# BOROUGH OF HIGHLAND PARK REGULAR MAYOR & COUNCIL MEETING MARCH 19, 2019 - 7:00 PM

### 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. 919, 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.
- Pledge of Allegiance.
- 3. Roll Call.
- 4. MOTION to approve minutes of the Regular and Conference Meetings held October 23, 2018, November 7, 2018, December 4, 2018, December 18, 2018, and the Adjourned and Organization Meetings held January 2, 2019, as distributed.
- 5. Council Reports.
- Borough Administrator's Report.
- 7. Borough Attorney's Report.
- 8. Mayor's Report.
- 9. Public Discussion. (15 minutes)
- 10. 3-19-105 Resolution to Approve Emergency Temporary Appropriations.

  MOTION adopt/reject. ROLL CALL VOTE

### CONSENT AGENDA - MOTION to adopt the following starred (\*) items:

### **ROLL CALL VOTE**

- \*3-19-106 Resolution Authorizing Execution of a Shared Services Agreement with Middlesex County to Provide Tax Mapping, Aerial Photogrammetric, GIS and other Related Shared Services
- 12. \*3-19-107 Resolution to Approve Façade and Awning Improvement Contract.
- 13. \*3-19-108 Resolution to Approve Payment of Bills for Water Main Repairs.
- 14. \*3-19-109 Resolution to Amend Annual Salary Resolution.
- \*3-19-110 Resolution to Apply for Funding from NJ Department of Agriculture for Summer Food Service Program.
- 16. \*3-19-111 Resolution for Redeemed Liens.

# MAYOR AND COUNCIL REGULAR MEETING <u>AGENDA</u> – MARCH 19, 2019 PAGE 2

17. \*3-19-112 Resolution to Approve Bills List. **MOTION** adopt/reject

**ROLL CALL VOTE** 

18. Open items.

a.

b.

- 19. Public Discussion.
- 20. 3-19-113 Executive Session: Negotiations 433 Cleveland Avenue; Litigation JSM v HP

  MOTION adopt/reject. ROLL CALL VOTE
- 21. MOTION to adjourn to Conference Meeting.

# **RESOLUTION: Finance Committee**

WHEREAS, a need has arisen to provide adequate funds for certain budget items pending adoption of the Local Municipal Budget for 2019 and NJSA 40A:4-20 provides for the making of emergency appropriations in such cases; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2019 pursuant to the provisions of NJSA 40A:4-20 (Chapter 96, PL 1951), as amended, including this resolution, total \$6,035,266.00; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Highland Park (not less than two-thirds of all members thereof affirmatively concurring) that in accordance with NJSA 40A:4-20;

1. An emergency temporary appropriation be and the same is hereby made for the budgetary appropriations herein:

### 2019 TEMPORARY OPERATING BUDGET

DESCRIPTION	ACCOUNT NUMBER	2019 TEMPORARY BUDGET #6
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	49,609.00
Other Expenses	20-100-2	6,234.00
MAYOR & COUNCIL		
Salaries & Wages	20-110-1	8,672.00
Other Expenses	20-110-2	2,494.00
MUNICIPAL CLERK		
Salaries & Wages	20-120-1	41,330.00
Other Expenses	20-120-2	6,923.00
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	15,300.00
Other Expenses	20-130-2	33,311.00
ANNUAL AUDIT		
Other Expenses	20-135-2	-
TAX COLLECTION		
Salaries & Wages	20-145-1	21,535.00
Other Expenses	20-145-2	3,885.00
TAX ASSESSMENT		
Salaries & Wages	20-150-1	15,853.00
Other Expenses	20-150-2	3,078.00
LEGAL SERVICES		
Other Expenses	20-155-2	91,875.00
ENGINEERING & PLANNING		
Other Expenses	20-165-2	5,775.00
COMMUNITY & ECONOMIC DEVELOPMENT		
Salaries & Wages		1,838.00
Other Expenses	20-170-2	28,088.00
INFORMATION TECHNOLOGY		
Other Expenses	20-140-2	28,744.00
CENTRAL SERVICES		'
Other Expenses	20-316-2	21,656.00
PLANNING BOARD		

Other Expenses	21-180-2	9,901.00
ZONING BOARD OF ADJUSTMENT		
Salaries & Wages	21-185-1	5,330.00
Other Expenses	21-185-2	3,977.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-195-2	1,000.00
GENERAL LIABILITY/WORKERS COMPENSATION		
Other Expenses	23-211-2	202,240.00
EMPLOYEE GROUP HEALTH		
Other Expenses	23-220-2	433,500.00
POLICE	i	
Salaries & Wages	25-240-1	900,478.00
Other Expenses	25-240-2	46,213.00
POLICE DISPATCH/911		
Salaries & Wages	25-250-1	62,704.00
Other Expenses	25-250-2	656.00
OFFICE OF EMERGENCY MANAGEMENT		
Other Expenses	25-252-2	3,000.00
FIRST AID CONTRIBUTION		
Other Expenses	25-260-2	
FIRE		
Salaries & Wages	25-265-1	57,166.00
Other Expenses	25-265-2	18,769.00
LOSAP		
Other Expenses	25-265-2	4,331.00
MUNICIPAL PROSECUTOR		
Other Expenses	25-275-2	9,188.00
STREETS & ROADS		
Salaries & Wages	26-290-1	289,413.00
Other Expenses	26-290-2	31,946.00
APARTMENT COLLECTION		
Other Expenses	26-305-2	56,175.00
PUBLIC BUILDINGS & GROUNDS		
Salaries & Wages	26-310-1	11,581.00
Other Expenses	26-310-2	46,988.00
MOTOR POOL		
Salaries & Wages	26-315-1	19,743.00
Other Expenses	26-315-2	39,113.00
BOARD OF HEALTH		
Other Expenses	27-330-2	250.00
ENVIRONMENTAL COMMISSION		
Other Expenses	27-335-2	250.00
COMMISSION ON IMMIGRANT & REFUGEE AFFAIRS		
Other Expenses	27-336-2	250.00
SAFE WALKING & CYCLING COMMITTEE		
Other Expenses	27-337-2	250.00
SUSTAINABLE HIGHLAND PARK	27-337-2	250.00
	27-338-2	800,00
Other Expenses HISTORICAL COMMISSION	27-308-2	300,000
Other Expenses	27-339-2	250.00

Salaries & Wages	28-370-1	15,127.00
Other Expenses	28-370-2	3,938.00
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	55,587.00
Other Expenses	28-371-2	6,786.00
ARTS COMMISSION		
Other Expenses	28-374-2	250.00
SHADE TREE ADVISORY COMMITTEE		
Other Expenses	28-375-2	250.00
TEEN CENTER		
Salaries & Wages	28-373-1	17,750.00
Other Expenses	28-373-2	
ELECTRICITY		
Other Expenses	31-430-2	40,000.00
STREET LIGHTING		
Other Expenses	31-435-2	62,000.00
TELEPHONE		, , , , , , , , , , , , , , , , , , ,
Other Expenses	31-440-2	16,984.00
FUEL OIL/GASOLINE/NATURAL GAS		, =
Other Expenses	31-460-2	29,271.00
SANITARY LANFILL	32 100 2	
Other Expenses	32-465-2	69,563.00
Salaries & Wages	22-195-1	84,853.00
	22-195-2	4,014.00
Other Expenses	22-195-2	4,014.00
CABLE TELEVISION	30-411-2	4,000.00
Other Expenses	50-411-2	4,000.00
ACCUMULATED SICK LEAVE	30-415-1	16,275.00
Salaries & Wages	30-413-1	10,273.00
COMMUNICATIONS	20.405.1	35.076.00
Salaries & Wages	20-105-1	25,076.00
Other Expenses	20-105-2	9,883.00
MUNICIPAL COURT		
Salaries & Wages	43-490-1	55,259.00
Other Expenses	43-490-2	3,084.00
PUBLIC DEFENDER		
Other Expenses	43-495-2	1,575.00
Salaries & Wages	29-390-1	174,166.00
Other Expenses	29-390-2	90,643.00
COUNTY HEALTH SERVICES		
Other Expenses	42-401-2	11,665.00
M.C.I.A. RECYCLING		
Other Expenses	42-402-2	2,363.00
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	3,938.00
PUBLIC AND PRIVATE PROGRAMS		
NJDEP Radon Awareness	41-707-2	2,000.00
Fire Victims Donations	41-735-2	10,015.00
Community Development Block Grant	41-708-G	58,567.00
STATUTORY EXPENDITURES		
SOCIAL SECURITY SYSTEM		

M.C.I.A. LEASE/LOAN Other Expenses  DBIZ LOAN Other Expenses	45-950-2 45-925-2	79,500.00
Other Expenses		79,500.00
	45-950-2	79,500.00
M.C.I.A. LEASE/LOAN		
Other Expenses	45-930-2	242,369.00
INTEREST ON BONDS		
Other Expenses	45-920-2	625,00ó.00
BOND PRINCIPAL		
DEBT SERVICE		
	SUBTOTAL	4,965,883.00
Other Expenses	36-475-2	824,898.00
POLICE AND FIREMAN'S RETIREMENT SYSTEM		004 000 00
Other Expenses	36-471-2	535,169.00
PUBLIC EMPLOYEES RETIREMENT SYSTEM		
Other Expenses	23-225	1,313.00
Other Expenses	23-225	

GRAND TOTAL	5,912,752.00

# 2019 TEMPORARY WATER AND SEWER BUDGET

DESCRIPTION		2019 TEMP
OPERATING		
Salaries & Wages		63,140.00
Other Expenses		630,933.00
Middlesex County Utilities Authority		613,650,00
STATUTORY EXPENDITURES		
Public Employee Retirement System		16,000.00
Social Security System		5,000.00
DEFERRED CHARGES		
Overexpenditure Budget Appropriation		-
	SUBTOTAL	1,328,723.00
DEBT SERVICE		
Payment of Bond Principal		460,000.00
Interest on Bonds		67,450.00

SUBTOTAL	527,450.00
GRAND TOTAL	1,856,173.00

2. Said emergency temporary appropriations will be provided for in the 2019 budget under the various captions listed herein.

3. A certified copy of this Resolution will be filed with the of Local Government Services.	Director of the Division
TED: March 19, 2019	
BT:	•
Iullings, Borough Clerk	
I, Joan Hullings, Borough Clerk of the Borough of Highland Pa to be a true copy of a resolution adopted by the Borough Coun 2019.	ork, New Jersey, do hereby certify the cil of said Borough on the 19 <sup>th</sup> day o
	Joan Hullings, Borough Clerk
	of Local Government Services.  TED: March 19, 2019  ST:  Hullings, Borough Clerk  I. Joan Hullings, Borough Clerk of the Borough of Highland Pa

F	RECORE	) OF	COL	JNCIL	. V	OΤ	ES

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

# RESOLUTION AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH MIDDLESEX COUNTY TO PROVIDE AERIAL PHOTOGRAMMETRIC, GIS, NEW CERTIFIED TAX MAP AND OTHER SHARED SERVICES

**RESOLUTION:** Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Mayor Brill Mittler is hereby authorized and empowered to sign and submit to the County of Middlesex the agreement attached to the original of this resolution for the Shared Services Agreement for Aerial Photogrammetric, GIS, New Certified Tax Map; and

BE IT FURTHER RESOLVED that Mayor Brill Mittler is hereby authorized to execute a contract or any other agreement necessary for the fulfillment of obligations incurred by the acceptance of this shared services agreement.

ADOP <sup>*</sup>	TED:	March	19,	2019
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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 19<sup>th</sup> day of March, 2019.

Joan Hullings, Borough Clerk

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

RESOLUTION: Economic Development and Planning Committee

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:

**APPLICANT** Merev. LLC University Laundry LLC **BUSINESS LOCATIONS** 128 Raritan Avenue 410 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-02-16-CD6-210 in the amount of \$4,168.19, as reflected by the Certification of Funds Available by Chief Financial Officer, shown below;

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:

APPLICANT Merey, LLC University Laundry LLC

AMOUNT \$3,000,00 \$1,168.19

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

APPROVED: March 19, 2019

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 19th day of March 2019.

RECORD OF COUNCIL VOTES				
Council Member	Ayes	Nays	Abstain	Absent
Fine				
Foster-Dublin				
George				
Hale				
Kim-Chohan				
Molkovito	1			

Joan Hullings, Borough Clerk

# RESOLUTION TO APPROVE PAYMENT OF BILLS FOR WATER MAIN REPAIRS

RESOLUTION: Public Works and Public Utilities Committee

WHEREAS, the Highland Park Department of Public Works had a need to make emergency repairs to water mains at South 10<sup>th</sup> Avenue and Lawrence Avenue, as more fully described on the attached quotation; and

WHEREAS, J. Fletcher Creamer and Son, Inc. was called out to make said emergency repairs; and

WHEREAS, the Superintendent of the Department of Public Works has confirmed that said repairs were completed by J. Fletcher Creamer and Son, Inc. and payment is due to them for said repairs; Lawrence Avenue in the amount of \$3,519.08 and South 10<sup>th</sup> Avenue in the amount of \$8,463.85 for a total amount not to exceed \$11,982.93; and

WHEREAS, funds for this purpose are available in the amount of \$11,982.93 in Account No. 9-05-55-500-423 as reflected by the certification of funds by Chief Financial Officer, shown below:

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Finance Director shall be and is hereby authorized and directed to issue payment in the amount of \$11,982.93 to J. Fletcher Creamer and Son, Inc, 101 East Broadway, Hackensack, NJ 07601, for services in connection with said water main repairs; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to Superintendent of Public Works Donald Rish and the Chief Financial Officer.

ADOPTED: March 19, 2019	
ATTEST:	
BOROUGH CLERK	
I, Joan Hullings, Borough Clerk of the Borough certify the above to be a true copy of a resolution adopte on the 19 <sup>th</sup> day of March 2019.	
	Joan Hullings, Borough Clerk
BEOODD OF COUNCY VOTES	

Council Member	Aves	Navs	Abstain	Absent
	Ayes	Huys	/ (DOLUM	7,000110
Fine				
Foster-Dublin				
George				
Hale				
Kim-Chohan				
Welkovits				

# 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 2, 2019 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:

CAITLYN DEAN, Police Officer, at annual salary of \$44,375.00 effective March 11, 2019.

AMY MIKOSZ, Clerk Typist (Tax Office), at an annual salary of \$35,595.00 effective March 1, 2019.

HARRY GLAZER, Public Information Officer, at an annual salary of \$35,750.00 effective April 1, 2019.

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.

established by this resolution.
ADOPTED: March 19, 2019
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 19 <sup>th</sup> day of March 2019.
Joan Hullings, Borough Clerk

Council Member	Ayes	Nays	Abstain	Absent
Fine				
Foster-Dublin				
George	ľ			
Hale				
Kim-Chohan				
Welkovits				

# RESOLUTION TO APPLY FOR FUNDING FROM NJ DEPARTMENT OF AGRICULTURE FOR SUMMER FOOD SERVICE PROGRAM-

RESOLUTION: Recreation and Arts Committee

WHEREAS, the Borough of Highland Park desires to apply for and obtain a grant from the New Jersey Department of Agriculture in 2019 for the summer camp program to provide lunch for all summer camp attendees;

NOW, THEREFORE BE IT RESOLVED, that the Borough of Highland Park does hereby authorize the application for such a grant; and upon receipt of the grant agreement from the New Jersey Department of Agriculture, does further authorize the execution of the agreement;

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Borough Administrator and the Recreation Coordinator.

ADOPTED: March 19, 2019	
ATTEST:	
Joan Hullings, Borough Clerk	
I, Joan Hullings, Borough Clerk of the above to be a true copy of a resolution adopte March, 2019.	Borough of Highland Park, New Jersey, do hereby certify the ed by the Borough Council of said Borough on the 19 <sup>th</sup> day of
	Joan Hullings, Borough Clerk

1(2001)001 101 101 101 101					
Council Member	Ayes	Nays	Abstain	Absent	
Fine					
Foster-Dublin					
George					
Hale					
Kim-Chohan					
Welkovits					

# BOROUGH OF HIGHLAND PARK NO. 3-19-111 RESOLUTION FOR REDEEMED LIENS

RESOLUTION: Finance

WHEREAS, several real property tax payers have redeemed liens held against their property taxes and;

WHEREAS, the Tax Collector has received proof of such payments after correspondence with said property owners;

NOW, THEREFORE BE IT RESOLVED that the Borough Council, of the Borough of Highland Park, County of Middlesex, State of New Jersey, hereby authorizes the Tax Collector to release the amount specified to the lienholders listed below.

Block Lot	Lienholder	Amount	Premium	Total Due
159 26 Cert No. 18-00076	ATCF II NJ TAXSERV CUST PO BOX 54972 New Orleans, LA 70154	\$3728.35	\$8500.00	\$12228.35
33 28 Cert No. 18-00021	Trystone Capital Assets LLC 575 Route 70, 2 <sup>nd</sup> Floor PO Box 1030 Brick, NJ 08723	\$15767.50	\$21000.00	\$36867.50
181 43 Cert No. 18-00021	Trystone Capital Assets LLC 575 Route 70, 2 <sup>nd</sup> Floor PO Box 1030 Brick, NJ 08723	\$12025.91	\$16700.00	\$28725.91
178 13 Cert No. 18-00084	The Approved Realty Group PO BOX 869 Lakewood, NJ 08701	\$197.95	3%	\$197.95

ADOPTED: March 19, 2019

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 5<sup>th</sup> day of March 2019.

Joan Hullings, Borough Clerk

RECORD OF COORDIE VOTES						
Council Member	Ayes	Nays	Abstain	Absent		
Fine						
Foster-Dublin					_	
George					_	
Hale						
Kim-Chohan						
Welkovits						

# 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 3/19/2019 can be found in the Bills List Journal Book No. 39.

ADOPTED: March 19, 2019	
ATTEST:	
Joan Hullings, Borough Clerk	·
	the Borough of Highland Park, New Jersey, do hereby olution adopted by the Borough Council of said Borough
	Joan Hullings, Borough Clerk

Council Member	Ayes	Nays	Abstain	Absent
Fine				
Foster-Dublin			-	·
George				
Hale				
Kim-Chohan				
Welkovits			<u> </u>	

# RESOLUTION AUTHORIZING EXECUTIVE SESSION

RESOLUTION: Council as a Whole

WHEREAS, Section 8 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Borough Council is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, in the County of Middlesex, State of New Jersey, as follows:

- 1. The public shall be excluded from the closed session at close of tonight's open session.
- 2. The general nature of the subject matter to be discussed is as follows:

(Negotiations – 433 Cleveland Avenue; Litigation: JSM at Highland Park)

- 3. It is anticipated at this time that the above stated subject matter will be made public when these matters are resolved or as soon thereafter as it is deemed to be in the public interest to do so.
- 4. This Resolution shall take effect immediately.

ADOPTED: March 19, 2019

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 19<sup>th</sup> day of March 2019.

Joan Hullings, Borough Clerk

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