

The Meeting of the Mayor and Council of the Borough of Freehold was held on Monday, December 19, 2016 at 7:00 p.m. in the Municipal Building.

Mayor Higgins stated that the notice of the time, date and location of the meeting had been provided pursuant to the provisions of Chapter 231 of the Laws of 1975 (Open Public Meetings Act).

Councilwoman Shutzer opened the meeting with the Salute to the Flag followed by a moment of silence.

ROLL CALL

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| PRESENT | MAYOR J. NOLAN HIGGINS |
| PRESENT | COUNCILMAN MICHAEL DI BENEDETTO |
| ABSENT | COUNCILMAN RONALD GRIFFITHS |
| PRESENT | COUNCILMAN KEVIN KANE |
| PRESENT | COUNCILMAN GEORGE SCHNURR |
| PRESENT | COUNCILWOMAN SHARON SHUTZER |
| PRESENT | COUNCILMAN JAYE SIMS |

Mayor Higgins read Item No. 4 on the Agenda as follows:

“Swearing In and Oath of Office: Sergeant Diego Flores and Sergeant Eduardo Santana.”

Sgts. Diego Flores and Eduardo Santana were joined by their families while Mayor Higgins individually administered the Oath of Office. Both Sergeants were congratulated by Mayor and Council.

Chief Glenn Roberts expressed the Police Department’s pride in Sgts. Flores and Santana. Chief Roberts stated they are dedicated and take their positions seriously. He thanked them both and congratulated them on their promotions.

Councilman DiBenedetto, Chairman of the Public Safety Committee expressed his congratulations and assured Sgts. Flores and Santana they are born leaders and will do a fantastic job. He thanked the officer’s families for their sacrifices.

Mayor Higgins read Item No. 5 on the Agenda as follows:

“Approval of Minutes: Council Meeting December 5, 2016.”

Councilman Sims offered a motion to accept the minutes and was seconded by Councilwoman Shutzer.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 6 on the Agenda as follows:

“Second Reading and Public Hearing: Ordinance #2016/12 of the Borough of Freehold, County of Monmouth and State of New Jersey Amending and Supplementing Chapter 13 (Public Services) Section 13.04 (Water and Sewer Service Systems) of the Revised Ordinances of the Borough of Freehold, County of Monmouth, New Jersey.”

Mayor Higgins opened the meeting to the public.

There were no comments.

Councilman Sims offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION TO CLOSE PUBLIC PORTION.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Councilman DiBenedetto offered the following Resolution and moved its adoption, seconded by Councilman Sims:

BE IT RESOLVED, by the Mayor and Council of the Borough of Freehold that an Ordinance entitled “ORDINANCE #2016/12 OF THE BOROUGH OF FREEHOLD, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 13 (PUBLIC SERVICES) SECTION 13.04 (WATER AND SEWER SERVICE SYSTEMS) OF THE REVISED ORDINANCES OF THE BOROUGH OF FREEHOLD, COUNTY OF MONMOUTH, NEW JERSEY,” be, and same is hereby adopted on second reading.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 7 on the Agenda as follows:

“Second Reading and Public Hearing: Ordinance #2016/13 of the Mayor and Council of the Borough of Freehold, County of Monmouth Amending and Supplementing Chapter 2.80 Shade Tree Commission.”

Mayor Higgins opened the meeting to the public.

There were no comments.

Councilman Sims offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION TO CLOSE PUBLIC PORTION.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Councilman Sims offered the following Resolution and moved its adoption, seconded by Councilman DiBenedetto:

BE IT RESOLVED, by the Mayor and Council of the Borough of Freehold that an Ordinance entitled "ORDINANCE #2016/13 OF THE BOROUGH OF FREEHOLD, COUNTY OF MONMOUTH AMENDING AND SUPPLEMENTING CHAPTER 2.80 SHADE TREE COMMISSION", be, and same is hereby adopted on second reading.

Councilman Sims stated this Ordinance was to make the language clearer regarding the Shade Tree Commission.

Borough Attorney, Kerry Higgins clarified it makes the maintenance of the trees the Borough's responsibility.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 8 on the Agenda as follows:

"Resolution Authorizing the Transfer of Appropriations in the Fiscal Year 2016 Budget."

Councilman Kane offered the following Resolution and moved its adoption, seconded by Councilman Sims:

RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS IN THE FISCAL YEAR 2016 BUDGET.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 9 on the Agenda as follows:

"Resolution Authorizing A Professional Engineering Services Change Order with Abbington Engineering for Emergency Generator Project."

Councilman Sims offered the following Resolution and moved its adoption, seconded by Councilman Kane:

RESOLUTION AUTHORIZING A PROFESSIONAL ENGINEERING SERVICES CHANGE ORDER WITH ABBINGTON ENGINEERING FOR EMERGENCY GENERATOR PROJECT.

Councilman Sims reported the Generator Project will be for the Water Plant.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 10 on the Agenda as follows:

“Resolution Awarding a Contract for the Purchase of Water and Sewer Chemicals.”

Councilman Schnurr offered the following Resolution and moved its adoption, seconded by Councilman Sims:

RESOLUTION AWARDING A CONTRACT FOR THE PURCHASE OF WATER AND SEWER CHEMICALS.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 11 on the Agenda as follows:

“Resolution of the Borough of Freehold, County of Monmouth, State of New Jersey, Cancelling Unexpended Balances in Certain Federal and State Grant Receivables and Appropriations”

Councilman Schnurr offered the following Resolution and moved its adoption, seconded by Councilman Kane:

RESOLUTION OF THE BOROUGH OF FREEHOLD, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, CANCELLING UNEXPENDED BALANCES IN CERTAIN FEDERAL AND STATE GRANT RECEIVABLES AND APPROPRIATIONS.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 12 on the Agenda as follows:

“Resolution Authorizing Execution of an Amended Interlocal Services Agreement with Freehold Township Regarding Lake Topanemus.”

Councilman Kane offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION AUTHORIZING EXECUTION OF AN AMENDED INTERLOCAL SERVICES AGREEMENT WITH FREEHOLD TOWNSHIP REGARDING LAKE TOPANEMUS.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 13 on the Agenda as follows:

“Resolution Authorizing Execution of a Shared Services Agreement with Freehold Township for Substance Abuse Prevention and Counseling Services.”

Councilwoman Shutzer offered the following Resolution and moved its adoption, seconded by Councilman Sims:

RESOLUTION AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH FREEHOLD TOWNSHIP FOR SUBSTANCE ABUSE PREVENTION AND COUNSELING SERVICES.

Councilwoman Shutzer stated this is the first of many shared services on the agenda. She stated the shared services which are in line with Best Practices, makes Freehold a very well run and rated community and provides for the children in our community that have a need for these specified services.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 14 on the Agenda as follows:

“Resolution Authorizing Execution of a Shared Services Agreement with the Township of Freehold For Licensed Treatment Plant Operational Services for Freehold Borough Water and Sewer Utilities.

Councilman DiBenedetto offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION AUTHORIZING EXECUTION OF A SHARE SERVICES AGREEMENT WITH THE TOWNSHIP OF FREEHOLD FOR LICENSED TREATMENT PLANT OPERATIONAL SERVICES FOR FREEHOLD BOROUGH WATER AND SEWER UTILITIES.

Councilman DiBenedetto stated sharing services is not only beneficial to the Borough tax payers, but the Township tax payers as well.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 15 on the Agenda as follows:

“Resolution Authorizing Execution of a Shared Services Agreement with Freehold Township for Health Services.”

Councilman Kane offered the following Resolution and moved its adoption, seconded by Councilman Sims:

RESOLUTION AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH FREEHOLD TOWNSHIP FOR HEALTH SERVICES.

Councilman Kane stated Freehold Borough has been doing shared services before they were mandated by the state and credits Borough Administrator Joseph Bellina for organizing all of the shared services agreements.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 16 on the Agenda as follows:

“Resolution Authorizing Execution of a Shared Services Agreement with Freehold Township for Information Technology Services.”

Councilman Schnurr offered the following Resolution and moved its adoption, seconded by Councilman Kane:

RESOLUTION AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH FREEHOLD TOWNSHIP FOR INFORMATION TECHNOLOGY SERVICES.

Councilman Schnurr explained this is for IT Services and the level of service provided by Freehold Township exceeds previous service.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 17 on the Agenda as follows:

“Resolution Authorizing Execution of a Shared Services Agreement with Freehold Township for Automotive Services.”

Councilman DiBenedetto offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH FREEHOLD TOWNSHIP FOR AUTOMOTIVE SERVICES.

Councilman DiBenedetto explained the private sector cannot match the price and turn around time municipal vehicles are in and out of the shop.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 18 on the Agenda as follows:

“Resolution Authorizing Execution of a Shared Services Agreement with the Township of Freehold Regarding the Sale of Parking Spaces at Schibanoff Road Commuter Lot.”

Councilman Schnurr offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF FREEHOLD REGARDING THE SALE OF PARKING SPACES AT SCHIBANOFF ROAD COMMUTER LOT.

Councilman Schnurr explained this allows Freehold Township to sell 20 parking spaces at the Schibanoff Lot to Borough residents.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 19 on the Agenda as follows:

“Resolution Authorizing an Interlocal Services Agreement with the Borough of Englishtown for a Certified Public Works Manager and Certified Recycling Coordinator for CY 2017.”

Councilwoman Shutzer offered the following Resolution and moved its adoption, seconded by Councilman DiBenedetto:

RESOLUTION AUTHORIZING AN INTERLOCAL SERVICES AGREEMENT WITH THE BOROUGH OF ENGLISHTOWN FOR A CERTIFIED PUBLIC WORKS MANAGER AND CERTIFIED RECYCLING COORDINATOR FOR CY 2017.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 20 on the Agenda as follows:

“Resolution Authorizing the Purchase of Two Law Enforcement Vehicles.”

Councilman DiBenedetto offered the following Resolution and moved its adoption, seconded by Councilman Sims:

RESOLUTION AUTHORIZING THE PURCHASE OF TWO LAW ENFORCEMENT VEHICLES.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 21 on the Agenda as follows:

“Resolution Awarding a Contract for Tree Removal and Trimming.”

Councilman Sims offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION AWARDING A CONTRACT FOR TREE REMOVAL AND TRIMMING.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 22 on the Agenda as follows:

“Resolution Accepting the Vision Plan as Prepared by the Freehold Borough Community Redevelopment Committee.”

Councilman Schnurr offered the following Resolution and moved its adoption, seconded by Councilman Kane:

RESOLUTION ACCEPTING THE VISION PLAN AS PREPARED BY THE FREEHOLD BOROUGH COMMUNITY REDEVELOPMENT COMMITTEE.

Councilman Schnurr stated in three years the landscape of downtown will be very different. He stated he will remind everyone the changes came from this report and it will be because of the hard working citizens who worked on the committee.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 23 on the Agenda as follows:

“Resolution Authorizing Dental Insurance Contract.”

Councilwoman Shutzer offered the following Resolution and moved its adoption, seconded by Councilman DiBenedetto:

RESOLUTION AUTHORIZING DENTAL INSURANCE CONTRACT.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 24 on the Agenda as follows:

“Resolution Approving the Mayor’s Nomination for Appointment to the Recreation Commission.

- a. Patricia Young – Term Expires December 31, 2017. Appointment will fill an existing vacancy created with the resignation of Sheryl Mott.”**

Councilman DiBenedetto offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION APPROVING THE MAYORS NOMINATION FOR APPOINTMENT TO THE RECREATION COMMISSION: 24A.

Councilman DiBenedetto wished Sheryl Mott well and thanked her for all she has done for Freehold. Councilman DiBenedetto welcomed Patricia and thanked her for stepping up.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 25 on the Agenda as follows:

“Resolution Confirming Personnel Appointments/Actions:

- a. Appointment of Michael T. Smith as a Patrol Officer, Freehold Borough Police Department, effective December 19, 2016, pending completion of pre-employment testing and successful completion of the Police Academy.”**

Councilwoman Shutzer offered the following Resolution and moved its adoption, seconded by Councilman Sims:

RESOLUTION CONFIRMING PERSONNEL APPOINTMENTS/ACTIONS: 25A.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 26 on the Agenda as follows:

“Approval of Bills”

Councilman Kane offered the following Resolution and moved its adoption, seconded by Councilman DiBenedetto:

BE IT RESOLVED by the Mayor and Council of the Borough of Freehold that the bills on the attached list in the amount of \$740,834.61 be paid as presented.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 27 on the Agenda as follows:

“Correspondence from Richard J. Gartz, CFO: 2016 BAN Certificate of Determination and Award.”

Joseph Bellina, Borough Administrator reported the annual note sale was a couple of weeks ago. He stated it is required by law to advise Mayor and Council of the interest rates which are still very favorable.

Mayor Higgins read Item No. 28 on the Agenda as follows:

“Clerk – Late Communications.”

There were none.

Mayor Higgins read Item No. 29 on the Agenda as follows:

“Public Comments.”

Ms. Christine Gregory, 42 West George Street, asked who the contractor is for the tree trimming.

Mr. Bellina responded after going out to bid, the contract was awarded to Boulder Hill Tree Service, from Hackensack, NJ. He stated their certified tree expert is a career arborist and has a degree in forestry.

Councilman Sims offered the following Resolution and moved its adoption, seconded by Councilwoman Shutzer:

RESOLUTION TO CLOSE PUBLIC PORTION.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Mayor Higgins read Item No. 30 on the Agenda as follows:

“Council Comments.”

Councilman Schnurr congratulated Sgts. Flores and Santana on their promotions. Councilman Schnurr reported he attended a home dedication on Center Street for a Habitat for Humanity home. He stated this is the third Habitat for Humanity home on Center Street. Councilman Schnurr stated the Knights of Columbus had a successful blood drive on December 10th. Councilman Schnurr congratulated Patricia Young on her appointment to the Recreation Commission. Councilman Schnurr reported December 17th was a successful Wreaths Across America ceremony held at Elks Point. He wished everyone a happy holiday.

Councilman DiBenedetto wished the best to the newly promoted officers. He congratulated Downtown Freehold on a successful tree lighting and Recreation Commission on the house decorating contest. Councilman DiBenedetto wished everyone a Merry Christmas, Happy Hanukkah, Happy Kwanza and Happy New Year!

Councilwoman Shutzer congratulated Sgts. Flores and Santana. She stated both gentlemen and their wives have served this community well. She expressed Freehold is proud to have them. Councilwoman Shutzer relayed holiday greetings from Councilman Griffiths who is out of town. Councilwoman Shutzer stated Wreaths Across America was heartwarming and a lovely celebration to those who have given the ultimate sacrifice. She thanked the Masons for taking the lead and Councilman Schnurr for his part. Councilwoman Shutzer thanked Downtown Freehold and the Recreation Commission for all of their holiday activities. Councilwoman Shutzer welcomed Patricia Young to the Recreation Commission. Councilwoman Shutzer wished everyone a happy and healthy holiday season and New Year.

Councilman Kane congratulated the newly promoted officers. Councilman Kane stated Wreaths Across America is a great tribute that happens throughout the country. Councilman Kane congratulated Patricia Young for joining the Recreation Commission. He gave a brief history of the Recreation Commission and thanked Sheryl Mott for her service to Recreation and the many other committees she volunteered on. Councilman Kane recognized Jamie Bennett for all of her work on the Vision Plan. Councilman Kane wished everyone a Merry Christmas, Happy Hanukkah and Happy and Healthy New Year.

Councilman Sims congratulated the entire Police Department on having a new officer coming in and two promotions. Councilman Sims stated the holidays are a fun time of year with the children. Councilman Sims offered prayers to the residents in Berlin for the tragic incident that happened. Councilman Sims thanked council and said it was an honor to serve as Council President in 2016. He wished everyone a happy holiday and New Year.

Mayor Higgins stated Wreaths Across America was a very moving ceremony. He recognized Councilman Schnurr for his work on the event. Mayor Higgins wished everyone a Merry Christmas and Happy and Healthy New Year. Mayor Higgins announced the Reorganization Meeting will be held Saturday, January 7th at 5:00 PM and everyone is welcome.

Mayor Higgins called for a motion to adjourn.

Councilman DiBenedetto offered the motion to adjourn, seconded by Councilwoman Shutzer.

On roll call, Council Members DiBenedetto, Kane, Schnurr, Shutzer and Sims voted its adoption; opposed none; abstain none; absent Griffiths. Mayor Higgins declared the motion adopted.

Jamie Bennett's sons; Reggie and Tyrell, who were attending the meeting for a school project, banged the gavel to close the meeting.

The meeting was adjourned at 7:48 PM.

Respectfully Submitted,

TRACI L. DIBENEDETTO, RMC
BOROUGH CLERK

TLD:lc