-Chair Liz Estes, has really re-energized the Human Relations Commission. She took the lead to develop the Borough's 1st Forum on Social Justice, commemorating the late Dave Younge. Special thanks to Barb Turpin, Charlie Kratovil and all the non-profits and community groups that participated. The 2nd annual Kwanzaa and Kinara lighting ceremony was especially enjoyable last week. Special thanks to Metra Lundy and LeDerick Horne. Congratulations to Liz for being awarded a Park Partners grant for a Community Library for Touchstone Discussion Project Groups. This group will create discussion groups to bring together people from diverse cultures and backgrounds using a curriculum called ToUchstones Discussion Project. Please save the date for our upcoming celebration of the life work of Martin Luther King Jr. on Monday, January 19th from 7-9pm at the Senior/Youth Center. We will have speakers and other talent to entertain you, as we present our annual Humanitarian Award to Ms. Frances McDonald, long-time resident, teacher and generous volunteer. Thanks to Chair Shelia Highsmith for organizing this important event each year. We wish you continued good recovery. The Borough is actively working with the schools on several sustainability initiatives. Our Complete Streets Task Force continues to address pedestrian and bicycle safety issues and the Borough has applied for two Safe Routes to School grants, with thanks to our Board of Education for endorsing these. We are also pursuing streamlining video of both Council and Board meetings, special interviews with elected officials and providing students with additional opportunities in media. Marc Mappen, President Library Board, thanks for your service and for your quarterly Library Minutes at our Council Meetings. It has been a pleasure to serve with all the other board members. Thanks to Jane Stanley for running the beloved Library. She is especially proud to have been able to help support and introduce the Library's 5-year plan to the Governing Body. These days, libraries are so much more than taking out books. It is a place for programs, learning, sharing, and technology and information center. The initiatives in the plan all reflect the concept of this new 21st century library. Thanks to the staff for their continual search of grants for funding special programs, especially Children's Librarian Fran Lee for securing a grant for the successful children's program. If you have not already done so, please consider a donation to the Library, either by responding to the Library Board's annual fundraiser, and/or by joining the Friends of the Library with a donation. These funds along with proceeds from the annual book sale help to purchase library materials and bring enjoyable and rewarding programming to our residents of all ages and interests. Thanks to George Pedersen for heading the Friends of the Library. When shopping online, remember to connect through the Library's website to Amazon smile, where Amazon will donate .5% of your eligible purchases to our Library.

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Mayor Brill Mittler delivered her State of the Borough Address and on motion made by Councilman George, seconded by Councilwoman Welkovits, and carried by unanimous affirmative voice vote; the Borough Clerk was directed to spread the Mayor's Address upon the official minutes of the meeting, as follows:

"We all know what brought us here to Highland Park, our tree-lined streets, our vibrant and walkable downtown, our diversity, our schools, and our citizen involvement. Highland Park is the kind of community where, if you really want to make something good happen, you can.

"Just last Sunday, five of our residents won \$2,000 mini-grants for projects they created to improve Highland Park. This all happened at our 2nd annual Park Partners "give back" program voting day and 350 of you took the time to come and vote for these winners. Where else does something like that happen in New Jersey? This program won us the prestigious "Innovation in Governance" Award from the League of Municipalities last November.

"We know why we came here to Highland Park, but, let's talk a little about what we will be doing in the coming year to make you want to stay.

"2014 saw the settlement on the Borough's last piece of Affordable Housing litigation. The final agreement was one that Council, Planning Board and residents accepted and allows us to move forward. The Capital Improvements and Planning Task Force that I recently established will now help us plan for the pending growth in our population that this, plus three other projects will yield us over the next few years. We could see a 12% increase in our population by the time these projects are completed.

"We should not be afraid of growth, growth is actually good, it brings more life to our community and increases our tax base, but we must be prepared for it. By the third quarter of this year, we will have an analysis of our current infrastructure and what our future needs will be.

"Speaking of infrastructure, the end of 2014 also brought us great news from Sustainable New Jersey. You may recall the many days of no heat or electricity that followed the fire at the PSE&G substation. Our residents should not have to suffer for so long in darkness and cold again. The grant from Sustainable New Jersey will allow us to conduct a feasibility study to set up a solar backup system on all our municipal buildings, library and schools. This solar panel system would provide backup electricity to these buildings throughout town, providing a source of warmth, food and charging stations should the need arise again.

"PSE&G recently refitted our street lights on Raritan Avenue making our streets and sidewalks brighter and safer at night. These new lights, provided free of charge, even brighten store fronts, and encourage more shopping and visits to our local downtown restaurants.

"In fact, 2014 saw more new stores and restaurants and 2015 promises to bring even more activity downtown. Besides the opening shortly of a new Turkish restaurant (adding to our wide assortment of ethnic foods throughout town) our downtown is now attracting more attention from developers and our Redevelopment Agency has been keeping busy.

"It's downtown where we should be focusing our development efforts. Highland Park has become a magnet for 25-44 year olds. In fact, this age group, fondly referred to by demographers as the Baby Boomlet (children of Baby Boomers) represents 33% of our population and it is growing each year.

"Our Complete Streets status is just one impetus to this growth. This age demographic wants to walk or bike to work. They want to live in densely concentrated areas (Highland Park is the second densest municipality in Middlesex County) in the centers of towns that have easy access to public transportation.

"They bring a life and disposable income to spur on downtown development. Just look at the new daytime activity at OQ Café or the nighttime buzz at Pino's. A curious and interesting demographic fact is that the parents of this age group, the original Baby Boomers, are actually seeking the same things. As the Baby Boomers enter retirement age, they are seeking to downsize into smaller dwelling units, centrally located in active, vibrant downtowns. Both age groups have more disposable income (with no children at home) to spend in our stores and restaurants. 2015 will see us concentrating our efforts on downtown development.

"To make it easier for our residents, of any demographic age group, to get around between Highland Park and New Brunswick (and possibly Piscataway) we will be pursuing new bus or shuttle services in conjunction with Rutgers University and Keep Middlesex Moving. This service would vastly improve quality of life for our residents and bring in shoppers and diners from Rutgers and New Brunswick. We are in discussions with "partners" to help make these services a reality.

"Quality of life features are some of the things that keep us in Highland Park. Our senior services are outstanding. I hope to increase our senior population's involvement in Highland Park via our new Senior Task Force. This group will assist our Code Enforcement department in sharing information with our residents on things like how to go about applying to add a deck to your house or to update your kitchen. Many of our recently retired seniors have so much to offer our community. I want to help them find their way into our volunteer structures.

"Healthy living is a mainstay of a successful community and a lifestyle we will continue to encourage. Our walkable streets and the fact that we are surrounded by two beautiful County parks make it easy to stay fit and active.

"Our Complete Streets task force strives to encourage us to get around town via our own energy, whether by foot or bicycle pedal. I have charged this task force with creating the first cross Highland Park bicycle path that will unite both Donaldson and Johnson parks and the North and South sides of our town.

"Through their efforts we have already secured "sharrows" along Raritan Avenue, generously painted by the NJ Department of Transportation. These "share the road" insignias, prominent in other walkable communities such as Princeton and New Brunswick, encourage bicycle and automobile safety by reminding drivers that they are sharing the road with bicyclists.

"Additionally, my better weather Wednesday Walks with the Mayor have brought several new walkers each week and lively conversations as we circle the path in Donaldson Park near sunrise or traverse Raritan Avenue before our stores open.

"Healthy, open dialogue is also key to our community's success. While the rest of the country struggles with communications between its teens and police, here in Highland Park, we have already begun work on a new, innovative teen and police cooperative program we hope to launch in 2015. Our teens need a place to call their own, and it looks like we may have a solution to this in the coming year. Look for more information on this new program over the next several months.

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“While our schools operate separately from our municipal government, we can work together on programs and projects that will enrich the entire community. I look forward to working with the 2015 Board and administration in the coming year on things like this new teen program, shared services, and enhancing our sustainability.

“Financially, our Borough remains strong. We have an excellent AA bond rating. This strong rating is due to our economic philosophy regarding our surplus and our budget process. We are committed to maintaining our positive economic status, even while taking steps to stabilize our taxes.

“This will be achieved by expanding shared services identified by meetings I have been holding with mayors of surrounding communities (our new \$12,000+ savings on an animal control shared services agreement with Edison is the first example of a result from these meetings).

“Additionally, I will continue to visit with our legislators and departments in Trenton to assure that we get our fair share of grants and rebates or refunds.

“So, as we head into 2015 what you will get from me and your Governing Body is a commitment to open and transparent government, smart and planned growth with attention to our infrastructure needs, downtown development, and improved quality of life opportunities, all while extending efforts to stabilize our taxes.

“What I hope to get from you is a commitment to get involved; volunteer to join a committee; support our downtown merchants and businesses; and finally, join me in ensuring that Highland Park remains the welcoming, diverse, creative community we have all come to love to call our home”.

Consent Agenda Resolution Nos. 1-15-04 through 1-13-23 were duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

The following resolution, introduced by the Community Services Committee, was duly adopted as above.

No.1-15-04

WHEREAS, the Borough of Highland Park, with the adoption of Ordinance No. 1049 has created a Department of Recreation, and

WHEREAS, the Mayor and Council believe that the participation of dedicated citizens to assist with the planning, funding and supervising of the recreation programs to be undertaken by the Department of Recreation will help to provide excellence in such recreation programs;

NOW, THEREFORE, BE IT RESOLVED that a Recreation Advisory committee is hereby created for the year 2015 consist of thirteen members who are residents of the Borough as follows:

- * Chairperson
- * Two (2) secondary school student members
- * Twelve (12) additional members, two (2) of whom may be non-residents of the Borough of Highland Park

All of said members shall be appointed by the Mayor with the advice and consent of the Borough Council, provided that the student members shall have been recommended by the Principals of their respective schools, and said members shall serve until the Reorganization Meeting in January 2015; and

BE IT FURTHER RESOLVED that the members of the Recreation Advisory Committee shall meet at least quarterly and shall have the following responsibilities:

- * Advise the Recreation Director on recreation matters within the Borough;
- * Facilitate communication between residents and the Recreation Department staff;
- * Assist with program operations and supervision when requested by the Director;
- * Assist with fund raising and sponsorship activities.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted as above.

No.1-15-05

WHEREAS, the Borough of Highland Park has a vast inventory of shade and ornamental trees and shrubbery on its streets, highways and public places; and

WHEREAS, the Governing Body recognizes a need to preserve, maintain and nurture this valued resource;

NOW, THEREFORE, BE IT RESOLVED that a Shade Tree Advisory Committee is hereby created for the year 2015 to consist of fifteen (15) members who are residents of the Borough of Highland Park. All members, including the designation of chairperson, shall be appointed by the Mayor with the advice and consent of the Borough Council; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that members of the Shade Tree Advisory Committee shall conduct the following activities:

1. Advise the Department of Public Works on the care and planting of shade and ornamental trees and shrubbery now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;
2. Advise the Department of Public Works on the use of ground surrounding said trees and shrubbery, as may be necessary for their proper growth, care and protection now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;
3. Advise the Department of Public Works on the removal of any trees and shrubbery, or part thereof, and advise on subsequent replantings as appropriate for trees and shrubbery now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;

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4. Advise Borough officials on the passage, alteration, amendment and repeal of ordinances necessary for carrying out the provisions hereof;
5. Encourage arboriculture and horticulture;
6. Maintain the tree inventory; and
7. Develop and maintain a comprehensive master plan for planting and maintenance; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that nothing contained in this Resolution shall be construed to make any Shade Tree Advisory Committee or any member thereof responsible for the death or injury of any person, or for any injury to any property or highway tree or shrub.

The following resolution, introduced by the Health and Human Services Committee, was duly adopted as above.

No.1-15-06

WHEREAS, the Mayor and Council of the Borough of Highland Park have determined that a need exists within the community for a food pantry to serve Highland Park residents; and

WHEREAS, there exists appropriate space at the Highland Park Senior/Youth Center to house and conduct a food pantry; and

WHEREAS, the Mayor and Borough Council have determined that a food pantry should be established and a local food pantry committee should be organized to staff and run the activities of the food bank;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Highland Park Community Food Pantry is hereby established within the Highland Park Senior/Youth Center, 220 South 6th Avenue, Highland Park, NJ; and

BE IT FURTHER RESOLVED that the Highland Park Community Food Pantry Committee shall be and is hereby established and will consist of the following:

1. The Mayor;
2. The Chair of the Borough Council Standing Committee on Health and Welfare;
3. Twelve (12) Regular Members and two (2) Alternate Members, who shall be residents of the Borough of Highland Park, to be appointed by the Mayor with the advice and consent of Borough Council, for terms to expire December 31, 2015.

BE IT FURTHER RESOLVED that the purpose of the local Food Pantry Committee shall be to conduct the following activities:

1. Coordinate with the Middlesex County Food Organization & Outreach Distribution Services (M.C.F.O.O.D.S.) for the collection and distribution of food and necessities to assist those in need in Highland Park.
2. Prepare a plan of operation for the local Food Pantry and eligibility guidelines for recipients of the distributed products.
3. Recruit volunteers to assist in the activities and operation of the Food Pantry.
4. Prepare a report to Mayor and Council on or before December 31, 2015 of their recommendations as to the following matters:
 - a. The proposed composition and duties of a Food Pantry Committee.
 - b. Matters, which they deem appropriate and necessary to the smooth operation of the Highland Park Food Pantry.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-07

BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

1. There is hereby reconstituted in the Borough of Highland Park a Safety Committee.
2. The Committee shall consist of eleven (11) members, consisting of the Insurance Commissioner, one representative from each of the four bargaining units and one Department Head or representative from each of the Borough buildings, to be appointed by the Mayor and Council, and that Donald Newton shall serve as the Safety Coordinator for the Borough of Highland Park.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-08

WHEREAS, it is critical that the Borough of Highland Park strive to better communicate with its residents so that they are aware of events, programs, requirements and other public issues; and

WHEREAS, the Borough currently addresses the need for public communication through a variety of channels; and

WHEREAS, the Mayor and Borough Council deem it in the public interest that resident communication efforts be helpful, consistent and coordinated for the good of the community; and

WHEREAS, the Mayor and Borough Council wish to establish a commission for the purpose of advising and assisting the Borough with its public communication efforts.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park as follows:

1. The Borough of Highland Park Public Information Commission be and the same is hereby created.
2. Said Commission shall be comprised of seven (7) members, all of whom must be residents of the Borough of Highland Park. The Commission shall consist of the following members:
 - A. Four (4) residents will be at-large members.
 - B. One (1) member shall be the Main Street Highland Park Liaison.
 - C. One (1) member shall be the Library Liaison.
 - D. One (1) member shall be the School District Liaison.
3. Each member shall be appointed by the Mayor with the advice and consent of the Council to a two (2) year term, however, two (2) of the at-large members shall be appointed for an initial term of one (1) year and the remaining two (2) at-large members shall be appointed for a term of two (2) years.

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4. The Commission shall be charged with providing advice to the Mayor and Council of the Borough of Highland Park concerning the development of a comprehensive public communications program for said Borough in order to advise and educate Borough residents concerning various public events, programs, requirements and other public issues.
5. The Commission shall oversee and coordinate the efforts of the Cable Television Advisory Committee, the Highland Park Quarterly, the Borough’s website, the Borough’s e-mail system and all other modes of public communication by the Borough.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-09

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following schedule of meetings for the year 2015 be and the same is hereby adopted.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, and the Star Ledger and filed with the Borough Clerk.

SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR 2015

January	6	2015 Adjourned Meeting	6:30	PM
		2015 Organization Meeting	7:00	PM
January	13	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
January	20	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
January	27	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	3	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
February	10	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	17	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
February	24	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	3	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
March	10	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	17	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
March	24	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
April	14	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
April	28	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
May	5	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
May	12	Standing Committee Meeting /	7:00	PM

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		Special Meeting (if needed)		
May	19	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
May	26	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
		Special Meeting (if needed)		
June	9	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
June	16	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
July	7	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
July	21	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
August	11	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
August	18	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
September	1	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
September	8	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
October	7	Council Committee Meeting (Wed.)	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
October	13	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
October	20	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
October	27	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
November	10	Council Committee Meeting (Wed.)	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
November	24	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
December	1	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
December	8	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
December	15	Council Committee Meeting	6:00	PM

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Agenda Meeting	6:30	PM
Regular Meeting	7:00	PM
Conference Meeting to follow		

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December 22 Standing Committee Meeting / 7:00 PM
Special Meeting (if needed)

All Borough Council Meetings are held in Borough Hall, 221 South 5th Avenue, unless otherwise indicated. The Governing Body may take official action on matters at Special Meetings as well as Regular Meetings, as needed. The time Conference Meeting begins is dependent on Regular Meeting adjournment. Unless otherwise moved, Conference Meetings are scheduled to be called to order by 9:00 P.M.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, and the Star Ledger, and filed with the Borough Clerk.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted as above.

No.1-15-10

WHEREAS, pursuant to the provisions of Section 6, of an ordinance entitled "AN ORDINANCE TO PROVIDE FOR THE COLLECTION OF REFUSE AND TRASH WITHIN THE BOROUGH OF HIGHLAND PARK, AND TO PROVIDE FOR MANDATORY RECYCLING OF SPECIFIED MATERIALS BY THE RESIDENTS AND COMMERCIAL ESTABLISHMENTS OF THE BOROUGH OF HIGHLAND PARK", adopted July 19, 1988, being known as Ord. No. 1146, the Borough Council shall adopt by resolution regulations governing the collection of all items;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the following revised regulations shall be and are hereby adopted, to wit:

a. There shall be no collections by the Department of Public Works on the following legal holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Lincoln's Birthday
5. Good Friday
6. Memorial Day
7. Fourth of July
8. Labor Day
9. Columbus Day
10. Veteran's Day
11. Thanksgiving Day and the Friday After
12. Christmas Day.

b. Regular Refuse Collection

Residents:

North Side and Triangle – Every Monday

South Side – Every Friday

Small amounts of yard debris, brush and branches, which are part of regular refuse will be collected on Friday on the South Side and on Monday on the North Side. If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

c. The Business District:

Business District:

Mondays and Fridays

If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

d. Bulk Items:

Residential and Business District Pickup Schedule: Bulky waste within the Borough of Highland Park will be collected on the 1st Wednesday of every other month for the North Side and the 1st Thursday of every other month for the South Side (February, April, June, August, October and December). Due to the Good Friday holiday, the April collections will be performed on the 2nd Wednesday and 2nd Thursday in 2015.

e. Mandatory Recyclables:

Business District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is every Tuesday.

Residential District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is as follows:

North Side and Triangle - Every Tuesday beginning September 1, 2011.

South Side - Every Thursday beginning September 1, 2011.

If your pickup falls on a borough holiday, pickup will be on Wednesday of the same week.

f. Leaves:

Leaves are collected for recycling in Biodegradable leaf bags in November and December only, on a weekly basis.

Placement and Removal of Containers - Containers of regular refuse and recyclables should be placed at curbside no sooner than 6:00 p.m. or one hour before sundown of the day prior to the scheduled pickup and no later than 6:30 a.m. on the day of collection. Containers shall be removed no later than one hour after sundown on the day of collection.

The Superintendent of Public Works and the Borough Administrator will designate who within the Department will enforce this ordinance.

BE IT FURTHER RESOLVED that these regulations shall take effect as of the 1st day of January, 2015.

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The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-15-11

WHEREAS, NJSA 40A:4-63 provides that money held in any separate fund shall be treated as moneys held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that PNC Bank shall be the depository for the Magistrates Account and the Bail Account of the Borough of Highland Park for the period ending December 31, 2015 and the custodian shall be Judge Edward H. Herman, Municipal Court Judge.

BE IT FURTHER RESOLVED that all disbursements shall be made by check signed by Judge Edward H. Herman, Municipal Court Judge, or Tracey Horan, Municipal Court Administrator.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-15-12

WHEREAS, NJSA 40A:4-63 provides that money held in any separate fund shall be treated as moneys held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Wells Fargo, Highland Park Office, shall be the depository for the Middlesex County Election Account of the Borough of Highland Park for the period ending December 31, 2015 and the custodian shall be Joan Hullings, Borough Clerk.

BE IT FURTHER RESOLVED that all disbursements shall be made by check signed by Joan Hullings, Borough Clerk.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-13

WHEREAS, the Borough Council of the Borough of Highland Park has received requests from individual employees that personnel discussions involving them be held in open session; and

WHEREAS, the Borough Council desires to formulate a policy for use in such cases that is consistent with the Open Public Meetings Act, N.J.S. 10:4-6 et seq.,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following policy is hereby adopted with respect to possible closed sessions dealing with personnel matters:

1) except in cases of bona fide emergencies all closed sessions - personnel matters will be listed in the agenda for the Conference or Regular Meeting at which such matter may be discussed and will show the name or names of the personnel involved;

2) agendas for all Conference and Regular meetings will be prepared, posted on the Open Public Meetings Bulletin Board in Borough Hall and available for distribution by the Borough Clerk by no later than 3:00 p.m. on the day preceding the Conference or Regular meeting;

3) in situations where the need for closed session arises after preparation of the meeting agenda, the Borough Clerk will be notified and every reasonable effort will be made to notify the affected personnel as far in advance as possible of the meeting at which his, her or their personnel matter may be discussed;

4) motions for Closed Sessions, the procedures during such sessions and all other matters relating to such sessions and the matters discussed and decisions reached in such sessions will be governed by the Open Public Meetings Act;

5) requests for open personnel sessions will be submitted on the form available in the Borough Clerk's office or a similar form;

1) employees or their representatives will be afforded an opportunity to comment during open personnel sessions but no cross-examination or dialogue will be allowed;

2) notice of this policy will be given to Borough employees by inclusion with their paychecks and/or via email at least twice each year in January and July.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-14

BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

1. That The Home News Tribune, of East Brunswick, NJ, shall be designated as the official newspaper of the Borough of Highland Park.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-15

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures are hereby adopted for the year 2015, to wit:

1. That the following formula be used in those instances where the Governing Body agrees to reimburse residents for programs offered to the disabled by other municipalities upon request of the disabled individual or his or her guardian in order to insure access to Borough programs under the Americans with Disabilities Act:

Difference of non-res. & res. Fee x #of hrs. of Borough Program

of hrs. of Outside Program

In no case shall the reimbursement be more than the difference between the non-resident and resident fee.

2. That the "Policy for Furnishing Public Information", pursuant to NJSA 47:1a-1 et seq., as subsequently amended, shall be adopted as official policy of the Borough for 2015.

3. That the "Policy Manual for the Use of Municipally Owned Buildings", as subsequently amended, shall be adopted as official policy of the Borough for 2015.

4. That upon seventy-two (72) hours notice to the Borough Clerk, the Borough of Highland Park will consider requests for auxiliary aids by any individual with a disability as defined under the Americans with Disabilities Act, and that the individual's choice of auxiliary aid will be given primary consideration and will be honored, unless another effective means

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of communication exists or that the use of the means chosen creates an undue financial or administrative burden.

- 5. That the Façade Improvement Program Policy, including Associated A.D.A. & Awning Programs, shall be adopted for the year 2015, as subsequently amended.
- 6. That the Facility Use Alcohol Permit shall be required to be approved prior to the rental of the Senior/Youth Recreation Center.
- 7. That the Policy for Maintenance of Trees in the Borough Right-of-Way by Residents shall be adopted for the year 2015.
- 8. That the Mayor, Borough Administrator or Borough Engineer shall be authorized to sign any and all permits and applications with the State of New Jersey Department of Environmental Protection.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads and the Borough Engineer forthwith.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-16

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures concerning administrative and organization matters are hereby adopted for the year 2015, to wit:

- 1. That the Borough Administrator, Borough Attorney, Borough Auditor, and all Department Heads shall be required to attend the Council Meeting at which any public information session or public hearing on the budget is held and any meeting at which it is anticipated that the budget is to be adopted. Any person who may be required to attend and not so named will be given at least ten (10) calendar days' notice.
- 2. That the Borough Administrator, all Department Heads, Borough Attorney, Borough Engineer or Designee, Borough Auditor or Designee, and Borough Planner or Designee shall attend the Annual Reorganization Meeting of the Mayor and Council to be held during the first seven days of January of each year and that Department Heads be required to attend all Committee Meetings of the Governing Body.
- 3. That the Procedures to be Followed in Seeking and Accepting Grants from Governmental and Privately-Funded Sources of Support shall be adopted as official policy of the Borough for 2015.
- 4. That the Borough Council will not approve any expenditure of municipal funds, by either direct payment or reimbursement, when said funds are used for dinner meetings, gifts, or any other purposes not associated with the official function of any Board, Commission, Committee, Authority or Agency of the Borough of Highland Park.
- 5. That the "Personnel Manual and Handbook", as subsequently revised, shall be adopted as official policy of the Borough for 2015.
- 6. That police weapons, being public property, will not be given to members of the Borough of Highland Park Police Department upon their retirement, termination of employment, or under any other circumstances.
- 7. That the Co-Sponsorship Policy shall be adopted as official policy of the Borough for 2015.
- 8. That the Exposure Control Plan, a complete copy of which is filed in the office of the Borough Clerk, shall be and is hereby adopted for the year 2015.
- 9. That the Borough Administrator be directed to establish as a priority the exploration of new cooperative agreements in the areas of personnel, equipment purchases, and repair and maintenance.
- 10. That Borough Hall and the Senior/Youth Recreation Center will modify work hours in the summer by going to a four (4) day, 35 hour workweek schedule, with Borough operations closed on Fridays in the summer between the Fourth of July and Labor Day.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-17

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following are designated in the positions opposite their name for the year 2015:

<u>NAME</u>	<u>POSITION</u>
Kathleen Kovach, Borough Administrator	Insurance Commissioner to the Garden State Municipal Joint Insurance Fund
Joan Hullings, Borough Clerk	Alternate Insurance Commissioners
Scott Luthman Code Enforcement Director	
Donald Newton, Detective	Safety Officer
Joan Hullings, Borough Clerk	Assessment Search Officer
Joan Hullings, Borough Clerk	Affirmative Action Public Agency Compliance Officer
Kathleen Kovach	Tax Search Officer
Frank Troy	Recycling Coordinator
	Clean Communities Coordinator

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the above.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-18

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following financial procedures are hereby established for the year 2015:

- 1. That the following banks shall be designated as depositories for the Borough's accounts, and the custodian of these accounts shall be the Chief Financial Officer:

BANK

- Bank of America
- PNC Bank
- Provident

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Wachovia
Unity Bank

2. That withdrawals from the Petty Cash checking account shall be made on forms provided and signed by the Borough Administrator, Chief Financial Officer or Treasurer.
 3. That withdrawals from the following accounts shall be made on forms provided and signed by Borough Administrator or Chief Financial Officer or Treasurer and the Mayor:

Current	Dog License	Payroll
Trust Other	Capital	
Claims Fund	Water & Sewer	
Assessment Trust	Grants	
Water & Sewer Capital	Tax Collector's Trust	
 4. That the following banks shall be designated as depository for the Borough's investment accounts and the custodian of these accounts shall be Chief Financial Officer or Treasurer:

Bank of America	PNC Bank
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 5. That the Tax Collector shall be directed to collect interest at 8% per annum on the first \$1,500.00 of delinquency, and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date when any tax installment shall be payable and delinquent until the date said installment together with interest is paid, provided, however, that if any installment is paid within ten (10) days after the due date, then in that event there shall be no interest charged.
 6. That petty cash funds be established in the following departments for the amounts designated, to wit:

Finance Department	\$400.00
Police Department	250.00
Fire Department	50.00
Public Works Department	200.00
Community Service	200.00
 7. That the Borough Administrator shall be and is hereby authorized and directed to make, negotiate or award all purchases, contracts, or agreements, the cost of which does not exceed \$5,000.00, without a further resolution of this Council, except those purchases, contracts or agreements approved by the Library Board of Trustees; and that the Borough Council will continue to approve by individual resolutions all purchases, contracts and agreements, the estimated cost of which is in excess of \$5,000.00, except those purchases, contracts or agreements approved by the Library Board of Trustees.
 8. That cash drawers are hereby established in the following departments and amounts in order to make change for in-person cash payments:

Tax Collection Department	\$100.00
Violations Bureau	100.00
Police Department	40.00
Borough Clerk's Office	50.00
 9. That the Borough Administrator be directed to continue the investigation of the feasibility of a joint purchase program, a joint equipment usage program, and a joint business management program in conjunction with the Board of Education, pursuant to Highland Park Resolution No. 10-92-427.
 10. That the Borough Tax Collector is hereby authorized and directed to schedule and conduct a tax sale during December, 2015, for all taxes and municipal charges unpaid as of November 11, 2015.
 11. That the "Cash Management Plan" as adopted by Resolution No. 4-98-154 on April 7, 1998 and attached to the original of that resolution shall be and is hereby adopted as policy to be utilized for the Borough of Highland Park for 2015, as required under NJSA 40A:5-14 of the Local Fiscal Affairs Law. Certified copies of this resolution shall be filed with the Director of the Division of Local Government Services, the Borough Auditor and the Chief Financial Officer of the Borough.
 12. That the Borough Tax Assessor is hereby authorized to file counterclaims in tax appeals for certain properties that said Tax Assessor determines to be under assessed rather than over assessed, subject to the concurrence of the Tax Appeal Attorney.
 13. That the Borough Tax Assessor is hereby authorized to file tax appeals, on behalf of the Borough, as it may become necessary from time to time, to correct, amend, or update the records of said Tax Assessor.
 14. That the Borough Tax Collector is hereby authorized to process, without further action by the governing body, the cancellation of any property tax refund of less than \$10.00, or any property tax delinquency of less than \$10.00, or any water and sewer refund or delinquency of less than \$1.00, together with interest, per calendar year.
 15. That certain services provided by the Borough Attorney, Borough Auditor, Borough Engineer, Bond Counsel, and/or Planning Consultant shall be considered as approved within the meaning of the respective Professional Service Agreements when:
 - a. The Borough Administrator authorizes work which is estimated and does, in fact, not exceed ten hours;
 - b. The Mayor, or the Council President, authorizes work which is estimated to and does, in fact, not exceed ten hours;
 - c. Approved by resolution of Council.
- Authorizations made under sub-paragraphs a. and b. shall be reported at the next Agenda or Conference Meeting.
16. That Borough owned properties be exempt from water and sewer charges pursuant to Resolution No. 11-02-424.
 17. That the Municipal Court is hereby authorized to accept credit card payment of Court fines subject to appropriate bank procedures.

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18. That the Community Services Department shall refund fees deposited in the Recreation Trust Fund for trips and events with the approval of the Borough Administrator with a \$5.00 administrative fee to be deducted at the discretion of the Borough Administrator.
19. That 50% of the fines collected for handicapped parking violations shall be designated to the Highland Park Commission for Universal Access, to be used at their discretion.
20. That a 2% processing fee be assessed for use of credit cards for payments of water & sewer and tax bills, both in person and on-line.
21. That the Finance Director is authorized to process off-duty overpayments, as directed by the Police Department, in an amount not to exceed \$1,000.00, without a further resolution of this Council.
22. That the Finance Department is authorized to process bills for payment, without signatures from the vendor, for State Agencies, County Agencies, Municipal Agencies, Utility Companies and other agencies that utilize lock boxes for payments (examples: FedEx, UPS, Pitney Bowes, The Home News Tribune, The Star Ledger, etc.).

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the above departments.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-15-19

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following certain fees are hereby established for the year 2015:

1. That copies of official records requested by members of the public and other non-Borough persons, offices and entities shall be available through the Borough Clerk or other custodian upon payment of the following fees, which shall be based upon the total number of pages or parts thereof for each document for which a page or pages are requested:

8 ½ " x 11" paper	\$.05	per page
8 ½ " x 14" paper	.07	per page
11" x 17" paper	.07	per page
Election District Map	.75	
Zoning Map	1.50	
DVD/CD w/case	.90	
Blue burn Gramco CD	1.79	

2. That copies of police records maintained by the Police Department which are requested by members of the public and non-Borough offices and entities shall be available upon payment of the following fees for documents, pages or parts thereof:

Motor Vehicle Accident Reports and Investigation Reports

In person requests:

8 ½ " x 11" paper	\$.05	per page
8 ½ " x 14" paper	.07	per page
11" x 17" paper	.07	per page

Other Than In person requests Flat fee of \$5.00; plus cost of mailing

Discovery	per page charge plus cost of mailing when applicable
Copying video tapes	requestor shall provide sealed tape
Audio tape reproduction	requestor shall provide sealed tape
Insurance Claims (in person or mailed)	per page charge plus cost of mailing when applicable
Pistol Permits	2.00
Firearms Identification Card	5.00
Fingerprinting other than criminal	25.00 Resident 25.00 non-resident
Verification Letter	50.00
Photographs	
4 x 6	10.00 first 10 photos 5.00 each additional photo
8 x 10	20.00 first 10 photos 5.00 each additional photo

If records are requested in a medium other than paper, the fee shall be the cost of the medium and conversion costs when applicable.

3. That the following schedule of fees is hereby established for recreation activities conducted by the Community Services Department:

Program	Participant Fee
Youth Soccer	\$ 60.00 per person (resident) 50.00 Per each additional child (resident) 80.00 per person (non-resident) 15.00 Late registration fee
Youth Basketball	60.00 per person (resident) 50.00 Per each additional child (resident) 80.00 per person (non-resident) 15.00 Late registration fee

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Youth Baseball & Softball	60.00	per person (resident)
	50.00	Per each additional child (resident)
	80.00	per person (non-resident)
	15.00	Late registration fee

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Track & Field (8 sessions)	50.00	Per person (resident)	
	70.00	per person (non-resident)	
	15.00	Late registration fee	
Flag Football (5 sessions)	40.00	Per person (resident)	
	60.00	per person (non-resident)	
	15.00	Late registration fee	
Tennis (8 sessions)	80.00	per person (resident)	\$10.00 per session
	96.00	per class (non resident)	\$12 per session
	15.00	Late registration fee	
Spring Soccer Clinics (5 sessions)	40.00	Per person (resident)	
	60.00	per person (non-resident)	
	15.00	Late registration fee	
Israeli Dance	75.00	per person (resident) (10 sessions)	
	90.00	per person (non-resident) (10 sessions)	
Pilates	75.00	Per person (resident) (10 weeks)	
	90.00	Per person (non-resident) (10 weeks)	
Tai Chi	75.00	Per person (resident) (10 weeks)	
	90.00	Per person (non-resident) (10 weeks)	
Step Strength & Beyond	125.00	Highland Park residents (20 sessions-twice a week)	
	150.00	Non-residents (20 sessions-twice a week)	
	75.00	Highland Park residents (10 sessions-once a week)	
	90.00	Non-residents (10 sessions-once a week)	
		Student must specify which day they will be attending on the registration form in order to be eligible for once a week rate, otherwise pro-rated fees will be charged.	
Yoga (Co-Ed)	75.00	per person (resident) (10 sessions)	
	90.00	per person (non-resident) (10 sessions)	
Yoga (Women)	125.00	per person (resident) (20 sessions-twice a week)	
	150.00	per person (non-resident) (20 sessions-twice a week)	
	75.00	Per person (resident) (10 sessions-once a week)	
	90.00	Per person (non-resident) (10 sessions-once a week)	
		Student must specify which day they will be attending on the registration form in order to be eligible for once a week rate, otherwise pro-rated fees will be charged.	
Zumba	75.00	per person (resident) (10 sessions)	
	90.00	per person (non-resident) (10 sessions)	
All Adult Classes	75.00	Residents – 1x per week (10 sessions)	
	125.00	Residents – 2x per week (20 sessions)	
	90.00	Non-residents – 1x per week (10 sessions)	
	150.00	Non-residents – 2x per week (20 sessions)	
All Adult Classes	10.00	Residents – Per class (pro-rated) join middle of cycle	
	12.00	Non-Residents – per class (pro-rated) join middle of cycle	
Basketball (Open) Men & Women	20.00	Per person (resident) (10 sessions)	
	30.00	Per person (non-resident) (10 sessions)	
Basketball	5.00	Drop in Participant	
Indoor Soccer (Co-Ed)	30.00	Per person (resident) (10 sessions)	
	50.00	Per person (non-resident) (10 sessions)	
Adult Soccer (Turf)	20.00	Per person (resident) (10 sessions)	
	30.00	Per person (non-resident) (10 sessions)	
Any Adult Open (Outdoor Program)	20.00	Per person (resident) (10 sessions)	
	30.00	Per person (non-resident) (10 sessions)	
Adult Softball (men & women)	200.00	Per team	
Volleyball (Co-Ed)	60.00	Per person (resident) (10 sessions)	
	80.00	Per person (non-resident) (10 sessions)	
Teen Programs			
Theater	75.00	Residents (10 sessions)	
	90.00	Non-residents (10 sessions)	
Table Tennis	40.00	Residents (8 sessions)	
	48.00	Non-residents (8 sessions)	
Track Club	50.00	Residents (10 sessions)	
	75.00	Non-residents (10 sessions)	

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Chess Class	30.00	Residents (6 sessions)
	36.00	Non-residents (6 sessions)
Juggling Club	50.00	Residents (10 sessions)
	60.00	Non-residents (10 sessions)
General Sponsor Fee	200.00	Supports a team in 1 sport
	500.00	Supports a team in 3 sports
Vendor Fees	150.00	Food Vendor
	100.00	Small Merchandise Vendor
	150.00	Large Merchandise Vendor
Any Highland Park Business	50.00	Food or Merchandise
Out of Town Yearly Membership Fee	75.00	Non residents (Including out of town members who participate in any exercise program)
Summer Camp	200.00	In-town (per week)
	250.00	Non-resident (per week)
	55.00	Reduced lunch
In Town Yearly Membership	10.00	Per person
Senior Holiday Party & Luncheon	7.00	Per person
Craft Programs	5.00	Per session
Jewelry Workshop	5.00	Per session
Atlantic City Trips	35.00	Per trip (3/4 times per year)
Columbus Market	5.00	Per trip
NYC Broadway Shows	TBA	Based on show
Peddler's Village	15.00	Per trip
Smithville	10.00	Per trip
Delicious Orchards	5.00	Per trip
Longwood Gardens	25.00	Per trip
Duke Farms	15.00	Per trip
Hunterdon Hills Playhouse	60-80.00	Based on show
Villa Roma Resort Trip	TBA	
Jackson & Jersey Shore Outlets	10.00	Per trip
Pottery Studio Trip	5.00	Per trip
Long Branch/Point Pleasant Beach	10.00	Per trip
NJ Flower & Garden Show	3.00	Per trip
Diamond Tours Trips	TBA	Based on location
Rendezvous Travel Trips	TBA	Based on location
Senior Exercise Programs	1.00	Per class or payment plan on bundle package

To be eligible for a scholarship, participant must submit application by the due date. Free lunch would pay for 40% of the program fee and reduced lunch would pay for 60% of the program fee. The federal income eligibility guidelines may be used to determine eligibility.

One coach per team does not pay a fee for his/her child.

4. That the Borough Clerk shall charge a Five (\$5.00) Dollar administrative fee for all resolutions approving refunds for fees, licenses, and permits issued by the Borough Clerk's Office and paid to the Borough, which charge shall be deducted from the refund by the Finance Department.
5. That a fee of Twenty (\$20.00) Dollars shall be charged for any and all checks presented to the Borough in payment of any tax, service, program, etc., that are returned by the bank for any reason, except that in cases where the check is returned in error by the bank, the Finance Director shall waive said fee.
6. That copies of the Highland Park Natural Resource Inventory prepared and published in its original state shall be available to the public at a cost of \$2.50 per copy. That copies of the Master Plan prepared and published in its original state shall be available to the public at a cost of \$4.50 per copy; and that copies of the Land Use Ordinance prepared and published in its original state shall be available to the public at a cost of \$17.50 per copy.
7. That the Community Services Department will charge an annual fee of \$75.00 to any non-resident senior seeking access to senior programs, events and services, excluding transportation costs to and from the Senior/Youth Recreation Center, in addition to any and all other fees for specific programs, events and services.
8.
 - a. That the Borough Tax Collector shall charge a fee of \$100.00 to prepare duplicate certificate of tax sale for a lost or destroyed tax sale certificate.
 - b. That the Borough Tax Collector shall charge a fee of \$50.00 to prepare a Certificate for Redemption of Certificate of Sale.
 - c. That the Borough Tax Collector shall charge a fee of \$16.00 per tax sale notice mailing to property owners in lieu of advertising notice in newspaper, said mailings not to exceed two (2). Such fee shall be added to the cost of said tax sales.
 - d. That the Borough Tax Collector shall charge a fee of \$5.00 to prepare duplicate tax bill (first copy) and a fee of \$25.00 for each subsequent duplicate copy of the same tax bill in the same fiscal year.
9. That the Borough Clerk shall collect a fee for distribution of bid specifications in an amount to be determined by the Borough Engineer

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BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the departments referenced above.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-15-20

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk is hereby authorized and directed to notify the Finance Director that the following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an annual basis:

Title	Name		2015	Longevity		2015 Total
			Base	%	Amount	Salary
Mayor	Gary	Minkoff	6,756.00			6,756.00
Council President	Padraic	Millet	5,085.00			5,085.00
Council Member	Gail	Brill Mittler	4,239.00			4,239.00
Council Member	Jon	Erikson	4,239.00			4,239.00
Council Member	Elsie	Foster-Dublin	4,239.00			4,239.00
Council Member	Gary	Potts	4,239.00			4,239.00
Council Member	Susan	Welkovits	4,239.00			4,239.00
Borough Administrator	Kathleen	Kovach	25,978.00			25,978.00
Human Resources Coordinator	Leann	Cosley-Richardson	51,000.00			51,000.00
Borough Clerk	Joan	Hullings	75,450.00		2,500.00	77,950.00
Communications Liaison	Joan	Hullings	10,404.00			10,404.00
Deputy Borough Clerk	Kathie	Senior	56,598.00			56,598.00
Registrar of Vital Statistics	Joan	Hullings	2,500.00			2,500.00
Building Inspector	Scott	Brescher	60,994.00			60,994.00
Building Subcode Official	Scott	Luthman	10,868.00			10,868.00
Capital Projects Manager	Scott	Luthman	10,404.00			10,404.00
Code Enforcement Officer	Scott	Luthman	60,900.00			60,900.00
Construction Official	Scott	Luthman	23,945.00			23,945.00
Electrical Subcode Official/Inspector	Patrick	Valente	12,293.00			12,293.00
Fire Subcode Official/Inspector	Dennis	Van de Mark	12,293.00			12,293.00
Plumbing Subcode Official/Inspector	Michael	Rossi	12,293.00			12,293.00
Master Circulations Coordinator	Valeri	Drach Weidman	54,112.00			54,112.00
Mstr Code Enforce/Housing Inspector	Diane	Reh	68,901.00		1,350.00	70,251.00
Mstr Code Enforcement Officer	Douglas	Sipos	68,901.00			68,901.00
Senior Clerk Typist	Karen	Valente	38,417.00			38,417.00
Communications Liaison	Monica	Jackson	64,946.00			64,946.00
Bus Driver	Ella	Taliaferro	38,417.00		1,350.00	39,767.00
Clerk Typist	Janet	Molina	38,417.00		1,350.00	39,767.00
Municipal Alliance Coordinator	Kim	Perkins	5,100.00			5,100.00
Recreation Coordinator	Andrea	Costas-Baay	50,000.00			50,000.00
Senior Program Coordinator	Kim	Perkins	50,000.00			50,000.00
Municipal Court Administrator	Tracy	Horan	65,000.00			65,000.00
Deputy Court Administrator	Linda	Simons	46,521.00			46,521.00
Municipal Court Judge	Edward E	Herman	39,337.00			39,337.00
Municipal Prosecutor	Patrick	Bradshaw	34,000.00			34,000.00
Public Defender	Francesco	Taddeo	9,000.00			9,000.00
Violations Clerk	Margarita	Guzman	38,417.00			38,417.00
Public Safety Dispatcher	Peter	Archibald	42,445.00			42,445.00
Public Safety Dispatcher	Karen	Connors	50,063.00			50,063.00
Public Safety Dispatcher	Janet	Marcik	50,063.00			50,063.00
Public Safety Dispatcher	Diane	Seiboldt	50,063.00			50,063.00
Administrative Assistant	Linda	Monte	53,598.00		1,350.00	54,948.00
Supt. of Public Works & Utility	Donald	Rish	101,271.00		2,500.00	103,771.00
Forman	Michael	Wieczorkiewicz	78,860.00			78,860.00
Forman	Frank	Troy	78,860.00			78,860.00
Clean Communities Coordinator	Frank	Troy	1,000.00			1,000.00
Recycling Coordinator	Frank	Troy	1,684.00			1,684.00
Tax Assessor	Thomas	Mancuso	39,317.00			39,317.00
Tax Collector	Kathleen	Kovach	15,300.00			15,300.00
Deputy Tax Collector	Anita	Bansal	46,521.00		1,350.00	47,871.00
Finance Assistant Utility Collector	Anne	Stevens	46,521.00		1,350.00	47,871.00
Finance Director/CFO	Kathleen	Kovach	113,185.00			113,185.00
Deputy Treasurer	Daphne	Marc	53,598.00			53,598.00
Director of Library Services	Jane	Stanley	110,299.00		2,500.00	112,799.00
Administrative Assistant	Renee	George	57,826.00			57,826.00
Librarian	Sherry	Johnson	64,990.00			64,990.00
Master Librarian	Fran	Lee	84,034.00		2,500.00	86,534.00
Principal Library Assistant	Indru	Udeshi	45,186.00			45,186.00
Reference Librarian	Karen	Mitchell	53,706.00			53,706.00
Senior Library Assistant	Lieselotte	Kulczycki	51,400.00			51,400.00
Public Safety Director	Stephen	Rizco	15,606.00			15,606.00
Crossing Guard	Nancy	Bernstein	10,326.00			10,326.00
			2015	Longevity		2015 Total
Title	Name		Base	%	Amount	Salary
Crossing Guard	Catherine	Ciorciari	10,326.00			10,326.00

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Crossing Guard	Reva	Kaufman	10,326.00			10,326.00
Crossing Guard	Mary Ann	Kinsey	10,326.00			10,326.00
Crossing Guard	Kibby	May	9,888.00			9,888.00
Crossing Guard	Kibby	May	10,326.00			10,326.00
Crossing Guard	Lucille	Morris	10,326.00			10,326.00
Crossing Guard	Charlene	Rayside	10,326.00			10,326.00
Crossing Guard	Beverly	Robinson	10,326.00			10,326.00
Crossing Guard	Michael	Stazeski	9,888.00			9,888.00
Crossing Guard	Michael	Stazeski	10,326.00			10,326.00
Crossing Guard	Willis Ivan	Thomas	10,326.00			10,326.00
Crossing Guard	Margaret	Toman	9,888.00			9,888.00
Crossing Guard	Margaret	Toman	10,326.00			10,326.00
Administrative Assistant	Joann	Kopetsky	53,598.00		1,350.00	54,948.00
Principal Clerk Typist	Tracy	Coman	45,095.00			45,095.00
Police Chief	Stephen	Rizco	154,492.00			154,492.00
Captain of Police	Scott	Golden	142,207.00		4,000.00	146,207.00
Lieutenant of Police	Thomas	Hammill	129,417.00		4,000.00	133,417.00
Lieutenant of Police	Gary	Panichella	129,417.00		4,000.00	133,417.00
Sergeant of Police	Richard	Abrams	116,544.00	3%	3,496.32	120,040.00
Sergeant of Police	Jason	Culver	116,544.00	3%	3,496.32	120,040.00
Sergeant of Police	Theodore	Haas	120,625.00		in base	120,625.00
Sergeant of Police	Ilan	Lancry	116,544.00	3%	3,496.32	120,040.00
Sergeant of Police	Joseph	Olarra	121,167.00		in base	121,167.00
Sergeant of Police	Derek	Wenskoski	116,544.00	3%	3,496.32	120,040.00
Sergeant of Police	Derek	Wenskoski	120,544.00		in base	120,544.00
Police Officer	Norman	Brown	108,120.00			108,120.00
Police Officer	Jose	Curbelo	108,120.00			108,120.00
Police Officer	Christopher	DeCosta	43,505.00			43,505.00
Police Officer	Christopher	DeCosta	49,967.00			49,967.00
Police Officer	Sean	Garley	89,658.00			89,658.00
Police Officer	Sean	Garley	98,887.00			98,887.00
Police Officer	Kevin	Garrity	108,120.00			108,120.00
Police Officer	Mohab	Hannout	108,120.00			108,120.00
Police Officer	Adrienne	Karon	112,581.00		in base	112,581.00
Police Officer	Sean	McGraw	89,658.00			89,658.00
Police Officer	Sean	McGraw	98,887.00			98,887.00
Police Officer	Donald	Newton	112,161.00		in base	112,161.00
Police Officer	Brian	O'Mara	108,120.00			108,120.00
Police Officer	Gaetano	Palumbo	49,967.00			49,967.00
Police Officer	Gaetano	Palumbo	56,428.00			56,428.00
Police Officer	Theodore	Pardo	108,120.00	3%	3,243.60	111,364.00
Police Officer	John	Sachau, Jr	108,120.00			108,120.00
Police Officer	Brad	Seigal	43,505.00			43,505.00
Police Officer	Brad	Seigal	49,967.00			49,967.00
Police Officer	Kevin	Shiftner	49,967.00			49,967.00
Police Officer	Kevin	Shiftner	56,428.00			56,428.00
Police Officer	David	Soden	108,120.00			108,120.00
Police Officer	Nicole	Young	108,120.00	3%	3,243.60	111,364.00

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Highland Park following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an hourly basis:

Title	Name		2015	Longevity		2015 Total
			Hourly Rate	%	Amount	Hourly Rate
Communications Liaison	Stacy	Kaplan	20.40			20.40
Adult Evening Programs/Sunday Bingo	Symone	Banks	10.00			10.00
Body Recall Instructor	Margaret	Coakley	14.00			14.00
Community Service Receptioist	Maria	Austin	12.48			12.48
Instructor	Donna	Fricke	32.94			32.94
Instructor	Jean	Romsted	15.00			15.00
Instructor	Beverly	Spool	35.00			35.00
PT Clerk Typist	Kimberly	McGraw	14.28			14.28
PT Medical Driver	Peter	Lorentz	15.88			15.88
Recreation Assistant	Samantha	Dolan	8.50			8.50
Recreation Assistant	Madeline	Hehir	8.50			8.50
Recreation Assistant	Abdul Karim	Jalloh	8.50			8.50
Recreation Assistant	Emmanuel	McClain	8.50			8.50
Recreation Assistant	Judea	McDonald	8.50			8.50
Title	Name		2015	Longevity		2015 Total
			Hourly Rate	%	Amount	Hourly Rate
Recreation Assistant	Elizabeth	Murphy	8.50			8.50
Recreation Assistant	Cameron	Petkov	8.50			8.50
Recreation Assistant	Andy	Powell	8.50			8.50
Recreation Assistant	Dvir	Ravee	13.00			13.00

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Recreation Assistant	Elena	Weissmann	8.50			8.50
Recreation Assistant	Dondre	Wilburn	8.50			8.50
Senior Outreach Coordinator						
Soccer Referee	Joseph	Aversa	8.50			8.50
Soccer Referee	Jason	Potts	8.50			8.50
Soccer Referee	James	Webb Jr.	8.50			8.50
Public Safety Dispatcher	Imelda	Richinsin	17.67			17.67
Clean Communities	Xavier	Hudgins	10.00			10.00
Driver	James	Coleman	31.90			31.90
Driver	Edward	Corson	31.90			31.90
Driver	Thomas	Kohler	29.72			29.72
Driver	Michael	Milan	30.43			30.43
Laborer	David	Baldwin	16.39			16.39
Laborer	Frederick	Long	17.44			17.44
Laborer	James	Webb Sr.	17.44			17.44
Maintenance	Ronald	Rowe	19.58			19.58
Maintenance/Driver	Robert	Cahill	31.15			31.15
Master Laborer	Mark	Rohan	24.09			24.09
Mechanic	Robert	West	33.41			32.75
Senior Laborer	Dennis	Chekenian	21.79			21.79
Senior Laborer	John	Geoghan	22.49			22.49
Senior Laborer	Jeffrey	Reap	23.15			23.15
Senior Laborer	Rudolph	Rohan	23.15			23.15
Fire Inspector	Patrick	Keogh	21.98			21.98
On-Call Firefighter	Andrew	Berardo	18.41			18.41
On-Call Firefighter	John	Byrne	18.41			18.41
On-Call Firefighter	Patrick	Keogh	18.41			18.41
On-Call Firefighter	Michael	Kersey	18.41			18.41
On-Call Firefighter	Scott	Kivet	18.41			18.41
On-Call Firefighter	Hector	Malave	18.41			18.41
On-Call Firefighter	Derek	Merrill	18.41			18.41
On-Call Firefighter	Lester	Rosenhouse	18.41			18.41
On-Call Firefighter	Glen	Seiboldt Jr	18.41			18.41
On-Call Firefighter	Norman	Shamy	18.41			18.41
On-Call Firefighter	Howard	Tarlow	18.41			18.41
On-Call Firefighter	Susan	Thiel	18.41			18.41
On-Call Firefighter	Lawrence	Thiel Jr	18.41			18.41
On-Call Firefighter Supervisor	Keith	Thedinga	20.40			20.40
On-jCall Firefighter	Thomas	Abraham	18.41			18.41
Circulation Assistant	Grace	Lanaris	11.7			11.70
Circulation Assistant	Lauren	Uslan	28.46			28.46
Library Assistant	Maria	Beck	15.51			15.51
Library Page	Colleen	Au	8.50			8.50
Library Page	Tahanee	Jones	8.50			8.50
Library Page	Emily	Lanaris	8.50			8.50
Library Page	Michelle	McFadden-DiNicola	8.50			8.50
Library Page						
Library Page	Hye Min	Shin	8.50			8.50
Library Page	Nina	Xue	8.50			8.50
Reference Librarian						
Reference Librarian	Carla	Herniter	28.46			28.46
Reference Librarian						
PT Crossing Guard	Gjejrane	Bijac	17.31			17.31
Crew Leader	Glen	Seiboldt	32.51		0.72	33.23
Master Maintenance	Jose	Gonzalez	28.76			28.76

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Finance Director forthwith.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-15-21

WHEREAS, situations develop that require the appointment of special counsel to the Borough's Zoning Board of Adjustment and Planning Board; and

WHEREAS, the need for special counsel cannot always be anticipated and accordingly cannot be included in the budgets of the Borough and of the Boards; and

WHEREAS, while the Governing Body recognizes the independent authority of its local boards, efficient and financially responsible local government needs and requires the cooperation of and communication by and between the local boards and the Governing Body;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that prior to any local board of the Borough entering into an agreement for special counsel where the monetary amount exceeds that appropriated to the local board by the Governing Body, the Governing Body shall be notified of the following:

- (a) The reason said appointment is necessary;
- (b) The name of the special counsel;
- (c) The hourly rate to be received by the special counsel;
- (d) An anticipated budget for the services to be rendered by the special counsel;

and

ORGANIZATION MEETING – JANUARY 6, 2015

BE IT FURTHER RESOLVED that no agreements for special counsel shall be entered into, until such time as the Governing Body has had an opportunity to review the requested information and approve the funds necessary to compensate special counsel; and

BE IT FURTHER RESOLVED that the Governing Body requests that, whenever possible, agendas be prepared so that matters requiring the attendance of both the appointed board attorney and the special counsel are not heard on the same evening; and

BE IT FURTHER RESOLVED that no compensation shall be paid to a board attorney who does not attend either a regular or special meeting of the board to which he or she is appointed; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the chairpersons, secretaries and attorneys of the Boards, and to the Borough's Finance Director.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-15-22

WHEREAS, it is critical that the Mayor and Council of the Borough of Highland Park strive to better communicate with teens living in the Borough of Highland Park; and

WHEREAS, there is a need to explore the unique issues related to teens living in the Borough of Highland Park; and

WHEREAS, there is a need to facilitate better communication between teens living in the Borough of Highland Park and the Mayor and Council of the Borough of Highland Park; and

WHEREAS, there is a need to facilitate involvement of teens living in the Borough of Highland Park in the Borough's government and local activities; and

WHEREAS, the Mayor and Borough Council wish to re-establish a Teen Advisory Committee ("TAC") for the year 2015 to explore the unique issues related to teens living in the Borough of Highland Park, foster better communication with teens living in the Borough of Highland Park and facilitate more teen involvement in the Borough of Highland Park; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park as follows:

A. Mission

The purpose of the TAC of the Borough of Highland Park shall be to explore the unique issues of teens throughout the Borough and to include teens as active participants in the Borough's activities including, but not limited to:

1. Developing a "Teen Classified" section on the Borough's website to assist teens with Summer and part-time employment opportunities; and
2. Presenting recommendations at Borough Council meetings.

B. Membership & Organization

1. The TAC shall be comprised of an Executive Committee and a General Membership as follows:
 - a. The Executive Committee shall be comprised of seven (7) members:
 - i. Two (2) of the seven (7) members shall be adult advisors appointed by the Mayor during the term of the Mayor's Office; and
 - ii. The remaining five (5) members shall be chosen by a majority vote of the General Membership.
 - b. The General Membership shall be comprised of teen and adult volunteers, who may apply for membership at the Borough of Highland Park's Borough Hall.

C. Term

The term of office for members of the Executive Committee shall be as follows:

1. A term of two (2) years for the two (2) adult supervisors appointed by the Mayor to the Executive Committee, to serve until the appointment and qualification of their successors; and
2. A term of two (2) years for two (2) of the remaining five (5) members of the Executive Committee, elected by the General Membership, to serve until the election and qualification of their successors; and
3. A term of one (1) year for three (3) of the remaining five (5) members of the Executive Committee, elected by the General Membership, to serve until the election and qualification of their successors.

D. Duties

The TAC shall administer, plan, and manage the teen and youth initiatives of the Borough of Highland Park. The TAC shall be a strictly advisory body with no power to regulate or promulgate rules and regulations. The Executive Committee shall report to the Council of the Borough of Highland Park on a regular basis regarding the TAC's activities.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No. 1-15-23

WHEREAS, the Mayor and Council of the Borough of Highland Park desires to re-establish the Capital Improvements Planning Task Force for the year 2015;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, that the Capital Improvements Planning Task Force is hereby established; and

BE IT FURTHER RESOLVED that the Capital Improvements Planning Task Force will consist of the following:

1. Fourteen (14) Regular Members who shall be residents of or employed within the Borough of Highland Park, to be appointed annually by the Mayor with the advice and consent of the Borough Council; and

BE IT FURTHER RESOLVED, that the purpose of the Capital Improvements Planning Task Force shall be to make recommendations on Capital Improvement projects for the Borough of Highland Park to pursue.

Mayor Brill Mittler re-established the Mayor's Wellness Campaign Committee for 2015.

ORGANIZATION MEETING – JANUARY 6, 2015

Mayor Brill Mittler appointed the following to serve as Professionals for 2015:

<u>NAME</u>	<u>POSITION</u>
Edwin Schmierer, Esq.	Borough Attorney
Martin Allen, Esq.	Tax Appeal Attorney
Arthur Thibault, Esq.	Labor Attorney
Andrew Hodulik	Borough Auditor
Patrick Bradshaw	Borough Prosecutor
Wilentz, Goldman & Spitzer	Bond Counsel
Francesco Taddeo	Public Defender
David J. Samuel	Borough Engineer
Allen Schectel	Borough Planner
Jeffrey Surenian	Special COAH Attorney
Phillip Caton	Special Planner

On motion made by Councilwoman Welkovits, seconded by Councilman Potts, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2015:

<u>NAME</u>	<u>POSITION</u>
Tracey Horan	Court Administrator
Linda Simmons	Deputy Court Administrator
Jennifer Santiago	Deputy Borough Clerk
Scott Luthman	ADA Coordinator
Joshua Fine	Council Rep., Library Board of Trustees

On motion made by Councilwoman Welkovits, seconded by Councilman Potts, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed Padraic Millet to serve as the Mayor's Designee on the Planning Board for a term to expire December 31, 2015.

Mayor Brill Mittler appointed Helen Rovner to serve as the Mayor's Alternate on the Library Board of Trustees for a term to expire December 31, 2015.

NO CONFIRMATION NECESSARY

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2018:

<u>NAME</u>	<u>COMMITTEE</u>
Daniel Axelrod	Board of Health
Diane Heimlich	Board of Health
David Ehrenfeld	Board of Health

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2019:

<u>NAME</u>	<u>COMMITTEE</u>
Roberta Kressel	Library Board of Trustees

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2015:

<u>NAME</u>	<u>COMMITTEE</u>
Mike Kersey	Deputy Coordinator - OEM
Joseph Olarra	Deputy Coordinator - OEM

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2015:

<u>NAME</u>	<u>COMMITTEE</u>
Jon Erickson	CDBG Advisory Committee
Edward Prince	CDBG Advisory Committee
Sheila Highsmith	CDBG Advisory Committee
Robert Thompson	CDBG Advisory Committee
Thomas Hammill, Police Dept. Rep.	Emergency Management Council
Linda Hoefele	Emergency Management Council
Kathleen Kovach	Emergency Management Council
Donald Rish	Emergency Management Council
Scott Luthman	Emergency Management Council
Beth Leech	Community Food Pantry
Andrea Greenberg-Horowitz	Community Food Pantry
Susan Powell	Community Food Pantry
Laurel Kornfeld	Community Food Pantry
Lynne Platt	Community Food Pantry
Monica Day	Community Food Pantry
Daniel Goldblatt	Community Food Pantry
<u>NAME</u>	<u>COMMITTEE</u>
Jamie Balancia	Community Food Pantry
Hagit Mano	Community Food Pantry
Lori Freeman	Community Food Pantry
Nancy Lord	Community Food Pantry
Judith Johnston, Alt.	Community Food Pantry
Matthew Brophy, Alt.	Community Food Pantry
Micky Landis	Recreation Advisory Committee

ORGANIZATION MEETING – JANUARY 6, 2015

Alan Kluger	Recreation Advisory Committee
Jerri Aversa	Recreation Advisory Committee
Bob Butters	Recreation Advisory Committee
Greg Trevor	Recreation Advisory Committee
Debbie Hehir	Recreation Advisory Committee
Kenneth Haskins	Recreation Advisory Committee
Kathie Pace	Recreation Advisory Committee
Donald Gatling	Recreation Advisory Committee
Jay Weinberg	Recreation Advisory Committee
Stephen Mittler	Recreation Advisory Committee
Carol Avelsgaard	Shade Tree Advisory Committee
Aileen Coffey	Shade Tree Advisory Committee
Roseann Cala	Shade Tree Advisory Committee
Karen Swaine	Shade Tree Advisory Committee
Belinda Beetham	Shade Tree Advisory Committee
Harvey Klee	Shade Tree Advisory Committee
Mary Denver	Shade Tree Advisory Committee
Mike Ross	Shade Tree Advisory Committee
Roseanne Baruh	Shade Tree Advisory Committee
Scott Luthman	Employee Safety Committee
Stephen Rizco	Employee Safety Committee
Donald Rish	Employee Safety Committee
Edward Corson	Employee Safety Committee
Renee George	Employee Safety Committee
Jay Littman	Employee Safety Committee
Brian O'Mara	Employee Safety Committee
Kim Perkins	Employee Safety Committee
Lara Arp	Municipal Alliance
Lisa Berman	Municipal Alliance
Irene Marx	Municipal Alliance
Kim Perkins	Municipal Alliance
Rev. Seth Kaper-Dale	Municipal Alliance
Ptl. Jose Curbelo, Police Chief Designee	Municipal Alliance
Dr. Clinton Andrews	Capital Improvements Planning Task Force
Israel Soto	Capital Improvements Planning Task Force
Jane Stanley	Capital Improvements Planning Task Force
Chief Stephen Rizco	Capital Improvements Planning Task Force
Donald Rish	Capital Improvements Planning Task Force
Kathleen Kovach	Capital Improvements Planning Task Force
Adam Sherman	Capital Improvements Planning Task Force
Marc Mappen	Capital Improvements Planning Task Force
Jon Erickson	Capital Improvements Planning Task Force
Jenni Chapman	Capital Improvements Planning Task Force
H. James Polos	Capital Improvements Planning Task Force
Christine Thornton	Capital Improvements Planning Task Force
Kim Hammond	Capital Improvements Planning Task Force
Nancy Wolf	Capital Improvements Planning Task Force

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2020:

<u>NAME</u>	<u>COMMITTEE</u>
Fred Cole	Ethics Board
Paul Ambos	Ethics Board

On motion made by Councilwoman Welkovits, seconded by Councilman Potts, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2015:

<u>NAME</u>	<u>COMMITTEE</u>
Cliff Lacey	Mayor's Wellness Campaign
David Seigman	Mayor's Wellness Campaign
Justin Footerman	Mayor's Wellness Campaign
Ptl. Gaetano Palumbo	Mayor's Wellness Campaign

<u>NAME</u>	<u>COMMITTEE</u>
Josephine Jover	Sustainable Highland Park
Irene Marx	Sustainable Highland Park
Allan Williams	Sustainable Highland Park
Tina Weishaus	Sustainable Highland Park
Andy Benesch	Sustainable Highland Park
<u>NAME</u>	<u>COMMITTEE</u>
Hagit Mano	Sustainable Highland Park
Sheila Shukla	Sustainable Highland Park
Randy Solomon	Sustainable Highland Park
Wendy Rosen	Sustainable Highland Park
Halley Conrad	Sustainable Highland Park
Sara Leibau	Sustainable Highland Park

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Mayor Brill Mittler appointed Scott Luthman to serve as the Borough Official Member of the Planning Board for a term to expire January 1, 2016.

Mayor Brill Mittler appointed Alan Kluger as a Regular Member of the Planning Board for a term to expire September 2, 2016.

Mayor Brill Mittler appointed Lita Greenberg as the Alternate #2 Member of the Planning Board for a term to expire September 2, 2015.

NO CONFIRMATION NECESSARY

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilman Fine, seconded by Councilwoman Welkovits, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

No. 1-15-24

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Philip George be and is hereby appointed as Council member of the Planning Board for a term expiring December 31, 2015.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilman Fine, seconded by Councilwoman Welkovits, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

No. 1-15-25

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Jon Erickson shall be and is hereby appointed to represent the Highland Park Governing Body as a member of the Middlesex County Housing and Community Development Committee for a term expiring December 31, 2015.

The following resolution, introduced by the Finance Committee, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman Erickson, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

No. 1-15-26

WHEREAS, Section 19 of the Local Budget Law, NJSA 40A:4-19, provides that where contracts, commitments or payments are to be made prior to the final adoption of the 2015 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and the time therein provided, and

WHEREAS, the date of the adoption of this resolution is within the first thirty days of January, 2015; and

WHEREAS, 26.25 percent of the total appropriation in the 2014 General Operating and Water and Sewer Budgets exclusive of any appropriations made for debt service, capital improvements fund and any statutory or contractual obligations is the sum of Three Million, Nine Hundred, Two Thousand, Two Hundred Ninety-four Dollars and Two Cents (\$3,902,294.02); and

WHEREAS, the Temporary Operating and Water and Sewer Budgets for 2015, excluding any appropriations made for debt service, capital improvement fund and any statutory or contractual obligation is Three Million, One Hundred Nine Thousand, Twenty-nine Dollars and Fifty-five Cents (\$3,109,029.55); and

WHEREAS, the 2015 Temporary Operating and Water and Sewer Budgets inclusive of debt services, capital improvement fund and any statutory or contractual obligations is the sum of Five Million, Six Hundred Thirteen Thousand, One Hundred Forty-one Dollars and Twenty-one Cents (\$5,613,141.21);

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the attached temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer of the Borough.

		2015
	Account Number	TEMPORARY
		BUDGET
MAYOR & COUNCIL		
Salaries & Wages	20-110-1	8,259.00
Other Expenses	20-110-2	2,351.25
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	5,219.50
Other Expenses	20100-2	4,800.00

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		2015
	Account Number	TEMPORARY
		BUDGET
MUNICIPAL CLERK		
Salaries & Wages	20-120-1	32,988.25
Other Expenses	20-120-2	2,011.25
CENTRAL SERVICES		
Other Expenses	20-316-2	16,295.00
MOTOR POOL		
Salaries & Wages	26-315-1	17,373.25
Other Expenses	26-315-2	30,293.75
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	46,563.72
Other Expenses	20-130-2	8,462.50
AUDIT SERVICES		
Other Expenses	20-135-2	0.00
TAX ASSESSMENT		
Salaries & Wages	20-150-1	15,034.75
Other Expenses	20-150-2	1,740.00
TAX COLLECTION		
Salaries & Wages	20-145-1	15,503.25
Other Expenses	20-145-2	2,900.00
LEGAL SERVICES		
Other Expenses	20-155-2	46,500.00
ENGINEERING & PLANNING		
Other Expenses	20-165-2	6,250.00
BUILDING & GROUNDS		
Salaries & Wages	26-310-1	10,181.50
Other Expenses	26-310-2	7,325.00
ENVIRONMENTAL COMMISSION		
Other Expenses	27-335-2	425.00
PLANNING BOARD		
Other Expenses	21-180-2	10,875.00
ZONING BOARD OF ADJUSTMENT		
Other Expenses	21-185-2	4,275.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-191-1	763.75
CABLE TELEVISION		
Other Expenses	30-411-2	537.50
INFORMATION TECHNOLOGY		
Other Expenses	20-140-2	15,250.00
MUNICIPAL COURT		
Salaries & Wages	43-490-1	51,069.00
Other Expenses	43-490-2	3,268.75
PUBLIC DEFENDER		
Salaries & Wages	43-495-1	1,500.00
FIRE DEPARTMENT		
Salaries & Wages	25-265-1	40,318.00
Other Expenses	25-265-2	14,242.50
POLICE DEPARTMENT		
Salaries & Wages	25-240-1	812,150.75
Other Expenses	25-240-2	29,640.00
POLICE DISPATCH/911		
Salaries & Wages	25-250-1	55,857.75
Other Expenses	25-250-2	625.00
PROSECUTOR'S OFFICE		
Salaries & Wages	25-275-1	8,500.00
Other Expenses	25-275-2	0.00
FIRST AID		
Contribution	25-260-2	6,500.00
OFFICE OF EMERGENCY MANAGEMENT		
Other Expenses	25-252-2	1,584.50
BOARD OF HEALTH		
Other Expenses	27-330-2	332.50
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	50,085.00
Other Expenses	28-371-2	5,337.50

ORGANIZATION MEETING – JANUARY 6, 2015

		2015
	Account Number	TEMPORARY
		BUDGET
COMMUNITY SERVICES - RECREATION		
Salaries & Wages	28-370-1	3,750.00
Other Expenses	28-370-2	1,913.75
PUBLIC WORKS		
Salaries & Wages	26-290-1	245,894.75
Other Expenses	26-290-2	24,750.00
COMMUNITY & ECONOMIC DEVELOPMENT		
Other Expenses	20-170-2	11,750.00
ARTS COMMISSION		
Other Expenses	28-374-2	187.50
SHADE TREE COMMITTEE		
Other Expenses	28-375-2	625.00
UNIFORM CONSTRUCTION CODE		
Salaries & Wages	22-195-1	97,890.25
Other Expenses	22-195-2	4,162.50
COMMUNICATIONS		
Salaries & Wages	20-105-1	21,250.00
Other Expenses	20-105-2	3,750.00
UNCLASSIFIED		
Gasoline	31-460-2	25,000.00
Electricity & Gas	31-430-2	40,215.75
Telephone & Telegraph	31-440-2	15,375.00
Street Lighting	31-435-2	32,500.00
Sanitary Landfill	32-465-2	62,500.00
Accumulated Sick & Vacation	30-415-1	6,250.00
STATUTORY EXPENDITURES		
Social Security System	36-472-2	81,500.00
Unemployment Compensation Insurance	23-225-2	0.00
INSURANCE		
General Liability/Workers Compensation	23-211-2	81,704.00
Employee Group Health	23-220-2	271,982.00
LIBRARY		
Library S & W	29-390-1	145,355.75
Library OE	29-390-2	92,682.50
GARBAGE COLLECTION		
Apartment Collection	26-305-2	0.00
LOSAP		
Other Expenses	25-265-2	0.00
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS		
County Health Services OE	42-401-2	10,263.50
M.C.I.A. RECYCLING		
Other Expenses	42-402-2	2,250.00
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	6,500.00
SUBTOTAL		2,683,821.72
GRANTS		
NJ Sustainable		10,000.00
EPA Cherry Hill		0.00
Municipal Alliance		0.00
County Message Board		0.00
Outreach		0.00
NJ DDEF		0.00
Recycling MCIA Grant		0.00
Smart Growth		0.00
Clean Communities		0.00
Subtotal		2,683,821.72
CAPITAL IMPROVEMENT FUND		\$ -
STATUTORY EXPENDITURES (OUTSIDE OF CAP)		
Public Employees' Retirement System	36-471-2	0.00
PFRS Other Expenses	36-475-2	0.00
DEBT SERVICE		
Bond Principal	45-920-2	1,311,000.00
BAN Principal	45-925-2	0.00
Interest on Bonds	45-930-2	358,631.00
Interest on Notes	45-935-2	0.00

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Lease Agreement	45-950-2	251,175.00
EDA Loan	45-955-2	6,500.00
EMERGENCY APPROPRIATION	46-870-2	0.00
SPECIAL EMERGENCY	46-875-2	0.00
RESERVE FOR TAX APPEAL	46-876-2	200,000.00
RESERVE FOR UNCOLLECTED TAXES	50-899-2	0.00
Grand Total		4,811,127.72

WATER & SEWER

	2015
	TEMPORARY
	BUDGET
OPERATING	
Salaries & Wages	\$ 75,207.83
Other Expenses	\$ 350,000.00
Middlesex County MUA	\$ 326,805.66
CAPITAL IMPROVEMENTS	
Capital Outlay	\$ -
DEBT SERVICE	
Payment of Bond Principal	\$ -
Interest on Bonds	\$ -
Interest on Notes	\$ -
DEP Waste Water Loan Repayment	\$ -
STATUTORY EXPENDITURES	
Public Employees' Retirement System	\$ 15,000.00
Social Security System	\$ 25,000.00
Deferred Charges	
TOTAL	\$ 792,013.49

Mayor Brill Mittler opened the meeting for public discussion and called upon all those wishing to speak to identify themselves.

Ruth Bickhardt, 307 Magnolia Street, spoke about residents using chemicals (salt) on the sidewalks. She wants the Borough to eliminate the use of chemicals during snow removal process. She wants the Borough to remind residents about rules for snow removal. She also would like to alternate side of the street parking on her street so that the street sweeper can sweep in front of her house. The streets in Highland Park are not safe and the sidewalks are in terrible disrepair. Cars block sidewalk access when they park across driveways. She also wants the Borough to educate bicyclists about the sharrows on Raritan Avenue.

No one else appearing to be heard, Mayor Brill Mittler closed the public discussion.

There being no further business, on motion made by Councilman George, seconded by Councilwoman Welkovits, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 8:49 PM.

Respectfully submitted,

Joan Hullings
Borough Clerk