

REGULAR MEETING – OCTOBER 15, 2013

A Regular Meeting of the Highland Park Mayor and Council was held in Borough Hall, 221 South 5th Avenue, on Tuesday, October 15, 2013 and was called to order by Council President Millet at 7:02PM. Council President Millet read the Open Public Meetings Statement.

Present: Mayor Minkoff (7:23PM); Councilpersons Brill Mittler, Erickson, Foster-Dublin, Millet, Potts, Welkovits; Borough Attorney Schmierer; Borough Administrator Kovach, Borough Clerk Hullings.

Absent: None.

Council President Millet asked the Council members to present their reports.

Councilwoman Foster-Dublin reported that the dedication of Barry Criss way took place on October 6, 2013. He was a 42 year volunteer of the Highland Park First Aid Squad. October is Fire Prevention month and the Open House took place on October 10, 2013. The Fire Department did educational presentations at the schools. Residents are reminded to turn their clocks back at the end of the month and the change the batteries in their smoke detectors. On October 26<sup>th</sup> and 27<sup>th</sup>, the Police Department will be hosting Operation Take Back at the Senior Center where residents can bring their old and unused medications.

Councilman Potts reported that registration for basketball for 2014 will close on October 26, 2013. The Halloween costume parade and festival will take place on October 27, 2013 from 2:00-5:00 PM in the High School Gym. There will be a grand reopening of the Highland Park High School Auditorium and the Mayor's Teen Advisory Committee will be doing a talent show. This committee will hold elections at their next meeting in November. The Mayor will be appointing Jay Weinberg to the Recreation Advisory Committee and there is still one vacancy on that committee. Interested parties can submit a volunteer application to the Clerk's Office.

Councilwoman Welkovits reported that the Commission for Universal Access will continue their Act Out Theater program which will begin on Friday. More information on this program is available at the Senior Center. The Food Pantry distributed 482 vouchers worth \$5 for use at the Farmer's Market. The turkey distribution will be held on Thursday, November 21, 2013. The Food Pantry has purchased freezers and refrigerators with CDBG grant money. The Food Pantry can now offer their participants milk, cheese and meats. The Mayor's Wellness Campaign Walk the Park series is a success. She thanked Allan Williams who narrated one of the walks. The Shade Tree Advisory Committee will be hosting walks of the rain gardens at 3:30 p.m. Interested residents should register in advance. Marc Mappen of the Library Board will be hosting a Historical Walk.

Councilman Millet reported that at Thursday's Planning Board meeting they will be considering deeming Buck Woods and areas of the Upper Meadows as areas in need of redevelopment. The intention is through this plan that they can preserve Buck Woods. The Borough will be going out to bid for a new garbage truck that can be operated by a single person. This will free up Public Works workers to do other tasks.

Councilman Erickson reported that the 2012 audit has been presented to the Council. The only comment in the audit is about fixed assets. The Borough is in good shape.

Councilwoman Brill Mittler reported that one of the Borough's bright stars, David Younge, passed away. He was incredibly creative and created Highland Park's newspaper, The Highland Park Mirror. He will be sorely missed. The Public Information Committee has been working to put together the next issue of the Highland Park News and it should be out in the next week or two. She thanked Matt Hersh, Monica Jackson, Stacy Kaplan and Valeri Weidmann for their efforts. They have been trying to make things easier to access on the website. Main Street Highland Park has been holding movie nights during the warmer weather. Jamie McCrone, Executive Director of MSHP, has resigned and Main Street is moving ahead to find his replacement. She thanked Jamie for his many years of service to the Borough through his work at MSHP.

Borough Administrator Kovach – No report.

Borough Attorney Schmierer – No report.

Council President Millet opened the meeting for public discussion and called upon all those wishing to speak to identify themselves.

Tara Canavera, 361C Crowells Road, commented that she is a liaison for MSHP and the Commission for Universal Access. They are working to make MSHP more accessible. They are waiting for the Council to vote on putting in a sidewalk. Councilwoman Brill Mittler noted that MSHP has put together some drawings and the Code Enforcement Director has approved them. They need to get quotes on the cost. Once they have all that information from MSHP the Borough Council can discuss it.

No one else appearing to be heard, the Council President closed the public discussion session.

The Clerk reported advertising an ordinance entitled, BOND ORDINANCE AMENDING AND SUPPLEMENTING BOND ORDINANCE NUMBER 13-1843 HERETOFORE FINALLY ADOPTED BY THE BOUROUGH COUNCIL OF THE BOROUGH ON APRIL 2, 2013 ENTITLED "BOND ORDINANCE PROVIDING FOR THE 2013 SIDEWALK IMPROVEMENT PROGRAM ALONG VARIOUS REAL PROPERTIES, IN AND BY THE BOROUGH OF HIGHLAND PARK, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, (THE "BOROUGH"); APPROPRIATING \$600,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$571,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF AND THE SPECIAL ASSESSMENT OF THE COST THEREOF," TO

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INCREASE THE APPROPRIATION THEREIN BY \$140,000 AND TO INCREASE THE AUTHORIZATION OF BONDS OR NOTES THEREIN BY \$133,000 TO FINANCE PART OF THE ADDITIONAL COST THEREOF AND THE SPECIAL ASSESSMENT OF THE COST THEREOF, for consideration of passage on final reading by title and that affidavits of publication thereto are on file. She also reported that the ordinance had been posted and made available to the public, as required by law.

On motion made by Councilman Millet, seconded by Councilman Erickson, and carried by unanimous affirmative voice vote, the above entitled ordinance was taken up on final reading by title.

Councilman Millet declared the public hearing on the ordinance open to all officials and persons present and called upon all those wishing to speak for or against the ordinance to do so.

No one appearing to be heard and no objections having been received in writing, the Council President closed the public hearing.

On motion made by Councilman Millet, seconded by Councilman Erickson, the ordinance entitled as above, being Ordinance No. 13-1850, was duly adopted by the following roll call vote, to wit:

Ayes: Councilpersons Brill Mittler, Erickson, Foster-Dublin, Millet, Potts, Welkovits.

Opposed: None.

Absent: None.

The following resolution, introduced by the Finance Committee, was duly adopted on motion made by Councilman Millet, seconded by Councilman Erickson, and carried by unanimous affirmative voice vote:  
No. 10-13-317

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Ordinance entitled BOND ORDINANCE AMENDING AND SUPPLEMENTING BOND ORDINANCE NUMBER 13-1843 HERETOFORE FINALLY ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH ON APRIL 2, 2013 ENTITLED "BOND ORDINANCE PROVIDING FOR THE 2013 SIDEWALK IMPROVEMENT PROGRAM ALONG VARIOUS REAL PROPERTIES, IN AND BY THE BOROUGH OF HIGHLAND PARK, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, (THE "BOROUGH"); APPROPRIATING \$600,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$571,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF AND THE SPECIAL ASSESSMENT OF THE COST THEREOF," TO INCREASE THE APPROPRIATION THEREIN BY \$140,000 AND TO INCREASE THE AUTHORIZATION OF BONDS OR NOTES THEREIN BY \$133,000 TO FINANCE PART OF THE ADDITIONAL COST THEREOF AND THE SPECIAL ASSESSMENT OF THE COST THEREOF, passed on final reading at this meeting be delivered to the Mayor for his approval, and if approved by him, that the same be recorded in full by the Borough Clerk in a proper book kept for that purpose, and be advertised by publishing the same by title in the "Home News Tribune", of East Brunswick, New Jersey, a newspaper published in the County of Middlesex and circulating in this municipality, there being no newspaper published in this municipality, in the manner prescribed by law.

Consent Agenda Resolution Nos. 10-13-318 through 10-13-324 were duly adopted on motion made by Councilwoman Brill Mittler, seconded by Councilman Millet, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Brill Mittler, Erickson, Foster-Dublin, Millet, Potts, Welkovits.

Opposed: None.

Absent: None.

The following resolution, introduced by the Finance Committee, was duly adopted as above:  
No. 10-13-318

WHEREAS, pursuant to Division of Local Government Services, Local Finance Notice 92-15, all local units are required to prepare and submit a Corrective Action Plan as part of their annual audit process;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, that the Corrective Action Plan in connection with the 2012 Audit, prepared by Chief Finance Officer Kathleen Kovach and attached to the original of this resolution, shall be and is hereby approved; and

BE IT FURTHER RESOLVED that copies of said Corrective Action Plan, as approved by the Borough Council, be forwarded to the Finance Director Kathleen Kovach and the N. J. Division of Local Government Services forthwith.

The following resolution, introduced by the Finance Committee, was duly adopted as above:  
No. 10-13-319

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that all claims presented prior to this meeting as shown on a detailed list prepared by the Borough Treasurer, and which have been submitted and approved in accordance with Highland Park Ordinance No. 1004, shall be and the same are hereby approved; and

BE IT FURTHER RESOLVED that the Borough Clerk shall include in the minutes of this meeting a statement as to all such claims approved as shown in a Bills List Journal in accordance with said Ordinance.

The bills approved for payment at this meeting, Bills List 10/15/13, can be found in the Bills List Journal Book No. 32.

The following resolution, introduced by the Public Safety Committee, was duly adopted as above:  
No. 10-13-320

WHEREAS, Matthew Dressel has filed with the Clerk of this Borough an application for a License to operate a taxicab under the provisions of the Ordinance providing for such Licenses for the year 2013; and

WHEREAS, the Chief of Police and/or his designee has investigated said applicant and has reported favorably upon said application;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that said applicant is qualified and that public necessity and convenience would be served by the issuance of said License.

BE IT FURTHER RESOLVED that the Borough Clerk be and is hereby authorized and directed to issue an Operator License to the aforesaid applicant.

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The following resolution, introduced by the Public Safety Committee, was duly adopted as above:

No. 10-13-321

WHEREAS, pursuant to Resolution No. 7-12-218, adopted by the Borough Council on July 17, 2012, a contract was awarded to H & S Construction & Mechanical, Inc. Elizabeth, NJ, for Highland Park New Police Building Capital Project; and

WHEREAS, it appears from Pay Estimate No. 13, filed by the Goldstein Partnership, architects that certain work under said contract has been completed and approved, and there is due to H & S Construction & Mechanical, Inc. the sum of \$261,694.06 in accordance with said Pay Estimate for work performed from September 1, 2013 to September 30, 2013; and

WHEREAS, funds for this purpose are available in Account No. C-04-55-811-225 in the amount of \$261,694.06, as reflected by the Certification of Funds Available by Chief Financial Officer Kathleen Kovach, shown above;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Chief Financial Officer be and is hereby authorized and directed to pay H & S Construction & Mechanical, Inc. the sum of \$261,694.06, as certified by the Architect in Pay Estimate No. 13, subject to the Clerk's receipt of the Certified Payroll and Project Manning Reports and additional documents as necessary; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to Chief Financial Officer Kathleen Kovach and the Goldstein Partnership forthwith.

The following resolution, introduced by the Economic Development and Planning Committee, was duly adopted as above:

No. 10-13-322

WHEREAS, the following business/property owners have submitted a completed application to the Borough of Highland Park for matching grant under the Highland Park Façade Improvement Program and/or the Highland Park Awning Promotion Program, both funded through the Community Block Development Grant and further described on the Purchase Requisition attached to the original of this resolution for the location designated, to wit:

<u>APPLICANT</u>	<u>BUSINESS LOCATIONS</u>
Natasha Rodgers, Simuel's Closet and	141 Raritan Avenue

WHEREAS, the Main Street Design Committee has reviewed the applications and has recommended that the above applications be approved by the Mayor and Council; and

WHEREAS, funds for this purpose will be available in Account No. G-02-11-CD1-210 in the amount of \$2,900.00, as reflected by the Certification of Funds Available by Chief Financial Officer Kathleen Kovach, shown above;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the application from the above named business/property owner be approved for funding under the Highland Park Façade Improvement and Awning Promotion Program in the amount set opposite, to wit:

<u>APPLICANT</u>	<u>AMOUNT</u>
Natasha Rodgers, Simuel's Closet	\$2,900.00

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the applicant, Finance Department and the Main Street Executive Director forthwith.

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

No. 10-13-323

BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Borough Clerk shall be and is hereby authorized and directed to notify the Borough Finance Director that since the adoption of a resolution on January 7, 2013 showing the names of the officers and employees of the Borough of Highland Park whose salaries are on an annual basis, there have been the following changes, to wit:

SCOTT BRESCHER, Building Inspector, at an annual salary of \$60,994.00, effective November 12, 2013.

BE IT FURTHER RESOLVED that the Finance Director be and he is hereby directed to make the necessary changes in the payroll records of the Finance Department in accordance with the changes established by this resolution.

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

No. 10-13-324

WHEREAS, the Borough of Highland Park (the "Borough") has in prior years issued a non interest bearing loan in the total amount of \$137,500.00 to the Highland Park Redevelopment Agency (the "Agency"), and the loan currently reflects an outstanding balance in the amount of \$136,034.00; and

WHEREAS, the Agency has expended the proceeds of such loan transfers for administrative, operating and redevelopment costs in prior years thereby creating a deficit in the Net Financial Position of the Agency; and

WHEREAS, the economy has had a direct negative effect on the various redevelopment projects and programs proposed within the Borough and thereby creating a shortfall in anticipated revenues and fees; and

WHEREAS, the Borough finds it necessary to assist the Agency in consideration of the aforementioned and to allow for proper preparation and filing of an Agency Budget with the Director of Local Government Services, Department of Community Affairs, State of New Jersey for compliance with statutory requirements; and

WHEREAS, the Borough finds it necessary to fore give the Highland Park Redevelopment Agency Loan Receivable Balance of \$136,034.00 pursuant to an "Agreement by and Between the Borough of Highland Park and the Highland Park Redevelopment Agency", dated June 21, 2009.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Highland Park, County of Middlesex, that the Highland Park Redevelopment Agency Loan Receivable Balance of \$136,034.00 is fore given for inclusion in the Entity's Budget for CY2014; and

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BE IT FURTHER RESOLVED that the Agency is hereby directed to submit a copy of this resolution to the Director of Local Government Services for inclusion as part of the Agency's 2014 budget process and package.

Mayor Minkoff joined the meeting at 7:23 pm.

The Clerk reported receipt of notification of the election of Volunteer Firefighter William Russell Bright to the rolls of the Highland Park Volunteer Fire Department.

On motion made by Councilwoman Foster-Dublin, seconded by Councilwoman Welkovits, the above confirmation was confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Brill Mittler, Erickson, Foster-Dublin, Millet, Potts, Welkovits.

Opposed: None.

Absent: None.

Mayor Minkoff appointed Jay Weinberg to serve as a Regular Member of the Recreation Advisory Committee for a term to expire December 31, 2013.

The above appointment was confirmed on motion made by Councilman Millet, seconded by Councilwoman Welkovits, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Brill Mittler, Erickson, Foster-Dublin, Millet, Potts, Welkovits.

Opposed: None.

Absent: None.

Abstained: None.

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

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

There being no further business, on motion made by Councilman Millet, seconded by Councilman Potts, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned to the Conference Meeting at 7:25 PM.

Respectfully submitted,

Joan Hullings  
Borough Clerk