

BOROUGH OF HIGHLAND PARK
MAYOR & COUNCIL CONFERENCE MEETING
TUESDAY, APRIL 3, 2018

MINUTES

1. Mayor Brill Mittler called the meeting to order at 6:04 p.m. and 8:44 p.m.
2. PRESENT: Mayor; Council (Councilman Fine 6:26 p.m.); Borough Attorney; Borough Administrator; Borough Clerk.

Also in Attendance: CFO Gardner.

NOTE: Upcoming Meeting schedule:

April 10, 2018	Standing Committee Meetings; Special Meeting if needed.
April 17, 2018	Council Committee Reports 6:00 PM; Agenda Meeting 6:30 PM; Regular Meeting 7:00 PM; Conference Meeting to follow.

3. Council Goals - none.
4. Public Discussion (15 minutes) – none.
5. Memorial or Commendatory Resolutions or Presentations scheduled as indicated:
 - a.
6. Ordinances on 1st Reading – no ordinances scheduled for introduction for 4/17/18:
 - a. Amusement Ordinance.
 - b.
7. Ordinances on 2nd Reading – no public hearings scheduled for 4/17/18:
 - a. CAP Rate Exception Ordinance.
 - b. Historical Commission Ordinance.
 - c. Administration of Government Ordinance.
8. Resolutions for Next Meeting - scheduled for 4/17/18:
 - a. Bills List (4/17/18).
 - b.
 - c.
 - d.
9. Appointments – none.
10. Borough Attorney's Report – none.
11. Borough Administrator's Report – none.
12. Standing Committee Status Reports – none.
13. Discussion Items.
 - a. Shared Services – Councilman Fine noted that they have been looking at a number of areas for shared services. They reviewed an agreement for Police Dispatch services with Helmetta and Spotswood. Discussed this at the Public Safety Committee to do something similar with Edison or Metuchen. Councilwoman Foster-Dublin noted that they reached out a number of years ago to do dispatching with

- Rutgers. Dunellen signed up with Rutgers but has since stopped utilizing Rutgers. Middlesex County College put in a new dispatching system but it was too expensive for Highland Park to utilize. They did look at dispatching services with Edison. Borough Administrator Jover noted that she spoke to Piscataway Borough Administrator and they are doing dispatching services for Dunellen. Borough Administrator Jover to do outreach to other municipalities for Qualified Purchasing Agent services. Need to enforce purchasing rules with all departments. Discussion about doing research for other possible services to reduce costs, such as IT services and mechanic services. Plan to talk to PSE&G about LED lights.
- b. Emerald Ash Borer Task Force – Councilman George explained that the emerald ash borer is a bug that lives in ash trees. The bugs are coming up from the south and the bugs kill the ash trees. He has reached out to Rick Lear from the Middlesex County Parks Department. 73 ash trees belong to the Borough. The County will deal with Donaldson Park and they are following the State's plan. The Department of Public Works can take care of the street trees. Money from the tree fund is available and there is grant money. The Shade Tree Advisory Committee is identifying trees. County is phasing in their program. He has discussed this issue with the Superintendent of Public Works and the Foremen and they are coming up with a plan based on the County's information. Will ask Rick Lear about doing a shared service. No other town has reached out to the County. It is a five year plan and the benefit of shared service would be for disposal of the trees.

Councilman George left the meeting at 9:18 p.m.

- c. Report on Committee of Understanding – Mayor Brill Mittler noted that this is an opportunity to get people together from different perspectives and to share their concerns and ideas.
- d. NJIB Water & Sewer Grant – Borough Administrator Jover noted that she and Councilman George are looking into grants from the New Jersey Infrastructure Bank to help with some upgrades/repairs to Highland Park's infrastructure.
- e. Prosecutor/Public Defender Update – Councilwoman Foster-Dublin noted that interviews for both positions were conducted and that appointments will be made.
- f. MSHP Budget – Councilwoman Welkovits noted that the Main Street Highland Park Budget will be introduced after May 6th, once the Borough budget has been adopted.
- g. Water & Sewer Update – Borough Administrator Jover noted that the public hearing on the budget would be on April 17th. Cannot adopt the budget until the water and sewer ordinance is adopted. There will be a special meeting on April 10th at 6PM to discuss the water and sewer budget and the various options to balance the budget.
14. Executive Session – none.

There being no further business, on motion made by Councilman Hersh, seconded by Councilwoman Foster-Dublin, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 10:52 PM.

Respectfully submitted,

Joan Hullings
Borough Clerk