

BOROUGH OF HIGHLAND PARK  
REGULAR MEETING  
JUNE 15, 2021 – 7:00 PM

The Borough is using the telephone meeting format in an effort to mitigate the chance of exposure to COVID-19, as a part of the Borough's ongoing effort to slow the rate of transmission and avoid overwhelming our treatment centers.

The public is invited to attend and participate by way of a call-in number and password:

Dial-in: 1-929-205-6099

Webinar ID: 940 5754 8982

By Computer, Smart Phone or Tablet:

Web Link: <https://zoom.us/j/94057548982>

MISSION STATEMENT OF THE BOROUGH OF HIGHLAND PARK:

The Mission of the Highland Park Borough Council is to establish a government based upon the principles of good government: ethics, efficiency and the effective provision of services.

The Borough Council is committed to creating a thriving community, which is sustainable economically, environmentally and socially.

The Borough Council is further committed to creating a community which values its unique and diverse populations and encourages direct public participation in the governing process.

**AGENDA**

\* Denotes Consent Agenda Posted Items. Ordinarily, consent agenda items, pursuant to Ordinance No. 920, are not read nor debated unless there is a request by a member of Council or the public. Furthermore, unless requested by a member of Council for a separate vote, all consent agenda items, as per Council's Rules of Order, Article IV, shall be considered in the form of one **MOTION**.

1. Call to Order and Open Public Meetings Statement.
2. Pledge of Allegiance.
3. Roll Call.
4. Agenda Questions by Council Members.
5. Honors and Awards.
6. Approval of Minutes.
7. Council Reports.

- 8. Borough Administrator's Report.
- 9. Borough Attorney's Report.
- 10. Mayor's Report.
- 11. Public Participation.  
*(21 minutes total; 3 minutes each speaker limited to items on this Agenda, including Work Session).*
- 12. Ordinances Requiring a Second Reading.
- 13. Ordinances Requiring a First Reading.

- 13.a Clerk reports introduction of Salary Ordinance Amendment for consideration of passage on first reading by title.
  - a. **MOTION** to adopt/reject and advertise ordinance on first reading by title.  
(Resolution No. 6-21-149)

**ROLL CALL VOTE**

- 13.b Clerk reports introduction of Electric Scooter Ordinance for consideration of passage on first reading by title.
  - a. **MOTION** to adopt/reject and advertise ordinance on first reading by title.  
(Resolution No. 6-21-150)

**ROLL CALL VOTE**

- 14. Consent Agenda Items - Resolutions.

**ROLL CALL VOTE**

- 14.a \*6-21-152 Resolution to Approve 2021-2022 ABC Licenses - Plenary Retail Distribution and Consumption.

- 14.b \*6-21-153 Resolution to Approve 2021-2022 ABC Club License.

- 14.c \*6-21-154 Resolution to Approve 2021-2022 Inactive ABC License - Eisigian LLC.

- 14.d \*6-21-155 Resolution to Approve 2021-2022 Inactive ABC License - Four W Properties LLC.

- 14.e \*6-21-156 Resolution to Authorize Additional Emergency Repairs for Police Vehicle #8.

- 14.f \*6-21-157 Resolution to Apply for Benefits Enrollment Center Grant from the National Council on Aging.

- 14.g \*6-21-158 Resolution to Approve Fresh Theater Arts as Production Company for June 2021 Moana Jr. Performance.
- 14.h \*6-21-159 Resolution to Approve Purchase of Light Package for Fire Department Pickup Trucks.
- 14.i \*6-21-160 Resolution for HP Gives a Hoot to Apply for a Grant from Feeding Middlesex County.
- 14.j \*6-21-161 Resolution to Appoint Housing Authority Member.
- 14.k \*6-21-162 Resolution to Amend Annual Salary Resolution.
- 14.l \*6-21-163 Resolution to Approve Bills List.

15. Resolutions requiring a Separate Reading.

- 15.a 6-21-164 Chapter 159 Resolution - Clean Communities Grant .

**MOTION adopt/reject**

**ROLL CALL VOTE**

- 15.b 6-21-165 Resolution to Support Civilian Review Boards .

**MOTION adopt/reject**

**ROLL CALL VOTE**

16. Appointments.

17. Second Public Participation.

*(3 minutes per speaker on any items; subject to 9PM conclusion prior to Work Session)*

18. Recess (5 minutes).

19. Work Session Items: No formal action to be taken.

- 19.a
  - a. Basketball Hoops at Molimock-Graf Park (Hersh).
  - b. Recreation Complex Track and Turf Field Improvements (Hersh).
  - c. Medicare for All Act (TC).
  - d. In-person meetings (TJ).
  - e. Cannabis next steps (ES).

20. Executive Session (if necessary).

21. MOTION to adjourn.

22. **Next Scheduled Meeting: July 6, 2021**

BOROUGH OF HIGHLAND PARK  
NO. 6-21-149

RESOLUTION: Public Safety Committee

WHEREAS, an Ordinance entitled, AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF HIGHLAND PARK AND THE METHOD OF PAYMENT OF SUCH COMPENSATION", has been introduced and duly passed on first reading;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that this Council meet at the Borough Hall, 221 South Fifth Avenue, Highland Park, New Jersey, on Tuesday, July 6, 2021, at 7:00 PM, for the purpose of considering said Ordinance on final passage after public hearing thereon.

BE IT FURTHER RESOLVED that said a Notice of Pending Ordinance and Summary of said Ordinance be published once at least one (1) week prior to the time fixed for further consideration of said Ordinance for final passage 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 daily in this municipality, together with a notice of the introduction thereof and of the time and place when and where said Ordinance will be further considered for final passage as aforesaid.

BE IT FURTHER RESOLVED that a copy of said Ordinance shall be posted on the bulletin board at Borough Hall, 221 South Fifth Avenue, Highland Park, New Jersey, forthwith and that the Borough Clerk have available in her office for the members of the general public of Highland Park copies of said Ordinance for those members of the general public who may request the same.

ADOPTED: June 15, 2021

ATTEST:

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Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
Ordinance No. 20-2008

AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED, "AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF HIGHLAND PARK AND THE METHOD OF PAYMENT OF SUCH COMPENSATION"

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLAND PARK, AS FOLLOWS:

1. Section 1 of the Highland Park Salary Ordinance is amended and supplemented to read as follows:

- I. Personnel Policies and Procedures Handbook of the Borough of Highland Park, as may be amended by Resolution of the Mayor and Council, outlines those personnel policies and procedures for employees and supervisors, including but not limited to:
  - A. Salaries herein set forth, shall be paid twice monthly on the fifteenth day of each month and on the last day of each month. In the event either the fifteenth day or the last day of the month is a weekend or holiday, then payment shall be made on the last work day preceding such date. Nothing hereinafter set forth shall prevent payment for services of a special nature beyond the regular or routine business of the official or employed, or as otherwise specified by resolution of Council.
  - B. Paid Holidays for all non-uniform Borough employees shall be as outlined in the Personnel Policy and Procedures Handbook, or the appropriate collective bargaining agreement. If a holiday falls on a Sunday, it shall be observed on the following Monday. If a holiday falls on Saturday, it shall be observed on the preceding Friday.
  - C. The hereinafter established rate of compensation is intended to remunerate such officials and employees for their regular hours of work without intending to compensate in any way for overtime wages that may become due to them because of services, which they should be called upon to render. Eligibility for overtime is as specified in the ***Borough Personnel Policy and Procedures Handbook*** for non-union administrative employees, and in the appropriate collective bargaining agreement for union employees.
  - D. The Borough of Highland Park reserves the right to pay a salary to a new or old employee at any figure within the established range for such new and/or old employee's duties.
  - E. The adoption of this ordinance shall not operate so as to decrease the present rate of compensation to any official or employee.
  - F. The classified service shall consist of the following positions. The range scale refers to compensation range limits, which shall be paid as set forth herein:

<u>Range Scale</u>	<u>Position</u>
1	Clerk, Planning Board
1	Clerk, Zoning Board of Adjustment
1	Registrar of Vital Statistics
1	Deputy Registrar of Vital Statistics
1	Qualified Purchasing Agent
1	Public Defender
1	Recycling Coordinator
1	Municipal Alliance Coordinator
1	Clean Communities Coordinator
1	Communications Liaison
2	Mayor
2	Council President
2	Council Member
2	Fire Inspector
2	Capital Projects Manager
3	Tax Assessor Clerk
3	Policy Assistant to the Mayor
3	Fire Sub-code Official
4	Electrical Sub-code Official/Inspector
4	Plumbing Sub-code Official/Inspector
4	Building Inspector
4	Building Sub-code Official
4	Zoning Sub-code Official
4	Construction Official
5	Redevelopment Director
5	Planning Board, Redevelopment and Zoning Board of Adjustment Clerk
5	Zoning Officer
6	Public Information Officer
6	Public Information Officer/Confidential Aide to Mayor
7	Municipal Court Judge
7	Municipal Prosecutor
9	Assistant to Mayor & Council

9	Assistant to the Borough Administrator
9	Assistant to the Borough Administrator/Project Manager
9	Administrative Secretary
9	Administrative Assistant
9	Fire Inspector/Firefighter
9	Public Safety Director
9	Emergency Services Director
10	Deputy Borough Clerk
10	Human Resources Coordinator
10	Communications Coordinator
10	Recreation Program Coordinator
10	Senior Program Coordinator
10	Teen Center Coordinator
10	Deputy Superintendent, Public Works
10	Assistant Finance Officer
10	Fire Official
10	Firefighter Supervisor
10	Firefighter
10	Tax Assessor
10	IT Coordinator
10	Utility Accounts Manager
10	Payroll & Benefits Coordinator
10	Tax Collector
11	Director, Department of Code Enforcement
11	Building Inspector
11	Construction Official
12	Community and Economic Development Director
13	Municipal Court Administrator
14	Director of Fire Safety
15	Foreman, Public Works
15	Planner
16	Borough Clerk
16	Director of Finance
17	Director of Community Services
17	Director of Code Enforcement and Construction Official
17	Superintendent of Public Works
18	Chief Financial Officer
18	Borough Administrator
19	Borough Attorney
21	Chief of Police
H-3	Farmers' Market Site Supervisor
H-3	Seasonal Laborer
H-3	Clean Communities Laborer
H-3	Seasonal Recreation
H-4	Miscellaneous Part-time Clerical Employee
H-4	On-Call Firefighter
H-14	Misc. Recreation Program Employee
H-14	Part-Time Administrative Assistant
H-16	Special Law Enforcement Officer II

G. Compensation Schedule for General Officials and Employees paid on an hourly basis:

<u>Range Scale</u>	<u>Minimum</u>	<u>Maximum</u>
H-1	NJ Minimum Wage	\$ 13.26
H-2	NJ Minimum Wage	14.28
H-3	NJ Minimum Wage	15.30
H-4	NJ Minimum Wage	25.50
H-5	9.84	17.34
H-6	10.63	19.38
H-7	11.00	21.42
H-8	12.00	22.44
H-9	13.00	23.46
H-10	14.00	24.48
H-11	15.00	25.50
H-12	16.00	26.52
H-13	18.00	27.54
H-14	19.00	40.80
H-15	20.00	32.64
H-16	21.00	34.68
H-17	22.00	35.70

**H. Compensation Schedule for Professional/Management/Administrative Employees paid on an annual basis:**

<u>Range Scale Number</u>	<u>Minimums</u>	<u>Maximums</u>
1	\$ 1	\$ 11,444
2	\$ 3,522	16,282
3	\$ 7,043	21,656
4	\$ 10,563	26,010
5	\$ 14,084	37,088
6	\$ 17,606	43,208
7	\$ 21,128	49,451
8	\$ 24,649	55,571
9	\$ 28,170	61,751
10	\$ 31,691	78,030
11	\$ 35,212	78,338
12	\$ 38,000	80,786
13	\$ 42,254	83,232
14	\$ 45,000	90,002
15	\$ 49,298	97,922
16	\$ 50,000	<u>115,000</u>
17	\$ 56,339	120,686
18	\$ 59,848	130,560
19	\$ 63,382	132,600
20	\$ 66,903	134,643
21	\$85,000	183,600

- I. Any non-union Borough employees will be paid according to the annual salary resolution adopted by the Mayor and Council.
- J. Employees in the Department of Public Works shall be paid as set forth in the adopted collective bargaining agreement.
- K. Employees in the Teamsters IBW 64 Bargaining Unit shall be paid as set forth in the adopted collective bargaining agreement.
- L. The Compensation Schedule for employees in the CWA Library Bargaining Unit shall be paid as set forth in the adopted collective bargaining agreement
- M. Police Department:
  - 1. Superior Officers shall be paid according to the adopted collective bargaining agreement.
  - 2. Sergeants and Police Officers shall be paid according to the adopted collective bargaining agreement.

Introduced on first reading  
by title: June 15, 2021

ADOPTED:  
ATTEST:

APPROVED:

\_\_\_\_\_  
Joan Hullings  
Borough Clerk

\_\_\_\_\_  
Gayle Brill Mittler  
Mayor

Latest update 6/12/18; 12/3/19; 2/4/20; 8/18/20

BOROUGH OF HIGHLAND PARK  
NO. 6-21-150

RESOLUTION: Public Safety Committee

WHEREAS, an Ordinance entitled, AN ORDINANCE LICENSING ELECTRIC SCOOTERS AND AMENDING THE "CODE OF THE BOROUGH OF HIGHLAND PARK" BY ADDING ARTICLE V TO CHAPTER 247 OF SAID CODE, has been introduced and duly passed on first reading;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that this Council meet at the Borough Hall, 221 South Fifth Avenue, Highland Park, New Jersey, on Tuesday, July 6, 2021, at 7:00 PM, for the purpose of considering said Ordinance on final passage after public hearing thereon.

BE IT FURTHER RESOLVED that said a Notice of Pending Ordinance and Summary of said Ordinance be published once at least one (1) week prior to the time fixed for further consideration of said Ordinance for final passage 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 daily in this municipality, together with a notice of the introduction thereof and of the time and place when and where said Ordinance will be further considered for final passage as aforesaid.

BE IT FURTHER RESOLVED that a copy of said Ordinance shall be posted on the bulletin board at Borough Hall, 221 South Fifth Avenue, Highland Park, New Jersey, forthwith and that the Borough Clerk have available in her office for the members of the general public of Highland Park copies of said Ordinance for those members of the general public who may request the same.

ADOPTED: June 15, 2021

ATTEST:

---

Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



**BOROUGH OF HIGHLAND PARK**  
NO. \_\_\_\_\_

**AN ORDINANCE CONCERNING ELECTRIC SCOOTERS AND AMENDING THE  
“CODE OF THE BOROUGH OF HIGHLAND PARK” BY ADDING  
NEW SECTION 7.12.2 TO CHAPTER 7 OF SAID CODE.**

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

1. Chapter 7 of the “Code of the Borough of Highland Park” which contains the general traffic requirements within the Borough of Highland Park is amended to add thereto Section 7.12.2 which shall read as follows:

**Section 7.12.2. Electric Scooters Regulations.**

The purpose of this Section is to regulate electric scooters. This Section shall apply to electric scooter operations and the placement upon any street or upon any public right of way within the Borough.

**A. Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

"Electric scooter" means a scooter with a floorboard that can be stood upon by the operator, with handlebars, and an electric motor that is capable of propelling the device with or without human propulsion at a maximum speed of nineteen (19) miles per hour.

"Owner" means any company, entity or individual that has ownership of an electric scooter. "Private electric scooter" means any electric scooter owned and operated by a private individual.

"Shared electric scooter" means any electric scooter owned by a company authorized and permitted by the Borough of Highland Park to offer publicly accessible electric scooters through a pay- per-ride or subscription program.

"User" means any person who is operating an electric scooter.

**B. Application of motor vehicle laws to electric scooters.**

Every person riding an electric scooter within the Borough of Highland Park shall be granted all the rights and shall be subject to all the duties applicable to the driver of a vehicle by the laws of this state including the provisions of Chapter 4 of Title 39 of the New Jersey Revised Statutes applicable to bicycles as defined in N.J.S. 39:4-10 and the traffic provisions of this Code applicable to the driver of a vehicle, except as to special regulations in this Section and except as to those provisions of laws and ordinances which

by their nature are inapplicable to such persons.

**C. Electric scooter rules and regulations.**

Rules and regulations shall pertain to electric scooters and their operation within the Borough:

- (1) Obedience to Traffic Control Devices.
  - (a) Any person operating an electric scooter shall comply with New Jersey Statutes, including Chapter 4 of Title 39 of the Revised Statutes, Rules and Regulations applicable to bicycles as defined in N.J.S. 39:4-10.
- (2) Reserved.
- (3) User Age Restrictions. No person younger than seventeen (17) shall operate an electric scooter.
- (4) Speed Restrictions. No person shall operate an electric scooter at a speed greater than is reasonable and prudent under the condition then and there existing provided it does not exceed nineteen (19) miles per hour.
- (5) Reserved.
- (6) Riding on Sidewalks.
  - (a) No person shall ride an electric scooter upon a sidewalk.
  - (b) Any person traveling on the sidewalk with an electric scooter shall dismount before entering the sidewalk throughway and walk the electric scooter along the sidewalk.
  - (c) No person shall start or stop an electric scooter trip on the sidewalk.
- (7) Carrying Articles. No person operating an electric scooter shall carry any package, bundle, or article which prevents the user from keeping both hands upon the handlebars.
- (8) Reserved.
- (9) Lamps and Equipment on Electric Scooters.
  - (a) Electric scooters in use at nighttime shall be equipped with a lamp on the front which shall emit a white light visible from a distance of at least five hundred {500} feet to the front with a lamp emitting a red light visible from a distance of five hundred {500} feet to the rear.
  - (b) Electric scooters shall be equipped with a kick stand to prevent them from

toppling over when parked.

(10) Electric Scooter Parking/Placement.

- (a) Electric scooters are permitted to be secured at municipal bicycle racks for up to four consecutive days without being utilized.
- (b) Electric scooters shall be parked in designated electric scooter parking areas if they are available and advertised as such by either signage, pavement markings, or racks.
- (c) Electric scooters may be attached or secured to the bicycle rack with a U-lock, chain lock, or any type of lock made specifically for bicycles. No person shall attach or secure an electric scooter to any fixed object not suited for electric scooter parking or typically used for bicycle parking.
- (d) No person or owner shall leave an electric scooter lying on or standing upon the sidewalk or any portion of the Borough's right-of-way as to hinder or impede pedestrian access.

(11) Abandonment of Electric Scooters.

- (a) An electric scooter may be deemed abandoned by the Borough if:
  - i. It has been parked for a period of forty-eight (48) or more consecutive hours except in designated bicycle racks and approved marked areas;
  - ii. It appears visually to be in a state of prolonged disuse such that it has deflated tires, damaged or missing equipment making it inoperable, accumulated debris associated with it;or
  - iii. It is parked, placed or left on a roadway or in any public right-of-way in violation of this chapter.
- (b) It shall be unlawful for any person, user or owner to abandon any electric scooter within the Borough.
- (c) In the event that an electric scooter is deemed to be abandoned as defined herein, the Borough's Department of Public Works, the Police Department or the Department of Code Enforcement shall have the authority to seize and impound same pursuant to this Section and that it will be removed.

(12) Shared Electric Scooter Rental Restriction. The shared electric scooter user shall be the

same person who made the rental reservation. No person shall rent a shared electric scooter for another user.

- (13) Electric Scooter Charging. No electric scooter battery shall be recharged in the public right-of-way without prior written authorization from the Borough.
- (14) Electric Scooter Disposal. All electric scooters shall be disposed of in a manner in accordance with state and federal regulations as they relate to hazardous materials disposal.
- (15) All operators of electric scooters shall certify once (at the time of sign-up for an electric scooter program prior to riding), that they have read the state law (N.J.S.A. 39:1-1et seq.) and the herein ordinance governing electric scooter use.
- (16) Scooters shall not be operated within public parks unless they are being operated on a bicycle path or roadway through the park, or if it is necessary to cross through the park to reach an e-scooter parking location, users must dismount from the scooter and walk it to the destination.

**D. Violations and penalties.**

- (1) Except as detailed below, in the event that any user or owner violates the terms of this Section the violator shall be subject to a fine in the Municipal Court of the Borough of Highland Park in an amount of one hundred dollars (\$100.00) for a non-moving violation. No court appearance shall be required for this violation.
- (2) If the offense involves a moving violation under Title 39, then the violation shall be subject to appropriate Title 39 penalties as determined by the Municipal Court Magistrate.

**E. Voluntary personal scooter registration.**

Any resident of the Borough that desires to voluntarily register their privately-owned personal electric scooter may do so with the Highland Park Police Department.

2. **Severability.**

If any section, paragraph, subsection, clause or provision of this Section shall be judged by the Courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and the remainder of this Section shall be valid and enforceable.

3. **Effective Date.**

This ordinance shall take effect upon final adoption and publication as required by law.

Introduced and Passed on First Reading:

June 15, 2021

Adopted: \_\_\_\_\_, 2021

Approved: \_\_\_\_\_, 2021

Attest: \_\_\_\_\_  
Joan Hullings, Municipal Clerk

\_\_\_\_\_  
Gayle Brill-Mittler, Mayor

BOROUGH OF HIGHLAND PARK  
NO. 6-21-152

RESOLUTION: Finance Committee

WHEREAS, applications for renewal licenses issued in the Borough of Highland Park under the provisions of the Alcoholic Beverage Law (NJSA 33:1-1 et seq.) have been made by the hereinafter applicants, and

WHEREAS, said applications have been examined and the Mayor and Council of the Borough of Highland Park have made the following findings of fact with respect to each of the applicants:

1. Said applications are complete in all respects.
2. The applicants and the premises are qualified to be licensed in accordance with Title 33, all regulations promulgated by the New Jersey Division of Alcoholic Beverage Control and local ordinances as amended and supplemented pertinent to and consistent with Title 33.
3. The applicants have disclosed, and the issuing authority has ascertained and reviewed, the source of any additional financing obtained in the previous license term for use in the licensed business.
4. The Mayor and Council are of the opinion that said applications should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following renewal licenses issued under the Alcoholic Beverage Control Law (NJSA 33:1-1 et seq.) to sell alcoholic beverages upon the premises set forth opposite their names under the terms and conditions prescribed in the Act aforesaid, the amendments and supplements thereof, and the ordinances, rules and regulations promulgated by the Director of the Division of Alcoholic Beverage Control, State of New Jersey, shall be and are hereby approved, to wit:

PLENARY RETAIL CONSUMPTION LICENSES

Pad-Thai, Inc. d/b/a Pad Thai, 217 Raritan Ave. – 1207-33-005-004  
Wilhelm & Young, Inc. d/b/a Park Pub, 180-182 Woodbridge Ave. - 1207-33-011-002  
Kiadan Inc., 13B North 4<sup>th</sup> Ave., Pino's Wine Cellar - 1207-33-010-011  
Kiadan Inc., d/b/a Pino's Fruit Basket Shoppe, 13A North 4th Ave. – 1207-44-006-010  
Highland Park Wine & Liquor LLC, 97 Woodbridge Ave., WITH BROAD PACKAGE PRIVILEGE-1207-32-003-007

PLENARY RETAIL DISTRIBUTION LICENSES

Rite Aid of New Jersey, Inc., d/b/a Rite Aid 2561, 332 Raritan Avenue – 1207-44-001-005  
New Athens Corner, 28 Woodbridge Avenue – 1207-44-007-005

BE IT FURTHER RESOLVED that the Borough Clerk shall be and is hereby authorized and directed to issue to the aforesaid licensees the license aforesaid, which licenses shall be effective July 1, 2021 and shall expire June 30, 2022.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-153

RESOLUTION: Finance Committee

WHEREAS, application for renewal licenses issued in the Borough of Highland Park under the provisions of the Alcoholic Beverage Law (NJSA 33:1-1 et seq.) have been made by the hereinafter applicant, and

WHEREAS, said applications have been examined and the Mayor and Council of the Borough of Highland Park have made the following findings of fact with respect to each of the applicants:

1. Said application is complete in all respects, including submission of the club member list.
2. The officers and directors of the club are qualified according to all statutory, regulatory and local governmental ABC laws and regulations.
3. The club maintains all records required by N.J.A.C. 13:2-8.8. (special events open to non-club members) and N.J.A.C. 13:2-8.12 (true books of account for receipts and disbursements).
4. The Mayor and Council are of the opinion that said application should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following renewal licenses issued under the Alcoholic Beverage Control Law (NJSA 33:1-1 et seq.) to sell alcoholic beverages upon the premises set forth opposite their names under the terms and conditions prescribed in the Act aforesaid, the amendments and supplements thereof, and the ordinances, rules and regulations promulgated by the Director of the Division of Alcoholic Beverage Control, State of New Jersey, shall be and are hereby approved, to wit:

**CLUB LICENSES**

The White Mountains Cretans Fraternity, 1152-1154 Raritan Avenue - 1207-31-012-002

BE IT FURTHER RESOLVED that the Borough Clerk shall be and is hereby authorized and directed to issue to the aforesaid licensees the license aforesaid, which licenses shall be effective July 1, 2021, and shall expire June 30, 2022.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-154

RESOLUTION: Finance Committee

WHEREAS, applications for renewal licenses issued in the Borough of Highland Park under the provisions of the Alcoholic Beverage Law (NJSA 33:1-1 et seq.) have been made by the hereinafter applicants, and

WHEREAS, said applications have been examined and the Mayor and Council of the Borough of Highland Park have made the following findings of fact with respect to each of the applicants:

1. Said applications are complete in all respects.
2. The applicants and the premises are qualified to be licensed in accordance with Title 33, all regulations promulgated by the New Jersey Division of Alcoholic Beverage Control and local ordinances as amended and supplemented pertinent to and consistent with Title 33.
3. The applicants have disclosed, and the issuing authority has ascertained and reviewed, the source of any additional financing obtained in the previous license term for use in the licensed business.
4. The Mayor and Council are of the opinion that said applications should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following renewal licenses issued under the Alcoholic Beverage Control Law (NJSA 33:1-1 et seq.) to sell alcoholic beverages upon the premises set forth opposite their names under the terms and conditions prescribed in the Act aforesaid, the amendments and supplements thereof, and the ordinances, rules and regulations promulgated by the Director of the Division of Alcoholic Beverage Control, State of New Jersey, shall be and are hereby approved, to wit:

**PLENARY RETAIL DISTRIBUTION LICENSES**

Eisigian LLC, d/b/a The Blue Horse Restaurant, 247 Raritan Ave. - 1207-33-004-008 (Inactive)

BE IT FURTHER RESOLVED that the Borough Clerk shall be and is hereby authorized and directed to issue to the aforesaid licensees the license aforesaid, which licenses shall be effective July 1, 2021 and shall expire June 30, 2022.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



BOROUGH OF HIGHLAND PARK  
NO. 6-21-155

RESOLUTION TO APPROVE INACTIVE ABC LICENSE – FOUR W PROPERTIES LLC

RESOLUTION: Finance Committee

WHEREAS, application for renewal license issued in the Borough of Highland Park under the provisions of the Alcoholic Beverage Law (NJSA 33:1-1 et seq.) has been made by the hereinafter applicant, and

WHEREAS, said application has been examined and the Mayor and Council of the Borough of Highland Park have made the following findings of fact with respect to the applicant:

1. Said application is complete in all respects.
2. The applicant has obtained a Special Ruling to permit the filing of renewal application of an Inactive License for the 2021-2022 license term.
3. The applicant is qualified to be licensed in accordance with Title 33, all regulations promulgated by the New Jersey Division of Alcoholic Beverage Control and local ordinances as amended and supplemented pertinent to and consistent with Title 33.
4. The applicant has disclosed, and the issuing authority has ascertained and reviewed, the source of any additional financing obtained in the previous license term for use in the licensed business.
5. The Mayor and Council are of the opinion that said application should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following renewal application of an inactive license issued under the Alcoholic Beverage Control Law (NJSA 33:1-1 et seq.) under the terms and conditions prescribed in the Act aforesaid, the amendments and supplements thereof, and the ordinances, rules and regulations promulgated by the Director of the Division of Alcoholic Beverage Control, State of New Jersey, shall be and is hereby approved with the specific condition that no further renewals of this license shall be granted unless the license is being actively used at an approved site on or before June 30, 2022 to wit:

PLENARY RETAIL CONSUMPTION LICENSE W/ BROAD PACKAGE PRIVELEGE

Four W. Properties, 149 Livingston Avenue, New Brunswick, NJ 08901 – 1207-32-008-013

BE IT FURTHER RESOLVED that the Borough Clerk shall be and is hereby authorized and directed to maintain the aforesaid license certificate in the municipal file, which license shall be effective July 1, 2021, and shall expire June 30, 2022.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-156

RESOLUTION TO AUTHORIZE ADDITIONAL EMERGENCY REPAIRS FOR POLICE VEHICLE #8

RESOLUTION: Public Safety Committee

WHEREAS, pursuant to Resolution No. 5-21-126 adopted by the Borough Council on May 4, 2021, the Highland Park Police Department was authorized and directed to arrange for emergency repairs to Police Vehicle #8 in the amount of \$9,943.84; and

WHEREAS, Police Vehicle #8 is in need of additional repairs totaling \$936.16; and

WHEREAS, the expenses related to the repair of this Police vehicle affects the health, safety and welfare of the Borough that requires the immediate response, the need for which was not reasonably foreseen; and

WHEREAS, the expenses related to the repair of this Police vehicle affects the health, safety and welfare of the Borough that requires the immediate response, the need for which was not reasonably foreseen; and

WHEREAS, due to the emergent nature of the repair, it was necessary to the have vehicle towed and repaired to address the situation; and

WHEREAS, N.J.S.A. 40A:11-6 provides that public bidding and quotes is not necessary in an emergency situation; and

WHEREAS, Car Care Collision, 126 Raritan Avenue, Highland Park, NJ 08904 was contracted to provide the additional repairs in the amount of \$936.16; and

WHEREAS, funds for this purpose are available in Account No. 1-01-26-315-232 in the amount of \$936.16, as reflected by the certification of funds by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Police Department is hereby authorized and directed to arrange for said repairs from Car Care Collision, 126 Raritan Avenue, Highland Park, NJ 08904, at a total price of \$936.16; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Police Department and the Chief Financial Officer, forthwith.

ADOPTED: June 4, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$936.16 ACCOUNT NO. 1-01-26-315-232 P.O. NO. _____ BY: _____  <p style="text-align: center;">FINANCE DIRECTOR</p>
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I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-157

RESOLUTION TO APPLY FOR GRANT FROM NATIONAL COUNCIL  
ON AGING TO SERVE AS A BENEFITS ENROLLMENT CENTER

RESOLUTION: Recreation and Arts Committee

WHEREAS, the Office of Aging desires to become a Benefits Enrollment Center (BEC) to assist Highland Park residents with limited income with accessing available benefits; and

WHEREAS, the National Council on Aging (NCOA) has funds available for this initiative; and

WHEREAS, the Office of Aging wishes to apply for a grant from the NCOA in the amount of \$100,000; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mayor and Borough Clerk are hereby authorized and directed to execute and submit, on behalf of the Office of Aging, the grant application to NCOA, a copy of which is attached to the original of this resolution.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-158

RESOLUTION TO APPROVE FRESH THEATER ARTS AS PRODUCTION  
COMPANY FOR JUNE 2021 "MOANA, JR." PERFORMANCE

RESOLUTION: Recreation and Arts Committee

WHEREAS, the Highland Park Recreation Department offers opportunities for kids and teens to participate in full-length theater productions; and

WHEREAS, the Recreation Department does not have staff that specializes in theater production; and

WHEREAS, the Recreation Department solicited three competitive quotes from production companies and Fresh Theater Arts was the only company interested in a production of this scale; and

WHEREAS, funds are available for this purpose in Account Number G-02-41-741-005 in the amount of \$9,000.00, as reflected by the Certification of Funds by the Finance Department, shown below.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Administrator is hereby authorized to enter into a contract with Fresh Theater Arts for \$9,000.00 for the production of "Moana Jr." in June, 2021.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the Chief Financial Officer and the Recreation Department forthwith.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$9,000.00 ACCOUNT NO. G-02-41-741-005 P.O. NO. _____ BY: _____  FINANCE DIRECTOR
--

I, Joan Hullings, Borough Clerk, of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-159

RESOLUTION TO APPROVE PURCHASE OF LIGHT  
PACKAGE FOR FIRE DEPARTMENT PICKUP TRUCKS

RESOLUTION: Public Safety Committee

WHEREAS, the Fire Department obtained two new pickup trucks; and

WHEREAS, the new vehicles need to be properly outfitted with lights; and

WHEREAS, quotes were solicited and three (3) quotes were received as follows:

Island Tech Services	\$11,243.84
Tropic Window Tinting	\$11,944.00
Garden State Public Safety LLC	\$18,017.84

and

WHEREAS, the Fire Department has recommended that said installation be performed by Island Tech Services, 46 4<sup>th</sup> Street, Somerville, NJ 08876; and

WHEREAS, funds are available for this purpose in Account No. 1-01-25-265-252 for a total amount not to exceed \$11,243.84, as reflected by the certification of funds available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Department of Public Works is hereby authorized and directed to accept the quote for installation from Island Tech Services, 46 4<sup>th</sup> Street, Somerville, NJ 08876, at a total cost not to exceed \$11,243.84; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Fire Department and the Chief Financial Officer forthwith.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$11,243.84 ACCOUNT NO. 1-01-25-265-252 P.O. NO. _____ BY: _____  <p style="text-align: center;">FINANCE DIRECTOR</p>
--

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-160

RESOLUTION FOR HP GIVES A HOOT TO APPLY FOR A  
GRANT FROM FEEDING MIDDLESEX COUNTY

RESOLUTION: Health and Human Services Committee

WHEREAS, HP Gives a Hoot would like to apply for a grant from Feeding Middlesex County for lockable shelves for the Zone 6 Teen Center; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mayor and Borough Clerk are hereby authorized and directed to execute, submit and accept, on behalf of HP Gives a Hoot, the grant application to Feeding Middlesex County, a copy of which is attached to the original of this resolution.

ADOPTED: June 15, 2021

ATTEST:

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Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-161

RESOLUTION TO APPOINT HOUSING AUTHORITY MEMBER

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following shall be and are hereby appointed to serve as a member of the Highland Park Housing Authority for a term to expire as indicated:

Darlene Michelle Sharp

September 1, 2024

ADOPTED: June 15, 2021

ATTEST:

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Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
No. 6-21-162

RESOLUTION AUTHORIZING AMENDMENT TO ANNUAL SALARY RESOLUTION

RESOLUTION: Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk be and is hereby authorized and directed to notify the Borough Finance Director that since the adoption of a resolution on January 5, 2021 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:

LINDA MONTE, Administrative Assistant, at an annual salary of \$61,144.00, with longevity of \$1,350.00, for a total salary of \$62,494.00, effective June 1, 2021.

JOANN KOPETSKY, Administrative Assistant, at an annual salary of \$61,144.00, with longevity of \$1,350.00, for a total salary of \$62,494.00, effective January 1, 2021.

JANET MOLINA, Clerk Typist, at an annual salary of \$43,552.00, with longevity of \$1,350.00, for a total salary of \$44,902.00, effective January 1, 2021 to April 30, 2021.

JANET MOLINA, Clerk Typist, at an annual salary of \$45,532.00, with longevity of \$1,350.00, for a total salary of \$46,882.00, effective May 1, 2021.

NORMAN SHAMY, Firefighter Supervisor, at an annual salary of \$60,000.00, effective June 15, 2021.

BE IT FURTHER RESOLVED that the Finance Director be and 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.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



BOROUGH OF HIGHLAND PARK  
NO. 6-21-163

RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST

RESOLUTION: Finance Committee

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 6/15/2021 can be found in the Bills List Journal Book No. 41.

ADOPTED: June 15, 2021

ATTEST:

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Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**BOROUGH OF HIGHLAND PARK  
NO. 6-21-164**

**REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION  
NJDEP CLEAN COMMUNITIES GRANT**

**RESOLUTION:** Finance Committee

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for equal amount.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2021 budget in the sum of \$26,590.52, which is now available from the State of New Jersey Department of Environmental Protection Clean Communities Grant, and

**BE IT FURTHER RESOLVED** that the like sum of \$26,590.52 is hereby appropriated under the caption of Clean Communities Grant.

ADOPTED: June 15, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Fine				
Foster				
George				
Hale				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 6-21-165

RESOLUTION IN SUPPORT OF ASSEMBLY BILL NO. 4656/SENATE BILL  
NO. S2963 THAT WOULD AUTHORIZE MUNICIPALITIES AND  
COUNTIES TO ESTABLISH CIVILIAN REVIEW BOARDS WITH  
SUBPOENA POWER TO REVIEW POLICE OPERATIONS & CONDUCT

RESOLUTION: Public Safety Committee

WHEREAS, Highland Park holds a deep commitment to government and police oversight, accountability, and transparency in order to further and advance effective, accountable government and law enforcement practices; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 would authorize municipalities and counties to establish Civilian Review Boards to review police operations and conduct; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that Civilian Review Boards would serve to foster transparency, fairness, and equality in policing practices and policies, which in turn will help promote positive relations between police and the local communities they serve; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that a municipal Civilian Review Board would consist of at least seven members who are appointed by the Mayor or other Chief Executive Officer of the Municipality with the consent of the Governing Body of the Municipality; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that a County Civilian Review Board would consist of at least seven members appointed by the Board of County Commissioners or, if the County is organized pursuant to the provisions of the "Optional County Charter Law," P.L.1972, c.154 (C.40:41A-1 et seq.), the County Executive, the County Supervisor, or the County Manager, as applicable, with the consent of the Board of County Commissioners; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that a County Civilian Review Board would operate in municipalities that opt to participate with such a board; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that the members of a Civilian Review Board would be residents of the Municipality or County, as applicable, who are qualified persons with training or experience in community relations, civil rights, law enforcement, juvenile justice, sociology, or other relevant fields. They would serve for terms of six years, with certain shorter terms for some of the initial board members to allow for staggered terms; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that members of a Civilian Review Board would be required to take a training course developed and provided by the Attorney General, or an alternative course approved by the Attorney General, within six months of appointment. The Attorney General would be required to develop its training course within 45 days of the bill's effective date and offer the first course as soon as practicable thereafter; and

WHEREAS, a Civilian Review Board could not investigate the conduct of any law enforcement officers, or recommend the imposition of discipline of such officers or members, without a quorum of members who have completed this training; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that a Civilian Review Board would be permitted to utilize resources of the Municipality or County to the extent that funds for the utilization of such resources are made available by the Municipality, County, State, or other entity; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that it would be the duty of a Civilian Review Board to: (1) conduct an investigation of the operation of the police force of the Municipality, or other law enforcement officers that serve in the capacity of a municipal police force for the Municipality, as applicable; (2) recommend the establishment of policies by the appropriate authority; (3) review and investigate the conduct of any law enforcement officer; and (4) recommend the imposition of discipline of such officer consistent with any tenure or civil service laws and contractual agreements. A Civilian Review Board could only initiate one of these actions in response to a civilian complaint of excessive or unnecessary force, abuse of authority, discourtesy, or offensive language; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that a Civilian Review Board would have the power to subpoena witnesses and documentary evidence. The board would also have any additional powers of inquiry delegated to the board by the Municipality or County as deemed necessary for the conduct of any hearing or investigation; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that a Civilian Review Board investigation may run concurrent to an internal affairs investigation of related conduct by law enforcement, but the Civilian Review Board investigation would have to cease upon the initiation of a criminal prosecution concerning the related conduct. Further, a law enforcement agency may refrain from sharing evidence, or may direct a Civilian Review Board to cease an investigation, if the law enforcement agency determines that evidence sharing, or the investigation itself, would be significantly detrimental to its disciplinary process due to the existence of a related criminal investigation; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 permits an ordinance or resolution establishing a Civilian Review Board to set forth guidelines for the operation of the board consistent with the provisions of the bill. The guidelines may adopt any relevant guidelines issued by the Attorney General; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that a Civilian Review Board whether it is housed by a municipality or within the County would report its findings and recommendations concerning police operations and conduct to the Mayor or other Chief Executive Officer of the Municipality, the Governing Body of the Municipality, the chief of police or other chief law enforcement officer of the Municipality where the incident in question occurred, the County Prosecutor, and, in the case of a Municipality in which the State Police serves in the capacity of a municipal police force for the Municipality, the Superintendent of State Police and the Attorney General; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that, all records made, maintained, or kept on file by a Civilian Review Board would be confidential and unavailable to the public while an investigation is pending, and all personal identifying information contained in all records made, maintained, or kept on file by a Civilian Review Board would be confidential and unavailable to the public at all times.

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that the bill also provides that the "Internal Affairs Policy and Procedures" of the Police Management Manual promulgated by the Police Bureau of the Division of Criminal Justice in the Department of Law and Public Safety be revised to require the disclosure of reports, complaints, and other investigative materials, including video, sound, or other recording, to the appropriate authority, as defined in N.J.S.40A:14-118, as well as any Civilian Review Board; and

WHEREAS, Assembly Bill No. 4656/Senate Bill No. S2963 provides that the bill would appropriate \$600,000.00 from the General Fund to the Attorney General to fund the Civilian Review Board training course, or any reimbursements for the alternative training course, required by the bill; and

WHEREAS, the Governing Body of the Borough of Highland Park discussed this legislation with Assemblywoman McKnight at the work session of their June 1, 2021 Council Meeting; and

WHEREAS, the Governing Body of the Borough of Highland Park wishes to urge State lawmakers to adopt Assembly Bill No. 4656/Senate Bill No. S2963, which would establish Civilian Review Boards to review complaints against Police Officers.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Highland Park, as follows:

1. They hereby urge the elected representatives in the New Jersey State Legislature to adopt Assembly Bill No. 4656/Senate Bill No. S2963.
2. A copy of this Resolution upon its adoption shall be furnished to Assemblyman Robert Karabinchak, Assemblyman Sterley Stanley and State Senator Patrick J. Diegan, Jr.
3. A copy of this Resolution upon its adoption shall also be furnished to the Governor of the State of New Jersey.

ADOPTED: June 15, 2021

ATTEST:

---

Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 15<sup>th</sup> day of June, 2021.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				