



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

CARL J. RICHKO
Chairperson

LISA J. PLEVIN
Executive Director

PUBLIC NOTICE: JUNE 18 HIGHLANDS COUNCIL MEETING TO BE HELD BY TELECONFERENCE

Please be advised that the Highlands Council meeting scheduled for Thursday, June 18 at 4 p.m. will be held via teleconference. There will be no in-person meeting at the Highlands Council office in Chester. Call-in information is below. An agenda and meeting materials will be available on the Highlands Council website on or before June 15 at:
www.nj.gov/njhighlands/about/calend/2020_calendar.html#jun18.

Call in information:

Phone number: 1 (929) 436-2866

Meeting ID: 92292086372

Participant ID: when prompted for a participant ID, press #

Members of the public will be muted upon joining the call. To make a comment during designated public comment periods, members of the public will press *9, which will signal to the moderator that you would like to be heard. Complete instructions will be provided during the meeting and are available at: www.nj.gov/njhighlands/about/calend/virtual.html.

DATE OF NOTICE: June 12, 2020



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MEETING AGENDA **Thursday, June 18, 2020 at 4pm**

Dial in information

Phone number: 1 (929) 436-2866

Meeting ID: 92292086372

Participant ID: when prompted for a participant ID, press #

1. CALL TO ORDER
2. ROLL CALL
3. OPEN PUBLIC MEETINGS ACT STATEMENT
4. PLEDGE OF ALLEGIANCE
5. APPROVAL OF HIGHLANDS COUNCIL MINUTES – February 20, 2020
6. CHAIR’S REPORT
7. EXECUTIVE DIRECTOR’S REPORT
8. CONSIDERATION OF RESOLUTION – Approval of Submission of 2019 Annual Report
(voting matter with public comment)
9. BUDGET & FINANCE COMMITTEE – Committee Chair Holtaway
 - CONSIDERATION OF RESOLUTION - Award of Contract to Develop an Economic Sustainability Plan *(voting matter with public comment)*
10. OLD & NEW BUSINESS
11. PUBLIC COMMENTS *(to ensure ample time for all members of the public to comment, we will respectfully limit comments to three (3) minutes. Questions raised in this period may not be responded to at this time but, where feasible, will be followed up by the Council and its staff.)*
12. EXECUTIVE SESSION, *if deemed necessary*
13. ADJOURN

NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
MEETING MINUTES OF JUNE 18, 2020

PRESENT

VIA TELECONFERENCE:

CARL J. RICHKO)	CHAIR
KURT ALSTED)	VICE CHAIR
TRACY CARLUCCIO)	COUNCIL MEMBERS
MICHAEL R. DRESSLER)	
MICHAEL FRANCIS)	
ROBERT HOLTAWAY)	
BRUCE JAMES)	
MICHAEL SEBETICH)	
JAMES VISIOLI)	
RICHARD VOHDEN)	
ROBERT G. WALTON)	

ABSENT:

TIMOTHY P. DOUGHERTY)

CALL TO ORDER 174th meeting of the New Jersey Highlands Water Protection and Planning Council was called to order at 4:05pm by tele-conference due to COVID-19.

Chairman Richko welcomed and thanked everyone for joining. Chairman Richko announced that this is our first meeting since we were last able to meet on February 20, 2020 and hoped everyone is holding up well and will continue to stay healthy and safe as the state moves toward re-opening.

Chairman Richko announced that the current health crisis caused by COVID-19 has had a devastating effect on our State's economy and has claimed thousands of lives. On March 21, 2020, Governor Murphy enacted Executive Order 107, encouraging public bodies to hold remote public meetings. In light of the continued public health emergency, the Highlands Council will hold all Council meetings remotely until further notice. In recognition of the impact that COVID-19 has had on the lives of so many, Chairman Richko called for a moment of silence to remember all those we have lost to this deadly virus.

At this time, there was a moment of silence.

Chairman Richko continued to say he is grateful that technology allows the Council to hold our June meeting remotely, with everyone able to participate by telephone. At this time, Chairman Richko provided some guidelines and instructions for the meeting for members of the public and Council Members.

Chairman Richko reminded everyone that this is the first time we're holding a public meeting by teleconference and asked everyone to be patient with the process.

ROLL CALL

Roll call was taken. Member Dougherty was absent. All other Council Members were present via teleconference. *The following staff members were present via teleconference: Lisa J. Plevin, Christine LaRocca, James*

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Humphries, Gabrielle Gallagher, Maryjude Haddock-Weiler, Keri Green, Judy Thornton, Herbert August, Ranji Persaud, Annette Tagliareni, Carole Ann Dicton, and Tom Tagliareni. Also present via teleconference were Lauren Nathan-LaRusso, Senior Counsel, Governor's Authorities Unit; and Jason Kane, Deputy Attorney General (DAG).

OPEN PUBLIC MEETINGS ACT

Ms. Tagliareni announced that the meeting was being held in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. The Highlands Council sent written notice of the time, date, and method of participation in this meeting to pertinent newspapers of circulation throughout the State and posted notice on the Highlands Council website. Pursuant to the declared COVID-19 Public Health Emergency and State of Emergency, and in order to maintain recommended social distancing practices, the meeting is being conducted by means of teleconference. As stated in the public notice, any interested party may participate by telephone, by dialing the 929-436-2866. The notice also provided instructions for commenting during the meeting.

Prior to the Pledge of Allegiance, Chairman Richko acknowledged the protests and rallies across New Jersey and the country, calling for racial and social justice. He suggested that as we say the Pledge of Allegiance together, let's reflect on the last phrase, "liberty and justice for all."

PLEDGE OF ALLEGIANCE was then recited.

APPROVAL OF HIGHLANDS COUNCIL MINUTES OF FEBRUARY 20, 2020

Chairman Richko asked for a motion on the Highlands Council Minutes of February 20, 2020.

Member Francis made a motion to approve the Highlands Council Minutes of February 20, 2020. Member Visioli seconded it.

A roll call vote was taken. The Highlands Council Minutes of February 20, 2020 were APPROVED 10-0, with one (1) abstention by Member Holtaway.

Before Chairman Richko began his report, he acknowledged the passing of Council Vice Chair Kurt Alstead's father, Hermann "Zeke" Schulte Alstede, Jr.; and the passing of environmental advocate, Candy McKee Ashmun.

CHAIRMAN'S REPORT

Chairman Richko reported that while staff is working remotely, they are fully functional and have access to everything they need to maintain day-to-day activities, as well as move forward key projects that are important to our mission.

Chairman Richko shared some good news on a project that has been in the works for quite a while. Earlier this month, the Highlands Council, the State Planning Commission, and the Office of Planning Advocacy completed an update to a Memorandum of Understanding (MOU) that was originally established in 2007, before the Regional Master Plan (RMP) was even adopted. Chairman Richko stated that this is a really nice milestone for the Highlands Council and we look forward to State Plan Endorsement of the RMP.

EXECUTIVE DIRECTOR'S REPORT

Ms. Plevin highlighted the following updates and staff activities:

COVID-19 Response

Chester Office Closure/Remote Work

The Highlands Council office in Chester remains closed in support of Executive Order 104. All staff members are fully functional and working remotely. Operations continue without interruption. Staff has received approximately 331 mail items since March 18, 2020.

Budget Update

New Jersey is facing an unprecedented budget shortfall due to the financial impacts of COVID-19. As an immediate measure, the NJ Office of Management and Budget has instituted a spending freeze across all state agencies. While this spending freeze is in place, the Highlands Council cannot fund any new Plan Conformance grants or approve any new Scopes of Work for Plan Conformance grants currently underway.

Ms. Plevin added that since our Regional Master Plan account is a separate account, it is not subject to the spending freeze. Therefore, we are able to continue to pay invoices for those contracts underway and to potentially authorize a contract for the Economic Sustainability Plan. Those contracts underway include the Rutgers Stormwater Management project, the Interactive Environmental Resource Inventories project, the Highlands Trail mapping, and the Functional Ecosystem Valuation Model (FEV) field testing.

Regarding the Highlands Council Operating Budget, Ms. Plevin reported that we expect to have sufficient funding to cover salaries and expenses through the new extension of the fiscal year, which now ends on September 30, 2020.

New Jersey Council on Local Mandates

The Highlands Council was notified last November that a Complaint had been filed with the New Jersey Council on Local Mandates by the Township of West Milford that challenged the Highlands Water Protection and Planning Act as an unfunded mandate. Several settlement discussions took place with Township officials over the last several months. On June 1st the Township requested that the Complaint be dismissed.

At this time, Ms. Plevin highlighted some Plan Conformance and project review activities:

Plan Conformance Updates

Plan Conformance Petitions

Parsippany-Troy Hills Township has been working on their Petition for Plan Conformance. They have submitted all of their documents in draft form and staff is working with their professionals to finalize their Petition. We anticipate a Petition Hearing before the Highlands Council in the next few months.

Plan Conformance Implementation

- High Bridge Borough, Hunterdon County, adopted its Open Space and Recreation Plan element on May 18th.
- Montville Township, Morris County, has been working on an interesting Groundwater Recharge Enhancement project. The Township's consultants have completed extensive field work and modeling of the project area that will ultimately support a comprehensive engineering design. A final

NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
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report will include hydrologic and hydraulic calculations designed to improve the watershed basin and enhance groundwater recharge.

Municipally Issued Exemptions

Since Ms. Plevin's prior report, the Highlands Council has been notified of two municipally issued exemptions – both for Califon Borough, Hunterdon County, which issued two (2) Exemption #5s.

Project Review Updates

Staff completed a Highlands Preservation Area Approval (HPAA) review for a stream restoration project in Ringwood Borough, Passaic County. The project will enhance and restore approximately 2,270 linear feet of trout habitat within the West Brook in Ringwood Borough. Highlands staff found the project to be consistent with the Highlands Regional Master Plan.

WQMP Amendment Review

Staff also completed a Water Quality Management Plan (WQMP) Amendment Review, related to a residential development project in Somerset County. The proposed project is located in Far Hills Borough in a HUC14 subwatershed that is not in a deficit area and therefore is not subject to any further review by the Highlands Council.

TDR/HDC Update

HDC Allocation Applications

Ms. Plevin noted that since her last month's report, staff completed 3 HDC allocation reviews.

- Mansfield Township, Warren County – for a 39-acre residential property – allocated 8 HDCs
- Franklin Township, Warren County, – for 12.50 acre non-residential property allocated 42.75 HDCs
- Franklin Township, Warren County – for 89 acres mixed non- residential/residential - allocated 47.75 HDCs

Open Space Update

Ms. Plevin reported that on May 29, the Highlands Council reached out to its open space partners to solicit proposals for preservation projects that might qualify for funding under the federal Highlands Conservation Act grant program, which is expected to open a 2020 funding round soon. Proposals are due to the Highlands Council by Tuesday, June 30.

OPRA Response

Staff has responded to five (5) OPRA requests since March 18, 2020. They include requests for documents related to Milly's Court project in Franklin Borough, the appeal of the Chester Borough Center Designation, records related to vernal pool mapping, exemptions related to a property in Mt. Olive Township and a build out report for White Township. We have responded to all of these.

Municipal Average Update

As Ms. Plevin previously reported, following a thorough review of existing data and consultation with the State Agriculture Development Committee (SADC) and State TDR Bank, the Municipal Average Committee determined that additional analysis is required to determine an accurate, current municipal average for the Highlands Region. Council staff have continued to collaborate with state partners to determine how such a project might be funded.

Outreach and Constituent Assistance

Ms. Plevin also reported that staff continues to provide guidance to landowners and their representatives

NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
MEETING MINUTES OF JUNE 18, 2020

regarding the NJDEP Highlands Area Rules and the RMP. In the past few months calls into the office have dropped somewhat, but that is to be expected, given the circumstances.

Lastly, Ms. Plevin announced that the next Council Meeting is scheduled for July 16, 2020.

Chairman Richko continued to the next agenda item.

Resolution – Approval of Submission of the 2019 Annual Report

Chairman Richko announced that Section 27 of the Highlands Act requires that the Highlands Council, on or before March 31 in each year, or as extended, prepare and submit an annual report of its activities and an operating and financial statement to the Governor, the Legislature, and the governing body and the chief executive officer of each municipality and county in the Highlands Region. In addition, Executive Order #37 indicates that each State authority's governing body needs to approve the issuance of the annual report. The Council has voted by resolution to release the annual report a few times, but in past years this may have been overlooked. We are doing so this year and will do so in the future. Approval of this resolution would authorize release of that Annual Report.

Chairman Richko asked for a motion on the resolution.

Member Holtaway made a motion. Member Visioli seconded it.

Council Comment

There was no Council comment.

Public Comment

Julia Somers, New Jersey Highlands Coalition – Ms. Somers spoke in support of the historic approval of the MOU between the Highlands Council, the State Planning Commission, and the Office of Planning Advocacy. Ms. Somers looks forward to sharing this information with all Highlands communities.

Chairman Richko reminded Ms. Somers that this public comment is for the 2019 Annual Report and that her comment on the MOU may be heard at the general comment period (at the end of the meeting).

A roll call vote was taken. The resolution was APPROVED 11-0.

Chairman Richko continued to the next agenda item and announced that Member James will recuse himself, due to a potential conflict of interest and will rejoin the meeting after discussion.

Member James left the teleconference meeting at 4:38pm.

BUDGET & FINANCE COMMITTEE

Resolution - Award of Contract to Develop an Economic Sustainability Plan

Committee Chairman Holtaway provided an overview and history of the project and then turned the meeting over to Maryjude Haddock-Weiler, Highland Council Planning Manager, who provided additional details.

Committee Chairman Holtaway reported that the Budget and Finance Committee met on February 6, 2020 to review staff's recommendation and unanimously voted to advance this recommendation to the full Council for consideration and award the contract to Camoin Associates 310 in partnership with Maser Consulting (the Camoin Team) to prepare an Economic Sustainability Plan for the Highlands Region for a contract amount not to exceed \$149,861.30.

Ms. Haddock-Weiler discussed the specific tasks outlined in the RFP and noted that the project parameters were reviewed in the context of the COVID-19 pandemic and determined to be still valid. Development of the Economic Sustainability Plan will give great consideration to our current economic situation and use a post-COVID-19 economy as a significant factor in evaluating and planning for the Highlands' economic future.

Chairman Richko asked for a motion on the resolution.

Member Visioli made a motion. Member Holtaway seconded it.

Council Comment

Member Dressler stated that he needed to recuse himself on this matter.

Member Dressler left the meeting at 4:51pm.

Member Walton stated that local, county, and state governments have their own economic development departments, commissions, and/or agencies, so questioned why another economic plan was necessary in the Highlands region.

Member Francis asked what the basic strategy is for the economic development plan.

Committee Chairman Holtaway responded that the policy for years has been the development of greenfields, which are disappearing. The reality is that mode of economic incentive or anticipated incentive is not valid anymore and a new paradigm has to be developed in order to try to get us through the times. COVID-19 has upset the apple cart on what we understand and do on the economy. We are dealing with something new and this is the first time in history that we've come up against the prospect of being built out. Committee Chair Holtaway concluded that in his opinion there are a lot of roads this whole concept can go down and we need a good solid look at it in order to provide a new way to solve this problem. If we do it once; the counties don't have to do it seven times.

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Public Comment

Hank Klumpp, Tewksbury, NJ – Mr. Klumpp spoke in opposition of this resolution due to the politicians who upset the economy when private property owners were affected by the Highlands Act for the water in the region. Mr. Klumpp urged the Council to do something for the property owners.

Julia Somers, New Jersey Highlands Coalition – Ms. Somers spoke in support of this resolution. Ms. Somers commented that it is important to focus on the whole region and its economy. Ms. Somers added that she believes it will likely focus on the Highlands resources, as well as recreation, tourism, agriculture, and redevelopment in the region. Ms. Somers looks forward to hearing more on the plan as it develops.

Elliott Ruga, New Jersey Highlands Coalition – Mr. Ruga responded to Member Walton's comment claiming that it is not the responsibility of the Highlands Council. Mr. Ruga responded that the only way to come up with an economic sustainability guide for the region, is to do it on a regional basis which is something that municipalities and counties do not have the perspective to do on their own. Mr. Ruga quoted from the Highlands Act (Section 13 20-10).

Meghan Hunscher, President, Morris County Chamber of Commerce and CEO, Morris County Economic Development Corporation – Ms. Hunscher thanked the Highlands Council for moving this forward and appreciates the support at the regional level. Ms. Hunscher added that it is really important to combine resources especially at this time. Ms. Hunscher is excited to work with the consultants to identify trends and have them reach out to the stakeholders.

Rielly Karsh, Councilwoman, Town of Clinton – Ms. Karsh spoke in support of the resolution. Ms. Karsh's comment was received via email after the meeting ended and is submitted with these minutes.

Council Comment

Member Walton clarified Mr. Ruga's statement on his objection to the resolution. Member Walton added that he does not dispute that the Highlands Act calls for Council to engage in economic development. He questions the wisdom to do so. Member Walton concluded that Council should use its discretion in how we go about doing economic development to fill that requirement.

A roll call vote was taken. The resolution was APPROVED 8-1.

OLD/NEW BUSINESS:

Member Francis reported that his municipality received a \$145,000 grant (for which they independently applied) for the Harmful Algae Bloom (HAB) issue at Lake Hopatcong. The \$145,000 grant is one-third of the project's cost. Member Francis stated that the municipality is covering the remainder of the cost and Everblue Lakes is the company that was hired to install the equipment and deploy the treatment.

Members Dressler returned to the meeting at 5:14pm, and Member James was confirmed by staff to re-join the meeting.

Chairman Richko opened the meeting to the public for any other comments.

NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
MEETING MINUTES OF JUNE 18, 2020

Public Comment

Elliott Ruga, Policy Director, New Jersey Highlands Coalition – Mr. Ruga thanked the Council for the remembrance of Candance Ashmun. Mr. Ruga also congratulated the Highlands Council and the State Planning Commission for finally drafting the MOU which initiates the process to the State Planning Commission to endorse the Highlands Regional Master Plan (RMP) and to construct a framework for the two agencies to move forward to a unified planning vision for the Highlands.

George Cassa, Shannon's Fly & Tackle, Califon, NJ – Mr. Cassa spoke in support of the draft MOU between Highlands Council and State Planning Commission. Mr. Cassa had a question regarding the MOU and Chairman Richko referred him to Ms. Plevin for a response.

David Shope, property owner, Lebanon Township – Mr. Shope commented on the 2019 Annual Report on page 6 – neglect to mention Millstone River contributes to the number noted. Mr. Shope also spoke in opposition of the economic sustainability plan.

Hank Klumpp, property owner, Tewksbury, NJ – Mr. Klumpp asked why the other states (New York, Pennsylvania, & Connecticut) are not doing what New Jersey is regarding the Highlands region.

Julia Somers, New Jersey Highlands Coalition – Ms. Somers spoke in support of the regional economic plan and looks forward to learning more about it as it develops. Lastly, Ms. Somers announced that a celebration and remembrance will be held via ZOOM for Candy Ashmun on June 28 at 5:00pm.

Chairman Richko thanked everyone for their patience.

Member Walton made a motion to adjourn the meeting. Member James seconded it. All were in favor. The meeting was adjourned at 5:29pm.

CERTIFICATION

I hereby certify that the foregoing is a true copy of the minutes of the meeting of the Highlands Water Protection and Planning Council.

Date: 7/17/2020

Name: Annette Tagliareni

Annette Tagliareni, Executive Assistant

NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
MEETING MINUTES OF JUNE 18, 2020

Vote on the Approval of Minutes	Motion	Second	Yes	No	Abstain	Absent
Councilmember Alstede			√			
Councilmember Carluccio			√			
Councilmember Dougherty			√			
Councilmember Dressler		√	√			
Councilmember Francis						√
Councilmember Holtaway			√			
Councilmember James			√			
Councilmember Sebetich			√			
Councilmember Visioli	√		√			
Councilmember Vohden			√			
Councilmember Walton			√			
Chairman Richko			√			

PUBLIC COMMENTS SUBMITTED AT HIGHLANDS
COUNCIL MEETING ON JUNE 18, 2020

From: [Tagliareni, Annette](#)
To: [Tagliareni, Annette](#)
Subject: Public Comment Rec"d - 6/18/20
Date: Thursday, June 18, 2020 5:40:46 PM

From: Haddock-Weiler, Maryjude
Sent: Thursday, June 18, 2020 5:28 PM
To: Tagliareni, Annette <Annette.Tagliareni@highlands.nj.gov>
Subject: Fw: [EXTERNAL] Highlands grants

Annette - I received comments, see below, for the Council meeting. Can they be added in or is it too late. Thanks, Maryjude

From: rkarsh@clintonnj.gov <rkarsh@clintonnj.gov>
Sent: Thursday, June 18, 2020 5:01 PM
To: Haddock-Weiler, Maryjude <Maryjude.Haddock-Weiler@highlands.nj.gov>
Subject: Re: [EXTERNAL] Highlands grants

Maryjude - I am so sorry but I have to jump off the call. I didn't realize how late this would go and unfortunately have another meeting scheduled that I pushed but now have to get on. I am not sure if you can enter my comment into the record?

As a councilwoman and the chair of the town of clinton economic development committee I am in support of this project and feel that it is not only important *but necessary* to the future of the region. We must consider the economic sustainability of our communities within the framework of the Highlands in order to function in a cohesive and intelligent manner. Now, more than ever, we must strategically plan for a sustainable future for the region that addresses the environmental, economic, and infrastructure needs of the region; that necessitates involvement by the Highlands. Having a more fulsome understanding of the region as compared to surrounding regions would be invaluable to our community in smart planning for the future. Moreover, the generation of specific action items and creative solutions to the challenges facing us today would provide not only my town but the entire region the ability to work together to plan in a coordinated and sustainable manner. No town center or township functions as an island without effect upon the surrounding areas, and this effort provides cohesion. The point of the plan ought not to be to create specific outcomes but to give pathways forward for the Highlands and their partners to create positive outcomes. I am encouraged to see this plan being considered and hope to see it move forward.

Rielly Karsh
Councilwoman
Town of Clinton, New Jersey
rkarsh@clintonnj.gov
917-478-8699

Pursuant to N.J.S.A.13:20-5j this Resolution shall have no force or effect until the completion of the Governor's review of the Highlands Council minutes

RESOLUTION 2020-09

NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL APPROVAL OF SUBMISSION OF 2019 ANNUAL REPORT

WHEREAS, the Highlands Water Protection and Planning Act (Highlands Act) has created a public body corporate and politic with corporate succession known as the Highlands Water Protection and Planning Council (Highlands Council); and

WHEREAS, Section 6.g of the Highlands Act authorizes the Highlands Council to conduct its business as needed to effectuate the purposes of the enabling legislation; and

WHEREAS, Section 27 of the Highlands Act requires that the Highlands Council, on or before March 31 in each year, or as extended, prepare and submit an annual report of its activities and an operating and financial statement to the Governor, the Legislature, and the governing body and the chief executive officer of each municipality and county in the Highlands Region; and

WHEREAS, Paragraph 2 of Executive Order #37 requires each State authority's governing body to approve the issuance of the annual report; and

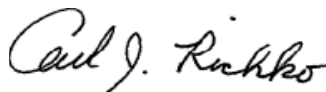
WHEREAS, prior to the June 18, 2020 Council meeting, the Highlands Council provided a draft Annual Report for 2019 to the to the full body of the Council; and

WHEREAS, pursuant to N.J.S.A. 13:20-5.j, no action authorized by the Highlands Council shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Council has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED that the Highlands Council hereby approves the submission of the Highlands Council Annual Report of 2019 to the Governor, the Legislature, and the governing body and the chief executive officer of each municipality and county in the Highlands Region.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Highlands Council at its regular meeting held on the 18th day of June, 2020.



Carl Richko, Chairman

Pursuant to N.J.S.A.13:20-5j this Resolution shall have no force or effect until the completion of the Governor's review of the Highlands Council minutes

RESOLUTION 2020-09

**NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
APPROVAL OF SUBMISSION OF 2019 ANNUAL REPORT**

**Vote on the Approval of
This Resolution**

	Motion	Second	Yes	No	Abstain	Absent
Councilmember Alstede	_____	_____	✓	_____	_____	_____
Councilmember Carluccio	_____	_____	✓	_____	_____	_____
Councilmember Dougherty	_____	_____	_____	_____	_____	✓
Councilmember Dressler	_____	_____	✓	_____	_____	_____
Councilmember Francis	_____	_____	✓	_____	_____	_____
Councilmember Holtaway	✓	_____	✓	_____	_____	_____
Councilmember James	_____	_____	✓	_____	_____	_____
Councilmember Sebetich	_____	_____	✓	_____	_____	_____
Councilmember Visioli	_____	✓	✓	_____	_____	_____
Councilmember Vohden	_____	_____	✓	_____	_____	_____
Councilmember Walton	_____	_____	✓	_____	_____	_____
Chairman Richko	_____	_____	✓	_____	_____	_____

RESOLUTION 2020-10

NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL AWARD OF CONTRACT TO DEVELOP AN ECONOMIC SUSTAINABILITY PLAN

WHEREAS, the Highlands Water Protection and Planning Act (Highlands Act) has created a public body corporate and politic with corporate succession known as the Highlands Water Protection and Planning Council (Highlands Council); and

WHEREAS, Section 6.g of the Highlands Act authorizes the Highlands Council to enter into any and all agreements or contracts to effectuate the purposes of the Highlands Act; and

WHEREAS, on July 17, 2008, the Highlands Council adopted Resolution 2008-27 thereby adopting the Highlands Regional Master Plan (RMP), which became effective September 8, 2008; and

WHEREAS, in order to carry out its duties under the Highlands Act and the RMP, the Highlands Council is charged with creating sustainable communities and a sustainable economic future for the region; and

WHEREAS, the 2018 Monitoring Program Recommendation Report, serving as the Council's six-year work plan, included a specific recommendation for the development of a "comprehensive economic development plan for the Highlands Region;" and

WHEREAS, the Highlands Council does not have sufficient internal resources and expertise to complete an economic sustainability plan for the Highlands Region; and

WHEREAS, the Highlands Council staff prepared a Request for Proposals to Develop an Economic Sustainability Plan for the Highlands Region seeking firms with expertise to assist the Highlands Council with preparing an economic development plan for the region; and

WHEREAS, seven (7) firms responded by submitting proposals and qualifications on or before the deadline of November 4, 2019; and

WHEREAS, the Highlands Council staff evaluated the proposals (inclusive of qualifications and supporting materials) and shared its findings with the Highlands Council's Budget and Finance Committee on February 6, 2020; and

WHEREAS, the Budget and Finance Committee has reviewed the staff findings and the process utilized to evaluate the submissions, and has further determined that funds are available for the award of a contract pursuant to the RFP; and

WHEREAS, the Budget and Finance Committee recommends that a contract be awarded to Camoin Associates 310 in an amount not to exceed \$149,861.30 to complete the scope of work set forth in the RFP and further recommends that the Highlands Council authorize the Executive Director to enter into a contract in connection with the RFP and the proposal of Camoin Associates 310; and

WHEREAS, pursuant to N.J.S.A. 13:20-5.j, no action authorized by the Highlands Council shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Council has been delivered to the Governor for review, unless prior to the expiration of the review period the Governor shall approve or take exception with same, in which case the action shall either become effective upon such approval or take no effect.

Pursuant to N.J.S.A.13:20-5j this Resolution shall have no force or effect until the completion of the Governor's review of the Highlands Council minutes

RESOLUTION 2020-10
NEW JERSEY HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
AWARD OF CONTRACT TO DEVELOP AN ECONOMIC SUSTAINABILITY PLAN

NOW, THEREFORE, BE IT RESOLVED by the Highlands Council that the Executive Director, or his/her designee, is hereby authorized to enter into a contract with Camoin Associates 310 for purposes of developing the subject Economic Sustainability Plan, in an amount not to exceed \$149,861.30.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Highlands Council at its regular meeting held on the 18th day of June 2020.

Carl J. Richko

 Carl Richko, Chairman

**Vote on the Approval of
 This Resolution**

	Motion	Second	Yes	No	Abstain	Absent
Councilmember Alstede	_____	_____	✓	_____	_____	_____
Councilmember Carluccio	_____	_____	✓	_____	_____	_____
Councilmember Dougherty	_____	_____	_____	_____	_____	✓
Councilmember Dressler	_____	_____	_____	_____	_____	✓
Councilmember Francis	_____	_____	✓	_____	_____	_____
Councilmember Holtaway	_____	✓	✓	_____	_____	_____
Councilmember James	_____	_____	_____	_____	_____	✓
Councilmember Sebetich	_____	_____	✓	_____	_____	_____
Councilmember Visioli	✓	_____	✓	_____	_____	_____
Councilmember Vohden	_____	_____	✓	_____	_____	_____
Councilmember Walton	_____	_____	_____	✓	_____	_____
Chairman Richko	_____	_____	✓	_____	_____	_____



New Jersey Highlands
Water Protection and Planning Council

ANNUAL REPORT 2019

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 Highlands Water Protection and Planning Council
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 (908) 879-6737
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PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

CARL J. RICHKO
Chairman

LISA J. PLEVIN
Executive Director

A Message from the Chairman and Executive Director

Dear Friends of the New Jersey Highlands,

As the release of this report has been delayed due to Covid-19, we would be remiss not to acknowledge the dramatic challenge facing us all. In these difficult times, the work of public servants is more crucial than ever, and we offer our sincere thanks to all those working to maintain the health and safety of New Jersey’s residents.



On behalf of the New Jersey Highlands Water Protection and Planning Council, we are pleased to present this 2019 Annual Report.

In 2019, the Highlands Council continued to support municipalities and counties in numerous efforts to protect the natural resources and strengthen the diverse economies of the Highlands Region. Some highlights include our work advancing lake management, stormwater management, and watershed management planning projects. These efforts were particularly relevant last year, given the Harmful Algal Blooms that plagued lakes throughout the state.

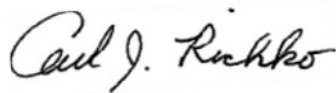
Highlands staff also worked in conjunction with government and nonprofit partners, and through the Highlands Development Credit Bank, to protect hundreds of acres via deed restrictions or outright land purchases. Land preservation continues to be a vital component of implementing the Highlands Act and the Regional Master Plan (RMP).

Internally, the Highlands Council worked to strengthen the RMP through amendments and procedures that further define our processes and allow our mission to move forward. We also initiated several projects that improved our Geographic Information Systems (GIS) capabilities, which provide the backbone of the Highlands Council’s work.

In 2019, we also focused on the importance of a regional approach to the many challenges facing the Highlands. Several major projects were launched, including a far-reaching stormwater management

study, county planning projects with Hunterdon and Warren Counties, and a Highlands Regional Economic Sustainability Plan project.

As we look forward in 2020, we anticipate that the municipalities and counties of the Highlands Region will face unprecedented challenges. The Highlands Council remains committed to assisting them and to ensuring the ongoing protection of the New Jersey Highlands Region.



Carl J. Richko, Chairman
Highlands Water Protection and Planning Council



Lisa J. Plevin, Executive Director
Highlands Water Protection and Planning Council



Please note that Highlands Council financial reporting follows a Fiscal Year that begins July 1 and ends June 30, while this 2019 Annual Report summarizes activities for the calendar year. For this reason, the Statement of Activities and Financial Report found on page vi, includes portions of both Fiscal Year 2019 and Fiscal Year 2020.

Complete Highlands Council Financial Reports are available on the Highlands Council website at: www.nj.gov/njhighlands/news/audit_reports.html.

Executive Director Certification

As required by State Executive Order #37, all State authorities are required to certify that during the preceding year, the authority has, to the best of its knowledge, followed all of the authority's standards, procedures, and internal controls. I hereby certify to the best of my knowledge that, during the 2019 calendar year, all of the Council's standards, procedures, and internal controls were followed.



Lisa J. Plevin
Executive Director
New Jersey Highlands Water Protection and Planning Council

Highlands Water Protection and Planning Council 2019



Carl J. Richko, Chairman
West Milford, Passaic County
Former Mayor,
West Milford Township



Kurt Alstede, Vice Chairman
Chester Township, Morris County
Founder, Alstede Farms
Former Councilman,
Chester Township



Robert F. Holtaway, Treasurer
Bedminster, Somerset County
Former Mayor,
Bedminster Township



Tracy Carluccio
East Amwell, Hunterdon County
Deputy Director, Delaware
Riverkeeper Network



Timothy P. Dougherty
Morristown, Morris County
Mayor, Town of Morristown



Michael R. Dressler
Cresskill, Bergen County
Bergen County Surrogate



Michael Francis
Hopatcong, Sussex County
Mayor, Hopatcong Borough



Bruce James
Clifton, Passaic County
Freeholder, Passaic County



Michael Sebetich
Hawthorne, Passaic County
Retired Professor of Biology,
William Paterson University



James A. Visioli
Dover, Morris County
Former Alderman,
Dover Town



Richard Vohden
Andover, Sussex County
Former Freeholder,
Sussex County



Robert G. Walton
Hampton, Hunterdon County
Former Freeholder,
Hunterdon County

The Highlands Council

The Highlands Council is a 15-member appointed body tasked with implementation of the Highlands Act. The Council is advised in its actions by a staff of planning, science, geographic information system (GIS) and administrative professionals, based in Chester, NJ. There are currently three vacancies on the Council.

Protecting the New Jersey Highlands

The New Jersey Highlands Region stretches from the banks of the Delaware River in Warren and Hunterdon Counties to the New York State border along northern Sussex, Passaic, and Bergen Counties (see map right). The Highlands Region covers approximately 1,300 square miles and includes 88 municipalities and portions of seven counties (Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex, and Warren).

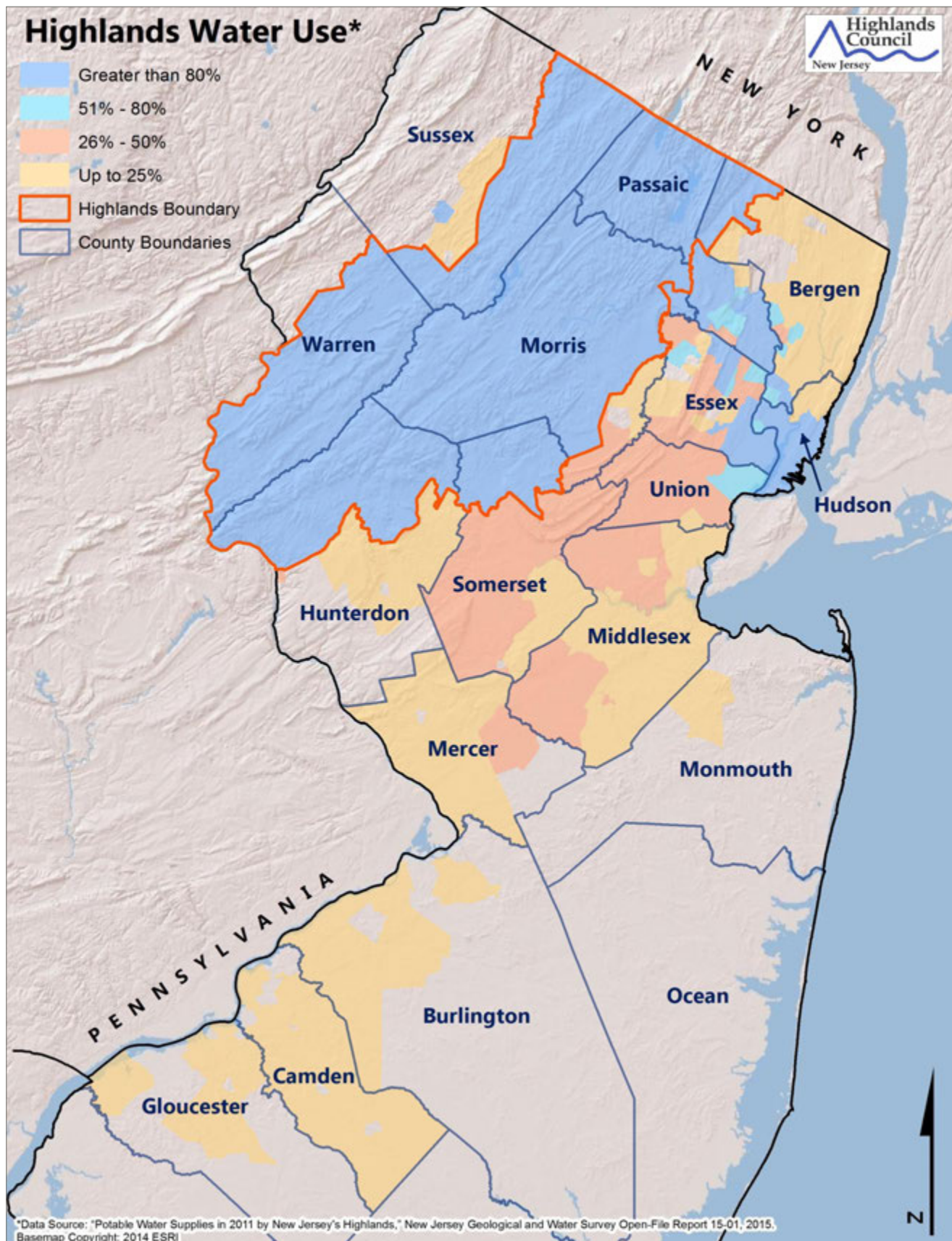
Although the region covers less than 15% of the state's land area, it provides drinking water to more than 300 municipalities that are home to 70% of New Jersey's population. Recognizing the significant natural, cultural and agricultural value of the region, the State Legislature of New Jersey passed the New Jersey Highlands Water Protection and Planning Act (Highlands Act) in 2004, to protect both the natural resources and the economic viability of communities within the region.

The Highlands Act established the New Jersey Highlands Water Protection and Planning Council (Highlands Council) as a regional planning agency and charged it with the creation and adoption of a regional master plan to protect and enhance the natural resources within the New Jersey Highlands. The Highlands Regional Master Plan (RMP) was adopted by the Highlands Council in 2008.

The Highlands Council works in partnership with municipalities and counties in the Region to encourage a comprehensive regional planning approach to implementation of the Highlands Act. This implementation is guided by the Regional Master Plan (RMP).



The federal Highlands Region stretches from Southeastern Pennsylvania through parts of New Jersey, New York and into Connecticut. Recognizing the significance and value of the resources within this region, the State Legislature of New Jersey passed the Highlands Water Protection and Planning Act (the Highlands Act) in 2004.



The Highlands Region covers less than 15% of the state's land area, but provides drinking water to more than 300 municipalities that are home to 70% of New Jersey's population. While the region's forests and open spaces retain and filter large quantities of water, sprawl development has impacted communities and impaired nature's ability to do that job. Because families, farms and businesses all depend on a steady supply of clean water, and water resources do not follow municipal boundaries, a regional approach is required to protect and conserve the vital natural resources of the Highlands.

Statement of Activities and Financial Report

period ending December 31, 2019

General Operating Budget FY19 - July 1, 2018 through June 30, 2019	
REVENUES:	
State of New Jersey Appropriation FY19	\$ 2,315,000.00
Balance from FY18	\$ 138,871.80
Miscellaneous Revenues & Reimbursements	<u>\$ 9,458.53</u>
Total	\$ 2,463,330.33
EXPENDITURES:	
Salaries	\$ 1,666,874.95
Materials and Supplies	\$ 27,862.59
Other Operating Expenses	\$ 114,322.94
Maintenance and Repairs	\$ 235,627.98
Equipment, Additions, and Improvements	\$ 104,902.04
Transfer to RMP Account	\$ 148,125.05
Balance through June 30, 2019	<u>\$ 165,614.78</u>
Total	\$ 2,463,330.33
General Operating Budget for Portion of FY20 - July 1, 2019 through December 31, 2019	
REVENUES:	
State of New Jersey Appropriation FY20	\$ 2,315,000.00
Highlands Balance from FY19	\$ 165,614.78
Miscellaneous Revenues & Reimbursements	<u>\$ 3,000.00</u>
Total	\$ 2,483,614.78
EXPENDITURES:	
Salaries	\$ 814,450.02
Materials and Supplies	\$ 13,416.39
Other Operating Expenses	\$ 51,294.95
Maintenance and Repairs	\$ 124,372.00
Equipment, Additions, and Improvements	\$ 31,505.01
Balance through June 30, 2020	<u>\$ 1,448,576.41</u>
Total	\$ 2,483,614.78
Regional Master Plan Budget for Portion of FY20 - July 1, 2019 through December 31, 2019	
REVENUES:	
Balance from FY19	\$ 1,791,427.95
Miscellaneous Revenues & Reimbursements	<u>\$ 10,000.00</u>
Total	\$ 1,801,427.95
EXPENDITURES:	
Contracts Paid to Date	\$ 179,566.43
Balance on Approved Contracts	\$ 924,832.33
Balance through June 30, 2020	<u>\$ 697,029.19</u>
Total	\$ 1,801,427.95

❖ Implementing the Regional Master Plan

The Highlands Regional Master Plan (RMP) provides a framework for implementing the Highlands Act at the local level. Programs are outlined in the RMP for management of Natural Resources; Water Resources and Utilities; Agricultural Resources; Historic, Cultural, Archaeological and Scenic Resources; Transportation; Future Land Use; Landowner Equity; Sustainable Economic Development; and Air Quality. Grant funding is available to support this work.

Conformance with the RMP is required by the Highlands Act throughout the Preservation Area and is voluntary in the Planning Area. The conformance process involves the revision of local planning and regulatory documents to integrate the land use provisions and resource management protections of the Highlands Act, so that those documents align with the goals, policies and objectives of the RMP.

Funding Implementation Projects

The Highlands Plan Conformance grant program is a reimbursement-based program in which municipalities and counties work in collaboration with Highlands Council staff to identify and prioritize projects that help implement the Highlands Act and Regional Master Plan (RMP) at the local level. The Highlands Act requires the Highlands Council to provide this funding and established the Highlands Protection Fund to support this work.

Since the Plan Conformance grant program was established in 2008, the Highlands Council has provided 75 municipalities and 5 counties with reimbursements totaling \$6.8 million for Plan Conformance activities.

In 2019, the Highlands Council provided a total of \$415,171 in reimbursements to 14 municipalities and two (2) counties for completion of Plan Conformance tasks. Below is a summary of representative grant reimbursements from 2019.

2019 Plan Conformance Grant Reimbursements*		
Plan/Activity	Number of Grantees	Total Investment
Build Out, Fair Share Plans, Implementation Plan Updates	6	\$69,690.55
Highlands Center Plans, Redevelopment Plans, Sustainable Economic	6	\$62,658.38
Water Use and Conservation Management Plans	4	\$20,628.49
Wastewater or Alternative Wastewater Management Plans	3	\$62,839.76
Master Plan Reexamination Reports	3	\$26,855.00
Habitat Plans, Stream Restoration Plans	3	\$32,062.75
Stormwater Management Plans	1	\$63,916.00

**This table represents a portion of total reimbursements made in calendar year 2019.*



Harmony Township, Warren County

The Critical Role of Counties in Regional Planning

In 2019, the Highlands Council adopted revised Plan Conformance procedures that recognized the unique role of county governments in implementation of the Highlands Act and RMP. For counties within the Highlands, conformance is focused on areas most relevant to county jurisdiction, including roadway improvements and stormwater systems. In addition, the Highlands Council can offer grant funding to support county initiatives that advance other RMP priorities such as Sustainable Economic Development, Tourism, Farmland Preservation, and Agricultural Retention and Expansion.

Currently, Passaic and Somerset Counties have approved Plan Conformance petitions, and the Highlands Council is working with the other five Highlands counties in various capacities. In 2019, the Highlands Council continued its successful partnership with Hunterdon County and initiated a new project with Warren County.

- **Hunterdon County.** The Highlands Council has been working in partnership with Hunterdon County for several years as the county continues its focus on sustainable economic activities. The Highlands Council funded three phases of a comprehensive Tourism Study, which was completed in 2019 and led to the development and launch of an exciting new initiative, the Hunterdon Tourism Partnership. The Partnership is a nonprofit organization that will work to help implement the recommendations in the study. Hunterdon County has also been actively pursuing conformance with the Highlands RMP, following a resolution passed by the Freeholder Board authorizing the submission of a petition for Plan Conformance. In 2019, the County submitted numerous draft documents for the petition, which is expected to be completed before the end of 2020.

-
- **Warren County.** In early 2019, Highlands Council staff began meeting with Warren County to discuss opportunities to support county efforts that align with the goals of the Highlands RMP. Through these meetings, the County identified the need for a Transportation Study that will examine the impact of truck and automobile traffic in industrially zoned areas of the county. A scope of work was submitted and approved in the fall and members of the Highlands Council staff attended a kickoff meeting with all constituent municipalities in December. The project is expected to be completed in 2020.

Improving the Regional Master Plan

In 2018 the Highlands Council completed its first-ever review of the RMP and memorialized the findings in the Monitoring Program Recommendation Report (MPRR). In 2019, the Highlands Council adopted two important addenda to the RMP and released revisions to existing procedures, based on recommendations from the MPRR.

Addendum 2019-1: Highlands Redevelopment Area Designation Procedures

Adopted in March 2019, this addendum summarizes the Council's process for designating a Highlands Redevelopment Area as required by the Highlands Act.

Addendum 2019-2: Plan Conformance Procedures

Adopted in July 2019, this addendum outlines the process by which a municipality or county revises its local master plan and development regulations to bring them into alignment with the goals, requirements, and provisions of the Highlands Act and the RMP.

Project Review Procedures and Standards

In June 2019, the Highlands Council published Project Review Procedures and Standards. The document describes the process by which Highlands Council staff conduct statutorily required reviews and provides the standards against which projects are reviewed.

Extended Outreach Efforts Yielding Results

In 2018, the Highlands Council launched a renewed effort to engage with municipalities, counties and the public. These successful efforts continued into 2019. Of particular note, as a result of this outreach, four municipalities and one county that had never worked with the Council, or had slowed activities, passed resolutions or initiated new projects in 2019.

- The Town of Boonton in Morris County completed an Initial Assessment Report and in 2019 presented it to the planning board and the governing body. The Highlands Council anticipates the Town will move forward with plan conformance in 2020.
- Franklin Borough in Sussex County passed a Plan Conformance resolution in January and submitted an Initial Assessment Report that was approved by the Highlands Council staff in June.
- Parsippany-Troy Hills Township in Morris County began work on examining local documents for alignment with the RMP in 2019. Highlands Council staff approved the Township's work

plan and in early 2020, the municipality adopted a Planning Area Petition Ordinance. Parsippany-Troy Hills had previously rescinded its Planning Area petition.

- Washington Borough in Warren County passed a Plan Conformance resolution in February.
- Warren County received approval from the Highlands Council in October for funding to support transportation planning. This project kicked off in December.

In addition, the Highlands Council staff attended a record number of conferences and other events in 2019. The Highlands Council participated as speakers and/or had informational tables at key events throughout the state. A few highlights include:

- Staff led an informational session about the benefits of Plan Conformance at the Northwest Jersey Rivers Conference in March. The presentation provided an overview of how the Council works in partnership with municipalities and counties, highlighting Highlands-funded projects in the Delaware River Watershed.
- The Highlands Council partnered with the NJ Brownfields Interagency Working Group to host a Redevelopment Forum in May at the Highlands Council office in Chester. The workshop provided municipalities and redevelopment professionals in the Highlands with active guidance on rehabilitating contaminated and/or abandoned properties for community, economic and environmental benefit.
- Staff led a tutorial of our interactive mapping tools for environmental commissioners at the annual Association of New Jersey Environmental Commissions (ANJEC) Congress in October.
- The Highlands Council hosted a Complete Streets Training in October in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Voorhees Transportation Center (VTC) at Rutgers University, the New Jersey Department of Transportation, and Sustainable Jersey. The session was well attended with representation from many Highlands communities.
- For the sixth year, the Highlands Council had an exhibit booth at the annual New Jersey League of Municipalities conference, where staff interacted with more than 100 individuals and provided information about the work of the Council. In the fall, the Highlands Council participated in the Sussex County Harvest, Honey and Garlic Festival for the ninth year and Warren County Preservation Day for the fourth year.



❖ Keeping Highlands Lakes Healthy

In 2019, residents of the Highlands Region became acutely aware of the importance of proper lake management. Headlines throughout the summer splashed the term “Harmful Algal Bloom” or “HAB” and anyone who had not heard the phrase before quickly became familiar with it.

A HAB is an algal bloom that can be dangerous to people, animals or the environment. Some HABs produce chemicals that can be toxic to humans and animals through contact or if ingested or inhaled. These toxins can also accumulate in fish and shellfish and can cause illness when consumed. A number of factors contribute to the development of HABs, many of which can be controlled through proactive lake management.

The Highlands RMP contains several goals related to lake management and accordingly, the Highlands Council offers grant funding and expertise to help municipalities manage and help prevent HABs. The Highlands Plan Conformance process recommends and can fund a variety of plans, including stormwater management, septic system management and maintenance, wastewater management, alternative wastewater planning, stream corridor protection and restoration, and more. The Highlands Council is currently funding several significant lake management projects that will help to reduce HABs in the future.

Lake Hopatcong

Although several lakes in the region – including Greenwood Lake, Lake Musconetcong, and Budd Lake – were affected by HABs in 2019, none received as much public attention as Lake Hopatcong, the largest freshwater lake in New

Jersey. The lake was closed to swimming for nearly the entire summer season due to a persistent HAB. Local businesses were devastated, and residents and visitors were unable to enjoy this valuable natural resource.

The HAB which occurred last summer at Lake Hopatcong appears to be the result of several factors happening at once: significant rainfall, warm weather, stagnant water and excessive nutrient loading, specifically phosphorus. Phosphorus can be present in fertilizers and detergents and can be released from failing septic systems. It also can be naturally occurring in certain soils. Phosphorus overloads going into a lake can occur from stormwater runoff, wildlife droppings, failing septic systems, an overabundance of lake weeds, and erosion.

A Highlands Council-funded update to Lake Hopatcong’s 2006 Lake Restoration Plan was already in progress as the HAB developed last



Lake Hopatcong State Park, Hopatcong Borough, Sussex County

summer. The update was specifically designed to expand the plan's recommendations and suggest additional ways to reduce phosphorus. The data collected has been instrumental in helping scientists recommend solutions. The grant award to the Lake Hopatcong Commission for this project was \$109,000. All these efforts will contribute to improved lake health.

All restrictions on Lake Hopatcong were lifted by October. The Highlands Council continues to work closely with the Lake Hopatcong Commission, the Lake Hopatcong Foundation, the NJDEP, and the municipalities around the lake to support lake management efforts that can help reduce or prevent future HABs.

Greenwood Lake

For Greenwood Lake, which also experienced a very significant HAB in the summer of 2019, the Highlands Council funded an important update to Greenwood Lake Commission's Watershed Implementation Plan (WIP). The project provided an update to a 2006 Lake Restoration Plan, which had resulted in a significant reduction in the targeted phosphorus load but required an update to better reflect current lake conditions. While the WIP focused on the New Jersey end of the watershed, since the Commission is a bi-state organization, information and findings will be shared with the New York end of the watershed.

The Draft WIP was presented to the Greenwood Lake Commission in January 2020. It incorporates the results of a concerted water quality sampling effort with numerous recommended implementation projects designed to address pollutant loading. The award to the Greenwood Lake Commission for the creation of the WIP was \$91,000.

Ringwood Borough Lakes

Ringwood Borough has numerous small lakes, some of which are privately owned and managed and some are owned by the Borough. While no lakes in Ringwood experienced HABs in 2019, Cupsaw Lake was affected in 2018, closing the beach to all recreation. The Borough Lakes Committee and the Borough Council collaboratively requested grant funding from the Highlands Council for the preparation of a Watershed-Based Assessment of watersheds feeding four lakes in the Borough. This regional approach to watershed planning recognizes that lakes are on the receiving end of impairments from the watersheds that feed them. These impairments include uncontrolled stormwater runoff, failing septic systems, nuisance weed production, stream corridor degradation, and other non-point sources of pollutants.

Recommendations for projects to improve each lake's watershed quality will be developed following the collection of water quality data and intensive pollutant loading modelling. The grant awarded to Ringwood Borough was \$91,555.

Inter-Agency Coordination and Outreach

Throughout the remainder of 2019 and continuing into 2020, the Highlands Council coordinated closely with the NJDEP, the lead agency responsible for monitoring and responding to the HABs. Highlands staff also increased outreach to municipalities regarding grant opportunities for planning projects that will contribute to improved lake health and could reduce future algal blooms. By late October 2019, the majority of HAB advisories in the New Jersey Highlands had been lifted.

In November and December, Governor Murphy announced over \$13 million in funding to local communities for HAB prevention. The Highlands Council continues to work with the

NJDEP and affected towns and counties, to ensure the coordination and maximum effectiveness of available grant funds.

❖ Advancing Preservation Projects

The Highlands Council operates two land preservation programs: The Highlands Open Space Partnership Funding Program (OSP) and Highlands Development Credit Purchase Program (HDCPP). Both programs are designed to increase protection of Highlands resources, while also advancing landowner equity priorities through acquisition or deed restriction of land throughout the region. They also fill a unique need among other preservation programs in the state since parcels of any size may qualify and the programs will consider applications for land that is forested, agricultural and/or mixed use. The programs are administered under the provisions of N.J.A.C. 7:70, Highlands Open Space Partnership Funding and Highlands Development Credit Purchase Program.

Open Space Partnership Funding Program

The Highlands Council OSP is a matching grant program that is open to government and nonprofit entities. The Highlands Council provides up to a 50% match for acquisitions in fee simple or via deed restriction. Funding provided by the Highlands Council may only be used by project partners to support acquisition costs as payments to property owners.



Highlands Open Space Preservation Property, Bedminster Township, Somerset County | photo by Norm Goldberg

Since launching in 2016, the OSP has preserved more than 2,800 acres. In 2019, the Highlands Council completed two transactions in collaboration with project partners, preserving more than 140 acres.

2019 Open Space Partnership Funding Program Closings				
Property Location	Acres	Project Partners	Total Acquisition Cost	Highlands Council Contribution
Washington Township, Warren County	95.05	Warren County	\$446,725.60	\$223,362.80
Bedminster Township, Somerset County	48.71	Lamington Conservancy, SADC	\$1,669,500.00	\$400,000.00

Highlands Development Credit Purchase Program

The HDCPP is a deed restriction program open to individual property owners wishing to retain ownership of their property while placing a conservation easement on the land. In 2019, the Highlands Council completed 11 HDC transactions, permanently protecting resources on 618 acres and providing more than \$4.9 million to property owners. For complete details on the HDC Purchase Program, see the Highlands Development Credit Bank Report beginning on page 19.

Highlands Conservation Act Grant

The federal Highlands Conservation Act (HCA) Grant Program provides financial assistance for land preservation projects in the four-state federal Highlands Region, which includes Pennsylvania, New York and Connecticut, in addition to New Jersey. Since 2016, the Highlands Council has been the lead New Jersey state agency in the program.

In December 2019, the Highland Council was notified of a \$2.6 million award and in February 2020, the Council received notification of a \$927,000 award for HCA applications submitted in 2019. To date, the Highlands Council has been awarded more than \$13 million for land preservation projects through the HCA program. In all, more than 830 acres have been permanently protected and another 1,600 acres are pending in this program.

Highlands Trail

In July, the Highlands Council voted to award a contract to the New York-New Jersey Trail Conference (NY/NJ Trail Conference) to provide digital mapping and create a signage system for the New Jersey portion of the Highlands Trail.



The Highlands Trail is a long-distance trail created by the NY/NJ Trail Conference in 1993. It currently runs 180 miles from the Delaware River in New Jersey to the Hudson River in New York, just north of Bear Mountain. Future plans are to continue the trail to the Connecticut border and to complete a Pennsylvania portion. Today, the New Jersey route is mapped and

partially blazed along established trails through existing parks and preserved open spaces with some road walking to provide connections. The route is designed to highlight the natural beauty of the Highlands and emphasize its critical importance to the region. The Trail also represents a unique opportunity to connect trail users with local businesses and expand tourism in the region.

Currently, users must navigate the route by stitching together multiple trail maps and guides. This project will create one consistent Highlands Trail map from end-to-end that will be published as a digital, interactive map available on the free Avenza Maps mobile app. Users will be able to download the map for use in areas with poor or no cell service. Additional trail blazes will help clarify the route and road-crossing signs will assist hikers along the way. Roadside signage will also direct users to trailheads along the route. Promotional maps and materials will be created and available for viewing at established kiosks. The approved award is for an amount not to exceed \$29,755 and the project is expected to be completed by early 2021.

❖ Improving Regional Stormwater Management

Stormwater runoff does not recognize municipal or county boundaries. When rain, snow and ice run off pavement and other impervious surfaces they are routed through drains and pipes to streams, ponds or lakes. This runoff can span and travel across multiple municipalities and counties. Numerous studies have found a direct correlation between the percentage of impervious surface and degraded water quality. The Highlands RMP includes goals, policies, and objectives related to improving stormwater management practices throughout the region.

Rutgers Stormwater Project

While municipalities are required by the state to develop local stormwater management plans for their towns, a wider perspective on stormwater can have far-reaching benefits. In July, the Highlands Council approved a \$264,000 contract with the Rutgers University Cooperative Extension (RCE) Water Resources Program to develop a regional stormwater management plan for a portion of the New Jersey Highlands.

The RCE Water Resources Program is an award-winning, statewide effort to identify and address



Source: New Jersey Future website

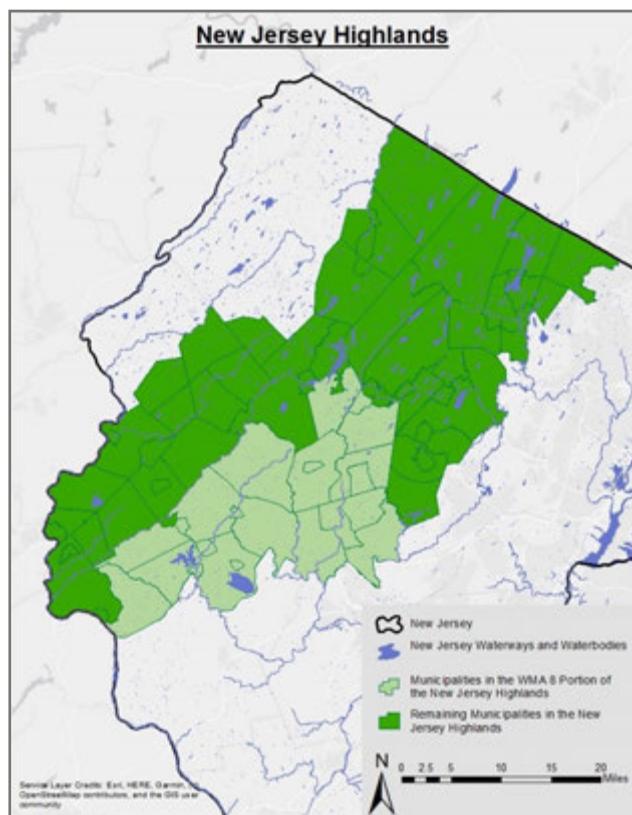
community water resources issues using sustainable and practical, science-based solutions. The Highlands Council project is unique in its use of a three-pronged approach that includes the following tasks:

1. Preparation of an Impervious Cover Assessment (ICA)
2. Preparation of an Impervious Cover Reduction Action Plan (RAP)
3. Creation of a Green Infrastructure (GI) Feasibility Study

Regional stormwater management planning efforts culminating in proposed green infrastructure implementation projects will be developed targeting the North and South Branch Raritan River watershed, also known as the NJDEP Watershed Management Area (WMA) 8 (see map, left). There are 27 municipalities in WMA 8; however, the RCE Water Resources Program has already completed plans for three of the WMA 8 municipalities, so this project includes completion of the above tasks for the remaining 24 municipalities.

Although the assessments will be completed on a municipal basis, the recommended corrective actions and suggested mitigation projects included in the final plans will reflect a regional perspective. Municipalities within the watershed will be able to use the resulting information to augment or replace existing stormwater mitigation planning documents.

The project kicked off in October and is expected to be completed by the end of 2020. Highlands Council staff has been working closely with the project team, who has been coordinating directly with the municipalities to share findings and results as they become available. As of publication, all ICAs have been completed. Project materials are available at: www.water.rutgers.edu/Projects/NJHighlandsCouncil/NJHC.html.



Map showing location of WMA 8 in the context of the New Jersey Highlands Region
Source: RCE Water Resources Program website

Stormwater Compliance Training

In September, the Highlands Council hosted a training session in stormwater management compliance for Highlands municipalities and counties. Representatives from the NJDEP helped lead a hands-on session, highlighting an ArcGIS-based mapping and inventory application. Participants learned how to use the application to collect stormwater infrastructure data, integrate existing data from other sources, and monitor compliance with MS4 permitting requirements. Attendees represented 34 Highlands municipalities and counties.

❖ Strengthening GIS Capabilities

The Highlands RMP is based on detailed data describing the nature and extent of numerous natural and built resources in the New Jersey Highlands. That data is captured in geographic information systems (GIS) that must be continually updated, refined and maintained. Essentially every goal, policy and objective, and every program described and prescribed in the RMP, relates in some way to this data.

The daily operation of the Highlands Council depends upon the availability and accuracy of this information. It is an integral part of Plan Conformance, project reviews, open space and HDC acquisitions, and all major projects and programs. In addition, this data is made available to the public free on the Highlands Council website via download and interactive mapping tools used by municipalities, counties, non-profits, businesses and residents throughout the region.

In 2019, the Highlands Council approved the two following projects related to its robust GIS program.

Regional Municipal Zoning Data Layer Update

Municipal zoning within the Highlands Region is a key factor in many policy decisions made by the Council. It informs build-out estimates for the region and is part of wastewater management planning, water use planning, center planning, land use planning, and many other aspects of the Highlands Council's work.

The municipal zoning GIS data layer is a composite of all municipal zoning maps and ordinances within the region. As there is no central repository for municipal zoning information, updating the layer requires extensive administrative effort to gather, compile and digitize the data.

The Highlands Council's Municipal Zoning data layer was created in 2005. In March 2019, the Highlands Council awarded a \$49,500 contract to Neglia Engineering to update the data layer. The project was completed and implemented on the Highlands Council interactive map and made available as a downloadable dataset in November.



Interactive Environmental Resource Inventory

In September 2019, the Highlands Council awarded a \$274,633 contract to T&M Associates to develop an Interactive Environmental Resource Inventory (ERI).

ERIs provide an index of natural resources and environmental features within a particular municipality or county. They provide municipalities and counties with valuable information that is used in master planning, land use regulation development, and project reviews. They may also be used by project applicants to identify environmental resources on a property prior to proposing a particular project.

Typically, ERIs are static documents comprised of text, maps, graphical and tabular data that provide baseline documentation used to measure and evaluate resource management and protection issues. They are costly to create and most municipalities will only update ERIs once every ten years in conjunction with a master plan update. As a result, ERIs quickly become outdated.

The goal of developing an online interactive ERI is to reduce costs while providing municipalities with real-time resource data that is always current. The interactive ERI will provide every municipality and county in the Highlands Region with immediate access to a full ERI that never needs manual updating. In addition, within the scope of the project, each municipality and county will be provided with its own customized web-based ERI portal. Significantly, data will be scalable at the property, multiple property, subwatershed, municipal, county and regional levels.

A kickoff meeting for this project was held in February 2020 and project work is expected to be completed in 2021. The project contract also includes two years of hosting and maintenance from the vendor.

❖ Driving Economic Sustainability in the Highlands Region

The very first page of the New Jersey Highlands Water Protection and Planning Act clearly acknowledges that the long-term health and sustainability of the Highlands Region relies on both natural resource protection and economic vitality. Accordingly, the Highlands RMP outlines several goals, policies, and objectives related to sustainable economic development. These include policies to maintain and expand the existing job base, enhancement of the agriculture industry, expansion of tourism and recreation, and support for innovative technology and entrepreneurial businesses in the region.

While many of the goals of the RMP related to economic development have been addressed through local Sustainable Economic Development plans, Highlands Center Designation planning, and redevelopment efforts, the first-ever review of the Highlands RMP recognized the need to do more. Importantly, the 2018 Monitoring Program Recommendation Report included a specific recommendation to develop a comprehensive sustainable economic development plan for the Highlands Region.

In response, Council assembled a steering committee to help guide the process of

developing an Economic Sustainability Plan for the Highlands Region. The steering committee includes one representative from each of the seven counties in the Highlands. Committee members were selected based on their expertise in economic sustainability planning. The team also includes a member of the Highlands Council and Highlands Council planning staff members.

A kickoff meeting was held in April 2019 and the steering committee assisted Highlands staff in developing a comprehensive Request for Proposals (RFP) that was issued in the fall of 2019. It specified six tasks: 1) Development of a Stakeholder Outreach Plan; 2) Development of an Economic Profile for the Highlands Region; 3) Analysis of Economic Growth Potential in the Highlands Region; 4) Development of Economic Growth Strategies; 5) Development of an Implementation Action Plan; and 6) Economic Sustainability Plan for the Highlands Region.

The Council received seven qualified proposals from teams across the country. A contract is expected to be awarded in 2020. Once the project has launched, the steering committee will also aid in the development of a larger Technical Advisory Committee (TAC) to serve as stakeholders throughout the process.

A thriving Highlands Region must offer desirable places to live and work, while at the same time retaining the natural qualities that make the Region special. Many business leaders are increasingly recognizing that a high-quality environment is an important factor in attracting a skilled labor force. The natural and cultural resources of the Region are also fiscal resources in and of themselves, supporting economic growth opportunities for travel, tourism, and recreation. It is anticipated that the Economic Sustainability Plan will enable stakeholders within the Highlands Region to better leverage these opportunities.



Downtown Dover, Morris County

❖ Considering the Implications of Climate Change in the Highlands Region

Although the Highlands RMP discusses Air Quality and Transportation, it does not directly address climate change. In 2018, the Highlands Council released its first-ever Monitoring Program Recommendation Report, which recognized the need for a more thorough consideration of climate change as a component of the RMP.

In November 2019, the Highlands Council was invited to participate in Governor Murphy’s Interagency Council on Climate Resilience. Established by Executive Order (EO) 89 the Climate Council was created to lead an exchange of knowledge and develop policies to enhance the resilience of New Jersey to the impacts of climate change. EO 89 also directs the Climate Council to produce a Statewide Climate Change Resilience Strategy, to promote

the long-term resilience of the State’s economy, resources, and communities.

Based on the Highlands Council’s work in the region over the past 15 years, it appears that climate change in the Highlands Region could contribute to increasingly compromised conditions. These concerns become particularly acute related to water supply and water quality issues, as more severe precipitation and more severe droughts are predicted. Key areas of concern include stormwater and wastewater management, forest and habitat protection, and impacts on agriculture.

The Highlands Council’s participation in the Climate Council will help ensure the unique perspectives and needs of the Highlands Region are considered when crafting a state-wide response to climate change.



Pinwheel Vista, Appalachian Trail, Vernon Township, Sussex County

Plan Conformance Status

as of May 2020

Petition Status indicated by color <i>(see key at end of chart)</i>	Petitioning for:		Exemption Certification	Center Designation
	Preservation Area	Planning Area		
BERGEN COUNTY	✓			
Mahwah Township	✓	✓	✓	✓
Oakland Borough	✓		✓	
HUNTERDON COUNTY	✓	✓		
Alexandria Township	✓		✓	
Bethlehem Township	✓	✓	✓	
Bloomsbury Borough	✓	N/A		
Califon Borough	✓	N/A	✓	
Clinton Town	✓	✓		
Clinton Township	✓	✓	✓	
Glen Gardner Borough	✓	N/A	✓	
Hampton Borough	✓			
High Bridge Borough	N/A	✓	✓	
Holland Township	✓	✓		
Lebanon Borough	N/A	✓		✓
Lebanon Township	✓	✓	✓	
Milford Borough	N/A			
Tewksbury Township	✓	✓		
Union Township	✓	✓		
MORRIS COUNTY	✓			
Boonton Town	N/A			
Boonton Township	✓			
Butler Borough	N/A			
Chester Borough	N/A	✓		
Chester Township	✓	✓	✓	
Denville Township	✓			
Dover Town	N/A			
Hanover Township	N/A			
Harding Township	N/A			
Jefferson Township	✓		✓	
Kinnelon Borough	✓	✓		
Mendham Borough	N/A			
Mendham Township	N/A			
Mine Hill Township	N/A			
Montville Township	✓		✓	
Morris Plains Borough	N/A			
Morris Township	N/A			
Morristown Town	N/A			
Mountain Lakes	N/A			
Mount Arlington Borough	✓		✓	
Mount Olive Township	✓		✓	
Netcong Borough	N/A			
Parsippany-Troy Hills Twp.	N/A	✓		
Pequannock Township	✓			
Randolph Township	✓	✓		✓
Riverdale	N/A			
Rockaway Borough	N/A			
Rockaway Township	✓	✓		
Roxbury Township	✓			
Victory Gardens Borough	N/A			
Washington Township	✓	✓	✓	✓
Wharton Borough	N/A	✓		✓

Plan Conformance Status

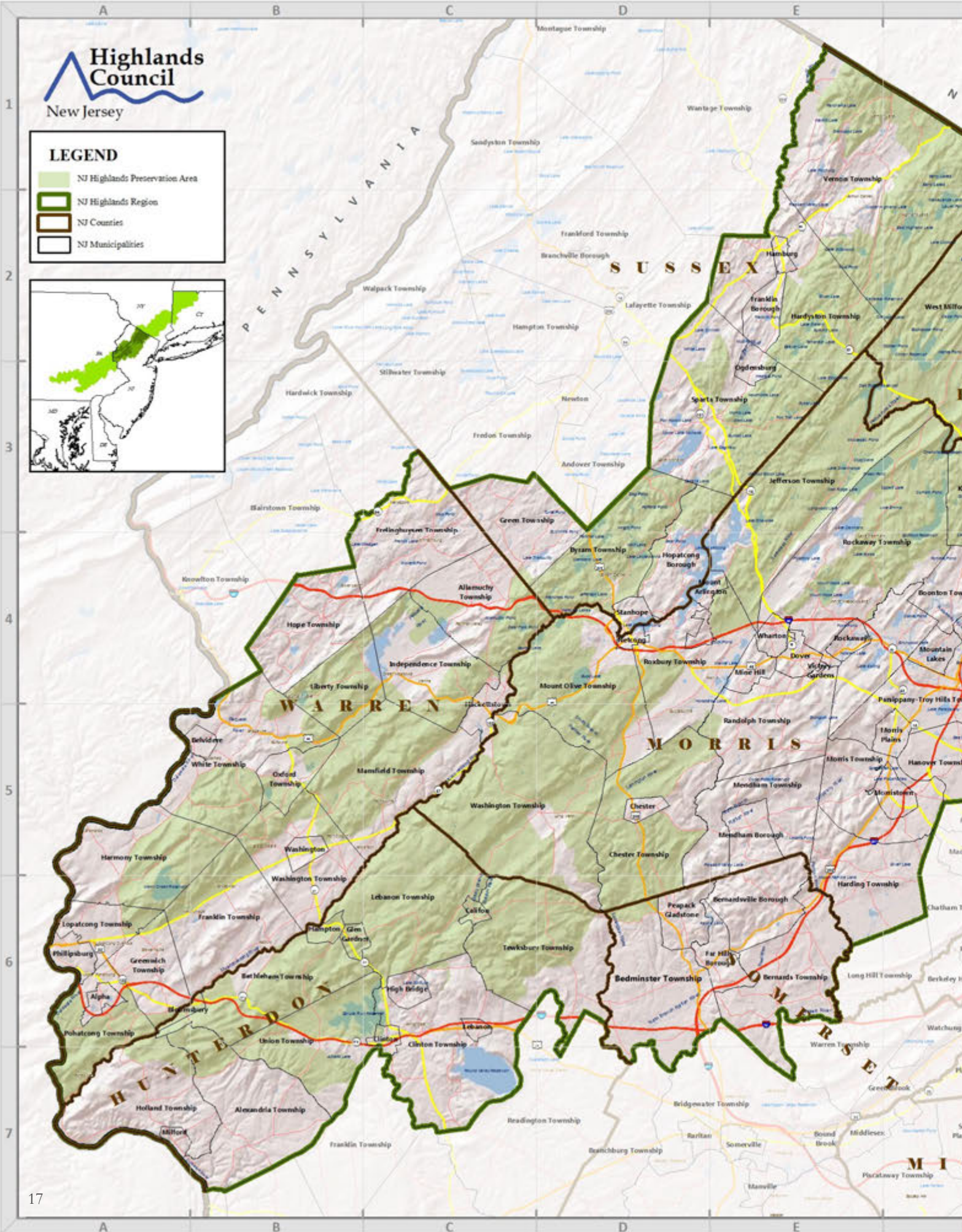
as of May 2020

Petition Status indicated by color <i>(see key at end of chart)</i>	Petitioning for:		Exemption Certification	Center Designation
	Preservation Area	Planning Area		
PASSAIC COUNTY	✓			
Bloomington Borough	✓			
Pompton Lakes Borough	N/A			
Ringwood Borough	✓	N/A	✓	
Wanaque Borough	✓			
West Milford Township	✓	N/A	✓	
SOMERSET COUNTY	✓			
Bedminster Township	✓		✓	
Bernards Township	N/A			
Bernardsville Borough	N/A			
Far Hills Borough	N/A	✓		
Peapack Gladstone Borough	N/A			
SUSSEX COUNTY	✓			
Byram Township	✓	✓	✓	✓
Franklin Borough	N/A	✓		
Green Township	✓			
Hamburg Borough	N/A			
Hardyston Township	✓		✓	
Hopatcong Borough	✓	✓	✓	✓
Ogdensburg Borough	✓			
Sparta Township	✓		✓	
Stanhope Borough	N/A	✓		
Vernon Township	✓		✓	
WARREN COUNTY				
Allamuchy Township	✓		✓	
Alpha Borough	N/A	✓		✓
Belvidere Town	N/A			
Franklin Township	✓		✓	
Frelinghuysen Township	N/A			
Greenwich Township	✓	✓		
Hackettstown Town	✓	✓	✓	✓
Harmony Township	✓		✓	
Hope Township	N/A			
Independence Township	✓			
Liberty Township	✓			
Lopatcong Township	✓	✓	✓	✓
Mansfield Township				
Oxford Township	✓	✓	✓	✓
Phillipsburg Town	N/A	✓		✓
Pohatcong Township	✓	✓	✓	✓
Washington Borough	N/A	✓		
Washington Township	✓		✓	
White Township	✓			

Petition approved, whole municipality
Petition approved, Preservation Area only
Petition filed, not approved
No petition filed
No petition filed, petition not required

LEGEND

- NJ Highlands Preservation Area
- NJ Highlands Region
- NJ Counties
- NJ Municipalities



Highlands Municipalities

- Alexandria Township, 7B
- Allamuchy Township, 4C
- Alpha Borough, 6A
- Bedminster Township, 6D
- Belvidere, 5A
- Bernards Township, 6E
- Bernardsville Borough, 6E
- Bethlehem Township, 6B
- Bloomington Borough, 3G
- Bloomsbury Borough, 6A
- Boonton, 4F
- Boonton Township, 4F
- Butler Borough, 3F
- Byram Township, 4D
- Califon Borough, 6C
- Chester Borough, 5D
- Chester Township, 5D
- Clinton, 6C
- Clinton Township, 7C
- Denville Township, 4E
- Dover, 4E
- Far Hills Borough, 6E
- Franklin Borough, 2E
- Franklin Township, 6B
- Frelinghuysen Township, 4C
- Glen Gardner Borough, 6B
- Green Township, 3C
- Greenwich Township, 6A
- Hackettstown, 5C
- Hamburg Borough, 2E
- Hampton Borough, 6B
- Hanover Township, 5F
- Harding Township, 6E
- Hardyston Township, 2E
- Harmony Township, 5A
- High Bridge Borough, 6C
- Holland Township, 7A
- Hopatcong Borough, 4D
- Hope Township, 4B
- Independence Township, 4C
- Jefferson Township, 3E
- Kinnelon Borough, 3F
- Lebanon Borough, 6C
- Lebanon Township, 6C
- Liberty Township, 4B
- Lopatcong Township, 6A
- Mahwah Township, 2H
- Mansfield Township, 5C
- Mendham Borough, 5E
- Mendham Township, 5E
- Milford Borough, 7A
- Mine Hill Township, 4E
- Montville Township, 4F
- Morris Plains Borough, 5F
- Morris Township, 5E
- Morristown, 5F
- Mount Arlington Borough, 4E
- Mount Olive Township, 4D
- Mountain Lakes Borough, 4F
- Netcong Borough, 4D
- Oakland Borough, 3G
- Ogdensburg Borough, 3E
- Oxford Township, 5B
- Parsippany-Troy Hills Township, 4F
- Peapack-Gladstone Borough, 6D
- Pequannock Township, 4G
- Phillipsburg, 6A
- Pohatcong Township, 6A
- Pompton Lakes Borough, 3G
- Randolph Township, 5E
- Ringwood Borough, 2G
- Riverdale Borough, 3G
- Rockaway Borough, 4E
- Rockaway Township, 4E
- Roxbury Township, 4D
- Sparta Township, 3E
- Stanhope Borough, 4D
- Tewksbury Township, 6C
- Union Township, 7B
- Vernon Township, 1E
- Victory Gardens Borough, 4E
- Wanaque Borough, 3G
- Washington Borough, 5B
- Washington Township (Warren), 5B
- Washington Township (Morris), 5C
- West Milford Township, 2F
- Wharton Borough, 4E
- White Township, 5B



Highlands Development Credit Bank Annual Report

The Highlands Act charged the Highlands Council with developing a Transfer of Development Rights (TDR) program as a way of addressing landowner equity issues while advancing the regional planning goals of the Act (P.L. 2004, c. 120 C.13:20-13). The Council adopted a TDR Program as part of the Highlands Regional Master Plan and established the Highlands Development Credit Bank (HDC Bank) in 2008.

In a TDR program, eligible landowners in Sending Zones may apply for and receive Highlands credit allocations reflective of lost development potential, which they can then sell to purchasers who buy the credits. The credits then permit the purchaser to build in a Receiving Zone at a density greater than otherwise permitted in the underlying zoning.

Through the end of 2019, the Highlands Council had allocated 3,973.75 Highlands Development Credits (HDCs). Until voluntary Receiving Zones are established, the HDC Bank is serving as the sole purchaser of these HDCs.



HDC Property, Mount Olive, Morris County

The HDC Bank is supported in its work by Highlands Council staff and the Landowner Equity and Land Preservation Committee. In 2019, the HDC Bank held one public meeting. Information and materials related to this meeting, including agendas, resolutions, and meeting minutes are available on the 2019 calendar page of the Highlands Council website. Additional information regarding the HDC Bank is available via the “Highlands Development Credits (TDR Program)” link on the Highlands Council homepage. (www.nj.gov/njhighlands/hdcbank)

Highlands Development Credit Purchase Program (HDCPP)

The HDCPP is designed to address the landowner equity goals of the Highlands Act and Regional Master Plan by compensating landowners for lost development potential through TDR transactions in which property owners retain the land but place a deed restriction on their property limiting future

development. In the HDCPP, valuations are based on the development potential of the property prior to the passage of the Highlands Act, along with a comprehensive analysis of the natural resources present on the property. A number of credits is determined and an offer is made using an established per-credit price. This program is administered under the provisions of N.J.A.C. 7:70.

In 2019, the Highlands Council completed 11 HDC transactions, permanently protecting resources on 618 acres and providing more than \$4.9 million to property owners.

2019 Highlands Development Credit Purchase Program Easement Recordings					
Municipality	County	Acres	No. of HDCs	Consideration	HDC Easement Recorded
Alexandria	Hunterdon	92.9	49.25	\$788,000.00	1/8/2019
Lebanon Township	Hunterdon	72.19	16.75	\$268,000.00	4/29/2019
Lebanon Township	Hunterdon	112.84	31.50	\$504,000.00	5/28/2019
Pohatcong Township	Warren	53.14	6.75	\$108,000.00	6/10/2019
Tewksbury	Hunterdon	46.69	44.25	\$708,000.00	7/15/2019
Tewksbury	Hunterdon	45.94	44.25	\$708,000.00	9/12/2019
Tewksbury	Hunterdon	11.52	24.50	\$392,000.00	10/16/2019
Tewksbury	Hunterdon	42.55	23.00	\$368,000.00	10/16/2019
Tewksbury	Hunterdon	70.05	44.25	\$708,000.00	11/20/2019
Mount Olive	Morris	53.14	25.75	\$412,000.00	11/20/2019
Tewksbury	Hunterdon	16.65	26.25	*	12/5/2019

**Property owners in the HDC Purchase Program may choose to record a deed of easement (DOE) on their property, while retaining ownership of the HDCs. In these cases, the HDC Bank has not purchased the credits. The property owner may choose to sell the credits any time in the future, but the property and the resources contained within it remain permanently protected through the DOE.*

As of December 31, 2019, the HDC Bank had certified 1,686.5 credits, permanently protecting more than 2,200 acres. In addition, through the purchase of 1,626 of those credits, the Bank has provided over \$26 million to property owners in the Highlands Region. See HDC Registry on the following pages for all HDC recorded easements.

Highlands Development Credit Registry

As of December 31, 2019

Holder/Owner of HDC Credits	Property Owner at time of HDC Purchase	Municipality	County	Block	Lot(s)	HDC Easement Recorded	No. of HDCs	Consideration	Acres
HDC Bank	Ronald May	Bethlehem Twp	Hunterdon	9	6	7/22/2010	4	\$ 64,000.00	15.45
HDC Bank	OFP, LLC	Washington Twp	Morris	37	4 & 9	8/25/2010	83	\$ 1,328,000.00	93.19
HDC Bank	Julian B. Varettoni	Mount Olive	Morris	8301	13	4/27/2011	23.25	\$ 372,000.00	2.31
HDC Bank	Marie A. Accetturo	Oxford	Warren	24	4 & 20	5/3/2011	23	\$ 368,000.00	44.13
HDC Bank	Marie A. Accetturo	White	Warren	16	45		1	\$ 16,000.00	18.29
HDC Bank	Joyce C. Davis	West Milford	Passaic	6902	23	12/13/2011	30.25	\$ 484,000.00	6.95
HDC Bank	Anton Company Limited Partnership	Independence	Warren	23	3	12/29/2011	24.75	\$ 396,000.00	41.54
HDC Bank	Valley Ridge Development Company	West Milford	Passaic	8002	4	1/5/2012	122.5	\$ 1,960,000.00	26.23
HDC Bank	Moira and Mark Kendra	Washington Twp	Warren	40	33.01	2/24/2012	8	\$ 128,000.00	39.16
HDC Bank	Karen Koerner	Franklin Twp	Warren	15	11.03	2/24/2012	42	\$ 672,000.00	9.69
HDC Bank	Anita Schmidt	Liberty Twp	Warren	21.01	20.01	7/9/2012	3	\$ 48,000.00	10.54
HDC Bank	Marie B. Fox	Rockaway Twp	Morris	40801	85.01	11/29/2012	27.75	\$ 444,000.00	24.73
HDC Bank	Welch Family Estate, LP	Vernon	Sussex	73	5	3/11/2013	1.75	\$ 28,000.00	17.59
HDC Bank	Moira and Mark Kendra	Washington Twp	Warren	40	109	4/16/2013	2	\$ 32,000.00	4.59
HDC Bank	Joseph Vicari	Bethlehem Twp	Hunterdon	8	11 & 12.01	5/24/2013	20.5	\$ 328,000.00	75.2
HDC Bank	Genesis Real Estate LLC	Ringwood Boro	Passaic	877	16	7/19/2013	26.25	\$ 420,000.00	42.36
HDC Bank	Mountain Ridge Estates Inc.	Sparta	Sussex	19	110	9/30/2013	63.75	\$ 1,020,000.00	110.69
HDC Bank	David Newhouse	White	Warren	16	24, 24.15	9/26/2013	4.5	\$ 72,000.00	14.5
HDC Bank	Matthew and Jeanne Smetana	Sparta	Sussex	35002 (formerly 6.25)	10, 11 (formerly 70.01, 70.02)	12/19/2014	7	\$ 112,000.00	6
HDC Bank	Estate of Roberta Brush	Union Twp	Hunterdon	15	1	1/15/2015	1.75	\$ 28,000.00	26.27
HDC Bank	Estate of Roberta Brush	Union Twp	Hunterdon	15	1	1/15/2015	1.75	\$ 28,000.00	-
HDC Bank	Estate of Roberta Brush	Union Twp	Hunterdon	15	1	1/15/2015	1.75	\$ 28,000.00	-
HDC Bank	Thomas Wagner	Union Twp	Hunterdon	25	21	8/12/2016	11	\$ 176,000.00	43.21
HDC Bank	LeMad Corporation, Inc.	Clinton Township	Hunterdon	68	6	11/1/2016	86.25	\$ 1,380,000.00	9.9
HDC Bank	Trust of Everett True	Oxford Twp	Warren	2	12	8/1/2017	12	\$ 192,000.00	20.55
HDC Bank	Trust of Everett True	Oxford Twp	Warren	2	14	8/1/2017	20.5	\$ 328,000.00	34.52
HDC Bank	Trust of Everett True	Oxford Twp	Warren	2	18.03	8/1/2017	23.75	\$ 380,000.00	48.89
HDC Bank	Trust of Everett True	Wash. Twp (W)	Warren	4	4	8/1/2017	1.75	\$ 28,000.00	13.83
HDC Bank	Mervyn Haines	Wash. Twp (M)	Morris	20	52	8/1/2017	3.5	\$ 56,000.00	10.89
HDC Bank	Mariner's Bank	Vernon	Sussex	240	4	8/8/2017	24.75	\$ 396,000.00	118.4
HDC Bank	Richard and Jodie Sparling	Jefferson	Morris	387	8	8/31/2017	5.75	\$ 92,000.00	10.27
HDC Bank	Tariq Mahmood	Mount Olive	Morris	5300	16	10/17/2017	29.75	\$ 476,000.00	10.46
HDC Bank	William J Tierney	West Milford	Passaic	11106	13, 17	11/20/2017	2.5	\$ 40,000.00	1.35
HDC Bank	The Ringwood Industrial Partnership	Ringwood Boro	Passaic	508	2	12/21/2017	88.75	\$ 1,420,000.00	38.37
HDC Bank	The Ringwood Industrial Partnership	Ringwood Boro	Passaic	508	2.29	12/21/2017	74	\$ 1,184,000.00	19.36
HDC Bank	John A. Runge	Rockaway Twp	Morris	40701; 40703	21; 8, 9	11/21/2017	5.5	\$ 88,000.00	18.1
HDC Bank	Alex Zikas	White	Warren	68	59	11/29/2017	8	\$ 128,000.00	19.34

Highlands Development Credit Registry

As of December 31, 2019

Holder/Owner of HDC Credits	Property Owner at time of HDC Purchase	Municipality	County	Block	Lot(s)	HDC Easement Recorded	No. of HDCs	Consideration	Acres
HDC Bank	Bi-County Development	Jefferson	Morris	555	4	12/26/2017	147.75	\$ 2,364,000.00	162.79
HDC Bank	Terence Allan	Sparta	Sussex	4	45.01	12/21/2017	18.75	\$ 300,000.00	16.84
HDC Bank	Kazella Trust	Hopatcong	Sussex	40005	18	12/8/2017	5.5	\$ 88,000.00	27.4
HDC Bank	Beverly Attinson	Bethlehem Twp	Hunterdon	33	12	1/16/2018	18	\$ 288,000.00	51.59
HDC Bank	Anthony Liberti	West Milford	Passaic	6803	4	2/16/2018	30.25	\$ 484,000.00	16.11
HDC Bank	Barry Shandor	Harmony Twp	Warren	24	10.07	2/26/2018	2.25	\$ 36,000.00	1.79
HDC Bank	David Newhouse	White	Warren	13	21	3/19/2018	14	\$ 224,000.00	30.74
HDC Bank	Route 173 Associates	Bethlehem Twp	Hunterdon	18	2	5/15/2018	20	\$ 320,000.00	2.23
HDC Bank	Dennis J. Murphy	Lebanon Twp	Hunterdon	37	25	6/15/2018	4	\$ 64,000.00	29.65
HDC Bank	Joe Santoro/Santoro Education of Lifeskills Foundation, Inc.	Roxbury Twp	Morris	9203	1	6/29/2018	42.25	\$ 676,000.00	10.26
HDC Bank	Highview Farm LLC	Liberty Twp	Warren	10	4	7/13/2018	51.75	\$ 828,000.00	90.9
HDC Bank	Highview Farm LLC	Liberty Twp	Warren	11	43	7/13/2018	1.5	\$ 24,000.00	4.7
HDC Bank	Highview Farm LLC	Liberty Twp	Warren	11	44	7/13/2018	4.25	\$ 68,000.00	7.14
HDC Bank	Clark Twining and Debra Borup	Lebanon Twp	Hunterdon	65	2	7/2/2018	2.25	\$ 36,000.00	6.33
HDC Bank	Michael Joyce and Bryan Szerlip-Joyce	Bedminster Twp	Somerset	2	8.02	8/10/2018	18.25	\$ 292,000.00	39.46
HDC Bank	Robert Shandor	Harmony Twp	Warren	24	10.06	8/20/2018	2.25	\$ 36,000.00	2.31
Trubek Hills, Inc.	-	Lopatcong Twp	Warren	90	13, 16.01	8/20/2018	26.25	*	60.35
HDC Bank	Robert Shandor Sr. Testamentary Trust	Harmony Twp	Warren	24	10.05	9/18/2018	2.25	\$ 36,000.00	2.47
HDC Bank	Hands in 4 Youth of NJ, Inc	West Milford	Passaic	13301	12	9/28/2018	7.25	\$ 116,000.00	11.54
HDC Bank	Hands in 4 Youth of NJ, Inc	Bloomingdale	Passaic	3005	5	9/28/2018	10	\$ 160,000.00	24.87
HDC Bank	Bloomsbury Orchards, LCC	Alexandria	Hunterdon	4	12	1/8/2019	49.25	\$ 788,000.00	92.9
HDC Bank	Douglas and Susan Tack	Lebanon Twp	Hunterdon	56	13.02	4/29/2019	16.75	\$ 268,000.00	72.19
HDC Bank	Eric and Marcie Metzler	Lebanon Twp	Hunterdon	56	10	5/28/2019	31.50	\$ 504,000.00	112.84
HDC Bank	Norene Koerner	Pohatcong Twp	Warren	110; 117	9; 3	6/10/2019	6.75	\$ 108,000.00	53.14
HDC Bank	Armin and Elissa Schlotterbeck	Tewksbury	Hunterdon	15	23	7/15/2019	44.25	\$ 708,000.00	46.69
HDC Bank	Carol Jean Miller	Tewksbury	Hunterdon	14	9.02	9/12/2019	44.25	\$ 708,000.00	45.94
HDC Bank	E. Wayne Nordberg	Tewksbury	Hunterdon	16	13	10/16/2019	24.50	\$ 392,000.00	11.52
HDC Bank	E. Wayne Nordberg	Tewksbury	Hunterdon	19	13.07	10/16/2019	23.00	\$ 368,000.00	42.55
HDC Bank	Joseph and Helen Jarowicz	Tewksbury	Hunterdon	13	8, 10	11/20/2019	44.25	\$ 708,000.00	70.05
HDC Bank	Interverse Enterprises, Inc.	Mount Olive	Morris	5300	38	11/20/2019	25.75	\$ 412,000.00	53.14
Gary and Deborah Enters	-	Tewksbury	Hunterdon	15	8.02	12/5/2019	26.25	*	16.65
Totals							1,686.5	\$ 26,144,000.00	2,263.93

**Property owners in the HDC Purchase Program may choose to record a deed of easement (DOE) on their property, while retaining ownership of the HDCs. In these cases, the HDC Bank has not purchased the credits. The property owner may choose to sell the credits any time in the future, but the property and the resources contained within it remain permanently protected through the DOE.*



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CARL J. RICHKO
Chairperson

LISA J. PLEVIN
Executive Director

MEMORANDUM

To: Budget & Finance Committee
From: Lisa J. Plevin, Executive Director *LJP*
Subject: Committee Meeting Minutes – March 30, 2020
Date: April 6, 2020

A Budget and Finance (B&F) Committee call was held on Monday, March 30, 2020 at 2:00pm. The following participants were in attendance via teleconference:

Committee: Council Chair Richko, Committee Chair Holtaway, Members James and Visioli

Governor’s Authorities Unit (GAU): Stephanie Brown, Associate Counsel

Highlands Staff: Lisa J. Plevin, Christine LaRocca, James Humphries, Maryjude Haddock-Weiler, Keri Green, Judy Thornton, Kelley Curran, Gabrielle Gallagher, Herb August, and Annette Tagliareni.

Committee Chair Holtaway opened the meeting at 2:07 p.m.

Committee Minutes of March 12, 2020

Committee Chair Holtaway asked if any edits need to be made to the Committee Minutes of March 12, 2020. There were no revisions to be made.

Committee Chair Holtaway asked for a motion to approve the Budget & Finance Committee Minutes of March 12, 2020. Member Visioli made a motion. Chair Richko seconded the motion. All were in favor.

Highlands Protection Fund Capital Budget – FY2020

Due to the COVID-19 pandemic, Committee Chair Holtaway asked Highlands staff where Council stands regarding the Highlands Protection Fund Capital Budget. Ms. Plevin responded that she has not yet been made aware of how it will affect the Highlands Council. Ms. Plevin noted that staff is conducting normal business and is unclear at the moment what the impact may be.

Ms. Brown, Associate Counsel, GAU added that there is no direction as of now.

Committee Chair Holtaway asked Highlands staff to notify him if there are any constraints.

Township of West Milford – Stormwater Infrastructure Mapping - \$70,900

Kelley Curran, Senior Resource Management Specialist, gave an overview of a Stormwater Infrastructure Mapping Grant requested by West Milford Township. Ms. Curran indicated that the Township submitted a scope of work for municipal-wide stormwater mapping, an area encompassing 80 square miles. The Township currently has stormwater outfalls and detention/retention basins mapped as part of the Municipal Separate Storm Sewer Systems (MS4) permit requirements, but nothing else is completed. The Township Engineer estimates that the municipality has 4,000 catch basins, 200 sediment basins, and 20 water quality structures. This grant would allow the Township to fully meet its MS4 requirements while building a comprehensive database that will assist in future management and maintenance of the system. The final deliverable would consist of a single GIS map of the complete system and database of stormwater information for the entire Township. The estimated cost to complete the field work and associated deliverables is \$70,900. (Field work - \$59,000 completed between 16-18 weeks; and GIS map and database - \$11,900). Entire project to be completed within five months.) Ms. Curran noted that funding for a Watershed Management Plan was previously approved by the Budget and Finance Committee for the Township. The stormwater infrastructure mapping project will nicely supplement the watershed management work.

Committee Chair Holtaway asked if other municipalities around the lake would also be eligible for funding to map stormwater infrastructure. Ms. Curran and Ms. Green responded that the Highlands Council provides funding for stormwater management planning, including system mapping, to all its municipalities as a component of the Plan Conformance program.

Committee Member Visioli asked if this was the total cost. Ms. Curran indicated that the requested amount is an engineering estimate; any additional funding would need to be requested, if required.

Grants Manager, Herb August, noted that any additional requests would be brought back to the Budget & Finance Committee.

Committee Chair Holtaway asked for a motion to approve the Stormwater Infrastructure Mapping in the amount of \$70,900 for Township of West Milford. Committee Member Visioli made a motion and Chair Richko seconded it. All were in favor.

Borough of Stanhope – Water Use and Conservation Management Plan (WUCMP) - \$60,000

Kelley Curran, Senior Resource Management Specialist, gave an overview of a funding request for the development of a municipal-wide Water Use and Conservation Management Plan for Stanhope Borough. Ms. Curran noted that although Stanhope Borough is a non-conforming municipality in the Planning Area, Executive Order 114 (EO114) requires the Highlands Council to review proposed projects, provide comments and make recommendations for Water Quality Management Plan (WQMP) amendments regarding consistency with the Net Water Availability (NWA)

provisions of the RMP. Council's consent letter to NJDEP regarding a proposed WQMP amendment associated with a proposed development in Stanhope requires the Borough to develop and implement a WUCMP, since the NWA for the HUC14 subwatershed in which the property is located is in deficit. The estimated cost is \$60,000.

Committee Member Visioli noted that the proposed project is on 39 acres of land that is currently undeveloped and forested in the Protection Zone of the Planning Area. Keri Green, Science Manager, acknowledged the circumstances, but explained that the Council has no authority other than that conferred by EO114 provisions regarding NWA in non-conforming Planning Area towns.

Committee Chair Holtaway asked for a motion to approve the funding request for developing a Water Use and Conservation Management Plan in the amount of \$60,000 for Stanhope Borough. Committee Member James made a motion and Committee Member Visioli seconded it. All were in favor.

Committee Member James left the meeting at 2:24pm for recusal purposes regarding the next agenda item.

Passaic County – Economic Development and Transportation Analysis - \$24,400

Judy Thornton, Principal Planner, gave an overview of this supplemental funding request for Passaic County's Economic Development and Transportation Analysis. The project was initially approved by the Council in its FY2018 budget, with a not-to-exceed allocation of \$75,000. The project furthers County efforts to provide bicycle and pedestrian access and safety enhancements to assist its municipalities in attracting visitors to their downtown and scenic tourism areas. The scope of work includes:

- Preliminary intersection design plan for Borough of Bloomingdale;
- Conceptual pedestrian/bicycle bridge design for Borough of Ringwood; and
- Professional engineering project management.

Upon receipt of bids for the project, the County found that engineering costs were significantly higher than originally anticipated. They reduced costs by eliminating one component of the project (a signal warrant analysis shown unnecessary through county staff data collection) to bring the lowest bid estimate of \$103,600, down to \$99,400. The County proposal also now indicates that all County Planning Staff time, previously estimated at \$15,000 will be provided as an in-kind contribution. The County requests funding to cover the \$24,400 gap that still remains between the original \$75,000 grant and the total cost of \$99,400.

Committee Chair Holtaway asked for a motion to approve supplemental funding for the Economic Development and Transportation Analysis in the amount of \$24,400 for Passaic County. Committee Member Visioli made a motion and Committee Member Richko seconded it. All were in favor.

In closing, Ms. Plevin noted that currently the Council's April meeting is still on the calendar. Council staff requested guidance from the DAG's office regarding some changes to the Open Public Meetings Act (OPMA) during emergency circumstances. Staff expects a response in 1-2 weeks. Ms. Plevin added that staff is currently working remotely.

The committee meeting adjourned at 2:32 p.m.



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Executive Director

MEMORANDUM

To: Budget & Finance Committee
From: Lisa J. Plevin, Executive Director *LJP*
Subject: Committee Meeting Minutes – March 12, 2020
Date: March 30, 2020

A Budget and Finance (B&F) Committee meeting/call was held on Thursday, March 12, 2020 at 9:30am. Committee Members present were: Council Chair Richko, Committee Chair Holtaway, Member Visioli. Present via teleconference were: Member James and Stephanie Brown of GAU.

Staff Members present were: Lisa J. Plevin, Christine LaRocca, James Humphries, Maryjude Haddock-Weiler, Keri Green, Judy Thornton, Annette Tagliareni, and Karen Castanhas.

Committee Chair Holtaway opened the meeting at 9:31 a.m.

Ms. Plevin noted that two of the requests for Plan Conformance grants were from lake communities affected by the harmful algal blooms (HABs) and who are seeking assistance in addressing this situation.

Wastewater Feasibility Study Grant – Jefferson Township, Morris County (\$100,000):

Judy Thornton, Principal Planner gave an overview of a Wastewater Feasibility Study Grant requested by Jefferson Township. Ms. Thornton noted that the Township has significant property frontage along the north and northeast portions of Lake Hopatcong, much of which is occupied by single family homes on small lots served by aging septic systems. This area of Lake Hopatcong, as well as others in the drainage area of the lake, have been identified in studies conducted by Princeton Hydro as major contributors of phosphorous loading to Lake Hopatcong. Because high levels of nutrients such as phosphorous are known to encourage HABs, the area has become an important focus of attention in addressing the issue.

Ms. Thornton noted that the full extent of the study area includes properties within both the Planning and Preservation Areas. Phase I of the study would begin with the Preservation Area properties, analyzing existing developed areas for viability from a technical and logistical standpoint, for anticipated costs, and most importantly, for potential compliance with NJDEP rules and

regulations. Gaining NJDEP approval to extend public sanitary sewers into the Preservation Area would require that the project meet the criteria for public health/safety waivers. The study would provide for this evaluation. Phase I areas would include the Lake Shawnee neighborhood, the Mase Road neighborhood, and a commercial district on Route 15.

Ms. Thornton added that successful Phase I results would lead into a second phase to examine the Planning Area properties in the Lake Hopatcong drainage area for their potential inclusion in a larger sewer system.

Member James asked if all the homes in the area are served by septic systems. Mr. Humphries and Ms. Green each explained that yes, the areas in question are 100% served by septic systems; adding that Jefferson Township has no public sewer system, while most of the Hopatcong Borough portion of the Lake Hopatcong drainage area does have public sewerage.

Member Visioli asked if we could quantify the number of septic systems in the area. Ms. Thornton indicated that the entirety of the area (Preservation and Planning Area properties) includes approximately 3500 units.

Ms. Plevin added that Highlands staff has had its eyes on this area for a while as it was identified as a major contributor of phosphorous to Lake Hopatcong.

Ms. Green added that a Phase I would consider existing conditions/circumstances, pertinent regulatory requirements, need and potential for issuance of a NJDEP Highlands Preservation Area Application waivers, and estimated costs of implementation.

Watershed Management Program Grant – Phase I (2020), West Milford, Passaic County (\$200,000):

Chair Richko is a resident of West Milford and asked Chief Counsel, Christine LaRocca to advise whether this presented any need to recuse himself from discussion or voting. Ms. LaRocca responded that being a resident does not require recusal.

Keri Green, Science Manager gave an overview of a Watershed Management Program Grant requested by West Milford Township. Ms. Green noted that Highlands staff has been working with the West Milford Lakes Committee for 1 ½ years, discussing how to conduct watershed-based assessments on many small and medium-sized lakes (private and public). A similar regional approach to lake management has recently been implemented in Ringwood Borough. This scope of work proposes to conduct a watershed assessment of the watersheds surrounding 22 lakes (private and public) in order to:

- identify, quantify and prioritize watershed-based factors that may cause eutrophication;
- identify the watershed management measures needed to address general causes of water quality impairments;
- identify the relative costs of the recommended general watershed management measures; and;
- generate a schedule based on priority for the implementation of the recommended watershed management measures.

Member James asked for a list of lakes. Highland staff will provide.

Ms. Green added that Phase I of the scope of work will include work to be completed in 2020, which covers:

- historic data review,
- hydrologic/pollutant loads,
- pollutant removal analysis, and
- stream/watershed water quality sampling.

Ms. Green noted that Phase II of the scope of work is not part of this request.

Trails Planning Grant, Parsippany-Troy Hills, Morris County (\$52,049):

Maryjude Haddock-Weiler, Planning Manager, gave an overview of a Trails Planning Grant requested by the Township of Parsippany-Troy Hills. Ms. Haddock-Weiler noted that for many years the residents of Parsippany-Troy Hills and Town of Boonton have enjoyed views of the Jersey City Reservoir (aka Boonton Reservoir), but have not been able to access it for recreational purposes. In 2018, the Jersey City Council passed an ordinance authorizing a 40-year lease agreement with the Morris County Park Commission to develop and manage a passive recreational trail around the Reservoir which would include an education component, water quality managements, and environmental monitoring. The Park Commission subsequently developed a Property Management Plan that addresses:

- security
- environmental management, and
- design of proposed publicly accessible trial system.

In coordination with the Open Space Institute (OSI), Parsippany-Troy Hills has agreed to facilitate the planning, design, and engineering required to complete the trail system. The Township has requested Highlands grant funding to support Survey and Geotechnical work necessary to move the project forward, specifically for:

- land surveying,
- project management, and
- Historical and Archaeological Surveys.

Ms. Haddock-Weiler added that non-Highlands funding has been secured for the first phase (Part A. Geotechnical) and that work has commenced. The Township is requesting funding to support the second phase (Part B. Survey and Geotechnical) which is expected to take place between April and June 2020.

Ms. Haddock-Weiler noted that Parsippany-Troy Hills is currently in the Plan Conformance Petition process. Highlands staff has received drafts of Petition materials and is currently reviewing to prepare a Draft Consistency Review and Recommendations Report for Council's consideration. The grant funding is being advanced prior to the completion of the Petition because of important scheduling needs as noted.

Responding to an inquiry from Ms. Plevin, Chief Counsel LaRocca confirmed that despite being a resident of Parsippany-Troy Hills, Ms. Plevin need not recuse herself from discussion. Ms. Plevin noted that the Highlands Council had made Plan Conformance funds available to a number of other jurisdictions prior to approval of Petitions for Plan Conformance. She indicated that there is thus precedent for funding project/s that support the Highlands Regional Master Plan (RMP) regardless of conformance, including, for example:

- Warren County – Light Industrial Site Capacity Assessment
- Hunterdon County – Tourism Research Initiative
- Borough of High Bridge – Redevelopment Analysis of a brownfield site

Member Visioli asked the timeframe for Council review of the Township's Petition. Ms. Haddock-Weiler responded that with a 30-day public comment period, staff anticipates the Council may review the Petition at its June meeting.

Member James indicated that he supports this plan and is particularly pleased to know that the project will address reservoir security.

Beach Restoration Grant, Mount Arlington Municipal Beach/Park, Morris County (\$60,000):

Keri Green, Science Manager, gave an overview of a Beach Restoration Grant requested by Mount Arlington Borough. Ms. Green stated that the Lake Hopatcong Watershed Implementation Plan (WIP) addressed causes and effects of HABs in four municipalities around Lake Hopatcong. It identified a number of projects important for improving water quality, including development of a beach restoration plan for the Mount Arlington Municipal Beach. This proposal would address that recommendation, providing a focused analysis to identify local needs and specific implementation strategies. The Scope of Work includes nine elements, which follow the US EPA mandated structure for watershed restoration plans, a recognized standard used by EPA and State regulators. The nine elements are used to develop a clear, concise and implementable plan. The plan includes 9 tasks, in line with the elements:

1. Identification of Causes and Sources of Pollution
2. Estimate of Load
3. Description of Management Measures
4. Technical and Financial Assistance
5. Information and Education
6. Implementation Schedule
7. Interim Measurable
8. Monitoring

Chair Richko asked what the final goal of the restoration project is. Ms. Green responded that the goal is to restore the beach, park and associated stream areas. The resulting plan would recommend specific improvements for the site to address erosion and other water quality degradation issues, such as installing rain gardens or removal of aquatic weeds. The plan would outline multiple strategies and options, including short-term immediate components and future, potentially longer-term improvements, as well as identifying funding sources for the completion of each.

Member James asked who owns the beach area. Ms. Green stated that this is a municipal beach.

Mr. Humphries added that the restoration plan would build on the existing work of the Highlands Council by directly addressing recommendations of the Lake Hopatcong Watershed Implementation Plan. This Plan was also funded by the Highlands Council and we have a significant interest in seeing its recommendations implemented.

Member Holtaway asked if the DEP is involved with this plan. Ms. Green stated this project may need DEP permits from Division of Land Use Regulation, and also be considered for applicable Planning Area exemptions.

Member Holtaway asked about the \$2.5 million in funding just announced by the DEP for addressing HAB's. Ms. Green stated that the DEP had awarded \$2.5 million in grants for specified projects. Ms. Plevin added that our funding does not overlap with the DEP funding, but supplements the Highlands Council's efforts. She indicated that we are in frequent coordination with the DEP to accomplish our mutual goals.

Member Holtaway asked about additional studies. Ms. Green stated the Lake Hopatcong Commission has identified additional studies and tasks, but Highlands Council grants cannot be used as matching funding for the DEP grant funding.

Ms. Plevin will share the press release regarding the DEP funding with members.

At this time, Committee Chair Holtaway asked for individual motions for the four grants being considered:

Committee Chair Holtaway asked for a motion to approve the Wastewater Feasibility Study Grant in the amount of \$100,000 for Jefferson Township. Committee Member Visioli made a motion and Committee Member James seconded it. All were in favor.

Committee Chair Holtaway asked for a motion to approve the Regional Watershed Based Assessment Grant in the amount of \$200,000 for West Milford Township. Committee Member Visioli made a motion and Committee Member James seconded it. All were in favor.

Committee Chair Holtaway asked for a motion to approve the Trails Planning Grant in the amount of \$52,049 for Parsippany-Troy Hills Township. Committee Member Visioli made a motion and Committee Member James seconded it. All were in favor.

Committee Chair Holtaway asked for a motion to approve the Beach Restoration Grant in the amount of \$60,000 for Mount Arlington Borough. Committee Member Visioli made a motion and Committee Member James seconded it. All were in favor.

The committee meeting adjourned at 10:07 a.m.



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MEMORANDUM

To: Budget & Finance Committee
From: Lisa J. Plevin, Executive Director *LJP*
Subject: Committee Meeting Minutes – February 6, 2020
Date: February 18, 2020

A Budget and Finance (B&F) Committee meeting/call was held on Thursday, February 6, 2020 at 1:00 p.m. Committee Members present were: Council Chair Richko, Committee Chair Holtaway, Member Visioli. Present via teleconference were: Member James and Stephanie Brown of GAU.

Staff Members present were: Lisa J. Plevin, Christine LaRocca, Gabrielle Gallagher, James Humphries, Maryjude Haddock-Weiler, Christina Petagna and Keri Green.

Committee Chair Holtaway opened the meeting at 1:00 p.m.

Contract for Evaluation and Field Test of the Draft Highlands Region Functional Ecosystem Valuation Model and Forest Conservation Guidance:

Ms. Petagna explained the basis for the proposed contract. The Highlands Council recognizes the value of resources such as clean water and air, scenic value and other ecological factors that contribute significant economic and public health benefits to the Region, but currently there is no objective way to assign a quantitative value or economic currency to these resources. The Regional Master Plan (RMP) establishes a “no net loss” of habitat value goal, but without a methodology to assign a value, it is difficult to compare different properties for the purposes of mitigation.

Ms. Petagna provided background on the development of the Highlands Region Functional Ecosystem Valuation (FEV) Methodology and Forest Conservation Guidance. The work was contracted in 2013 and the draft FEV Methodology and Forest Conservation Guidance is now complete. The proposed contract is to obtain the services of an independent third-party expert to test the methodology and ensure it is accurate and repeatable.

Two proposals were submitted in response to the RFP. The staff is recommending Applied Ecological Sciences, as the firm provided the best overall approach to the project at a significantly

lower cost than the other proposal. The firm also has included an alternatives analysis in its proposal. Although the memorandum reflected a cost of \$65,500, the contract cost is \$55,769.

Committee Chair Holtaway asked for a motion to approve the contract and move to Council for final consideration. Committee Member Visioli made a motion and Committee Member James seconded it. All were in favor.

Committee Member James recused himself from any discussion and/or approval regarding the next agenda item.

Contract to Develop an Economic Sustainability Plan for the Highlands Region:

Ms. Haddock-Weiler explained the basis for the project. The Monitoring Program Recommendation Report (MPRR) recommended the development of an economic development plan for the Highlands Region, including: 1) an economic profile of the region; 2) an analysis of the economic development potential of the region; 3) strategies for economic growth over time; and 4) an implementation schedule to move these strategies into actions.

Ms. Haddock-Weiler explained that a steering committee was convened to develop the RFP for the project. A few members of the steering committee also participated in the review of the responses.

Seven (7) multi-disciplinary teams responded to the RFP and five (5) of those teams were interviewed. The review team unanimously recommends the team of Camoin Associates 310 and Maser Consulting for award of the contract. The Camoin Team had the most comprehensive understanding of the intent of the project and had the lowest price. Camoin has performed similar work for other clients and Maser and Camoin have worked collaboratively on other projects. Also, the reference check resulted in nothing but positive feedback about Camoin.

Committee Chair Holtaway questioned the “310” part of Camoin’s business. Ms. Haddock-Weiler explained that this was a recent acquisition by Camoin. The firm seeks out businesses to locate into particular areas.

The staff recommendation is to enter a contract with Camoin in the amount of \$149,861.30.

Committee Chair Holtaway asked for a motion to approve the contract and move to Council for final consideration. Council Chair Richko made a motion and Committee Member Visioli seconded it. All were in favor.

Committee Chair Holtaway commended the staff on thorough memoranda prepared for both projects and the diligence and effort put into the selection process.

The committee meeting adjourned at 1:25 p.m.