

Agenda
Hightstown Borough Council
Workshop Meeting
June 1, 2015
First Aid Building
6:15 PM

PLEASE TURN OFF ALL CELL PHONES DURING YOUR ATTENDANCE AT THIS MEETING TO AVOID SOUNDS/RINGING OR CONVERSATION THAT MAY INTERFERE WITH THE MEETING OR THE ABILITY OF ATTENDEES TO HEAR THE PROCEEDINGS. THANK YOU FOR YOUR COOPERATION.

Meeting called to order by Mayor Lawrence Quattrone.

STATEMENT: Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was provided to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office.

Roll Call

Executive Session:

Resolution 2015-148

Contract Negotiations – Shared Services (Various – Police/Dispatch/Court)
(Action will not be taken following executive session)

Flag Salute

Approval of the Agenda

Minutes

April 20, 2015 Regular Session
April 20, 2015 Executive Session

Presentation

Resolution 2015-149 Steward of History Award for 2014

Public Comment I

Any person wishing to address the Mayor and Council at this time will be allowed a maximum of three minutes for his or her comments.

Budget 2015

Public Hearing for 2015 Budget

2015-154 Resolution of Compliance Regarding the 2013 Audit

2015-155 Approving the 2013 Annual Audit Corrective Action Plan and Authorizing the Filing of Said Plan with the Division of Local Government Services

2015-156 Authorizing the Budget to be Read by Title Only

2015-157 Adopting the 2015 Budget

Ordinances

2015-12 **First Reading and Introduction** – An Ordinance to Establish Salary Ranges for Certain Officers and Employers of the Borough of Hightstown

- 2015-13** **First Reading and Introduction** – An Ordinance Amending Chapter 7, Entitled “Traffic” Section 7-29, Entitled “Speed Limits” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey” Establishing the Speed Limit for a Portion of Wyckoff Mills Road
- 2014-06** **First Reading and Re-Introduction** – Bond Ordinance Providing for Various Capital Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$220,000 Therefor and Authorizing the Issuance of \$209,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof
- 2015-10** **Final Reading and Public Hearing** An Ordinance Amending Chapter 14, Entitled “Property Maintenance” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey” Adding a New Section to Establish Standards for the Registration and Maintenance of Vacant and Abandoned Residential Properties in Foreclosure by Creditors
- 2015-11** **Final Reading and Public Hearing** A Bond Ordinance Providing for the Acquisition of an Aerial Ladder Truck in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$1,000,000 and Authorizing the Issuance of \$952,300 Bonds or Notes of the Borough to Finance Part of the Cost Thereof.
- 2015-150** Authorizing the Payment of Bills
- 2015-151** Appointing Certain Code Enforcement Officials for the Borough of Hightstown
- 2015-152** Authorizing a Shared Services Agreement with Robbinsville Township for Emergency Medical Services
- 2015-153** Authorizing the Borough of Hightstown to Enter into a Developers Construction Sequence Agreement with Peddie School

Resolutions

Discussion

Redevelopment Sub-committee
 Transfer of three minute public comment time
 Safe Route to School Grant
 Maxwell Avenue Culvert
 Settling Tank Rehabilitation Revisions
 Special Event Permits
 Rehabilitation Tax Abatement

Public Comment II

Any person wishing to address the Mayor and Council at this time will be allowed a maximum of three minutes for his or her comments.

Mayor/Council/Administrative Reports

Adjournment

Resolution 2015-148

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on June 1, 2015 directly following the general meeting in the First Aid Building located at 168 Bank Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Shared Services: Police/Dispatch/Court

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: September 1, 2015 or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

Meeting Minutes
Hightstown Borough Council
Business Meeting
April 20, 2015
7:00 p.m.

The meeting was called to order by Mayor Quattrone at 7:02 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Hansen</i>	✓	
<i>Councilmember Kurs</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Montferrat</i>	✓	
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret Riggio, Deputy Borough Clerk; Henry Underhill, Borough Administrator; George Lang, CFO; Liz Garcia, Labor Council

Councilmember Lee Stults moved that the Conley Electric bill be removed from Resolution 2015-108 and voted on separately.

Councilmember Hansen moved the agenda for approval as amended; Councilmember Stults seconded.

Roll call vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Agenda approved as amended 6-0.

Councilmember Misiura moved March 25, 2015 budget meeting minutes for approval; Councilmember Hansen seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura, Montferrat and Stults voted yes. Councilmember Kurs abstained.

Minutes approved 5-0 with 1 abstention.

Councilmember Stults moved March 30, 2015 budget meeting minutes for approval; Councilmember Montferrat seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura, Montferrat and Stults voted yes. Councilmember Kurs abstained.

Minutes approved 5-0 with 1 abstention.

Mayor Quattrone asked Borough Administrator, Henry Underhill, to address an article that appeared in The Trenton Times regarding housing rentals in the Borough.

Mr. Underhill gave an update on housing rentals and inspections. To date:

- 27 summonses had been issued from the Housing Inspector; half of which have been resolved.
- \$4,200 has been received in fines
- So far this year, 60 rental units have been inspected

Mayor Quattrone opened public comment period 1 and the following individuals spoke:

Walter Sikorski, 324 South Main Street – Stated that he took a walk through town with Dave Bell, Housing Inspector. In his opinion, Mr. Bell needs more hours for rental inspections and property maintenance issues. The residents of

Hightstown need to stop airing their dirty laundry and focus their energy on more positive things. Council needs to start making banks take care of their foreclosed properties.

Phyllis Deal, 305 Stockton Street – Stated that Council needs to do something about the Animal Welfare Committee. The AWC missed their prime fundraising season. They are not going to raise money if the AWC will be “defunked”. If the AWC is not around with the trapping and neutering program the feral cat population will be out of control.

Lynn Woods, 315 Park Avenue – Asked if the Police negotiation with East Windsor is a done deal. Also asked how much research council had done and what sources they used for their research. She Referred to FBI Uniform Crime Report 2013 regarding the number of officers suggested for a municipality. According to the report it is suggested that the municipality have 2.3 officers per 1,000 people. Currently East Winsor employs 34 officers. According to this report a total of 73 officers are recommended. If Hightstown were to be added to East Windsor Police Department, a total of 85 officers would be recommended. She hopes that Council takes these statistics into consideration.

Doug Mair, 536 South Main Street – Stated that if items are on the agenda and the website they are no longer secret. Saying council can’t talk about these items are confusing. If you do not want to respond at public meetings, you should not be up there. Refusing to answer questions shows that you are unprepared to perform your duties.

Rob Thibault, 504 South Main Street – Stated that you cannot solve problems unless you talk about them. There is overcrowding in Westerlea Apartments and it is costing us money. Went on to say that Academy and Stockton Streets look run down.

Scott Caster, 12 Clover Lane – We need to identify the problem before a solution can be found. Council needs to acknowledge that there is a lack in code enforcement, a lack of foot patrol by the police, and a lack of parking enforcement. We all need to stop living in denial.

Joanna Jackson, 149 North Academy Street – Stated that she grew up in Hightstown and feels that she has a responsibility to become more involved in her community. She was very upset with the negativity of the last meeting. Everyone needs to bring constructive ideas to the table instead of just arguing with one another.

Eugene Sarafin, 628 South Main Street – Council is running a \$9,000,000 business. Never heard of any of these problems presented by the public.

Jeff Peters, 113 Park Way – Apologized for not attending council meetings but has heard that they have become horrible. We need to find a way to keep the meetings under control; keep disagreements under control; and make the meetings comfortable for everyone.

There being no further comments, Mayor Quattrone closed the public comment period.

Ordinance 2015-08 First Reading and Introduction - An Ordinance Amending and Supplementing Chapter 7, Entitled “Traffic,” Subsection 7-37-1, Entitled “Regulation for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property” to the “Revised General Ordinances of the Borough of Hightstown, New Jersey”

Council President Hansen moved Ordinance 2015-08 for introduction; Councilmember Misiura seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Ordinance introduced 6-0, Public hearing to be held May 4, 2015.

Ordinance 2015-08

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7, ENTITLED “TRAFFIC,” SUBSECTION 7-37-1, ENTITLED “REGULATION FOR THE MOVEMENT AND THE PARKING OF TRAFFIC ON MUNICIPAL PROPERTY AND BOARD OF EDUCATION PROPERTY” TO THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

WHEREAS, the Police Department has determined that amendments are needed to Chapter 7, Sub-Section 7-37-1 of the Revised General Ordinances of the Borough of Hightstown.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, as follows:

Section 1. That Chapter 7, entitled "Traffic," Sub-Section 7-37-1, entitled "Regulation for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property" of the Revised General Ordinances of the Borough of Hightstown, is hereby amended to read (deletions are shown as ~~cross-outs~~ and additions are shown with underline):

Subsection 7-37-1 Regulation for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property.

a. **Definitions.**

"Site Plan" shall be defined as the site plan dated March 4, 2002, which is on file in the office of the Borough Clerk and which depicts the Borough of Hightstown's Main Street and Stockton Street parking lots.

"Main Street lot" is the municipal parking lot located at Block 28, Lot 56 in the Borough of Hightstown.

"Stockton Street lot" is the municipal parking lot located at Block 33, Lots 1, 11, 12, 33 and 35 in the Borough of Hightstown.

"Lot 'A'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

"Lot 'B'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

"Lot 'C'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

"Lot 'D'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

"Lot 'E'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

"Road 'A'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

"Road 'B'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

"Road 'C'" is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

b. **General Parking.**

All vehicles must park in designated areas and between the lines provided upon any of the properties or parts of properties described below.

Property
1. Main Street lot
2. Stockton Street lot

c. **Time Limit Parking.**

No person shall park a vehicle for longer than the time limit upon any of the parking lots or parts of parking lots described below between the hours of 7 a.m. and 7 p.m. Mondays thru Saturdays, except holidays:

Name of Street	Sides	Hours	Location
Main Street lot	All	4	As indicated on the site plan
Stockton Street lot:			
Lot "A"	North and South	4	As indicated on the site plan
Lot "C"	East and West	4	As indicated on the site plan
Lot "D"	North and South	4	As indicated on the site plan

d. **Permit Parking.**

No person shall park a vehicle at the below-described locations unless said vehicle shall have a valid permit displayed. Said permit shall have been issued in accordance with the provisions of Section 7-37.1(h) herein.

Name of Street	Sides	Hours	Location
Stockton Street lot – Lot "E"	South	All	As indicated on the site plan
Stockton Street lot – Lot "B"	South	All	As indicated on the site plan

e. **Handicapped Parking.**

In accordance with the provisions of N.J.S.A. 39:4-197, handicapped parking spaces are designated on municipal and board of education property as described below. Such spaces are for use by persons who have been issued special identification cards, plates or placards issued by the Division of Motor Vehicles, or a temporary placard issued by the Chief of Police. No other person shall be permitted to park in these spaces. All stalls shall be 12 feet wide and signed with the R7-8 and R7-8P (Reserved Parking Sign and Penalty Plate).

Property	Location
Main Street lot	As indicated on the site plan.
Stockton Street lot	As indicated on the site plan.

f. **Parking of Certain Trucks, Trailers and Vehicles Prohibited.**

No person shall park any vehicle over three (3) tons gross weight (GVW), a school bus, or any other type of bus, recreational vehicle, camper, boat or trailer between the hours specified upon any of the properties or parts of properties described below:

Property	Hours	Location
Main Street lot	All	Entire lot
Stockton Street lot	All	Entire lot

g. **Tow-Away Zones.**

Any vehicle parked or standing upon any of the properties or parts of properties described below so as to obstruct or impede a normal flow of traffic or block entrances or exit ways, loading zones, oil fills, any grassy area or pedestrian walkway, or to present in any way a safety or traffic hazard, may be removed by towing the vehicle at the owner’s or operator’s expense.

Property
1. Main Street lot
2. Stockton Street lot

h. Stop Intersections.

The following described intersections are hereby designated as Stop Intersections. Stop signs shall be installed as provided herein:

<u>Intersection:</u>	<u>Stop sign on:</u>
Road “A” and Rogers Avenue	Road “A”
Road “C” and Rogers Avenue	Road “C”
Road “B” and Stockton Street	Road “B”

i. Speed Limits.

The speed limit for both directions of traffic on all roadways in the parking lots shall be 15 m.p.h. Regulatory and warning signs shall be erected and maintained to effect the above designated speed limit authorized by the Department of Transportation.

k. Loading Zones.

The locations described below are hereby designated as Loading Zones. No person shall park a vehicle in said location during the time indicated other than for the loading or unloading of goods and materials.

Name of Street	Sides	Hours	Location
Stockton Street lot:			
Lot “A”	North	All	As indicated on the site plan
Lot “B”	East	All	As indicated on the site plan

l. Mid Block Crosswalks.

The following locations shall be established as Mid-Block Crosswalks:

Name of street	Location
Road “A”	As indicated on the site plan
Road “B”	As indicated on the site plan

All signing shall conform to the current edition of the Manual on Uniform Traffic Control Devices, pursuant to N.J.S.A. 39:4-198 and N.J.S.A. 39:4-183.27.

m. Permits; Qualification; Issuance.

A person seeking issuance of a parking permit for the Stockton Street lot shall file an application with the office of Borough Clerk on forms provided by ~~her~~ the Borough Clerk.

1. *Qualification.* Permits shall be issued only to:
 - a. Residents of Block 33 and residents of those lots situated in Block 23 which border Main Street.
 - b. Owners of businesses located in Block 33 and in those lots situated in Block 23 which border Main Street.
 - c. Employees of businesses located in Block 33 and in those lots situated in Block 23 which border Main Street.
 - d. Owners of businesses located in Block 21.01 which have no onsite parking.
 - e. Employees of businesses located in Block 21.01 which have no onsite parking.
 - f. Residents of Block 21.01 which have no onsite parking.
 - g. Owners of businesses located in Block 54.
 - h. Employees of businesses located in Block 54.

Proof of eligibility shall be provided at the time of application, and shall consist of: for residents, a valid New Jersey driver's license showing address of residence; and for business owners or employees, a notarized statement by the business owner, on forms supplied by the Borough Clerk, attesting to eligibility of applicant. Owners and employees of industrial businesses shall not be eligible to obtain parking permits under this subsection.

Permits issued to owners or employees of businesses located in Block 54 shall be valid only in the permit parking area leased by the Borough, located at 105 South Main Street, and shall not be valid in the Stockton Street municipal parking lot.

2. *Permit Period.* Permits issued shall cover the period from the date of issuance through the following June 30, except that no permits issued shall expire before June 30, 2003.
3. *Contents.* The application shall contain the following information:
 - a. The name, address and day and evening telephone numbers of the applicant.
 - b. Proof of eligibility as detailed herein.

If, while the application is pending or during the term of any permit granted thereunder, there is any change that would alter the information given in the application, the applicant shall notify the Borough Clerk, in writing, within twenty-four (24) hours after such change.

4. *Fee.* The fee for parking permits in the Stockton Street lot shall be seventy-five (\$75.00) dollars per permit period and shall be paid at the filing of the application. Such fee shall be prorated on a monthly basis if application is made after the first month of the permit period and the monthly rate shall be charged for each month or partial month remaining in the permit period.

5. *Regulation.* The issued permit shall be conspicuously displayed in the vehicle, at the time of use of the appropriate parking lot. If the parking permit is not conspicuously displayed, the vehicle owner shall be found in violation of this ordinance.

n. **Enforcement.**

Parking regulations detailed herein shall be enforced by the Hightstown Police Department and any parking enforcement officers appointed by the Borough in accordance with *N.J.S.A. 40A:9-154.7*.

o. **Penalties.**

Unless another penalty is expressly provided for by New Jersey statute, every person convicted of a violation of this Ordinance or any supplement thereto shall be liable to a penalty of not more than ~~fifty-nine one hundred~~ one hundred dollars (\$~~59~~100.00) or imprisonment for a term not exceeding fifteen (15) days, or both.

(Ord. No. 2002-03; Ord. No. 2003-20; Ord. No. 2003-24; Ord. No. 2004-24; Ord. No. 2006-04; Ord. No. 2006-12; Ord. No. 2006-26; Ord. No. 2008-03; Ord. No. 2008-20)

Section 3. Severability. If any sentence, paragraph or section of this Ordinance, or the application thereof to any persons or circumstances shall be adjudged by a court of competent jurisdiction to be invalid, or if by legislative action any sentence, paragraph or section of this Ordinance shall lose its force and effect, such judgment or action shall not affect, impair or void the remainder of this Ordinance.

Section 4. Effective Date. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 5. Repealer. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Ordinance 2015-09 – First Reading and Introduction – An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

Councilmember Montferrat moved Ordinance 2015-09 for introduction. Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Ordinance introduced 6-0, Public hearing scheduled for May 4, 2015

Ordinance 2015-09

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, *N.J.S. 40A: 4-45.1 et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, *N.J.S.A. 40A: 4-45.15a* provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2015 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 2.0% increase in the budget for said year, amounting to \$107,540.60 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2015 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and

N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$188,196.05, and that the CY 2015 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, be filed with said Director within 5 days after such adoption.

Ordinance 2015-04 Final Reading and Public Hearing (By Title Only) – An Ordinance Amending the Borough’s Redevelopment Plan Relating to Sub-Area I (Bank Street) Within the Borough of Hightstown

Mayor Quattrone opened the Public Hearing on Ordinance 2015-04 and the following individuals spoke:

Eugene Sarafin 628 South Main Street – Doesn’t understand why people needed to see a map. The map hasn’t changed in 50 years.

Doug Mair 536 South Main Street – Speaking on behalf of J.P. Gibbons. Thank you to Mayor and Council for providing the map. J.P. Gibbons supports this ordinance.

Robert Thibault, 504 South Main Street – Regarding a developer making a payment in lieu of taxes. Why would a developer make a contribution if you are going to give them a tax break on the backs of homeowners. Homeowners would rather forego some recreational facilities if their taxes didn’t go up because they are subsidizing a multi-million dollar project. Keep the cost of the project down and the developer won’t need to get a tax abatement and it would be built on the backs of tax payers in town.

Lynn Woods, 315 Park Avenue – Was curious about different plans regarding a new developer coming in and taking care of old Borough Hall. Regarding adding in the \$2,000,000 in insurance money, is this a backup in case a developer does not want to take on the old borough hall or do they have to as part of the developers agreement? Are we looking to raise the building with the insurance money and have the developer take on developing that area? What is the thinking behind that?

Steve Misiura responded to Ms. Woods – Language regarding building a municipal facility was removed. It was changed to “take into consideration Borough Hall properties; acquire and incorporate into the overall redevelopment project; or redevelop the properties in partnership with the Borough for municipal or other uses; or coordinate with the Borough the redevelopment of the properties which will be undertaken separately by the Borough”. There are funds available for the Borough to apply and this is just a list of possible scenarios and funding sources.

Eugene Sarafin 628 South Main Street – Feels that the developer should have a tax abatement while completing the renovations. Once the project is 50% occupied start taxing the property. The developer needs some relief.

Joanna Jackson, 149 North Academy – Feels that people are misunderstanding of this ordinance. The ordinance is not a contract, it is guidelines for a redevelopment agreement. She supports this ordinance and feels it is moving the borough in the right direction.

There being no further comments Mayor Quattrone closed the public hearing.

Councilmember Montferrat moved Ordinance 2015-04 for adoption; Council President Hansen seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Ordinance adopted 6-0.

Ordinance 2015-04

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AN ORDINANCE AMENDING THE BOROUGH'S REDEVELOPMENT PLAN RELATING TO SUB-AREA (BANK STREET) WITHIN THE BOROUGH OF HIGHTSTOWN.

WHEREAS, on September 7, 2004, the Hightstown Borough Council adopted Ordinance No. 2004-20, which approved and adopted a Redevelopment Plan (also referenced as the "Plan") for the Borough of Hightstown, pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, *et seq.*; and

WHEREAS, the Plan divided the Redevelopment Area of the Borough into three (3) distinct Sub-Areas; and

WHEREAS, the Sub-Areas include the following: Sub-Area I (Bank Street); Sub-Area II (South Academy Street); and Sub-Area III (Route 33); and

WHEREAS, though the Plan identified these three (3) Sub-Areas as Redevelopment Areas within the Borough, the Plan only created land use and design criteria relating to Sub-Area I (Bank Street), with the understanding that the Borough Council would adopt additional measures in the future to establish such criteria relative to Sub-Areas II and III; and

WHEREAS, on October 2, 2006, the Borough Council adopted Ordinance No. 2006-19, which amended the Plan in certain respects relating to Sub-Area I (Bank Street); and

WHEREAS, on October 6, 2008, the Borough Council adopted Ordinance No. 2008-16, which further amended the Plan in certain respects relating to Sub-Area I (Bank Street); and

WHEREAS, subsequent to the adoption of the aforesaid Ordinances, the Borough has continued to diligently review the criteria relating to Sub-Area I (Bank Street), in an effort to ensure that the proposed redevelopment of this area is most beneficial to the Borough as well as feasible for proposed redevelopers; and

WHEREAS, the Borough has determined that it is necessary and appropriate to further amend the Plan in certain limited respects; and

WHEREAS, the proposed revisions have been reviewed and approved by the Borough's Planning Board; and

WHEREAS, a copy of the proposed revised Plan, dated January 12, 2015, is attached hereto and made a part hereof.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, as follows:

1. That the Borough Council hereby approves and adopts the attached amended Redevelopment Plan, dated January 12, 2015, as the official Redevelopment Plan of the Borough.
2. That the attached Redevelopment Plan shall supersede any and all prior Redevelopment Plans within the Borough of Hightstown relating to Sub-Area I (Bank Street), Sub-Area II (Academy Street) and Sub-Area III (Route 33), as well as the land use development regulations governing the properties located in Sub-Area I (Bank Street). The Borough Council shall take further action in the future in order to create new land use development regulations governing the properties located in Sub-Areas II and III. Until such time, the existing land use development regulations that govern the properties located within Sub-Areas II and III shall control development of those Sub-Areas. To the extent that any inconsistencies exist between the Official Zoning Map and the attached Redevelopment Plan, then the Official Zoning Map shall be amended accordingly.
3. That the provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.
4. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.
5. That this Ordinance shall take effect following final passage and publication in accordance with the law.

Ordinance 2015-05 Final Reading and Public Hearing – An Ordinance Amending and Supplementing Chapter 2, Entitled “Administration,” Section 26, Entitled “Municipal Court,” Sub-Section 6, Entitled “Public Defender; Application Fee” to the “Revised General Ordinances of the Borough of Hightstown, New Jersey”

Mayor Quattrone opened the Public Hearing for Ordinance 2015-05 and the following individuals spoke:

Eugene Sarafin 628 South Main Street – He supports the ordinance.

There being no further comments, Mayor Quattrone closed the Public Hearing.

Councilmember Kurs moved Ordinance 2015-05 for adoption; Councilmember Stults seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Ordinance adopted 6-0.

Ordinance 2015-05

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2, ENTITLED “ADMINISTRATION,” SECTION 26, ENTITLED “MUNICIPAL COURT”, SUB-SECTION 6, ENTITLED “PUBLIC DEFENDER; APPLICATION FEE” TO THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

WHEREAS, the Municipal Court Administrator has determined that amendments are needed to Chapter 2, Section 26, Sub-Section 6 of the Revised General Ordinances of the Borough of Hightstown.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, as follows:

Section 1. That Chapter 2, entitled “Administration,” Section 24, entitled “Municipal Court,” Sub-Section 6, entitled “Public Defender; Application fee” of the Revised General Ordinances of the Borough of Hightstown, is hereby amended to read (deletions are shown as ~~cross-outs~~ and additions are shown with underline):

Subsection 2-24.6 Public Defender; Application Fee.

A person applying for representation by the Borough Public Defender shall pay an application fee ~~of one hundred (\$100.00) dollars~~ which is equivalent to the maximum amount allowable under N.J.S.A. 2B:24-1, et seq. The Municipal Court may waive the fee, in whole or in part, if the Court determines, in its discretion, that the application fee represents an unreasonable burden on the person seeking representation. The Municipal Court may permit a person to pay the application fee over a specific period of time, not to exceed four (4) months.

Section 2. Severability. If any sentence, paragraph or section of this Ordinance, or the application thereof to any persons or circumstances shall be adjudged by a court of competent jurisdiction to be invalid, or if by legislative action any sentence, paragraph or section of this Ordinance shall lose its force and effect, such judgment or action shall not affect, impair or void the remainder of this Ordinance.

Section 3. Effective Date. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 4. Repealer. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Ordinance 2015-06 Final Reading and Public Hearing – Bond Ordinance Providing a Supplemental Appropriation of \$215,000 for Various Road Improvements in and by the Borough of Hightstown in the County of Mercer, New Jersey, and Authorizing the Issuance of \$215,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Quattrone explained that this Bond Ordinance covers Park Avenue, Greeley Street and Glen Brook Place.

Mayor Quattrone opened the Public Hearing for Ordinance 2015-06 and the following individuals spoke:

Doug Mair 536 South Main Street – Stated that he is grateful to the Mayor and Council for being more forthcoming at this meeting. Questioned the \$215,000, where do we get this money from?

Eugene Sarafin 628 South Main Street – Commented that he likes that the Borough is continuing to fix our streets. Please keep this up.

Rob Thibault 504 South Main Street – Stated that the Borough has done a great job in maintaining the roads. If you drive through East Windsor you see that they do not keep up on their roadways.

Lynn Woods 315 Park Avenue – Stated that she is glad to see that Park Avenue is getting done. Asked if something can be done about the trees on Park Avenue. There is a tree in front of her house that makes her extremely nervous during storms.

George Lang, CFO, explained where the money for the bond ordinance comes from. Also explained how the debt is paid down and noted that the Borough's debt is being managed.

There being no further comments, Mayor Quattrone closed the Public Hearing.

Councilmember Bluth moved Ordinance 2015-06 for adoption; Councilmember Stults seconded.

Roll Call Vote: Councilmembers Bluth, Hanson, Kurs, Misiura, Montferrat and Stults voted yes.

Ordinance adopted 6-0.

Ordinance 2015-06

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

BOND ORDINANCE PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$215,000 FOR VARIOUS ROAD IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND AUTHORIZING THE ISSUANCE OF \$215,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the supplemental amount of \$215,000, such sum being in addition to the \$682,000 appropriated (which included a \$252,836 Municipal Aid Grant from the State of New Jersey Department of Transportation (the "State Grant")) therefor by bond ordinance 2013-23 of the Borough, finally adopted November 18, 2015 (the "Original Bond Ordinance"), which includes a. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is being partially funded by the State Grant.

Section 2. In order to finance the additional cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$215,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3.(a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is various road improvements, including Park Avenue, Greeley Street and Glen Brook Place, as described in the Original Bond Ordinance, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$644,164, including the \$429,164 authorized by the Original Bond Ordinance and the \$215,000 bonds or bond anticipation notes authorized herein.

(c) The estimated cost of the improvement or purpose is \$897,000, including the \$682,000 appropriated by the Original Bond Ordinance and the \$215,000 appropriated herein.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$215,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$108,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$93,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$15,000 is estimated therefor herein.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations

of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Ordinance 2015-07 Final Reading and Public Hearing – Bond Ordinance Providing for Various Road Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$619,000 Therefor and Authorizing the Issuance of \$335,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Quattrone explained that this project includes Park Way, Grant Street and Hutchinson Street. Mayor Quattrone went on to explain that there were 2 separate Grants involved here. We decided to combine the projects into 1 bid to get a lower price on the construction contract.

Mayor Quattrone opened the Public Hearing on Ordinance 2015-07 and the following individuals spoke:

Jeff Peters 113 Park Way – Applauded Council’s strategy on combining the 2 Grants into 1 project for financial benefit to the Borough. Stated that he is in favor of this bond ordinance. This debt is justified to improve our infrastructure. Pointed out that we need to use grants whenever possible.

Doug Mair 536 South Main Street – Stated that tonight has been one of the best council meetings that he’s been to. Thanked Council and the CFO for answering questions. He is supportive of this project.

There being no further comments, Mayor Quattrone closed the Public Hearing.

Council President Hansen moved Ordinance 2015-07 for adoption; Councilmember Kurs seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Ordinance 2015-07

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

BOND ORDINANCE PROVIDING FOR VARIOUS ROAD IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$619,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$335,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$619,000, including the \$283,500 Grant from the State of Jersey Department of Transportation expected to be received (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is being partially funded by the State Grant.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$335,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3.(a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is various road improvements, including Park Way, Grant Street and Hutchison Street, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$335,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$95,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or if other than as referred to in Section 1 hereof, to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduction of 2015 Budget

Mayor Quattrone explained how Council had 2 Budget Meetings where they went through anything and everything they could. He explained that the amount to be raised by taxes is the same as last year. We lost some assessed valuation because of the fire at Wycoff Mill. Was informed that County taxes will be down this year. George Lang, CFO further explained the Budget and how the County and School Budget effects the Borough's Budget.

Council President Hansen moved the 2015 Budget for introduction; Councilmember Misiura seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

2015 Budget introduced 6-0. Public Hearing scheduled for May 18, 2015

Resolution 2015-108 Payment of Bills

Councilmember Stults requested that item G0175 be pulled from the bill list and voted on separately.

Councilmember Kurs moved Resolution 2015-108 as amended; Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution adopted 6-0.

Council President Hansen moved item G0175 for payment; Councilmember Kurs seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura and Montferrat voted yes. Councilmember Stults abstained.

Resolution adopted 5-0 with one abstention.

Resolution 2015-108

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$86,341.25 from the following accounts:

Current	\$17,147.59
W/S Operating	48,099.24
General Capital	0.00
Water/Sewer Capital	16,473.00
Grant	0.00
Trust	4,129.67
Housing Trust	0.00
Animal Control	0.00

Law Enforcement Trust	0.00
Housing Rehab Loans	0.00
Unemployment Trust	0.00
Escrow	<u>491.75</u>
Total	<u>\$86,341.25</u>

Resolution 2015-109 Authorizing an Agreement with 12 Farms Restaurant for Use of Public Right-of-Way

Councilmember Stults moved Resolution 2015-109; Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs and Montferrat voted yes. Councilmembers Misiura and Stults abstained.

Resolution adopted 4-0 with 2 abstentions.

Resolution 2015-109

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING AGREEMENT WITH 12 FARMS RESTAURANT FOR USE
OF PUBLIC RIGHT-OF-WAY**

WHEREAS, 12 Farms Restaurant, LLC (referenced herein as the “Applicant”), having an address of 120 N. Main Street, Hightstown, New Jersey, is a tenant in the property known and designated as Block 23, lot 5.01 on the Hightstown Borough Tax Map (referenced herein as the “property”), which is adjacent to N. Main Street; and

WHEREAS, the Applicant conducts a restaurant at the property known as the “12 Farms Restaurant”, and has requested permission to place tables and chairs outside of its business for the exclusive use of patrons of the 12 Farms Restaurant and to conduct normal business activities associated with the 12 Farms Restaurant within the said area; and

WHEREAS, the area adjacent to the property encompasses a certain right-of-way area owned by the State of New Jersey (referenced herein as the “State”); and

WHEREAS, the State, through the New Jersey Department of Transportation (referenced herein as the “D.O.T.”), has advised the Borough that there are no permits required from, nor is there any other formal process necessary through, the State in order for the Applicant to install the desired outdoor tables and chairs or to conduct normal business activities within the area in question, which encompasses part of the right-of-way area owned by the State; and

WHEREAS, rather, the State, through the D.O.T., has advised the Borough that such approval is a local matter to be handled by the Borough so long as the proposed outdoor tables, chairs and/or other equipment do not block and/or interfere with pedestrian traffic; and

WHEREAS, the Borough is willing to allow the Applicant to utilize the area in question upon the terms and conditions set forth in the Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown, that the Borough hereby permits the Applicant to utilize the area in question for the uses referenced above in consideration of the mutual promises and covenants set forth in the Agreement, and the Mayor and Borough Clerk are hereby authorized to execute said Agreement on behalf of the Borough.

Resolution 2015-110 Awarding a Contract for Road Improvement Program – Lucas Construction Group, Inc.

Councilmember Montferrat moved Resolution 2015-110; Council President Hansen seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution Adopted 6-0.

Resolution 2015-110

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AWARDING A CONTRACT FOR ROAD IMPROVEMENT PROGRAM –
LUCAS CONSTRUCTION GROUP, INC.**

WHEREAS, eight (8) bids were received on March 10, 2015 for the Road Improvement Program in Hightstown Borough; and

WHEREAS, it is the Engineer's recommendation that a contract for the base bid for the Road Improvement Program be awarded to Lucas Construction Group, Inc., of Morganville, New Jersey in the amount of \$1,598,913.21; and

WHEREAS, the Borough Attorney has reviewed the bid and determined that the bid submitted by Lucas Construction Group, Inc. is in order with respect to legal compliance; and

WHEREAS, a portion of this project is funded through New Jersey Department of Transportation Municipal Aid Grants in the amount of \$252,836.00 and \$283,500.00; and

WHEREAS, this project is funded by the New Jersey Department of Transportation Municipal Aid Grant program, the award of this contract is conditional upon approval by the New Jersey Department of Transportation; and

WHEREAS, \$321,570.00 of the project cost is attributed to water and sewer improvements; and

WHEREAS, availability of funds for the Road Improvement Program is subject to the adopted ordinance being effective.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for the Road Improvement Program is hereby awarded to Lucas Construction Group, Inc., of Morganville, New Jersey in the amount of \$1,598,913.21, upon approval by the New Jersey Department of Transportation.

Consent Agenda Resolutions 2015-111, 2015-112, 2015-113, 2015-114, 2015-115, 2015-116, 2015-117, 2015-118, 2015-119

Councilmember Montferrat requested that Resolution 2015-096 be pulled from the consent agenda and voted on separately.

Councilmember Bluth moved the Consent Agenda as amended; Councilmember Stults seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolutions adopted 6-0.

Resolution 2015-111

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
PRIOR TO ADOPTION OF THE 2015 BUDGET**

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2015 temporary budget; and

WHEREAS, N.J.S.A. 40A:4-20 provides for the creation of emergency appropriations for the purposes above mentioned; and

WHEREAS, it is the desire of the Mayor and Council to create emergency temporary appropriations as set forth on Schedule "A," attached; and

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2015 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	588,127.00	413,500.00	1,001,627.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	236,000.00	500,000.00	736,000.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	824,127.00	913,500.00	1,737,627.00

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown (not less than two-thirds of all the members of thereof affirmatively concurring) that, in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2015 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Treasurer.

Resolution 2015-112

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING ISSUANCE OF BINGO LICENSE #BL-2015-01 TO
HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, the Hightstown Engine Company No. 1 wishes to hold Bingo Games at 140 North Main Street on the fourth Friday of every month, April through September 2015; and

WHEREAS, the group has submitted application number BA-2015-01 for this bingo along with the required fees; and

WHEREAS, Hightstown Engine Company No. 1 is currently registered with the Legalized Games of Chance Control Commission, holding registration identification number 209-9-33988; and

WHEREAS, the Borough Clerk and the Police Department have reviewed the application and have determined that the requirements of N.J.S.A. 5:8-53, regarding the applicant, the members in charge of the games, and the games themselves, have been met;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is authorized to issue Bingo License No. 2015-01 to the Hightstown Engine Company No. 1 for their bingo to be held on the fourth Friday of every month, April through September 2015.

Resolution 2015-113

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING ISSUANCE OF RAFFLE LICENSE #RL-2015-01
TO HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, the Hightstown Engine Company No. 1 wishes to hold an on-premise 50/50 raffle at 140 North Main Street on the fourth Friday of every month, April through September 2015; and

WHEREAS, the group has submitted application number RA-2015-01 for this raffle along with the required fees; and

WHEREAS, Hightstown Engine Company No. 1 is currently registered with the Legalized Games of Chance Control Commission, holding registration identification number 209-9-33988; and

WHEREAS, the Borough Clerk and the Police Department have reviewed the application and have determined that the requirements of N.J.S.A. 5:8-53, regarding the applicant, the members in charge of the game, and the game itself, have been met;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is authorized to issue Raffle License No. 2015-01 to the Hightstown Engine Company No. 1 for their raffle to be held on the fourth Friday of every month, April through September 2015.

Resolution 2015-114

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING THE ISSUANCE OF AN AUCTION LICENSE - EMPIRE ANTIQUES

WHEREAS, an application for a license to hold an auction on Saturday, April 25, 2015 at 278 Monmouth Street in the Borough of Hightstown has been submitted by Empire Antiques, together with the required fee; and

WHEREAS, the application has been reviewed and approved by the Police Department; and

WHEREAS, it is the desire of the Mayor and Council that a license be issued to Empire Antiques for this event.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is hereby authorized to issue a license to Empire Antiques for their auction to be held on Saturday, April 25, 2015, at 278 Monmouth Street.

Resolution 2015-115

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING APPLICATION FOR A RECYCLING TONNAGE GRANT

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection and Energy has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2014 tonnage grant will memorialize the commitment of this municipality to recycling, and will indicate the assent of the Mayor and Council of the Borough of Hightstown to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown as follows:

1. The Borough of Hightstown hereby endorses the submission of a 2014 recycling tonnage grant application to the New Jersey Department of Environmental Protection.
2. Ken Lewis, Recycling Coordinator, 156 Bank Street, Hightstown, New Jersey 08520, is hereby designated and directed to ensure that the application is properly completed and timely filed;
3. Monies received from the recycling tonnage grant shall be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Resolution 2015-116

BOROUGH OF HIGHTSTOWN

*COUNTY OF MERCER
STATE OF NEW JERSEY*

ESTABLISHING SUMMER HOURS FOR BOROUGH HALL EMPLOYEES

WHEREAS, resolution 2015-21 adopted on January 2, 2015 established the schedule of Holiday and Borough business hours for the year 2015; and

WHEREAS, it is the desire of the employees of Borough Hall to revert to a summer schedule as has been done in past years; and

WHEREAS, the Mayor and Borough Council wishes to accommodate the residents of the Borough with longer office hours during the summer months.

BE IT RESOLVED by the Mayor and Council of Hightstown Borough that the official summer business hours for Borough offices will be as set forth below:

1. During the period running from May 29, 2014 thru September 3, 2015, offices at Borough Hall will be open according to the following schedule:

Monday, Tuesday and Wednesday	8:00	a.m.	to	5:30	p.m.
Thursday	8:00	a.m.	to	4:30	p.m.
Friday	Closed				

2. The affected Borough office Employees shall be entitled to a half-hour lunch hour during the period that this summer schedule is in effect.
3. This arrangement shall not impact essential personnel including police officers, dispatchers, public works employees, water plant employees and sewer plant employees.

Resolution 2015-117

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING RENEWED SHARED SERVICES AGREEMENT WITH
EAST WINDSOR TOWNSHIP FOR SENIOR SERVICES**

WHEREAS, with the adoption of Resolution 2014-47 on February 18, 2014, the Borough Council approved a Shared Services Agreement with the Township of East Windsor for the provision of Senior Services for the period March 1, 2014 through February 28, 2015 at a cost of Twenty-Seven Thousand One Hundred Ninety-Five Dollars and Ninety-Nine Cents (\$27,195.99) for the 12-month period; and

WHEREAS, the parties desire to enter into a successor agreement to continue the provision of Senior Services to the Borough by the Township of East Windsor through February 29, 2016; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for Senior Services for the period March 1, 2015 through February 29, 2016; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, for the period March 1, 2015 through February 29, 2016 will be Twenty-Seven Thousand Six Hundred Six Dollars and Eighty-three Cents (\$27,606.83) for this 12-month period; and

WHEREAS it is the intention of the Mayor and Council to provide adequate funding for this expenditure in the 2015 and 2016 budgets;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown as follows:

1. The Shared Services Agreement with the Township of East Windsor for Senior Services for the period period March 1, 2015 through February 29, 2016 is hereby approved, in accordance with the

provisions of N.J.S.A. 40:65-1 et seq.

2. The Mayor and Borough Clerk are hereby authorized and directed to execute the agreement for same.
3. This agreement is approved subject to the provision of adequate funds in the Borough's 2015 and 2016 budgets.

Resolution 2015-118

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**MAKING AND CONFIRMING APPOINTMENTS TO THE HIGHTSTOWN
BOROUGH ENVIRONMENTAL COMMISSION**

BE IT RESOLVED that the following appointments to the Hightstown Borough Environmental Commission are hereby made and confirmed by the Mayor and Council of the Borough of Hightstown:

Joshua Jackson	Ux. 3 yrs.	December 31, 2015
Joanna Jackson	Alt. #1 - Ux. 2 yrs.	December 31, 2016

Resolution 2015-119

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING AND SUPPORTING AN APPLICATION FOR A LOCAL ARTS
PROGRAM GRANT**

WHEREAS, the New Jersey State Council on the Arts, Mercer County Executive Brian M. Hughes and the Mercer County Board of Chosen Freeholders have made funds available for support of the Arts through a State/County Block Grant Partnership for Arts Organization and County Art Agencies; and

WHEREAS, the Borough of Hightstown has established a Cultural Arts Commission for the development of artistic and cultural appreciation and expression as an important consideration in the progress and growth of our society; and

WHEREAS, the Cultural Arts Commission's pursuit through the presentation of cultural/artistic events and programs, and establishment of art installation sites and venues is declared to be a significant goal benefiting all Mercer County residents, as well as those who reside outside of Mercer County; and

WHEREAS, a resolution authorizing this municipality to apply for the Local Arts Program Grant will memorialize the commitment of this municipality to the Arts, and will indicate the assent of the Mayor and Council of the Borough of Hightstown to the efforts undertaken by the Hightstown Borough Cultural Arts Commission;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough of Hightstown hereby endorses the submission of a Local Arts Program Grant application in support of the Hightstown Borough Cultural Arts Commission.

Resolution 2015-096 Supporting Assembly Bill A-1109 Which seeks to Implement Stricter Rules and Regulations for Organizations that House and Care for Individual's with Developmental Disabilities

Councilmember Montferrat moved Resolution 2015-096; Councilmember Misiura seconded.

There was discussion regarding the title of the Resolution. It was decided to change the title to what was provided in the State's Synopsis. *Provides protections for individuals with developmental disabilities through accountability and transparency; designated at "Stephen Komminos' Law".*

Councilmember Montferrat move to amend Resolution 2015-096; Councilmember Misiura seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution amended 6-0.

Councilmember Montferrat moved Resolution 2015-096 as amended; Councilmember Misiura seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution amended 6-0.

Resolution 2015-96

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

SUPPORTING ASSEMBLY BILL A-1109 WHICH PROVIDES PROTECTIONS FOR INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES THROUGH ACCOUNTABILITY AND TRANSPARENCY DESIGNATED AS “STEPHEN KOMNINOS’ LAW”

WHEREAS, the implementation of Assembly Bill A-1109 (also called “Stephen Komminos’ Law”) would improve protections for individuals with developmental disabilities by providing increased transparency of investigations conducted in connection with an allegation of abuse, neglect or exploitation of individuals with developmental disabilities; and

WHEREAS, Assembly Bill A-1109 was created to honor the memory of Stephen Komminos, an individual with developmental disabilities who died at the age of 22 while under the care of a private licensed facility for persons with developmental disabilities in Haddonfield, New Jersey; and

WHEREAS, the adoption of Assembly Bill A-1109 provides for at least three unannounced site visits to be conducted at any facility that houses individuals with developmental disabilities each year, including but not limited to any public or private agency, organization, or institution providing care to the developmentally disabled; and

WHEREAS, upon adoption of Assembly Bill A-1109, the Commission of Human Services or the commissioner’s designee is required to designate staff members from the Special Response Unit in the Department of Human Services to participate in the unannounced visits. A member of a law enforcement agency would also participate in the visits, which would be conducted to determine if the patients/residents of said organization are at risk of or being subject to abuse, neglect or exploitation by a caregiver; and

WHEREAS, this Bill also requires the Commissioner or his/her designee to designate staff who shall provide written notification to the guardian or an authorized family member of an individual with a developmental disability receiving services from a program, facility, community care residence, or living arrangement licensed or funded by the department, of any physical injury to the individual with a development disability, as soon as possible, but no later than twenty-four hours after the occurrence of the injury; and

WHEREAS, Assembly Bill A-1109 also amends Public Law 2010, c.5 (C.30:6D-73, et seq.) which established the Central Registry of Offenders Against Individuals with Developmental Disabilities (Central Registry) in DHS to prevent those caregivers who are identified as offenders against individuals with developmental disabilities from working with such individuals in the future; and

WHEREAS, this Bill further amends the current law to change from a disorderly persons offense to a fourth degree crime the failure of a case manager or supervisor to report an incident and makes it a third degree, rather than a fourth degree crime, if the unreported incident results in death; and

WHEREAS, the confidentiality provisions of the Central Registry law would further be amended to permit records and reports of any investigation to be provided to a guardian or other person responsible for the welfare of the individual with a developmental disability; and

WHEREAS, the adoption of Assembly Bill A-1109 is in the best interests of the State of New Jersey, its residents and their families.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that the Borough supports the adoption of A-1109, which would implement stricter rules and regulations for organizations that house and care for individuals with developmental disabilities; and

BE IT FURTHER RESOLVED, that we urge our State Senator and our representatives in the General Assembly to join as co-sponsors of A-1109; and

BE IT FURTHER RESOLVED, that copies of this Resolution be forwarded to the Honorable Governor Chris Christie, our District Representatives and the New Jersey State League of Municipalities.

Mayor Quattrone opened the public comment period II and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Commented that he likes seeing the respect that Council as for one another.

Lynn Wood, 315 Park Avenue– Inquired as to what the Planning Board is doing regarding the sign ordinance in downtown and on the route 33 Corridor. Stated that a decision needs to be made regarding our Police Department. She continued stating that a decision needs to be made regarding the suspension of Officer Marchione; this has been going on far too long. She then addresses Mayor and Council stating that the public has a right to disagree with them and ask questions.

Scott Caster, 12 Clove Lane – Commented that he is happy to see the respect shown at tonight’s meeting. Regarding outsourcing of the Police Department; we need to do what is best for Hightstown Borough. He ended by stating that the public needs to be informed of the purpose of “closed sessions”.

Rob Thibault, 504 South Main Street – Commented that he is extremely disappointed that there was no resolution done for National Volunteer Week. Something should be done to resolve this even if it is belated. Inquired about the length of time it is taking to handle personnel issues.

Dimitri Musing, 137 Stockton Street – Thanked Mayor and Council for their service. Commented that he is not sure there should be a “back and forth” between Council and the Public during meetings. Councilmembers are elected officials that listen to the public and then make their decision. Everyone only wants what is best for Hightstown.

Doug Mair, 536 South Main Street – Commented on what a great meeting it was. Stated that Peddie had bought a new property that will become tax exempt. Feels that the tax assessor needs to look into this. Sited NJSA 54:4-3.6.

There being no further comments, Mayor Quattrone closed public comment period II.

Council/Mayor/Administrative Reports

Councilmember Stults – Thanked everyone for a good meeting. Agrees that part of the process in America is to come and voice your opinions. It is tough when you do not get answers to your questions but sometimes there are reasons for that. He promises to do what he can to continue to answer questions and concerns. Planning Board approved building a new home on Second Avenue. This was a double lot and the existing home has been completely renovated. Along with the new home some storm water improvements and off street parking has been provided for that street for both the existing house and the new house. Regarding Sign ordinance, part of the design standards are in subcommittee. There is a specific separation of the commercial areas in town. Has been in contact with George Chin, Construction Official regarding this. Regarding code enforcement and overcrowding; there has been discussion about make Dave Bell full-time, combining his position with the zoning officer’s position would allow address issues in a timely manner. It is important that the Borough reacts to issues that arise but the public needs to know that they can contact the Borough about issues that they see. The more the Borough hears about specific examples the better job they can do in taking care of things. Planning Board is also addressing the home based business ordinance. We need to work together to make our town a better place.

Susan Bluth – Addressed Mr. Thibault’s comment about the hours for Dave Bell and having Mr. Bell serve as a Zoning Officer also. This matter was thoroughly discussed by Council at February 2, 2015 meeting. Parks and Recreation – The swim team that uses the lake will start practice in May; They are starting to plan concerts in the Park. This year will not be all concerts. They are hoping for a variety of activities. Concerts in the Park will may be called Summer Fun in the Park. She will keep everyone posted. Theater in the Park which was started last year will be done again this year. It is a 5 week program which culminates with a performance. The Triathlon will take place this year. The tentative date is September 13th.

Councilmember Kurs – Met with the Fire Company to discuss plans to renovate the memorial bell. Fire Company has raised over half of the money needed to complete the project. They do not anticipate seeking any funds from the Borough. All of the plans are in place and fundraising plans are in place. This project should take about 1 year to complete. Congratulated the Fire Company regarding the work they have done on working to find a replacement for the ladder truck. They have done a tremendous amount of work to ensure that the new truck meets the needs of the Borough and stays within our budget. The committee will be coming before Council

in May with their recommendation. Also, the Fire Company has received a donation of gear racks for the fire house to store their gear and have it easily available to them in an emergency. This was about a \$5,000 savings to them. This was a donation from the Nottingham Fire company. First Aid Company – They are finalizing their plans to replace the ambulance that was totaled in a motor vehicle accident. Cost of the ambulance will be coming from the payment from the insurance company and should not require additional funds from the Borough. Membership is very low. They are appealing to the public for volunteers. There is no experience necessary, they will train. They provide a tremendous service to the community. Council did overlook National Volunteer Week and he apologized. This is something that should be addressed.

At this point Mayor Quattrone asked if Mr. Kurs would like to move a Resolution for National Volunteer Week.

Resolution 2015-121 Proclaiming Hightstown Volunteer Appreciation Week and Recognizing, Honoring and Thanking Hightstown's Volunteers.

Councilmember Kurs moved Resolution 2015-121; Council President Hansen seconded.

Mayor Quattrone apologized that this was overlooked. He stated that volunteers are the roots of Hightstown. We count on them and most of the time they are not paid.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution adopted 6-0.

Resolution 2015-121

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**PROCLAIMING HIGHTSTOWN VOLUNTEER APPRECIATION WEEK AND
RECOGNIZING, HONORING AND THANKING HIGHTSTOWN'S VOLUNTEERS**

WHEREAS, the week of April 12 to 18, 2015 has been proclaimed National Volunteer Week to recognize and celebrate the efforts of volunteers at the local, state, and national levels; and

WHEREAS, the Borough of Hightstown and its residents have benefited greatly from hundreds of volunteers who each year give tirelessly and selflessly to the service of others; and

WHEREAS, volunteerism strengthens communities, improves society, and enhances the overall quality of life for all citizens; and

WHEREAS, volunteering changes the lives of volunteers in a positive way, increasing self-confidence, self-esteem and physical wellbeing; offering the chance to meet new friends and associates; and providing opportunities to learn new skills and abilities; and

WHEREAS, the Hightstown Borough Mayor and Council wishes to acknowledge and thank its volunteers for their dedication and tireless efforts.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown hereby proclaims the week of April 12 to 18, 2015 as Hightstown Volunteer Week and expresses its sincere appreciation and gratitude for the dedication and untiring efforts of all those who volunteer to help make our community a better place to live and work.

Councilmember Kurs – Continued with his comments. Mercer County Prosecutors office will be hosting a County Fair to be held at the Sacred Heart Church in Trenton April 23 from 10 a.m. – 1 p.m. Police Records – Ms. Woods had inquired about police records not being available in the past but now are available. Councilmember Kurs had spoken to Lt. Gendron and was informed that records that were damaged during Hurricane Irene were at Alternative Micrographics being cleaned and restored. They are now being returned to the Borough. He stated that he was happy to see a much more positive atmosphere at the meeting tonight. It is only through constructive criticism that things get done.

Councilmember Montferrat – Encouraged residents to keep the Borough up to date if they see overcrowding or violations. Regarding The Historic Preservation Commission, last meeting was canceled. They are still working with DVRPC on getting the marketing website up. He is working on getting a property in town on the National

Register of Historic Places. Commended the CAC on seeking the grant. Congratulated the 3 newest members of the Environmental Commission.

Councilmember Misiura – Board of Health met on April 8th. They are reviewing the Trap Neuter Release Ordinance. Fire truck committee – He agreed with Kurs, they have done a lot of work and they have done their due diligence. The truck is old and out of compliance with NFPA standards. This is an all volunteer department. What we pay for the fire department is nothing compared to our surrounding communities. We should support the Fire Department whenever we can. Housing Authority – Main discussion was COAH submittal. We should be getting credit for the 77 units that the housing authority has. We went ahead with the proposal without reaching out to the Housing Authority. He apologized for that and he had arranged for Tamara Lee, Borough Planner, to attend the next Housing Authority meeting to answer any questions they may have. Environmental Commission – A tree planting ceremony took place on Arbor Day. A tree was planted in front of the Tavern. There was also a tree identification workshop.

Council President Hansen – Water sewer meeting will be tomorrow so she had nothing new to report. Culture Arts Commission - submitting a grant for about \$6,000. She commented on the strengthening of the administrative staff at the borough offices. Thanked the Administrator, the Clerk and the CFO for the work that they did on the budget. Commented about the last meeting's heavy agenda. Addressed decorum issues at the meetings.

Mayor Quattrone – Stated that he is very proud to have this council. He spoke about East Windsor's new ordinance regarding bank's responsibility for the maintenance of foreclosed, vacant properties. Regarding code enforcement – we are working hard on code enforcement. We need to do this without violating people's rights. He asked that residents please bring complaints forward so we can investigate. Sign ordinance – we are working on this with the Planning Board. He stated that he had the pleasure of being at the Grand Opening and cutting the ribbon at 12 Farms along with East Windsor Mayor, Janice Mirnov. He reminded everyone that he has office hours in the municipal offices on Thursdays 6:30 – 7:30. Police – Council and the Mayor need to look at anything that will save the Borough money. This is part of the responsibility of being a councilmember. Friends of the Monument – Mr. Buriak will no longer have the time to take care of the monument. "Friends of the Monument" is looking for volunteers to work with Public Works to take care of the maintenance of the monument. He would like to see the monument stay in the condition that it is presently in. Mr. Buriak has done a beautiful job with it. He thanked Council for all their work and thanked public for their patience and cooperation during the meeting.

Resolution 2015-120 Authorizing a Meeting Which Excludes the Public

Councilmember Montferrat moved Resolution 2015-120; Councilmember Stults seconded.

Roll Call Vote – Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution adopted 6-0.

Resolution 2015-120

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on April 20, 2015 directly following the general meeting in the First Aid Building located at 168 Bank Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Shared Services (Various – Police/Dispatch/Court)

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: July 20, 2015 or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

Council adjourned to executive session at 9:14 p.m.

Council reconvened into public session at 9:55 p.m.

Councilmember Bluth motioned to adjourn at 9:55 p.m.; Councilmember Stults seconded. All ayes.

Respectfully submitted,

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2015-149

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

STEWARD OF HIGHTSTOWN HISTORY AWARD 2014

WHEREAS, the “Steward of Hightstown History” award is given to a recipient selected by the Hightstown Preservation Commission recognizing the owner of a historic property who demonstrates a long-term commitment to preservation through careful property maintenance, restoration or rehabilitation; and

WHEREAS, a minimum of three nominees are presented to the Historic Preservation Commission for deliberation and selection; and

WHEREAS, a plaque is presented to the most deserving applicant as determined by the commission; and

WHEREAS, the Hightstown Preservation Commission have deliberated the proposed nominees and found that Mr. Keith White, of 137 East Ward Street has been found to be the most deserving of the award for 2014; and

WHEREAS, Mr. White’s porch was destroyed by a falling tree limb and while he could have simply removed the porch, he took the harder path and rebuilt it, bringing it back to the original historic architectural design; and

WHEREAS, the carpentry work for this project was performed by Yanni Moraitis; and

WHEREAS, the commitment of Mr. White in restoring his property to its original architecture is a strong example of what it means to be a “Steward of Hightstown History”.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Mr. Keith White of 137 East Ward Street is hereby awarded the “Steward of Hightstown History” award for 2014 for his commitment to restoring his historic property to its original architecture.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-154

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

RESOLUTION OF COMPLIANCE REGARDING THE 2013 AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2013 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of *N.J.S.* 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the audit entitled:

General Comments
Recommendations

; and

WHEREAS, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
Recommendations

as evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five (45) days after receipt of the annual audit, as per the regulations of the Local Finance Board; and

WHEREAS, all members of the governing body have received and have familiarized themselves with at least the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid, and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Borough of Hightstown hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-155

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**RESOLUTION APPROVING THE 2013 ANNUAL AUDIT CORRECTIVE ACTION
PLAN AND AUTHORIZING THE FILING OF SAID PLAN WITH THE DIVISION OF
LOCAL GOVERNMENT SERVICES**

WHEREAS, the Borough of Hightstown is required, pursuant to the Single Audit Act Amendments of 1996, to prepare a Corrective Action Plan based on the findings and recommendations contained in the Annual Audit for 2013; and

WHEREAS, the Borough is required to submit a Corrective Action Plan to the Division of Local Government Services as part of the annual audit process, and to file a copy of said Plan with the Borough Clerk; and

WHEREAS, the Borough Council has received the 2013 Annual Audit – Corrective Action Plan.

NOW, THEREFORE, BE, AND IT IS, HEREBY, RESOLVED by the Council of the Borough of Hightstown, County of Mercer, State of New Jersey:

1. That the 2013 Annual Audit – Corrective Action Plan, a copy of which is attached hereto and incorporated herein by reference, is hereby approved.
2. That the proper Borough officials are hereby authorized and directed to file said Corrective Action Plan with the Division of Local Government Services, and to file a copy in the Borough Clerk's office.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

**BOROUGH OF HIGHTSTOWN
MERCER COUNTY
AUDIT REPORT YEAR: DECEMBER 31, 2013**

DEPARTMENT: FINANCE
GEORGE J. LANG
CHIEF FINANCIAL OFFICER

FINDINGS

13-01

Finding - There are a number of interfunds on the balance sheets as at December 31.

Criteria -All interfund balances should be liquidated by December 31, in accordance with Division of Local Government directives.

Response -Several of the Borough grants work on a reimbursement basis which requires the Borough to pay for the expenses and seek reimbursement. The amount of interfunds has been reduced from 120,617.54 to 14,844.24.

Recommendation - That an effort be made to liquidate all interfunds prior to December 31.

Corrective Action Plan - Effort will be made to liquidate all interfunds prior to December 31.

Implementation Date - 2014

13-02

Finding - The financial statements and related notes were not completed in a timely manner to allow the audit to be completed by the statutory deadline.

Criteria -N.J.S.A. 40A:5-4 requires the audit to be completed within six months after the close of the fiscal year.

Response -Unlike a majority of towns in New Jersey the Borough of Hightstown's Chief Financial Officer prepares the Annual Financial Statement and Financial Statements for Audit Report. These other municipalities either have the auditor or an outside accounting professional prepare the financial documents for an additional cost. Having the auditor prepare the documents could create an independence issue.

Recommendation - That the financial statements and related notes be completed in a timely manner to permit the audit to be submitted by the statutory deadline.

Corrective Action Plan -The financial statements and related notes be completed in a timely manner to permit the audit to be submitted by the statutory deadline.

Implementation Date - June 2015 for 2014 financial statements

Resolution 2015-156

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING THE BUDGET TO BE READ BY TITLE ONLY

WHEREAS, N.J.S.A. 40A:4-8, as amended by Chapter 259, P.L. 1995 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that prior to the date of hearing a complete copy of the approved budget has been made available for public inspection in the free public library, if any, located within our municipality and a county library. If there is no county library located within the municipality, then it must be provided to any county library in the county wherein the municipality is located. Further, the public officer delegated the responsibility for delivery of the copies to said libraries has completed a certification forwarded to the governing body that such deliveries were made and copies have been made available by the Clerk to persons requiring them; and

WHEREAS, these two conditions have been met;

NOW, THEREFORE BE IT RESOLVED that the budget shall be read by title only.

ROLL CALL RECORDED VOTE:

	1st	2nd	Yes	No	Abstain
<i>Ms. Bluth</i>					
<i>Ms. Hansen</i>					
<i>Mr. Kurs</i>					
<i>Mr. Misiura</i>					
<i>Mr. Monteferrat</i>					
<i>Mr. Stults</i>					

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

**BOROUGH OF HIGHTSTOWN
2015 BUDGET**

BUDGET AT A GLANCE

	2014 ADOPTED	2015 INTRODUCED	Inc / Dec Amount	Inc / Dec Percent
APPROPRIATIONS				
20 General Government	\$ 868,917.00	\$ 766,628.00	(102,289.00)	-11.77%
21 Land Use Administration	57,700.00	54,300.00	(3,400.00)	-5.89%
23 Insurance	701,807.00	803,000.00	101,193.00	14.42%
25 Public Safety	1,747,167.00	1,733,578.00	(13,589.00)	-0.78%
26 Public Works	685,906.00	691,986.00	6,080.00	0.89%
27 Health & Human Services	83,060.00	73,488.00	(9,572.00)	-11.52%
28 Park & Recreation	81,900.00	85,350.00	3,450.00	4.21%
30 Unclassified	105,700.00	66,700.00	(39,000.00)	-36.90%
31 Utilities	243,100.00	236,600.00	(6,500.00)	-2.67%
32 Landfill/Solid Waste	206,500.00	206,000.00	(500.00)	-0.24%
33 Construction Code	146,844.00	162,055.00	15,211.00	10.36%
36 Statutory Expenditures	503,570.00	523,527.00	19,957.00	3.96%
41 Grants	13,048.58	21,114.16	8,065.58	61.81%
43 Shared Services	276,839.00	296,226.00	19,387.00	7.00%
44 Capital Improvements	26,000.00	49,500.00	23,500.00	90.38%
45 Debt Service	507,376.00	571,576.00	64,200.00	12.65%
46 Deferred Charges	100,000.00	-	(100,000.00)	-100.00%
47 Transfer to Board of Education	41,696.00	41,558.00	(138.00)	-0.33%
50 Reserve for Uncollected Taxes	450,000.00	465,000.00	15,000.00	3.33%
TOTAL APPROPRIATIONS	\$ 6,847,130.58	\$ 6,848,186.16	\$ 1,055.58	0.02%
REVENUES				
1 Surplus Anticipated	\$ 720,000.00	\$ 600,000.00	(120,000.00)	-16.67%
3A Local Revenues	426,500.00	440,500.00	14,000.00	3.28%
3B State Aid Without Offset Approp.	503,550.00	503,550.00	-	0.00%
3C Uniform Construction Code	50,000.00	50,000.00	-	0.00%
3D Shared Service Agreements	220,200.00	236,200.00	16,000.00	7.27%
3F Public and Private - Grants	13,048.58	21,114.16	8,065.58	61.81%
3G Special Items of Revenue	128,116.00	167,106.00	38,990.00	30.43%
4 Receipts from Delinquent Taxes	260,000.00	304,000.00	44,000.00	16.92%
Subtotal General Revenues	\$ 2,321,414.58	\$ 2,322,470.16	\$ 1,055.58	0.05%
6A Amount Raised by Taxation	4,525,716.00	4,525,716.00	-	0.00%
TOTAL REVENUES	\$ 6,847,130.58	\$ 6,848,186.16	\$ 1,055.58	0.02%
Total Net Assessed Valuation	391,858,797.00	389,586,874.00		
Tax Rate per \$100 of Assessed	\$ 1.155	\$ 1.162	\$ 0.007	
Average Residential Assessment	212,383.00	212,600.00		
Taxes on Average Home	\$ 2,453.02	\$ 2,470.41	\$ 17.39	

**HIGHTSTOWN BOROUGH
2015 BUDGET WORKSHEET
ANTICIPATED REVENUES**

	<u>2014</u>	<u>2015</u>	<u>Increase (Decrease)</u>
1 Surplus Anticipated	720,000.00	600,000.00	(120,000.00)
Miscellaneous Revenues			
3A Alcoholic Beverages	7,500.00	7,500.00	-
3A Other Licenses	13,000.00	20,000.00	7,000.00
3A Fees and Permits	20,000.00	17,000.00	(3,000.00)
3A Municipal Court	240,000.00	240,000.00	-
3A Interest on Taxes	58,000.00	68,000.00	10,000.00
3A Interest on Investments	18,000.00	18,000.00	-
3A Lease of Borough Owned Property - Cell Tower	70,000.00	70,000.00	-
3B NET CMPTRA	69,904.00	61,789.00	(8,115.00)
3B Energy Tax Receipts	433,646.00	441,761.00	8,115.00
3B Extraordinary Aid	-	-	-
3C Uniform Construction Code	50,000.00	50,000.00	-
3D Shared Services - Cranbury 911	112,200.00	112,200.00	-
3D Interlocal Agreement - EMS Billing Revenues	-	-	-
3D Shared Services - Roosevelt Trash Collection	59,000.00	61,000.00	2,000.00
3D Shared Services - Roosevelt Landfill Cost	35,000.00	35,000.00	-
3F Drunk Driving Enforcement Fund	-	-	-
3D Shared Services - Roosevelt Clerk	14,000.00	28,000.00	14,000.00
3F Clean Communities Programs	8,144.93	9,900.78	1,755.85
3F Alcohol Education and Rehabilitation Fund	4,903.65	-	(4,903.65)
3F JIF Safety Grant	-	2,082.03	2,082.03
3F Recycling Tonnage Grant	-	5,131.35	5,131.35
3F Occupant Protection Prog.- Click It or Ticket	-	4,000.00	4,000.00
3G Uniform Fire Safety Act	9,000.00	9,000.00	-
3G Reserve for Debt Service	-	-	-
3G CATV Franchise Fee	36,899.00	35,051.00	(1,848.00)
3G Peddie School Gift	23,000.00	23,000.00	-
3G FEMA - Hurricane Irene	-	-	-
3G Insurance Receipts - Hurricane Irene	-	-	-
3G FEMA - Hurricane Irene	-	39,400.00	39,400.00
3G Hightstown Housing Authority In Lieu	25,000.00	25,000.00	-
3G Verizon Franchise Fee	34,217.00	35,655.00	1,438.00
	-	-	-
Total Miscellaneous Revenues	1,341,414.58	1,418,470.16	77,055.58
4 Delinquent Taxes	260,000.00	304,000.00	44,000.00
6A Taxes	4,525,716.00	4,525,716.00	-
Total General Revenues	6,847,130.58	6,848,186.16	1,055.58

**HIGHTSTOWN BOROUGH
2015 BUDGET WORKSHEET**

	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>Variance</u>
GENERAL GOVERNMENT:			
Administrative and Executive			
20-100 Salaries and Wages	48,750.00	55,930.00	7,180.00
20-100 Other Expenses	1,100.00	1,465.00	365.00
Mayor and Council			
20-110 Salaries and Wages	26,400.00	26,400.00	-
20-110 Other Expenses	2,700.00	2,600.00	(100.00)
Municipal Clerk			
20-120 Salaries and Wages	82,060.00	85,327.00	3,267.00
20-120 Other Expenses	10,865.00	11,200.00	335.00
Elections			
20-122 Salaries and Wages	-	-	-
20-122 Other Expenses	4,000.00	4,000.00	-
Office Supplies/Paper Products			
20-125 Other Expenses	15,000.00	10,200.00	(4,800.00)
Financial Administration			
20-130 Salaries and Wages	95,128.00	96,300.00	1,172.00
20-130 Other Expenses	9,750.00	9,750.00	-
Audit Services			
20-135 Other Expenses	14,000.00	14,000.00	-
Grant Writing			
20-136 Other Expenses	6,000.00	10,000.00	4,000.00
Data Processing			
20-140 Salaries and Wages	5,100.00	5,100.00	-
20-140 Other Expenses	28,500.00	29,000.00	500.00
Collection of Taxes			
20-145 Salaries and Wages	40,100.00	40,316.00	216.00
20-145 Other Expenses	6,050.00	7,650.00	1,600.00
Assessment of Taxes			
20-150 Salaries and Wages	17,136.00	17,479.00	343.00
20-150 Other Expenses	12,000.00	12,000.00	-
Interest on Tax Appeals			
20-152 Other Expenses	100.00	100.00	-
Legal Services			
20-155 Other Expenses	135,000.00	160,000.00	25,000.00
Legal Settlement			
20-156 Other Expenses	130,000.00	-	(130,000.00)
Engineering			
20-165 Other Expenses	30,000.00	30,500.00	500.00
Historical Sites Commission			
20-175 Other Expenses	1,000.00	1,900.00	900.00

**HIGHTSTOWN BOROUGH
2015 BUDGET WORKSHEET**

	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>Variance</u>
Municipal Court			
20-176 Salaries and Wages	135,043.00	122,276.00	(12,767.00)
20-176 Other Expenses	13,135.00	13,135.00	-
Planning /Zoning Board			
21-180 Salaries and Wages	24,700.00	21,700.00	(3,000.00)
21-180 Other Expenses	33,000.00	32,600.00	(400.00)
Insurance deductibles			
23-210 Other Expenses	3,000.00	3,000.00	-
General Liability			
23-212 Other Expenses	35,625.00	51,000.00	15,375.00
Workers Compensation			
23-213 Other Expenses	122,182.00	114,000.00	(8,182.00)
Group Insurance			
23-215 Other Expenses	511,000.00	620,000.00	109,000.00
Health Benefit Waiver			
23-221 Other Expenses	25,000.00	10,000.00	(15,000.00)
Unemployment Comp. Insur.			
23-225 Other Expenses	5,000.00	5,000.00	-
PUBLIC SAFETY FUNCTIONS			
Police Department			
25-240 Salaries and Wages	1,279,163.00	1,232,390.00	(46,773.00)
25-240 Other Expenses	107,548.00	110,658.00	3,110.00
Police Vehicle			
25-241 Other Expenses	32,000.00	32,000.00	-
Police Fire And Radio Comm.			
25-250 Salaries and Wages	163,486.00	189,480.00	25,994.00
25-250 Other Expenses	11,680.00	11,680.00	-
Emergency Management			
25-252 Salaries and Wages	5,000.00	2,000.00	(3,000.00)
25-252 Other Expenses	1,000.00	4,500.00	3,500.00
Fire Department			
25-253 Other Expenses	34,500.00	38,500.00	4,000.00
Aid to Fire Department			
25-255 Other Expenses	5,000.00	5,000.00	-
Uniform Fire Safety Act			
25-256 Salaries and Wages	14,000.00	14,000.00	-
25-256 Other Expenses	11,190.00	11,270.00	80.00
First Aid Organization			
25-260 Other Expenses	30,000.00	30,000.00	-
First Aid Contribution			
25-261 Other Expenses	1,500.00	1,500.00	-

**HIGHTSTOWN BOROUGH
2015 BUDGET WORKSHEET**

	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>Variance</u>
Municipal Prosecutor			
25-275 Other Expenses	14,600.00	14,600.00	-
PUBLIC WORKS FUNCTIONS			
Streets and Roads			
26-290 Salaries and Wages	131,000.00	157,000.00	26,000.00
26-290 Other Expenses	40,550.00	42,300.00	1,750.00
Snow Removal			
26-291 Salaries and Wages	15,000.00	6,000.00	(9,000.00)
26-291 Other Expenses	14,000.00	4,000.00	(10,000.00)
Sanitation/Solid Waste Coll.			
26-305 Salaries and Wages	68,000.00	53,000.00	(15,000.00)
26-305 Other Expenses	53,306.00	55,156.00	1,850.00
Buildings and Grounds			
26-310 Salaries and Wages	53,000.00	60,000.00	7,000.00
26-310 Other Expenses	86,200.00	93,500.00	7,300.00
Recycling			
26-311 Salaries and Wages	87,800.00	81,000.00	(6,800.00)
26-311 Other Expenses	52,800.00	55,780.00	2,980.00
Vehicle Maintenance			
26-315 Other Expenses	44,250.00	44,250.00	-
Community Services Act			
26-325 Other Expenses	40,000.00	40,000.00	-
HEALTH AND HUMAN SERVICES			
Board of Health			
27-330 Salaries and Wages	63,644.00	53,702.00	(9,942.00)
27-330 Other Expenses	6,216.00	6,286.00	70.00
Environmental Commission			
27-335 Other Expenses	700.00	1,000.00	300.00
27-345 Better Beginnings Contract	8,500.00	8,500.00	-
27-346 Hightsown/East Windsor Service Center	4,000.00	4,000.00	-
PARKS AND RECREATION			
Maintenance of Parks			
28-369 Salaries and Wages	54,500.00	59,000.00	4,500.00
28-369 Other Expenses	6,200.00	4,700.00	(1,500.00)
Recreation & Open Sp(Park Commission)			
28-370 Salaries and Wages	10,000.00	10,000.00	-
28-370 Other Expenses	11,200.00	11,150.00	(50.00)
Cultural Arts Commission			
28-373 Other Expenses	-	500.00	500.00

**HIGHTSTOWN BOROUGH
2015 BUDGET WORKSHEET**

	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>Variance</u>
UNCLASSIFIED			
Accumulated Sick & Vacation			
30-416 Other Expenses	95,000.00	50,000.00	(45,000.00)
Celebration Public Events			
30-420 Other Expenses	1,700.00	7,700.00	6,000.00
#			
30-421 Postage	9,000.00	9,000.00	-
31-430 Electricity	53,500.00	50,000.00	(3,500.00)
31-435 Street Lighting	46,000.00	46,000.00	-
31-440 Telephone	36,000.00	36,000.00	-
31-446 Natural Gas	18,000.00	18,000.00	-
31-460 Gasoline & Diesel Fuel	89,600.00	86,600.00	(3,000.00)
32-465 Landfill Disposal Costs	200,000.00	200,000.00	-
State Uniform Construction Code			
33-195 Salaries and Wages	112,694.00	119,500.00	6,806.00
33-195 Other Expenses	6,900.00	5,335.00	(1,565.00)
Housing Code Enforcement			
33-196 Salaries and Wages	26,700.00	36,000.00	9,300.00
33-196 Other Expenses	550.00	1,220.00	670.00
36-471 Public Employ. Retire. Sy	121,481.00	141,000.00	19,519.00
36-472 Social Security System	130,000.00	130,000.00	-
36-475 Police & Fire Ret. Sys.	247,089.00	247,527.00	438.00
36-477 Defined Contribution Retirement Plan	5,000.00	5,000.00	-
TOTAL IN CAP	5,389,171.00	5,361,212.00	(27,959.00)
Recycling Tax			
43-496 Other Expenses	6,500.00	6,000.00	(500.00)
Length of Service - LOSAP			
43-500 Other Expenses	36,500.00	36,000.00	(500.00)
Shared Service 911			
43-507 Salaries and Wages	50,841.00	51,492.00	651.00
43-507 Other Expenses	61,359.00	60,708.00	(651.00)
Shared Service-County EMS Dispatch			
43-508 Other Expenses	-	610.00	610.00
Shared Service Senior Citizens			
43-509 Other Expenses	26,915.00	27,505.00	590.00
Shared Services -Sr Citizens Transp			
43-510 Other Expenses	2,180.00	2,180.00	-

**HIGHTSTOWN BOROUGH
2015 BUDGET WORKSHEET**

	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>Variance</u>
Shared Services- Health			
43-511 Salaries and Wages	26,863.00	27,500.00	637.00
43-511 Other Expenses	27,681.00	28,231.00	550.00
Shared Services-EMS - East Windsor			
43-512 Other Expenses	20,000.00	15,000.00	(5,000.00)
Shared Services-Roosevelt Clerk			
43-514 Other Expenses	14,000.00	28,000.00	14,000.00
Shared Services Vehicle Maint			
43-515 Other Expenses	12,000.00	20,000.00	8,000.00
Shared Services Roosevelt			
43-516 Other Expenses	35,000.00	35,000.00	-
Clean Communities Grant			
44-702 Other Expenses	8,144.93	9,900.78	1,755.85
Occupant Protection-Click It or Ticket			
44-708 Other Expenses	-	4,000.00	4,000.00
Municipal Court Alcohol Ed and Rehab Fund			
44-709 Other Expenses	4,903.65	-	(4,903.65)
Recycling Tonnage Grant			
44-701 Other Expenses	-	5,131.35	5,131.35
JIF Safety Program			
44-711 Other Expenses	-	2,082.03	2,082.03
44-901 Capital Improvement Fund	1,000.00	49,500.00	48,500.00
44-905 Municipal Building Feasibility	25,000.00	-	(25,000.00)
45-920 Bond Principal	305,000.00	320,000.00	15,000.00
45-925 Note Principal	75,000.00	134,800.00	59,800.00
45-930 Interest on Bonds	100,750.00	91,600.00	(9,150.00)
45-935 Interest on Notes	16,700.00	15,250.00	(1,450.00)
45-945 Dam Restoration Loan	9,926.00	9,926.00	-
46-871 Emergency Authorization	100,000.00	-	(100,000.00)
46-872 Transfer to Board of Education	41,696.00	41,558.00	(138.00)
TOTAL OUT CAP	1,007,959.58	1,021,974.16	14,014.58
50-899 Reserve for Uncollected Taxes	450,000.00	465,000.00	15,000.00
	-	-	-
TOTAL BUDGET	<u>6,847,130.58</u>	<u>6,848,186.16</u>	<u>1,055.58</u>

Ordinance 2015-~~XXX~~12

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AN ORDINANCE TO ESTABLISH SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF HIGHTSTOWN

BE IT ORDAINED by the Mayor and Council of the Borough of Hightstown, as follows:

Section 1. The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, excluding longevity, whose compensation shall be on an annual basis, is:

	RANGING FROM:	TO:
Mayor	\$4,800.00	\$4,800.00
Councilmember	\$3,600.00	\$3,600.00
Borough Clerk	\$40,000.00	\$70 5,000.00
Treasurer	\$40,000.00	\$60,000.00
Tax/Water/Sewer Collector	\$20,000.00	\$57,000 .00
<u>Part-Time Tax/Water/Sewer Collector</u>	<u>\$10,000.00</u>	<u>\$15,000.00</u>
Deputy Tax/Water/Sewer Collector	\$8,000.00	\$18,400.00
Tax/Utility/Payroll Clerk	\$28,000.00	\$35 47,000.00
Tax Assessor	\$7,500.00	\$18,000 .00
Registrar of Vital Statistics	\$2,500.00	\$5,000.00
Deputy Registrar of Vital Statistics	\$1,000.00	\$4,600.00
Municipal Court Administrator	\$40,000.00	\$65,000.00
Deputy Municipal Court Administrator	\$28,000.00	\$41,000.00
Administrative Assistant/Secretary	\$22,000.00	\$47 52,000.00
Records Management and System Administrator and Administrative Assistant to the Police Director	\$32,000.00	\$53,000.00
Planning Board Secretary	\$1,000.00	\$16,000.00
Technical Assistant	\$28,000.00	\$40,000.00
Construction Code Official	\$18,000.00	\$35,000.00
Fire Subcode Official	\$3,500.00	\$8,000.00
Building Subcode Official	\$3,500.00	\$8,000.00
Superintendent of Public Works	\$50,000.00	\$90 91,000.00

	RANGING FROM:	TO:
Assistant Superintendent of Public Works	\$50,000.00	\$66,000.00
Water Plant Operator	\$35,000.00	\$70,000 <u>\$73,500.00</u>
<u>Supervising AWWTP Operator</u>	<u>\$44,000.00</u>	<u>\$56,000.00</u>
Superintendent of AWWTP	\$50,000.00	\$84 <u>\$85,000.00</u>
Lab Manager – AWWTP	\$35,000.00	\$65,000.00
Secretary Board of Health	\$500.00	\$1,500.00
Computer Systems Administrator	\$3,000.00	\$6,000.00
Chief Financial Officer	\$2,000.00	\$50,000.00
Building Inspector	\$3,500.00	\$4,500.00
<u>Zoning Official</u>	<u>\$6,000.00</u>	<u>\$12,000.00</u>
Health Officer	\$8,000.00	\$13,000.00
OEM Coordinator	\$2,000.00	\$ 5,000.00
Borough Administrator	\$40,000.00	\$75 <u>\$80,000.00</u>
Police Director	\$50,000.00	\$85,000.00

Section 2. The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, whose compensation shall be on an hourly basis, is:

	RANGING FROM:	TO:
Part-time clerical	\$8.00	\$30.00
<u>Deputy Borough Clerk</u>	<u>\$12.50</u>	<u>\$25.00</u>
Violations Clerk (part-time)	\$10.00	\$15.00
Disposition Clerk (part-time)	\$12.50	\$25.00
Special Officer – Municipal Court	\$25.00	\$35.00
Public Health Nurse	\$25.00	\$45.00
School Crossing Guard	\$15.00	\$25.00
Radio Dispatcher	\$8.00	\$25 <u>\$26.00</u>
Special Officer I	\$8.00	\$18.00
Special Officer II	\$18.00	\$30.00
<u>Administrative Clerical Assistant/Secretary</u>	\$10.50	\$20.00
Administrative Assistant – Floater	\$13.50	\$21.00
Public Works Foreman	\$46 <u>\$47.00</u>	\$27 <u>\$28.00</u>

	RANGING	
	FROM:	TO:
Public Works Heavy Equipment Operator	\$416.00	\$2526.00
Public Works Automated Vehicle Operator	\$416.00	\$2526.00
Public Works Driver/Laborer	\$415.00	\$25.00
Public Works Laborer	\$814.00	\$1822.00
Public Works Municipal Building Maintenance	\$8.00	\$16.00
Public Works Mechanic	\$416.00	\$2526.00
Seasonal/Temporary Labor	\$8.00	\$16.00
Assistant Water Plant Operator	\$415.00	\$2325.00
Water Plant Lead Operator	\$40.00	\$49.00
AWWTP Maintenance	\$4516.00	\$2526.00
AWWTP Operator Trainee (up to 1 year exp) AWWTP Operator Trainee (up to 1 year exp)	\$12.00 \$13.00	\$45.50 \$16.00
AWWTP Operator – Class I (min. 1 year exp)	\$14.50 \$15.00	\$1725.00
AWWTP Operator – Class II (min. 2 years exp)	\$15.25	\$18.50
AWWTP Operator – Class III (min. 3 years exp)	\$16.50	\$21.00
AWWTP Operator – Class IV (min. 4 years exp)	\$17.25	\$25.00
Recreation Director (part-time)	\$20.00	\$40.00
Assistant Recreation Director (part-time)	\$8.00	\$20.00
Junior Recreation Counselor (part-time)	\$6.00	\$12.00
Housing Inspector	\$14.00	\$35.00
Fire Inspector	\$14.00	\$35.00
Building Inspector	\$14.00	\$35.00
Code Enforcement Officer	\$15.00	\$25.00
Fire Official	\$14.00	\$35.00
Zoning Officer	\$14.00	\$30 \$35.00
Electric Subcode Official	\$14.00	\$40.00
Plumbing Subcode Official	\$14.00	\$40.00

Section 3. This Ordinance shall take effect after final passage and publication as provided by law, but the ranges of compensation herein provided shall be retroactive to January 1, 2015.

Section 4. The salary ranges established in this ordinance supersede any established for the same positions in previous salary ordinances, and will remain in effect until changed by the adoption of a new or amending Salary Ordinance.

Introduced:

Adopted:

ATTEST:

Debra L. Sopronyi
Municipal Clerk

Lawrence D. Quattrone
Mayor

Ordinance 2015-13

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AN ORDINANCE AMENDING CHAPTER 7, ENTITLED “TRAFFIC,” SECTION 7-29, ENTITLED “SPEED LIMITS” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY” ESTABLISHING THE SPEED LIMIT FOR A PORTION OF WYCKOFF MILLS ROAD

WHEREAS, the Hightstown Borough Police Department have recommended that the speed limit for a portion of Wyckoff Mills Road be established to be 25 miles per hour; and

WHEREAS, the Borough Council finds that it is in the public interest for the Borough of Hightstown to establish a 25 mile per hour speed limit for a portion of Wyckoff Mills Road.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Hightstown, County of Mercer and State of New Jersey as follows:

Section 1. Chapter 7, entitled “Traffic,” Section 7-29, entitled “Speed Limits,” of the Revised General Ordinances of the Borough of Hightstown are hereby amended to read as follows (additions are underlined):

Section 7-29

SPEED LIMITS

Subsections:

7-29-1 Speed Limits.

Subsection 7-29-1 Speed Limits.

Speed limits along designated streets shall be as designated below:

Name of Street	Direction	Speed Limit and Location
<u>Wyckoff Mills Road</u>	<u>All</u>	<u>25 miles per hour from North Main Street to Cranbury Station Road</u>

Section 2. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 3. If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.

Section 4. This ordinance shall take effect immediately after final passage and publication according to law.

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

MEMO

To: Henry Underhill, Borough of Hightstown

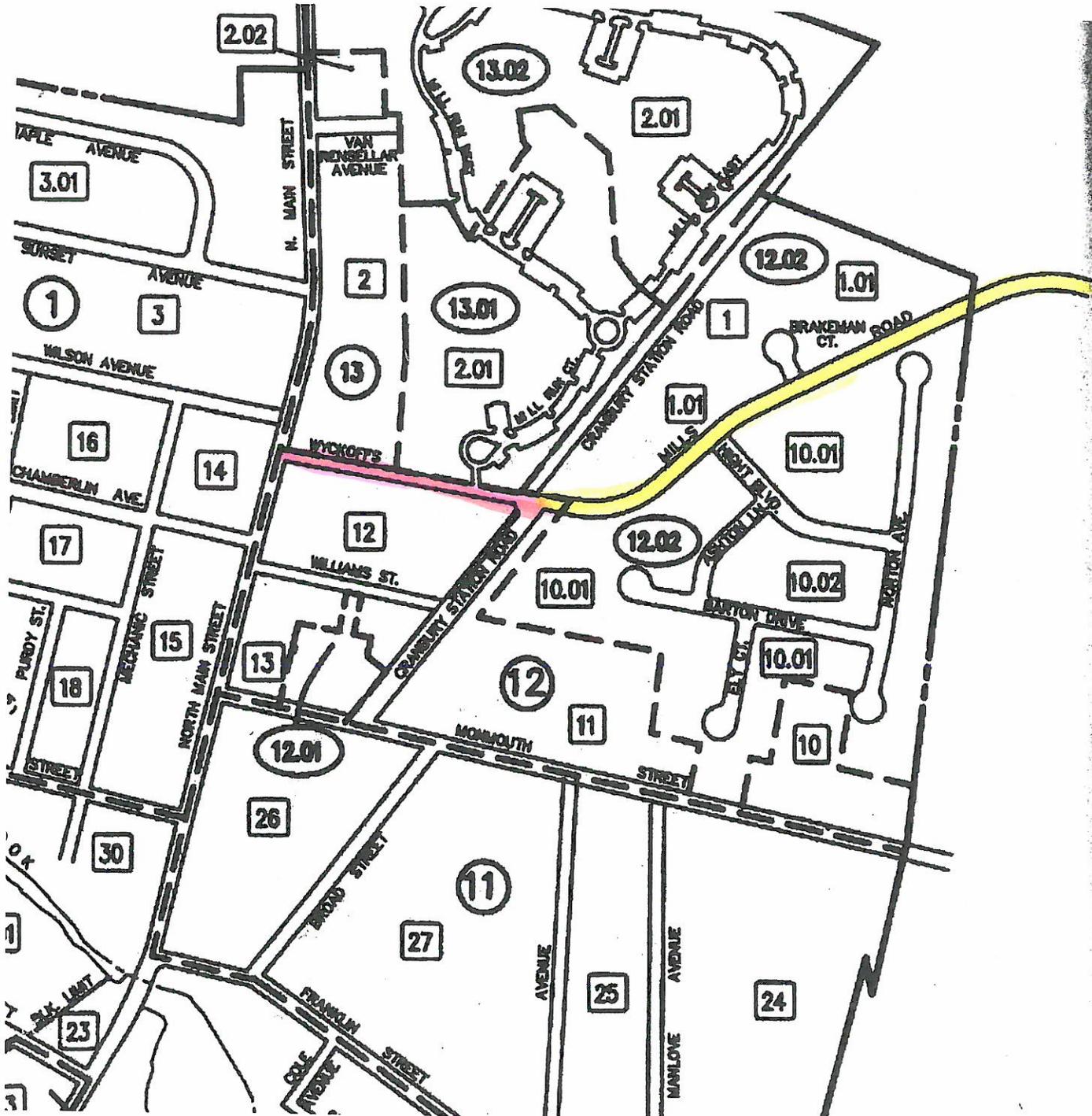
From: Lt. Frank Gendron

Date: May 11, 2015

Reference: Traffic Safety Study, Wyckoff Mills Road

After receiving complaints of vehicles speeding on Wyckoff Mills Road near the Enchantment, the Hightstown Police Department conducted a traffic safety survey between April 23 and April 30, 2015. The results of the survey determined that a large number of vehicles are traveling in excess of 25 MPH on this section of the roadway. Based on the results of this survey, I am requesting that borough council adopt an ordinance lowering the current speed limit on this section of roadway from 35 MPH to 25 MPH. I am making this request because it appears that the 35 MPH speed limit on this section of roadway does not appear to have been changed to 25 MPH by ordinance since the construction of the Enchantment development. I am also requesting that Hightstown Public Works install additional 25 MPH on Wyckoff Mills Road from North Main Street to the East Windsor Township line.

35 mph
25 mph



Ordinance 2014-06

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$220,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$209,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$220,000, and further including the aggregate sum of \$10,500 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$209,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) Document cleaning, freeze drying, irradiation and records management services, including the destruction of eligible documents and microfilming of records required to be retained, including all related costs and expenditures incidental thereto and further including all work and materials necessary therefor and incidental thereto.	\$213,500	\$203,300	15 years
b) Acquisition of fire proof cabinets, including all related costs and expenditures incidental thereto.	\$6,500	\$6,200	10 years

TOTAL:		<u>\$220,000</u>		<u>\$209,500</u>	
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The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 14.85 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$209,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$12,500 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

(e) Any action taken prior to the date of adoption of this bond ordinance in furtherance of the several improvements or purposes described in Section 3, including but not limited to, expenditures of funds appropriated hereby, are hereby ratified, confirmed and approved.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduced:

Adopted:

Debra L. Sopronyi
Municipal Clerk

Lawrence D. Quattrone
Mayor

Ordinance 2015-10

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AN ORDINANCE AMENDING CHAPTER 14, ENTITLED “PROPERTY MAINTENANCE” OF THE
“REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY”
ADDING A NEW SECTION TO ESTABLISH STANDARDS FOR THE REGISTRATION AND
MAINTENANCE OF VACANT AND ABANDONED RESIDENTIAL PROPERTIES IN
FORECLOSURE BY CREDITORS**

WHEREAS, mortgage foreclosures often result in the abandonment and neglect of residential properties; and

WHEREAS, P.L. 2014, c. 35, authorizes municipalities to adopt ordinances for the purpose of regulating the care, maintenance, security and upkeep of the exterior of vacant and abandoned residential properties for which a creditor has filed an action to foreclose; and

WHEREAS, it is in the public interest for the Borough of Hightstown to establish a mechanism to identify and track vacant and abandoned residential properties in the Borough which are in foreclosure, to establish standards for the maintenance of those properties and to enforce those standards of maintenance.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Hightstown, County of Mercer and State of New Jersey as follows:

Section 1. The Revised General Ordinances of the Borough of Hightstown are hereby amended by the addition of a new section to Chapter 14 Property Maintenance, to read as follows:

**Registration and Maintenance of Vacant and Abandoned Residential Properties in
Foreclosure**

a. Definitions

1. “Creditor” means a State chartered bank, savings bank, savings and loan association or credit union, any person or entity required to be licensed under the provisions of the "New Jersey Residential Mortgage Act," P.L. 2009, c.53 (C.17:11C-51 et seq.), any foreclosing entity subject to the provisions of C.46:10B-51 (P.L. 2008, c. 127, Sec. 17, as amended from

time to time) and any entity acting on behalf of the creditor named in the debt obligation including, but not limited to, servicers.

2. “Vacant and Abandoned” residential property means, consistent with section 1 of P.L. 2010, c.70 (C.2A:50-73), residential real estate , where a notice of violation has been issued pursuant to Paragraph e. 1 of this Section and subsection b. of section 1 of P.L.2014, c.35 (C.40:48-2.12s). Residential property shall further be deemed Vacant and Abandoned where a mortgaged property is not occupied by a mortgagor or tenant and at least two of the following conditions exist:

- (a) overgrown or neglected vegetation;
- (b) the accumulation of newspapers, circulars, flyers or mail on the property;
- (c) disconnected gas, electric, or water utility services to the property;
- (d) the accumulation of hazardous, noxious, or unhealthy substances or materials on the property;
- (e) the accumulation of junk, litter, trash or debris on the property;
- (f) the absence of window treatments such as blinds, curtains or shutters;
- (g) the absence of furnishings and personal items;
- (h) statements of neighbors, association management, delivery persons, or government employees indicating that the residence is vacant and abandoned;
- (i) windows or entrances to the property that are boarded up or closed off or multiple window panes that are damaged, broken and unrepaired;
- (j) doors to the property that are smashed through, broken off, unhinged, or continuously unlocked;
- (k) a risk to the health, safety or welfare of the public, or any adjoining or adjacent property owners, exists due to acts of vandalism, loitering, criminal conduct, or the physical destruction or deterioration of the property;

(l) an uncorrected violation of a municipal building, housing, or similar code during the preceding year, or an order by municipal authorities declaring the property to be unfit for occupancy and to remain vacant and unoccupied;

(m) the mortgagee or other authorized party has secured or winterized the property due to the property being deemed vacant and unprotected or in danger of freezing;

(n) a written statement issued by any mortgagor expressing the clear intent of all mortgagors to abandon the property;

(o) any other reasonable indicia of abandonment.

b. Registration of Vacant and Abandoned Properties

1. A Creditor filing a summons and complaint in an action to foreclose on a Vacant and Abandoned property, or a Creditor who has previously filed a summons and complaint to foreclose on a residential property which subsequently becomes Vacant and Abandoned, shall within thirty (30) calendar days after the building becomes Vacant and Abandoned or within thirty (30) calendar days after assuming ownership of the Vacant and Abandoned property, whichever is later; or within ten (10) calendar days of receipt of notice from the Borough, and annually thereafter, file a registration statement for such Vacant and Abandoned property with the municipal clerk on forms provided by the Borough for such purposes. Any failure to receive notice from the Borough shall not constitute grounds for failing to register the Vacant and Abandoned property.
2. Each Vacant and Abandoned property having a separate block and lot number as designated in the official tax maps of the Borough shall be registered separately.
3. The registration statement shall include the name, street address, telephone number, and email address (if applicable) of a person twenty-one (21) years or older, designated by the Creditor as the authorized agent for receiving notices of code violations and for receiving process in any court proceeding or administrative enforcement proceeding on behalf of such Creditor in connection with the enforcement of any applicable code.

4. The registration statement shall include the name, street address, telephone number, and email address (if applicable) of the firm and the actual name(s) of the firm's individual principal(s) responsible for maintaining the Abandoned and Vacant property. The individual or representative of the firm responsible for maintaining the Abandoned and Vacant property shall be available by telephone or in person on a twenty-four-hour per day, seven-day per week basis. The two entities may be the same or different persons. Both entities shown on the statement must maintain offices in the State of New Jersey or reside within the State of New Jersey.
5. The registration shall remain valid for one year from the date of registration except for the initial registration which shall be valid through December 31st of the year in which it was filed. The Creditor shall be required to renew the registration annually as long as the building remains Vacant and Abandoned and shall pay a registration or renewal fee in the amount prescribed in Paragraph c. of this Section for each Vacant and Abandoned property registered.
6. The annual renewal shall be completed by January 1st each year. The initial registration fee shall be pro-rated for registration statements received less than ten (10) months prior to that date.
7. The Creditor shall notify the municipal clerk within thirty (30) calendar days of any change in the registration information by filing an amended registration statement on a form provided by the municipal clerk for such purpose.
8. The registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the Borough against the Creditor.

c. Fee Schedule

The initial registration fee for each Vacant and Abandoned property under the provisions of this Section shall be five hundred (\$500.00) dollars. The fee for the first annual renewal shall be one thousand five hundred (\$1,500.00) dollars and the fee for the second annual renewal shall be three thousand (\$3,000.00) dollars. The fee for any subsequent annual renewal beyond the second renewal shall be five thousand

(\$5,000.00) dollars.

d. Creditor Responsibility for Vacant and Abandoned Properties

1. A Creditor filing a summons and complaint in an action to foreclose on a residential property within the Borough shall be immediately responsible for the care, maintenance, security and upkeep of the exterior of the property, after the property becomes Vacant and Abandoned as defined in this Section.
2. Where a Creditor is located out-of-state, the Creditor shall be responsible for appointing an in-State representative or agent to act on the Creditor's behalf for the purpose of satisfying the requirements of Paragraph d. 1 of this Section. Notice of said representative or agent shall be provided to the municipal clerk pursuant to Paragraph b. 3 and 4 of this Section and pursuant to paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51).

e. Notice

1. The enforcement officers designated in this Section shall be authorized to issue a notice to a Creditor that has filed a summons and complaint in an action to foreclose on a residential property within the Borough, if the enforcement officer determines that the Creditor has violated this Section by failing to provide for the care, maintenance, security, and upkeep of the exterior of a Vacant and Abandoned property.

Where a Creditor is an out-of-State Creditor, the notice shall be issued to the representative or agent that has been identified by the Creditor pursuant to Paragraph d. 2 of this Section and paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51).

2. The notice referenced in Paragraph e. 1 of this Section shall require the Creditor to correct the violation(s) within 30 days of receipt of the notice, or within 10 days of receipt of the notice if the violation presents an imminent threat to public health and safety.
3. The issuance of a notice pursuant to Paragraph e. 1 of this Section shall constitute proof that a residential property is Vacant and Abandoned for the purposes of this Section.

f. Enforcement Officers

The duty of administering and enforcing the provisions of this Section is conferred upon the municipal clerk, construction official, zoning officer, housing officer, health officer, Borough police, and any other duly appointed representatives.

g. Violations and Penalties

1. A Creditor subject to this Section that is found by the municipal court of the Borough, or by any other court of competent jurisdiction, to be in violation of the requirement to correct a care, maintenance, security, or upkeep violation cited in a notice issued pursuant to this Section shall be subject to a fine of \$1,500 for each day of the violation. Any fines imposed pursuant to this paragraph shall commence 31 days following the receipt of the notice, except if the violation presents an imminent risk to public health and safety, in which case any fines shall commence 11 days following receipt of the notice.
2. An out-of-state Creditor subject to this Section that is found by the municipal court of the Borough, or by any other court of competent jurisdiction, to be in violation of the requirement to appoint an in-State representative or agent pursuant to this Section shall be subject to a fine of \$2,500 for each day of the violation. Any fines imposed on a Creditor for the failure to appoint an in-State representative or agent shall commence on the day after the 10-day period set forth in paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51) for providing notice to the municipal clerk that a summons and complaint in an action to foreclose on a mortgage has been served.
3. A Creditor subject to this Section that is found by the municipal court of the Borough, or by any other court of competent jurisdiction, to be in violation of the requirement to register a Vacant and Abandoned property pursuant to Paragraph b. of this Section shall be subject to a fine not exceeding two thousand (\$2,000.00) dollars. Any fines imposed on a Creditor under this Paragraph shall commence 11 days following receipt of notice from the Borough pursuant to Paragraph b. 1 of this Section.

4. No less than 20 percent of any money collected by the Borough pursuant to this Section shall be utilized by the Borough for municipal code enforcement purposes.

Section 2. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 3. If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.

Section 4. This ordinance shall take effect 20 days after final passage and publication according to law.

Introduction: May 18, 2015

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Ordinance 2015-11

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF AN
AERIAL LADDER TRUCK IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,
APPROPRIATING \$1,000,000 THEREFOR AND AUTHORIZING THE
ISSUANCE OF \$952,300 BONDS OR NOTES OF THE BOROUGH TO
FINANCE PART OF THE COST THEREOF.**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$1,000,000, including the sum of \$47,700 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$952,300 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is the acquisition of an aerial ladder truck, including all related costs and expenditures incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey.

Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$952,300, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$25,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduced: May 18, 2015

Adopted:

Debra L. Sopronyi
Municipal Clerk

Lawrence D. Quattrone
Mayor

Resolution 2015-150

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$122,160.48 from the following accounts:

Current	\$68,671.44
W/S Operating	45,364.79
General Capital	585.00
Water/Sewer Capital	2,429.00
Grant	0.00
Trust	1,321.25
Housing Trust	0.00
Animal Control	0.00
Law Enforcement Trust	0.00
Housing Rehab Loans	0.00
Unemployment Trust	0.00
Escrow	<u>3,789.00</u>
 Total	 <u>\$122,160.48</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

1-June, 2015

To: Mayor and Council

From: Finance Office

Re: Manual Bill List

CURRENT ACCOUNT

	<u>PO #</u>	<u>AMOUNT</u>
Monika Patel, Custodian	15-00727	100.00
Commonwealth of Pennsylvania	15-00689	200.00
CJCOA	15-00700	90.00
Shop Rite	15-00847	620.00
TOTAL		<u>1,010.00</u>

ESCROW

Empire Antiques	15-00826	444.00
TOTAL		<u>444.00</u>

WATER AND SEWER OPERATING ACCOUNT

Treasurer, State of New Jersey	15-00832	1,915.00
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TOTAL		<u>1,915.00</u>
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MANUAL TOTAL		<u>3,369.00</u>
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Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
C0067 CENTRAL JERSEY POWER												
	15-00788	05/12/15	INV #105173									
	1		INV #105173	288.89	5-09-55-501-002-503	B Sewer Plant Maintenance	R	05/12/15	05/27/15		105173	N
	15-00820	05/18/15	CARB PARTS/WTP PORT GENERATOR									
	1		INV. 105351 - CARBURETOR PARTS	134.43	5-09-55-501-001-535	B Hydrants and Line Repair	R	05/18/15	05/27/15		105351	N
	2		Credit 105683 - TAP HEAD	54.30	5-09-55-501-001-535	B Hydrants and Line Repair	R	05/18/15	05/27/15		105683	N
				80.13								
			Vendor Total:	369.02								
C0023 COMCAST												
	15-00836	05/20/15	8499052430036659 4/24/15									
	1		8499052430036659 4/24/15	107.85	5-01-20-140-001-060	B Internet Services and Web Services	R	05/20/15	05/27/15		499052430036659	N
	15-00895	05/27/15	AWWTP 8499052440157826 5/17/15									
	1		AWWTP 8499052440157826 5/17/15	139.63	5-09-55-501-002-545	B Internet Services	R	05/27/15	05/27/15		849905244015782	N
			Vendor Total:	247.48								
COMCA005 COMCAST BUSINESS												
	15-00862	05/22/15	INV 35631030 DATED MAY 15, 201									
	1		INV 35631030 DATED MAY 15, 201	198.27	5-01-43-507-001-029	B Maint. Contracts - Other	R	05/22/15	05/27/15		35631030	N
			Vendor Total:	198.27								
C0931 CRESTON INC.												
	15-00680	04/21/15	CAT OIL/PUMP REPAIR									
	1		INV #333826-001 CAT OIL	14.85	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	04/21/15	05/27/15		333826-001	N
	2		INV #333825-001	211.89	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	04/21/15	05/27/15		333825-001	N
				226.74								
			Vendor Total:	226.74								
C0087 CUSTOM BANDAG, INC												
	15-00733	05/01/15	WORK ORDER #80093458									
	1		WORK ORDER #80093458	252.03	5-01-26-315-001-132	B Vehicle Maint. - Public Works	R	05/01/15	05/27/15		80093458	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl	
C0087 CUSTOM BANDAG, INC												
	15-00733	05/01/15	WORK ORDER #80093458	Continued								
	2		WORK ORDER #80093458	10.00	5-01-26-311-001-199	B	Miscellaneous	R	05/01/15	05/27/15	80093458	N
				262.03								
			Vendor Total:	262.03								
C0088 CUSTOM ENVIRONMENTAL TECH, INC												
	15-00351	02/24/15	RES 2015-36 ZETA LYTE 1A CONT.		B							
	2		INV 2403 POLYMER	1,164.90	5-09-55-501-002-554	B	ZETA LYTE 1A POLYMER	R	02/24/15	05/27/15	2403	N
			Vendor Total:	1,164.90								
DEGNA005 DEGNAN & BATEMAN												
	15-00874	05/26/15	INV 92658 & 92659									
	1		INV 92658	1,212.90	5-01-20-155-001-033	B	Litigation	R	05/26/15	05/27/15	92658	N
	2		INV 92659	887.40	5-01-20-155-001-033	B	Litigation	R	05/26/15	05/27/15	92659	N
				2,100.30								
			Vendor Total:	2,100.30								
E0576 EAST WINDSOR REGIONAL SCHOOL												
	15-00824	05/18/15	APRIL 2015 FUEL USE									
	1		APRIL 2015 FUEL USE- FIRE	559.18	5-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	05/18/15	05/27/15		N
	2		APRIL 2015 FUEL USE- POLICE	1,413.55	5-01-31-460-001-145	B	Motor Fuel - Police	R	05/18/15	05/27/15		N
	3		APRIL 2015 FUEL USE- GARBAGE	1,331.79	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	05/18/15	05/27/15		N
	4		APRIL 2015 FUEL USE- STREETS	904.34	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	05/18/15	05/27/15		N
	5		APRIL 2015 FUEL USE- PARKS	39.27	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	05/18/15	05/27/15		N
	6		APRIL 2015 FUEL USE- WATER	140.44	5-09-55-501-001-512	B	Motor Fuel	R	05/18/15	05/27/15		N
	7		APRIL 2015 FUEL USE- SEWER	96.65	5-09-55-501-002-512	B	Motor Fuel	R	05/18/15	05/27/15		N
	8		FUEL FACILITY ADMIN	120.00	5-01-31-460-001-144	B	Upgrades to Fueling Facility	R	05/18/15	05/27/15		N
				4,605.22								
			Vendor Total:	4,605.22								

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
M0714 GENSERVE, INC.												
	15-00741	05/01/15	INV #0087195									
	1		INV #0087195	180.00	5-01-26-310-001-029	B Maintenance Contracts	R	05/01/15	05/27/15		0087195	N
	Vendor Total:			180.00								
G0171 GEORGE E. CONLEY ELECTRIC												
	15-00784	05/12/15	INV #22732									
	1		INV #22732	295.03	5-01-26-310-001-024	B Building Maintenance	R	05/12/15	05/27/15		22732	N
	Vendor Total:			295.03								
G1077 GEORGE S. COYNE CO., INC.												
	15-00352	02/24/15	RES 2015- ZETA LYTE 8849FS			B						
	5		INV 215245 DATED 5/5/15	2,120.77	5-09-55-501-002-544	B Zetag 8849 FS - George S. Coyne Co.,Inc.	R	02/24/15	05/27/15		215245	N
	Vendor Total:			2,120.77								
G0115 GILMARTIN, ROBERT D.												
	15-00809	05/13/15	BOARD OF HEALTH MEETING 5/13									
	1		BOARD OF HEALTH MEETING 5/13	93.00	5-01-27-330-001-039	B Recording Secty.	R	05/13/15	05/27/15		5/13/15 MEETING	N
	Vendor Total:			93.00								
G0181 GRIFFITH ELECTRIC SPLY CO, INC												
	15-00794	05/12/15	INV #5507733, #5523889									
	1		INV #5507733	56.12	5-01-26-310-001-024	B Building Maintenance	R	05/12/15	05/27/15		5507733	N
	2		INV #5523889	18.71	5-01-26-310-001-024	B Building Maintenance	R	05/12/15	05/27/15		5523889	N
				<u>74.83</u>								
	Vendor Total:			74.83								
G0050 GROVE SUPPLY INC												
	15-00743	05/01/15	INV #S4145552.001									
	1		INV #S4145552.001	38.26	5-09-55-501-001-503	B Water Plant Maintenance	R	05/01/15	05/27/15		S4145552.001	N
	2		INV #S4147509.001	85.51	5-01-26-310-001-024	B Building Maintenance	R	05/01/15	05/27/15		S4147509.001	N
	3		INV #S4148067.001	15.02	5-09-55-501-001-503	B Water Plant Maintenance	R	05/01/15	05/27/15		S4148067.001	N
	4		INV #S4148076.001	13.10	5-09-55-501-001-535	B Hydrants and Line Repair	R	05/01/15	05/27/15		S4148076.001	N

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
G0050 GROVE SUPPLY INC											
			Continued								
	15-00743	05/01/15	INV #S4145552.001		Continued						
	5		INV #S4147822.001	3.79	5-09-55-501-001-535	B Hydrants and Line Repair	R	05/01/15	05/27/15	S4147822.001	N
	6		INV #S4149994.001	6.38	5-09-55-501-001-535	B Hydrants and Line Repair	R	05/01/15	05/27/15	S4149994.001	N
				<u>162.06</u>							
			Vendor Total:	162.06							
H0276 HARTER EQUIPMENT, INC.											
	15-00742	05/01/15	INV #P29866								
	1		INV #P29866	148.11	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	05/01/15	05/27/15	P29866	N
			Vendor Total:	148.11							
H0048 HIGHTS REALTY LLC											
	15-00849	05/21/15	JUNE 2015 RENT POLICE								
	1		MAY & JUNE RENT POLICE DEPT.	7,600.00	5-01-26-310-001-025	B Building Rental	R	05/21/15	05/27/15	MAY, JUNE, 2015	N
			Vendor Total:	7,600.00							
H1100 HOME DEPOT CREDIT SERVICES											
	15-00775	05/12/15	INV #3034833,#6030062,#3040189								
	1		INV #3034833	85.52	5-01-26-290-001-127	B Street Repair & Maintenance	R	05/12/15	05/27/15	3034833	N
	2		INV #6030062	10.41	5-01-26-290-001-127	B Street Repair & Maintenance	R	05/12/15	05/27/15	6030062	N
	3		INV #3040189	119.94	5-01-28-369-001-140	B Landscape Maintenance	R	05/12/15	05/27/15	3040189	N
				<u>215.87</u>							
	15-00790	05/12/15	INV #8040739								
	1		INV #8040739	30.91	5-09-55-501-002-503	B Sewer Plant Maintenance	R	05/12/15	05/27/15	8040739	N
	2		INV #6022752	118.41	5-01-28-369-001-140	B Landscape Maintenance	R	05/12/15	05/27/15	6022752	N
				<u>149.32</u>							
			Vendor Total:	365.19							
H0161 HUNTER TECH.SOLUTIONS INC											
	15-00767	05/08/15	IPO 500 DIGITAL STATION 8								
	1		IPO 500 DIGITAL STATION 8	323.68	5-09-55-501-002-530	B Computer Software/Maint/Equip	R	05/08/15	05/27/15		N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	Item Description		Amount	Charge Account	Acct Type Description						
H0161 HUNTER TECH.SOLUTIONS INC Continued											
	15-00767	05/08/15	IPO 500 DIGITAL STATION 8	Continued							
	2		INSTALLATION OF NEW CARD	95.00	5-09-55-501-002-530	B Computer Software/Maint/Equip	R	05/08/15	05/27/15		N
				418.68							
	15-00814	05/18/15	Tech Support								
	1		INV 57420	47.50	5-01-20-140-001-094	B Computer Service & Support	R	05/18/15	05/27/15	57420	N
	2		INV 57419	166.25	5-09-55-501-002-530	B Computer Software/Maint/Equip	R	05/18/15	05/27/15	57419	N
	3		INV 57421	47.50	5-09-55-501-002-530	B Computer Software/Maint/Equip	R	05/18/15	05/27/15	57421	N
				261.25							
	Vendor Total:			679.93							
IRA005 IRA E. KREIZMAN											
	15-00757	05/07/15	YOUR FILE NO. 42118.6000								
	1		YOUR FILE NO. 42118.6000	3,244.36	5-01-20-155-001-031	B Labor,Personnel & Union Council	R	05/07/15	05/27/15	42118.6000	N
	Vendor Total:			3,244.36							
J0378 J.W. KENNEDY & SON INC WELDING											
	15-00791	05/12/15	INV #1646743								
	1		INV #1646743	12.00	5-01-26-310-001-024	B Building Maintenance	R	05/12/15	05/27/15	1646743	N
	Vendor Total:			12.00							
J0010 JAMMER DOORS											
	15-00792	05/12/15	INV #2409-9934								
	1		INV #2409-9934	764.00	5-01-26-310-001-024	B Building Maintenance	R	05/12/15	05/27/15	2409-9934	N
	Vendor Total:			764.00							
J0257 JCP&L											
	15-00843	05/20/15	EMS 100012445936 DATED 5/8/15								
	1		EMS 100012445936 DATED 5/8/15	306.71	5-01-25-260-001-074	B Electric	R	05/20/15	05/27/15	100012445936	N
	Vendor Total:			306.71							

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
J0258 JCP&L (STREET LIGHTING)												
	15-00890	05/26/15	100081608240 4/4-5/5 DPW									
	1		100081608240 4/4-5/5 DPW	36.17	5-01-31-435-001-075	B Street Lighting	R	05/26/15	05/27/15		100081608240	N
	15-00891	05/26/15	1000114515765 DPW 4/22-5/20									
	1		1000114515765 DPW 4/22-5/20	1,764.69	5-01-31-435-001-075	B Street Lighting	R	05/26/15	05/27/15		100011415765	N
	15-00892	05/26/15	DPW 100011415724 4/22-5/20									
	1		DPW 100011415724 4/22-5/20	391.27	5-01-31-435-001-075	B Street Lighting	R	05/26/15	05/27/15		100011415724	N
	Vendor Total:			2,192.13								
JEROM005 JEROME BAUR												
	15-00819	05/18/15	CDL RENEWAL REIMBURSEMENT									
	1		CDL RENEWAL REIMBURSEMENT	42.00	5-01-26-290-001-199	B Miscellaneous	R	05/18/15	05/27/15			N
	Vendor Total:			42.00								
J0069 JERSEY ELEVATOR SERVICE												
	15-00785	05/12/15	INV #156032, INV #156276									
	1		INV #156032	334.65	5-01-26-310-001-029	B Maintenance Contracts	R	05/12/15	05/27/15		156032	N
	2		INV. #156276	410.00	5-01-26-310-001-029	B Maintenance Contracts	R	05/12/15	05/27/15		156276	N
				744.65								
	Vendor Total:			744.65								
K0077 KANE, FRAN												
	15-00839	05/20/15	COURT SESSION 5/13/15 5:30-830									
	1		COURT SESSION 5/13/15 5:30-830	60.00	5-01-20-176-000-114	B Court Assistance	R	05/20/15	05/27/15		5/13/15 COURT	N
	Vendor Total:			60.00								
K0070 KERSHNER ENVIRONMENT TECH LLC												
	15-00670	04/21/15	FLANGE MOUNTED SCREW CONVEYER									
	1		FLANGE MOUNTED SCREW CONVEYER	2,550.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	04/21/15	05/27/15		31810	N
	Vendor Total:			2,550.00								

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
L0095 LIFESAVERS, INC.												
	15-00738	05/01/15	DEFIBTECH LIFELINE AED BATTERY									
	1		DEFIBTECH LIFELINE AED BATTERY	268.00	5-01-25-240-001-116	B Traffic Bureau	R	05/01/15	05/27/15		86447	N
			Vendor Total:	268.00								
L0037 LINCOLN FINANCIAL GROUP												
	15-00840	05/20/15	JUNE LIFE INSURANCE									
	1		JUNE LIFE INSURANCE	269.50	5-01-23-210-003-115	B Medical Ins-Emp Grp Health	R	05/20/15	05/27/15		BHIGHTBL1485737	N
	2		JUNE LIFE INSURANCE	15.40	5-09-55-501-001-514	B INSURANCE	R	05/20/15	05/27/15		BHIGHTBL1485737	N
	3		JUNE LIFE INSURANCE	30.80	5-09-55-501-001-514	B INSURANCE	R	05/20/15	05/27/15		BHIGHTBL1485737	N
				315.70								
			Vendor Total:	315.70								
M0054 MAIN STREET AWARDS, INC												
	15-00740	05/01/15	SASHES FOR MEMORIAL DAY PARADE									
	1		3x72 2"WHITE w/ROSETTE 2015	92.00	5-01-30-420-001-195	B Borough Events	R	05/01/15	05/27/15			N
			Vendor Total:	92.00								
MATTH005 MATTHEW BUKOWSKI												
	15-00797	05/12/15	REIMB. FOR WORKBOOTS									
	1		REIMB. FOR WORKBOOTS	99.99	5-01-26-290-001-032	B Uniforms	R	05/12/15	05/27/15			N
			Vendor Total:	99.99								
M0180 MCMASTER-CARR												
	15-00774	05/12/15	INV #28873557									
	1		INV #28873557	114.97	5-01-26-290-001-127	B Street Repair & Maintenance	R	05/12/15	05/27/15		28873557	N
			Vendor Total:	114.97								
M0256 MERCER CO IMPROVEMT AUTHORITY												
	15-00796	05/12/15	APRIL 2015 TIPPING									
	1		APRIL 2015 TIPPING	16,641.72	5-01-32-465-001-165	B Landfill Solid Waste Disposal-MCIA	R	05/12/15	05/27/15			N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
M0256 MERCER CO IMPROVEMT AUTHORITY Continued											
	15-00796	05/12/15	APRIL 2015 TIPPING	Continued							
	2		RECYCLING TAX	434.13	5-01-43-496-001-174	B Recycling Tax	R	05/12/15	05/27/15		N
				17,075.85							
			Vendor Total:	17,075.85							
M0261 MERCER COUNTY COMMUNITY COLLEG											
	15-00755	05/07/15	4/28/15 STRAT/TACTICS DWELLING								
	1	4/28/15	STRAT/TACTICS DWELLING	120.00	5-01-25-252-002-042	B Education & Training	R	05/07/15	05/27/15	4/28/15	N
			Vendor Total:	120.00							
M1111 MONIKA PATEL											
	15-00821	05/18/15	MILEAGE - MUNI BUDGET PROCESS								
	1		MILEAGE - MUNI BUDGET PROCESS	590.18	5-01-20-130-001-042	B Education & Training	R	05/18/15	05/27/15	BUDGET PROCESS	N
	2		TOLL REIMBURSEMENT	81.35	5-01-20-130-001-042	B Education & Training	R	05/18/15	05/27/15	BUDGET PROCESS	N
				671.53							
			Vendor Total:	671.53							
M0127 MONMOUTH COUNTY											
	15-00777	05/12/15	APRIL 2015 TIPPING								
	1		APRIL 2015 TIPPING	3,998.95	5-01-43-513-001-171	B Borough of Roosevelt-Tipping Fees	R	05/12/15	05/27/15	30626	N
			Vendor Total:	3,998.95							
M0143 MSM SERVICE CO.											
	15-00577	04/01/15	FIRST AID KIT SERVICING								
	1		INV. D1501 - SERVICE FIRST AID	91.89	5-01-26-310-001-199	B Miscellaneous	R	04/01/15	05/27/15	D1501	N
			Vendor Total:	91.89							
N0170 NORCIA CORP.											
	15-00786	05/12/15	INV #71101, #7113								
	1		INV #71101	1,184.00	5-01-26-315-001-132	B Vehicle Maint. - Public Works	R	05/12/15	05/27/15	71101	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
NORCIA CORP.											
	15-00786	05/12/15	INV #71101, #7113	Continued							
	2		INV #71113	1,268.01	5-01-26-315-001-132	R	05/12/15	05/27/15		71113	N
				2,452.01							
	15-00823	05/18/15	HYDRAULIC REPAIR - TRUCK 10								
	1		INV. 71160 - HYDRAULIC REPAIR	433.57	5-01-26-315-001-132	R	05/18/15	05/27/15		71160	N
			Vendor Total:	2,885.58							
O'BRIEN CONSULTING SERVICES											
	15-00649	04/15/15	MONTHLY IT FEE - MARCH 2015								
	1		MONTHLY IT FEE - MARCH 2015	900.00	5-01-25-240-001-029	R	04/15/15	05/27/15		15-3739	N
			Vendor Total:	900.00							
ONE CALL CONCEPT INC											
	15-00783	05/12/15	INV. #5045085								
	1		INV. #5045085	21.08	5-09-55-501-001-535	R	05/12/15	05/27/15		5045085	N
			Vendor Total:	21.08							
PANEK'S GOLF CAR SERVICE CO.											
	14-01910	10/10/14	INV 11851 DATED 10/11/2013								
	1		INV 11851 DATED 10/11/2013	390.00	T-12-56-286-000-836	R	10/10/14	05/27/15		11851	N
	14-02026	11/06/14	HARVEST FAIR CART RENTAL								
	1		HARVEST FAIR CART RENTAL	280.00	T-12-56-286-000-836	R	11/06/14	05/27/15		12167	N
			Vendor Total:	670.00							
PARIS AUTOMOTIVE SUPPLY											
	15-00778	05/12/15	APRIL 2015 INVOICES								
	1		APRIL 2015 INVOICES	160.11	5-01-26-290-001-034	R	05/12/15	05/27/15			N

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
P0005 PARIS AUTOMOTIVE SUPPLY Continued											
	15-00778	05/12/15	APRIL 2015 INVOICES		Continued						
	2	APRIL 2015	INVOICES	8.49	5-01-26-311-001-034	B Equipment Parts & Accessories	R	05/12/15	05/27/15	057027	N
				168.60							
			Vendor Total:	168.60							
P0557 PRINCETON PACKET											
	15-00817	05/18/15	LEGAL ADS 4/24/15								
	1	HYDRANT FLUSHING - 4/24/15		117.30	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15	1006621	N
			Vendor Total:	117.30							
P1155 PRIOR NAMI BUSINESS SYSTEMS											
	15-00148	01/30/15	INV 636237								
	1	INV 636237		1,975.00	5-01-20-120-001-026	B Maint. Contracts - Office	R	01/30/15	05/27/15	636237	N
			Vendor Total:	1,975.00							
P0044 PSE&G											
	15-00844	05/20/15	EMS 6550326206 APRIL, 2015								
	1	EMS 6550326206 APRIL, 2015		267.18	5-01-25-260-001-073	B Natural Gas Heat	R	05/20/15	05/27/15	603603196246	N
	15-00867	05/22/15	6579810904 DPW 3/16-4/14								
	1	6579810904 DPW 3/16-4/14		816.72	5-01-31-446-001-070	B Gas Heat - Borough Hall	R	05/22/15	05/27/15	6579810904	N
	15-00868	05/22/15	6606292905 DPW BANK STREET								
	1	6606292905 DPW BANK STREET		214.44	5-09-55-501-001-505	B Gas Service	R	05/22/15	05/27/15	6606292905	N
	15-00869	05/22/15	6539567103 140 N MAIN STREET								
	1	6539567103 140 N MAIN STREET		408.09	5-01-31-446-001-143	B Gas/Heat - Fire House	R	05/22/15	05/27/15	6539567103	N
	15-00870	05/22/15	AWWTP 6679486904 OAK LANE								
	1	AWWTP 6679486904 OAK LANE		724.39	5-09-55-501-002-505	B Gas Service	R	05/22/15	05/27/15	6679486904	N
	15-00871	05/22/15	DPW 6675946706140 N MAIN ST								
	1	DPW 6675946706 140 N MAIN ST		16.02	5-01-31-446-001-143	B Gas/Heat - Fire House	R	05/22/15	05/27/15	6675946706	N

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P0044 PSE&G Continued												
15-00872	05/22/15	6687890808	156 BANK STREET									
1	6687890808	156 BANK STREET	18.46	5-01-31-446-001-070	B Gas Heat - Borough Hall	R	05/22/15	05/27/15			6687890808	N
15-00873	05/22/15	6503987609	1ST AVE WATER TOWER									
1	6503987609	1ST AVE WATER TOWER	12.89	5-09-55-501-001-505	B Gas Service	R	05/22/15	05/27/15			6503987609	N
Vendor Total:			2,478.19									
Q0176 QC, INC.												
15-00735	05/01/15	INV #1691615, #1691919										
1	INV #1691615		178.00	5-09-55-501-001-532	B Outside Testing/Labs	R	05/01/15	05/27/15			1691615	N
2	INV #1691919		107.00	5-09-55-501-001-532	B Outside Testing/Labs	R	05/01/15	05/27/15			1691919	N
			285.00									
Vendor Total:			285.00									
H0140 R. DOUGLAS HOFFMAN												
15-00838	05/20/15	5/13/15 COURT SESSION										
1	5/13/15	COURT SESSION	250.00	5-01-20-176-000-047	B Acting Judge	R	05/20/15	05/27/15			5/13/15	N
Vendor Total:			250.00									
R0077 ROBERTS ENGINEERING GRP LLC												
15-00213	02/09/15	2015 BLANKET-GENERAL ENGINEER			B							
18	INV 13973	COUNCIL MEETINGS	540.00	5-01-20-165-001-104	B Attendance at Meetings (B)	R	02/11/15	05/27/15			13973	N
19	INV 13974	MISC REQUESTS	940.00	5-01-20-165-001-199	B MISCELLANEOUS	R	02/11/15	05/27/15			13974	N
			1,480.00									
15-00229	02/11/15	2015 WATER/SEWER BLANKET			B							
25	13978	GENERAL SEWERS	125.00	5-09-55-501-002-508	B Engineer	R	04/15/15	05/27/15			13978	N
26	13980	CHEM/SLUDGE CONTRACTS	120.00	5-09-55-501-002-508	B Engineer	R	04/15/15	05/27/15			13980	N
27	13979	GENERAL WATER	815.00	5-09-55-501-001-508	B Engineer	R	02/11/15	05/27/15			13979	N
28	13983	SETTING TANK REPAIRS	238.00	5-09-55-501-001-508	B Engineer	R	04/29/15	05/27/15			13983	N
29	13982	WELL NO 2 REHAB	590.00	5-09-55-501-001-508	B Engineer	R	04/29/15	05/27/15			13982	N
			1,888.00									

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
W0155 SEARING, WILLIAM, CUSTODIAN												
	15-00694	04/23/15	2015 PETTY CASH									
	1		2015 PETTY CASH	50.00	5-09-67-008-000-002	B PETTY CASH FUND	R	04/23/15	05/27/15		2015 PETTY CASH	N
	Vendor Total:			50.00								
S0087 SHERWIN WILLIAMS PAINT												
	15-00601	04/07/15	PAINT & ACCESS. FOR NEW DOORS									
	1		KEM BOND PRIMER PAINT	175.17	5-09-55-501-002-503	B Sewer Plant Maintenance	R	04/07/15	05/27/15		0398-6,0399-4	N
	2		METALASTIC DTM ACRYLIC ENAMEL	270.76	5-09-55-501-002-503	B Sewer Plant Maintenance	R	04/07/15	05/27/15			N
	3		ROLLER COVERS	19.86	5-09-55-501-002-503	B Sewer Plant Maintenance	R	04/07/15	05/27/15		0398-6	N
	4		ROLLER FRAME	9.57	5-09-55-501-002-503	B Sewer Plant Maintenance	R	04/07/15	05/27/15			N
	5		PLASTIC TRAY	8.97	5-09-55-501-002-503	B Sewer Plant Maintenance	R	04/07/15	05/27/15		0399-4	N
	6		DISCOUNT	2.79	5-09-55-501-002-503	B Sewer Plant Maintenance	R	05/18/15	05/27/15		0399-4	N
	Vendor Total:			481.54								
S0051 SOKOL, BEHOT & FIORENZO												
	15-00829	05/19/15	#143950(Advice)/143951 (mtgs.)									
	1		#143950-April Advice	390.00	5-01-21-180-001-107	B Planning Board - Attorney	R	05/19/15	05/27/15		#143950	N
	2		#143951-April Meetings	166.66	5-01-21-180-001-107	B Planning Board - Attorney	R	05/19/15	05/27/15		#143951	N
	Vendor Total:			556.66								
	15-00831	05/19/15	#143953 - compliance review									
	1		#143953 - compliance review	30.00	PEDDE02-14	P NEW DORMS	R	05/19/15	05/27/15		#143953	N
	Vendor Total:			586.66								
S0037 SONIA MARCOS												
	15-00848	05/21/15	4/11/15 COURT SESSION									
	1		4/11/15 COURT SESSION	60.00	5-01-20-176-000-114	B Court Assistance	R	05/21/15	05/27/15		4/22/15 COURT	N
	Vendor Total:			60.00								
S0098 SOPRONYI, DEBRA L.												
	15-00781	05/12/15	TRAVEL REIMBURSEMENT									
	1		MILEAGE REIMBURSEMENT	332.35	5-01-20-120-001-045	B CLERK'S OFFICE MILEAGE	R	05/12/15	05/27/15			N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	Item Description		Amount	Charge Account	Acct Type Description						
S0098 SOPRONYI, DEBRA L. Continued											
	15-00781 05/12/15 TRAVEL REIMBURSEMENT			Continued							
	2 TOLLS		6.00	5-01-20-120-001-045	B CLERK'S OFFICE MILEAGE	R	05/12/15	05/27/15			N
	3 PARKING		20.00	5-01-20-120-001-045	B CLERK'S OFFICE MILEAGE	R	05/12/15	05/27/15			N
			<u>358.35</u>								
	Vendor Total:		358.35								
S0375 STEVENSON SUPPLY CO.											
	15-00737 05/01/15 INV #516899										
	1 INV #516899		38.95	5-01-26-290-001-128	B Maint.-Downtn Irrigation Sys.	R	05/01/15	05/27/15		516899	N
	Vendor Total:		38.95								
T0030 THE TIMES											
	15-00813 05/18/15 LEGAL AD 12/10/14;2/20-4/10/15										
	1 NOTICE TO BIDDERS SLUDGE CAKE		59.16	4-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	2 NOTICE TO BIDDERS 2/20/15		55.10	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	3 BUDGET MEETING NOTICE 3/7/15		7.54	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	4 ORD 2015-02 INTRO 3/20/15		28.71	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	5 ORD 2015-02 ADOPT 3/26/15		30.16	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	6 ORD 2015-03 INTRO 3/26/15		24.36	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	7 ORD 2015-04 ADOPT		31.90	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	8 ORD 2015-05 INTRO 4/10/15		26.68	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	9 ORD 2015-02 ADOPT 4/10/15		20.30	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	10 ORD 2015-03 ADOPT 4/10/15		13.34	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	11 ORD 2014-07 INTRO 4/10/15		30.74	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	12 ORD 2015-06 - INTRO 4/10/15		31.32	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	13 NOTICE TO BIDDERS		17.40	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	14 PLANNING BOARD 2015-01 2/19/15		17.11	5-01-21-180-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	15 PLANNING BOARD 2015-06 2/19/15		17.98	5-01-21-180-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	16 PLANNING BOARD 2015-05 2/19/15		21.46	5-01-21-180-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	17 PLANNING BOARD 2015-04 2/19/15		22.04	5-01-21-180-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	18 PLANNING BOARD 2015-03 2/19/15		57.13	5-01-21-180-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N
	19 LEGAL AD 3/20/15		21.75	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15		1089910	N

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
T0030 THE TIMES Continued											
	15-00813	05/18/15	LEGAL AD 12/10/14;2/20-4/10/15		Continued						
	20	LEGAL AD 3/20/15		30.74	5-01-20-120-001-021	B Advertisements	R	05/18/15	05/27/15	1089910	N
				564.92							
			Vendor Total:	564.92							
TRAPF005 TRAP FIND, LLC											
	15-00747	05/01/15	TRAINING - ESPOSITO								
	1	TRAINING - ESPOSITO		150.00	5-01-25-240-001-042	B Education & Training	R	05/01/15	05/27/15		N
			Vendor Total:	150.00							
T0LIC TREASURER STATE OF NEW JERSEY											
	15-00861	05/22/15	ENV REGULATN PERMIT FEE0029475								
	1	ENV REGULATN PERMIT FEE0029475		12,156.49	5-09-55-501-002-520	B Discharge Permits/Licenses	R	05/22/15	05/27/15	ENV FEE0029475	N
	15-00887	05/26/15	INV #150537540								
	1	INV #150537540		2,000.00	5-01-26-290-001-127	B Street Repair & Maintenance	R	05/26/15	05/27/15	150537540	N
			Vendor Total:	14,156.49							
T0130 TRIANGLE COPY/											
	15-00729	05/01/15	BUSINESS CARDS - ESPOSITO								
	1	BUSINESS CARDS - ESPOSITO		75.00	5-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	05/01/15	05/27/15	16890EW	N
			Vendor Total:	75.00							
T1886 TWIN COUNTY JANITORIAL											
	15-00731	05/01/15	PAPER SUPPLIES								
	1	L4822K-RL - 40 X 48 BAGS		144.25	5-01-20-125-001-035	B Paper Products/Janitorial	R	05/01/15	05/27/15	023568-00	N
	2	S243306B - 24 X 33 BLACK		75.00	5-01-20-125-001-035	B Paper Products/Janitorial	R	05/01/15	05/27/15	0023568-00	N
	3	A786 - JR. JUMBO TP		85.56	5-01-20-125-001-035	B Paper Products/Janitorial	R	05/01/15	05/27/15	023568-00	N
	4	P780B - 8" X 800 FT. WHITE		175.32	5-01-20-125-001-035	B Paper Products/Janitorial	R	05/01/15	05/27/15	023568-00	N
				480.13							
			Vendor Total:	480.13							

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
U0007 UNIVAR USA												
	15-00359	02/24/15	RES 2015-61 CHLORINE		B							
	4	HB788119	CHLORINE	324.00	5-09-55-501-001-526	B Chlorine	R	02/24/15	05/27/15		HB788119	N
	5	INV HB789901	DATED 4/20/15	243.00	5-09-55-501-001-526	B Chlorine	R	02/24/15	05/27/15		HB789901	N
				567.00								
15-00360 02/24/15 RES 2015-61 CHLORINE												
	4	INV HB791029	DATED MAY 4, 2015	162.00	5-09-55-501-002-526	B Chlorine-Liquid	R	02/24/15	05/27/15		HB791029	N
15-00362 02/24/15 RES 2015-41 SULFUR DIOXIDE												
	3	INV HB791035	DATED 5/4/15	1,035.00	5-09-55-501-002-543	B Sulfur Dioxide (SO 2)	R	02/24/15	05/27/15		HB791035	N
15-00363 02/24/15 RES 2015-34 CALCIUM HYDROXIDE												
	4	INV HB791028	CALCIUM HYDROXIDE	1,240.00	5-09-55-501-001-527	B Calcium Hydroxide - Lime	R	02/24/15	05/27/15		791028	N
			Vendor Total:	3,004.00								
V0019 VERIZON												
	15-00894	05/27/15	WTP 201Z02932023918Y 5/16/15									
	1	WTP 201Z02932023918Y	5/16/15	64.98	5-09-55-501-003-545	B Telephone-w/S-VERIZON	R	05/27/15	05/27/15		201Z02932023918	N
			Vendor Total:	64.98								
V0022 VERIZON WIRELESS												
	15-00850	05/21/15	442014572-00001 4/11-5/10									
	1	442014572-00001	4/11-5/10	200.20	5-01-43-507-001-029	B Maint. Contracts - Other	R	05/21/15	05/27/15		442014572-00001	N
			Vendor Total:	200.20								
W0073 WASTE MANAGEMENT OF NJ, INC.												
	15-00099	01/23/15	2015 RECYCLING CONTRACT		B							
	6	2586542-0502-4	MAY DUMPSTER	2,616.00	5-01-26-311-001-029	B Recycling Contract co-mingle-paper/cdbd	R	01/23/15	05/27/15		2586542-0502-4	N
			Vendor Total:	2,616.00								
W0071 WASTE MGMT OF NEW JERSEY, INC.												
	15-00366	02/24/15	RES 2015-42 SLUDGE		B							
	16	TICKET 780960	4/03/15	1,149.48	5-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	02/24/15	05/27/15		780960	N

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
W0071 WASTE MGMT OF NEW JERSEY, INC. Continued											
	15-00366	02/24/15	RES 2015-42 SLUDGE		Continued						
	17	TICKET 780963	4/03/15	1,377.33	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	02/24/15	05/27/15	780963	N
	18	TICKET 785817	4/10/15	1,352.22	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	02/24/15	05/27/15	785817	N
	19	TICKET 785818	4/10/15	1,436.85	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	02/24/15	05/27/15	785818	N
	20	TICKET 793430	4/21/15	1,617.27	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	02/24/15	05/27/15	793430	N
	21	TICKET 793432	4/21/15	1,416.39	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	02/24/15	05/27/15	793432	N
	22	TICKET 796193	4/24/15	1,357.80	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	02/24/15	05/27/15	796193	N
				<u>9,707.34</u>							
	15-00834	05/19/15	INV 2587466-0502-5	5/1/15							
	1	INV 2587466-0502-5	5/1/15	1,243.62	5-09-55-501-002-540	B Grit/Screening Disposal-Waste Mgmt	R	05/19/15	05/27/15	2587466-0502-5	N
		Vendor Total:		10,950.96							
W0096 WATER WORKS SUPPLY CO., INC.											
	15-00789	05/12/15	INV #IF81956								
	1	INV #IF81956		1,097.41	5-09-55-501-001-535	B Hydrants and Line Repair	R	05/12/15	05/27/15	IF81956	N
	2	INV #IF81956-- FREIGHT		114.68	5-09-55-501-001-535	B Hydrants and Line Repair	R	05/27/15	05/27/15	IF81956	N
				<u>1,212.09</u>							
		Vendor Total:		1,212.09							
WHITE005 WHITETAIL LOCK & SECURITY											
	15-00698	04/23/15	LOCKING SYSTEM WITH 10 KEYS								
	1	SCHLAGE AL70PD C123 CLASSROOM		2,429.00	C-08-55-949-001-544	B RES 2014-12 MISC WATER/SEWER IMPROVEMENT	R	04/23/15	05/27/15	6523	N
		Vendor Total:		2,429.00							
Z0106 ZEP SALES & SERVICE											
	15-00168	02/03/15	CLEANING SUPPLIES Q#10138428								
	1	IMP 7576 5 GL EZ FILL CONTAINR		28.54	5-09-55-501-002-535	B Chemicals Miscellaneous	R	02/03/15	05/27/15		N
	2	ZEP VELVET LOTION SOAP 4-1 GL		80.48	5-09-55-501-002-535	B Chemicals Miscellaneous	R	02/03/15	05/27/15		N
	3	ZEP MTR MIST GREEN APPLE AERO		83.48	5-09-55-501-002-535	B Chemicals Miscellaneous	R	02/03/15	05/27/15		N
	4	ZEP RINGMASTER ANGLED NECK 1CS		114.48	5-09-55-501-002-535	B Chemicals Miscellaneous	R	02/03/15	05/27/15		N
	5	CONCENTRATED GLASS CLEANER 1CS		90.52	5-09-55-501-002-535	B Chemicals Miscellaneous	R	02/03/15	05/27/15		N
	6	ZEP INSTANT HAND SANITIZER GEL		56.31	5-09-55-501-002-535	B Chemicals Miscellaneous	R	02/03/15	05/27/15		N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description	Amount	Charge Account	Acct Type Description								
Z0106 ZEP SALES & SERVICE			Continued								
15-00168 02/03/15 CLEANING SUPPLIES Q#10138428			Continued								
7 SHIPPING AND HANDLING	44.90	5-09-55-501-002-535	B Chemicals Miscellaneous			R	02/03/15	05/27/15			N
	498.71										
15-00216 02/10/15 40 LB PAILS SEWER AID											
1 40 LB PAILS SEWER AID	1,638.00	5-09-55-501-002-534	B Sewer Aid			R	02/10/15	05/27/15			N
Vendor Total:	2,136.71										

Total Purchase Orders: 103 Total P.O. Line Items: 189 Total List Amount: 118,791.48 Total Void Amount: 0.00

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	4-01	59.16	0.00	59.16	0.00	0.00	0.00	59.16
CURRENT FUND	5-01	67,602.28	0.00	67,602.28	0.00	0.00	0.00	67,602.28
	5-09	43,449.79	0.00	43,449.79	0.00	0.00	0.00	43,449.79
	5-21	0.00	0.00	0.00	0.00	0.00	3,345.00	3,345.00
	Year Total:	111,052.07	0.00	111,052.07	0.00	0.00	3,345.00	114,397.07
GENERAL CAPITAL	C-04	585.00	0.00	585.00	0.00	0.00	0.00	585.00
WATER/SEWER CAPITAL	C-08	2,429.00	0.00	2,429.00	0.00	0.00	0.00	2,429.00
	Year Total:	3,014.00	0.00	3,014.00	0.00	0.00	0.00	3,014.00
TRUST OTHER - FUND #12	T-12	1,321.25	0.00	1,321.25	0.00	0.00	0.00	1,321.25
Total of All Funds:		115,446.48	0.00	115,446.48	0.00	0.00	3,345.00	118,791.48

Project Description	Project No.	Rcvd Total	Held Total	Project Total
BARON INSPECTION FEES	BAR1307I	85.00	0.00	85.00
MILLSTONE BASIN HABITAT	MIL11-02	85.00	0.00	85.00
NEW DORMS	PEDDE02-14	2,977.00	0.00	2,977.00
MINOR SUBDIVISION	TECKN03-14	198.00	0.00	198.00
Total of All Projects:		<u>3,345.00</u>	<u>0.00</u>	<u>3,345.00</u>

Resolution 2015-151

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

APPOINTING CERTAIN CODE ENFORCEMENT OFFICIALS FOR THE BOROUGH OF HIGHTSTOWN

WHEREAS, there is a need for a Zoning Official, Housing Inspector, and Zoning Officer in Hightstown Borough to assist with code enforcement; and

WHEREAS, the Borough Administrator has recommended the following appointments to be effective June 1, 2015:

George Chin	Zoning Official
Chad Reed	Housing Inspector
David Bell	Zoning Officer

; and

WHEREAS, the Mayor and Council have reviewed the recommendation of the Borough Administrator and found that these appointments will benefit the residents of the Borough and improve code enforcement in the Borough; and

WHEREAS, it is the desire of the Mayor and Council to make the appointments as recommended.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the appointments as listed in this resolution shall be effective June 1, 2015.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-152

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING A SHARED SERVICES AGREEMENT WITH ROBBINSVILLE TOWNSHIP FOR EMERGENCY MEDICAL SERVICES

WHEREAS, there is a need for Emergency Medical Service coverage in Hightstown Borough; and

WHEREAS, Hightstown Borough desires to enter into an agreement with Robbinsville Township for Emergency Medical Service and Robbinsville Township has agreed to provide said services to Hightstown Borough; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for Emergency Medical Service for the period June 1, 2015 through December 31, 2015; and

WHEREAS, this agreement may be extended by mutual agreement of the parties for up to two (2) additional one year terms; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, will be Ten Thousand Five Hundred Dollars annually, to be pro-rated for the period of June 1, 2015 to December 31, 2015; and

WHEREAS funds for this expenditure will be made available in the 2015 budget;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown as follows:

1. The Shared Services Agreement with the Township of Robbinsville for Emergency Medical Service for the period June 1, 2015 through December 31, 2015 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. The Mayor and Borough Clerk are hereby authorized and directed to execute the agreement for same.
3. This agreement is approved subject to the provision of adequate funds in the Borough's 2015 budget.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk

SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF ROBBINSVILLE
AND BOROUGH OF HIGHTSTOWN

THIS SHARED SERVICES AGREEMENT is effective June 1, 2015, between the TOWNSHIP OF ROBBINSVILLE, a municipal corporation of the State of New Jersey, 1 Washington Boulevard, Robbinsville, NJ, hereinafter referred to as "Township of Robbinsville", and BOROUGH OF HIGHTSTOWN, a municipal corporation of the State of New Jersey, 156 Bank Street, Hightstown, NJ, hereinafter referred to as "Hightstown."

Witnesseth that:

Whereas, Hightstown desires to contract with the Township of Robbinsville for the provision of emergency medical ambulance services (hereinafter "EMS Services"); and

Whereas, the Township of Robbinsville is agreeable to providing said EMS Services to Hightstown through the Township's existing contract with Capital Health, Inc. for a fee and pursuant to certain specified conditions; and

Whereas, the *Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.* permits local units of this State to enter into a contract with any other local unit for the joint provisions within their combined jurisdictions of any service which any party to the agreement is empowered to render within its jurisdiction; and

Whereas, the Township of Robbinsville and the Borough of Hightstown have authorized and approved of this Agreement by resolution duly adopted pursuant to *N.J.S.A. 40A:65-5* of the *Uniform Shared Services Consolidation Act*;

Now, Therefore, in consideration of the mutual agreements and covenants contained herein, the parties hereto agree as follows:

1. **Term.** This Agreement shall take effect June 1, 2015 and expire December 31, 2015, unless extended by mutual agreement of the parties for up to two (2) additional one (1) year terms.
2. **Scope of Services.** The Township of Robbinsville shall provide the requested EMS Services to Hightstown pursuant to the terms and conditions of the Township of Robbinsville's Contract for Emergency Medical/Ambulance Services with Capital Health, Inc., as amended. A copy of the Township of Robbinsville's base agreement and amendment with Capital Health, Inc. are attached hereto as Exhibit A.
3. **Fees.** The Township of Robbinsville shall charge Hightstown for said services an annual fee of \$10,500, which shall be pro-rated for 2015 from June 1, 2015.
4. **Liability.** (a) The Township of Robbinsville and Hightstown shall be responsible for acts of their own negligence consistent with the provisions of the *New Jersey Tort Claims Act, N.S.J.A. 59:1-1 et seq.*, arising out of or related to performance of any activity under the terms of this Agreement.

(b) During the term of this agreement, Hightstown shall defend and indemnify the Township of Robbinsville, its agents, servants, employees, officers and directors, from and against any demand or claim, or assertion of liability, or any action founded thereon, including reasonable attorney's fees, arising out of, or alleged to have arisen out of the performance by the Township in providing the services contemplated by this agreement and, so long as the actions upon which the demand or claim, or assertion of liability are founded, were performed in the course of carrying out official duties on behalf of Hightstown Borough and were not out of the scope of performing official duties or performed in bad faith, and did not constitute actual fraud, actual malice, willful misconduct, an intentional act or a criminal act.

(c) During the term of this agreement, Hightstown Borough shall add Robbinsville Township to its general liability insurance policies for coverage.

- 5. Extension or Termination.** Each party shall notify the other in writing sixty (60) days before expiration of this agreement if it desires to extend the contract for an additional one year term.

IN WITNESS WHEREOF, parties of the Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

ATTEST: (Affix Seal)

TOWNSHIP OF ROBBINSVILLE

MICHELE SEIGFRIED,
Township Clerk

DAVID FRIED, Mayor

ATTEST: (Affix Seal)

HIGHTSTOWN BOROUGH

DEBRA L. SOPRONYI
Borough Clerk

LAWRENCE D. QUATTRONE, Mayor

**FIRST AMENDMENT TO CONTRACT BY AND BETWEEN THE TOWNSHIP
OF ROBBINSVILLE AND CAPITAL HEALTH, INC. FOR THE PROVISION OF
EMERGENCY MEDICAL/AMBULANCE SERVICES (hereinafter,
“Amendment”)**

BACKGROUND

WHEREAS, by Resolution 2012-279, the Township of Robbinsville (hereinafter “Township”) awarded a contract to Capital Health, Inc. (hereinafter “Capital Health”) for the provision of emergency medical ambulance services for the Township of Robbinsville for an initial three (3) year ending December 31, 2015, with the option to extend the contract for two additional one (1) year terms; and

WHEREAS, the Township executed a contract with Capital Health effective as of January 1, 2013 for said services (hereinafter “Contract”); and

WHEREAS, the Township of Robbinsville has negotiated a shared services agreement with Hightstown Borough for EMS services with Capital Health as set out in this Amendment; and

WHEREAS, Capital Health has agreed to provide these additional services to Hightstown pursuant to the terms of this Amendment to Contract for Emergency Medical/Ambulance Services; and

WHEREAS, it is necessary for the Township Council of the Township of Robbinsville to approve this Amendment.

WHEREAS, the Township and Capital Health wish to memorialize their agreement in this Amendment.

NOW THEREFORE, the parties hereto hereby agree as follows:

1. The Background section set forth above is hereby incorporated by reference and made a part hereof as if more fully set forth herein at length.
2. The terms and conditions of the Contract are also incorporated herein by reference and made a part hereof as if more fully set forth herein at length.
3. The terms and conditions of the Contract are hereby amended such that Capital Health will also provide emergency medical ambulance services to Hightstown Borough, in addition to its current services with the Township of Robbinsville. Capital Health will not charge Township any additional fees for said services. In that regard, when a primary ambulance is on an assignment in either municipality, it is agreed that mutual aid will be used for any additional calls. In the event that a Capital Health EMS unit becomes committed to an

assignment for any extended period such as a fire stand-by, Capital Health will make every effort to send a back-up unit into Robbinsville to cover additional calls.

- 4. All other terms and conditions of the Contract not amended or modified by this Amendment shall remain in full force and effect until such time as the Contract ends by its term, as may be extended, is otherwise terminated or a new contract is awarded by the Township, whichever is the sooner to occur.

IN WITNESS WHEREOF, TOWNSHIP and CONTRACTOR have executed this Agreement below and it shall be effective as of June _____, 2015.

ATTEST:

TOWNSHIP OF ROBBINSVILLE

Michele Seigfried, Township Clerk

By: _____
Joy Tozzi, Township Administrator

ATTEST:

CAPITAL HEALTH, INC.

By: _____

**CONTRACT
FOR
EMERGENCY MEDICAL/AMBULANCE SERVICES**

THIS AGREEMENT (hereinafter referred to as the "Agreement") is effective as of the First day of January, 2013, by and between the Township of Robbinsville, a municipal corporation of the State of New Jersey, with offices at One Washington Boulevard, Robbinsville, NJ 08691 (hereinafter referred to as the "TOWNSHIP"); and Capital Health, Inc., a New Jersey corporation, with its principal place of business at 750 Brunswick Avenue, Trenton, New Jersey 08638 (hereinafter referred to as "CONTRACTOR"). TOWNSHIP and CONTRACTOR will hereinafter occasionally be referred to collectively as the "PARTIES."

WITNESSETH:

WHEREAS, by Resolution 2012-279 adopted on December 27, 2012, the Township Council of the Township of Robbinsville, County of Mercer, State of New Jersey, authorized the TOWNSHIP to enter into an Agreement with CONTRACTOR to provide Emergency Medical/Ambulance Services within the Township, at all times in accordance with the terms and conditions contained herein; and

WHEREAS, CONTRACTOR is a fully licensed medical transportation company, providing services throughout the State of New Jersey, which agrees to perform such Emergency Medical/Ambulance Services for the TOWNSHIP as provided for in this Agreement.

NOW THEREFORE, in consideration of the covenants set forth herein, the PARTIES agree as follows:

SECTION I: RELATIONSHIP TO THE PARTIES AND CONTRACT DOCUMENTS

1.1 Independent Contractor: It is mutually understood and agreed that in the performance of the duties and obligations of the PARTIES to this Agreement, each party hereto is a separate and independent contractor. Neither party is the principal, agent or representative of the other; nor will any employee of either party be considered an employee of the other party.

1.2 Contract Documents:

The Contract Documents shall consist of the following:

1. Notice and Advertisement for Bids;
2. Instructions and Contract Forms for Emergency Medical/Ambulance Services for Robbinsville Township;
3. Supplemental Specifications for Emergency Medical/Ambulance Services;
4. Bid Proposal Form;

5. Contractor's Proposal (as accepted) including all documents required to be submitted therewith and completed/ and or executed;

6. This Agreement.

The Contract Documents are fully as part of the Agreement between TOWNSHIP and CONTRACTOR as if hereto attached or herein repeated.

SECTION 2: REPRESENTATIONS BY TOWNSHIP

- 2.1 Township Designation: TOWNSHIP hereby agrees to recognize CONTRACTOR as the designated contractor for providing Emergency Medical Services to the Township during the days and hours specified herein. Immediately upon the execution of this Agreement, TOWNSHIP shall provide necessary parties with written notice of this Agreement. Said written notice shall state with specificity the terms of this Agreement that address when and how emergency ambulance calls during the designated periods should be directed to CONTRACTOR.
- 2.2 Township Cooperation: TOWNSHIP hereby represents that it has consulted with all concerned parties regarding the necessary cooperation for successful fulfillment of the terms of this Agreement, and that said parties have agreed to work cooperatively with CONTRACTOR in establishing open lines of communication with other governmental agencies, fire companies, police and others who may work with, alongside or access the services to be provided herein.
- 2.3 Township Consent to Fee: TOWNSHIP represents that it has approved the payment of a three (3) year fee at \$7,000.00 per year for a total of \$21,000.00, to be paid in quarterly year installments, on April 1, July 1, October 1 and January 1, with the first payment being due and owing on April 1, 2013 and continuing thereafter as the service is provided and fee is earned as specified hereunder, for each and every year this Agreement is in force, to cover the following persons:
- (a) Each and every residential household within the TOWNSHIP'S territorial jurisdiction; and
 - (b) Each and every employee of the TOWNSHIP during the hours when the employee is working; and
 - (c) Each and every employee of a commercial business located within the TOWNSHIP'S territorial jurisdiction during the hours when the employee is working for said business; and
 - (d) Each and every visitor to a residential household within the Township's territorial jurisdiction when the transport of that individual originates at the resident's private home.
 - (e) Each and every student, staff member or volunteer at any facility operated by the Robbinsville Township School District, while these individuals are engaged in school related activities.

- (f) Additional Township special events including parades, fireworks, and other large Township sponsored events, excluding regularly scheduled sporting events.

SECTION 3: OBLIGATIONS OF CONTRACTOR

- 3.1 Ambulance Services: CONTRACTOR shall maintain and staff one (1) primary ambulance, to be provided by Township, in a ready state to respond to emergency medical service calls received by the TOWNSHIP 24 hours a day, seven days a week. CONTRACTOR further agrees that whenever possible, it will make every reasonable effort to staff one (1) secondary ambulance, also to be provided by Township that will be dispatched if the TOWNSHIP receives additional emergency calls while the primary ambulance is already in use.
- 3.2 Licensure: The primary ambulance, as well as secondary ambulances dispatched for service shall meet the requirements of all Federal, State and Local laws, regulations and licensure standards.
- 3.3 Maintenance: The primary ambulance as well as the secondary ambulances to be used for service to the TOWNSHIP shall be maintained by the TOWNSHIP to ensure that they are in sound mechanical condition. The CONTRACTOR will be responsible for keeping the ambulances clean and properly stocked with the usual, necessary and appropriate supplies as to their purpose and need.
- 3.4 Equipment: CONTRACTOR agrees to provide all equipment and supplies necessary to perform under this Agreement. Equipment and supplies shall include, but not be limited to, stretchers, backboards, splints, oxygen, oxygen tanks, bandages, gauze pads, dressings, saline solutions, and all other ambulance equipment and first aid medical supplies as required by the New Jersey Department of Health. All equipment and supplies shall meet New Jersey Department of Health regulations.
- 3.5 Infectious Control Management: CONTRACTOR shall be responsible for complying with all standards, practices and regulations governing the management, treatment and environmental control of patients, personnel and equipment to prevent exposure or transmission of infectious disease.
- 3.6 Patient Transport Destination: The CONTRACTOR, while giving due consideration to patient's preference, shall transport patient(s) to the nearest appropriate health care facility.
- 3.7 Non-Discrimination: CONTRACTOR agrees not to differentiate or discriminate in the delivery of its services to individuals because of race, color, national origin, ancestry, religion, sex, marital status, sexual preference, age, financial ability or medical condition, and agrees to render treatment and care to all persons in the same manner and in accord with the same standards as offered to other persons.

- 3.8 Reporting Requirements: CONTRACTOR agrees to provide quarterly reports and a year end summary to the TOWNSHIP detailing statistical information including but not limited to the number of dispatches, the number of patient transports, destination of these patient transports, number of and percentage of patients covered by Medicare, Medicaid, private insurance, self insured, uninsured and self pays. This report shall be submitted to the TOWNSHIP within thirty (30) days of the end of each quarter.
- 3.9 Communication Equipment: CONTRACTOR agrees to provide and maintain radio equipment that complies with the Emergency Medical Services Communication System requirements. All personnel on duty shall carry on their person compatible portable radio equipment and alerting devices. All such communication devices shall be compatible with the TOWNSHIP Police Department's frequencies.
- 3.10 Disaster Response: CONTRACTOR agrees to report to the TOWNSHIP during disasters, large scale incidents or an event significant enough for the Township's Emergency Operations Center to be placed into service, for the purpose of assisting the TOWNSHIP with services beyond the scope of the ambulance coverage required herein.

SECTION 4: DISPATCH AND HOURS OF SERVICE

- 4.1 Hours of Service: The Robbinsville Township Police Department shall be instructed by the TOWNSHIP to contact CONTRACTOR at all times to respond to any and all requests for emergency medical service within the TOWNSHIP.
- 4.2 Cooperation of Township Police Department: The PARTIES hereby recognize that all calls requesting emergency medical services from the TOWNSHIP are received by the Robbinsville Township Police Department and that it is the responsibility of the Robbinsville Township Police Department to thereafter dispatch an ambulance to respond to the emergency calls. TOWNSHIP hereby agrees that it will work in cooperation with the Robbinsville Township Police Department to ensure that an ambulance is dispatched pursuant to Section 4.1 above.
- 4.3 Radio Equipment: CONTRACTOR shall supply and maintain radio equipment which shall comply with the Emergency Medical Services Communication System. All personnel shall carry compatible portable radio equipment. All such equipment shall be compatible with the TOWNSHIP Police Department's frequencies.

SECTION 5: RESPONSE TIMES

- 5.1 Primary Ambulance Response Time: CONTRACTOR agrees that the primary ambulance will make all reasonable efforts to provide a response time of no more than 10 minutes for ninety percent (90%) of the TOWNSHIP'S emergency calls to which it responds.
- 5.2 Second Assignment Response: The regional dispatch center will assign a mutual aid ambulance to any emergency call when the primary ambulance is on an assignment. Mutual Aid will be based on the closest available unit in accordance with established regional response plans.

- 5.3 Back-up Ambulance coverage: In the event the primary ambulance becomes committed to an assignment that would keep them out of service for an extended period of time, such as a large fire stand-by, the CONTRACTOR will make a reasonable effort to staff the TOWNSHIP's secondary ambulance or provide a second ambulance as expeditiously as possible.

SECTION 6: PERSONNEL

- 6.1 Vehicle Staff: Each ambulance utilized by the CONTRACTOR to provide emergency medical service shall be staffed by two (2) certified Emergency Medical Technicians ("EMTs") who shall be employed by the CONTRACTOR. Additionally, all such personnel shall be groomed and neatly dressed in a recognizable uniform with name badge visible, and will perform their duties in a professional manner.
- 6.2 Vehicle Operators: CONTRACTOR will assure that all personnel who operate an ambulance will have a valid current driver's license and will receive driver training from the CONTRACTOR.
- 6.3 Supervisory Oversight: The CONTRACTOR will utilize its 24 hour, 7 days per week, multi-tier supervisory team to provide periodic checks on the duty crew, assure that all requirements are met, assure that supplies are replenished and to assure compliance with the specifications of the service requirements as set forth herein by the TOWNSHIP.

SECTION 7: POST LOCATION

- 7.1 Post Location: TOWNSHIP hereby agrees to supply CONTRACTOR with an adequate location within the TOWNSHIP for stationing personnel and parking ambulances during the hours of service. During the hours of operation, the primary ambulance shall be based at the designated post location and remain within the TOWNSHIP boundaries, unless transporting a patient to or from a hospital, or if providing mutual aid to a neighboring municipality in compliance with current mutual aid pacts.
- 7.2 Designated Post Location: TOWNSHIP hereby designates the Township of Robbinsville Division of Fire station located at 1149 Route 130, Robbinsville, New Jersey 08691 as the post location.

SECTION 8: COMPENSATION

- 8.1 Invoicing: CONTRACTOR intends to have the majority of the reimbursement for its services to be derived from the invoicing of the insurance carrier(s) of any patient along with the annual stipend.
- 8.2 Subscription Plan Agreement: In addition to the reimbursement provided for in paragraph 8.1 above, TOWNSHIP hereby purchases by way of payment to

- (a) Each and every residential household within the TOWNSHIP'S territorial jurisdiction; and
- (b) Each and every employee of the TOWNSHIP during the hours when the employee is working; and
- (c) Each and every employee of a commercial business located within the TOWNSHIP'S territorial jurisdiction during the hours when the employee is working for said business; and
- (d) Each and every visitor to a residential household within the TOWNSHIP'S territorial jurisdiction when the transport of that individual originates at the resident's private home.
- (e) Each and every student, staff member or volunteer at any facility operated by the Robbinsville School District, while these individuals are engaged in school related activities.
- (f) Additional Township special events including parades, fireworks, and other large Township sponsored events, excluding regularly scheduled sporting events.

The fee shall secure the TOWNSHIP from any out-of-pocket expenses related to the use of all ambulance services that meet the guidelines established by Federal and State reimbursement programs. The additional fee shall not inhibit or disallow CONTRACTOR from pursuing all legitimate and eligible sources of third party reimbursement, including individuals who receive payment of moneys directly from any source for the provision of services provided by CONTRACTOR under the terms of this Agreement. The fee is not intended to cover the unpaid portion of any ambulance billings, deductibles or co-payments for the services provided to the non-residents of the TOWNSHIP that receive emergency medical services from CONTRACTOR, with the exceptions listed in points (a) (b) (c) (d) (e) and (f) above.

8.3 Payment of Fee: The fee of Seven Thousand Dollars (\$7,000.00) per year for an initial three year period for a total of Twenty One Thousand Dollars (\$21,000.00) shall be paid to CONTRACTOR in quarterly installments on February 1, May 1, August 1 and November 1, with the first payment being due and owing on August 1, 2010 and continuing thereafter as the service is provided and fee is earned as specified hereunder, for each and every year this Agreement is in force.

8.4 Waiver of Collection of Co-Payments: In exchange for payment of the above fee, CONTRACTOR agrees to waive the collection of any co-payments or deductibles applicable to the ambulance services to be provided under this Agreement for TOWNSHIP residents and persons listed in points (a) (b) (c) (d) (e) and (f) of Section 8.2 exclusively. CONTRACTOR agrees that they will not accept any payments directly from TOWNSHIP residents and persons listed in points (a) (b) (c) (d) (e) and (f) of Section 8.2 for any services provided, unless said moneys represent payments received from the patient's insurance carrier to cover the cost of the ambulance services provided.

**CONTRACT
FOR
EMERGENCY MEDICAL/AMBULANCE SERVICES**

THIS AGREEMENT (hereinafter referred to as the "Agreement") is effective as of the First day of January, 2013, by and between the Township of Robbinsville, a municipal corporation of the State of New Jersey, with offices at One Washington Boulevard, Robbinsville, NJ 08691 (hereinafter referred to as the "TOWNSHIP"); and Capital Health, Inc., a New Jersey corporation, with its principal place of business at 750 Brunswick Avenue, Trenton, New Jersey 08638 (hereinafter referred to as "CONTRACTOR"). TOWNSHIP and CONTRACTOR will hereinafter occasionally be referred to collectively as the "PARTIES."

WITNESSETH:

WHEREAS, by Resolution 2012-279 adopted on December 27, 2012, the Township Council of the Township of Robbinsville, County of Mercer, State of New Jersey, authorized the TOWNSHIP to enter into an Agreement with CONTRACTOR to provide Emergency Medical/Ambulance Services within the Township, at all times in accordance with the terms and conditions contained herein; and

WHEREAS, CONTRACTOR is a fully licensed medical transportation company, providing services throughout the State of New Jersey, which agrees to perform such Emergency Medical/Ambulance Services for the TOWNSHIP as provided for in this Agreement.

NOW THEREFORE, in consideration of the covenants set forth herein, the PARTIES agree as follows:

SECTION I: RELATIONSHIP TO THE PARTIES AND CONTRACT DOCUMENTS

1.1 Independent Contractor: It is mutually understood and agreed that in the performance of the duties and obligations of the PARTIES to this Agreement, each party hereto is a separate and independent contractor. Neither party is the principal, agent or representative of the other; nor will any employees of either party be considered an employee of the other party.

1.2 Contract Documents:

The Contract Documents shall consist of the following:

1. Notice and Advertisement for Bids;
2. Instructions and Contract Forms for Emergency Medical/Ambulance Services for Robbinsville Township;
3. Supplemental Specifications for Emergency Medical/Ambulance Services;
4. Bid Proposal Form;

This section shall not prohibit the CONTRACTOR from attempting to obtain insurance information from persons listed in points (a) (b) (c) (d) (e) and (f) of Section 8.2, provided that this inquiry is conducted through a written notice only. This written notice shall clearly indicate, in type that is at least three (3) times the size of other type on this notice, that the notice is not a bill for service. Such notice should include language that indicates that the notice is an inquiry about insurance status only and shall not make any reference to any fee due to the CONTRACTOR. This notice shall state that the receiver of such a notice is not responsible for any costs associated with services provided by the CONTRACTOR.

- 8.5 Waiver of Collections of Fees for Services to Township Employees: In exchange for the payment of the fee, CONTRACTOR agrees to waive the collection of any fees for services rendered Township employees or Township volunteers, when the need for such services arises from the Township employees' or the Township volunteers' duties with the Township.
- 8.6 Medicare Co-Payments: The CONTRACTOR agrees to attempt to obtain Medicare co-payments from any and all secondary or supplemental insurance carriers that may cover Medicare patients. In cases where the server is unable to recover Medicare co-payments from secondary or supplemental insurance carriers of Medicare patients, the CONTRACTOR agrees to bill the Township on a quarterly basis for the aggregate amount of these Medicare co-payments. Such quarterly bills will contain detailed information, including the name of the patient, date and time of the call for service. Additionally, the CONTRACTOR agrees to submit a monthly report to the Director of the Division of Fire of the Robbinsville Township, indicating the number of Medicare patients who were transported by the CONTRACTOR to medical facilities, pursuant to this agreement in the prior month. This report should be submitted to the Director by the 15th day of each month.

SECTION 9: QUALITY ASSURANCE

- 9.1 Quality Assurance Program: CONTRACTOR agrees to establish a Quality Assurance Program to monitor and ensure compliance to the standards set out herein and to make reasonable modifications to the manner in which services are provided when appropriate.

SECTION 10: TERM

- 10.1 Term: The initial term of agreement shall be for three (3) years, starting on January 1, 2013 and ending on December 31, 2015. However, in accordance with the terms and conditions of the bid documents, the Township does reserve the right to extend the term of the contract, at its sole option, for two additional one (1) year terms so that the total

- 10.2 Early Termination: CONTRACTOR agrees that if, during the term of this Agreement and any renewal thereof, (a) they fail to meet New Jersey State Department of Health licensing guidelines; or (b) they fail to meet acceptable and proven standards of the industry; or (c) they fail to comply with the terms and provisions of this Agreement, after written notice and failure to cure the problem within thirty (30) days from receipt of said notice, the Agreement may be terminated by the TOWNSHIP prior to the expiration of the term hereof, upon written notice to CONTRACTOR.

The CONTRACTOR agrees to indemnify and hold the TOWNSHIP harmless from any liability to subcontractors/suppliers concerning payment for work performed or goods supplied arising out of the lawful termination of the contract by the TOWNSHIP under this provision.

Continuation of the terms of this contract beyond the calendar year is contingent on availability of funds in the following year's budget. In the event of unavailability of such funds, the TOWNSHIP reserves the right to cancel this contract.

SECTION II: INSURANCE AND INDEMNIFICATION

- 11.1 Insurance: CONTRACTOR agrees that at all times throughout the duration of this Agreement that it will maintain General and Professional Liability Insurance with limits of \$1,000,000 per individual claim and \$3,000,000 in the annual aggregate, naming the TOWNSHIP as an additional insured. CONTRACTOR will provide the TOWNSHIP with a Certificate of Insurance evidencing such coverage during each year of this Agreement.
- 11.2 Automobile Liability Insurance: CONTRACTOR agrees that at all times throughout the duration of this Agreement, CONTRACTOR will maintain Automobile Liability Insurance covering owned, hired and non-owned and/or non-hired and non-owned, as applicable, vehicles used in performance of this Agreement, with limits of not less than \$1,000,000 per individual and \$3,000,000 per occurrence for bodily injury and \$500,000 per occurrence for property damage.
- 11.3 Workers' Compensation Insurance: CONTRACTOR agrees that at all times throughout the duration of this Agreement, they will maintain Workers' Compensation Insurance on all CONTRACTOR personnel engaged in performance of this Agreement, as required by and in amounts specified under New Jersey law.
- 11.4 Indemnification: CONTRACTOR hereby agrees to indemnify the TOWNSHIP, and to defend and hold them harmless, from all demands, claims, lawsuits, causes of actions, losses, assessments, damages, deficiencies, judgments, liabilities, costs and expenses (including interest, penalties and reasonable attorney's fees and disbursements) arising

11.5 Limitation on Liability: It is hereby agreed and understood that any responsibility or obligation on the part of the CONTRACTOR to provide Emergency Medical Services to the TOWNSHIP is specifically and strictly limited to the Hours of Service designated in paragraph 3.1. Any extension of hours in paragraph 3.1 must be agreed to in writing by both TOWNSHIP and CONTRACTOR.

SECTION 12: GENERAL PROVISIONS

12.1 Notices. All notices, requests, demands and other communications hereunder shall be deemed to have been fully given if delivered in hand or transmitted by facsimile (if followed by a copy by mail within three (3) business days) or mailed by certified or registered mail:

TO TOWNSHIP:

Township of Robbinsville
One Washington Blvd, Suite 6
Robbinsville, New Jersey 08691
Attn: Joy Tozzi, Administrator
Telephone: 609-918-0002 x 100
Facsimile: 609-918-1442

WITH A COPY TO:

Mark Roselli, Esq.
Roselli Grigel Lozier & Lazzaro, PC
1337 State Highway 33
Hamilton, New Jersey 08690
Telephone: 609-586-2257
Facsimile: 609-586-2476

TO CONTRACTOR:

Capital Health
Emergency Medical Services
65 Prospect Street
Trenton, New Jersey 08618
Attn: James Boozan, Emergency Services Director
Telephone: 609-815-7000
Facsimile:

- 12.2 Compliance With Law: CONTRACTOR shall comply with all applicable federal, state and local laws and regulations relating hereto.
- 12.3 Law Governing Jurisdiction: This Agreement shall be construed under and governed by the laws of the State of New Jersey and the parties hereto agree that any suit or action in law or in equity may only be brought in a court within the State of New Jersey and said court shall have sole and exclusive jurisdiction over the lawsuit.
- 12.4 Fees and Expenses: The PARTIES to this Agreement each will bear its own expenses in connection with the negotiation and consummation of the transactions contemplated by this Agreement.
- 12.5 Entire Agreement: This Agreement is complete, and all promises, representations, understandings, and agreements with reference to the subject matter hereof, and all inducements to the making of this Agreement relied upon by both the PARTIES hereto, have been expressed herein.
- 12.6 Amendment: This Agreement may not be amended, and any waiver, change, modification, consent or discharge may not be effected, except by an instrument in writing signed by both of the PARTIES.
- 12.7 Assignability: This Agreement shall be binding upon, and shall be enforceable by, and inure to the benefit of, the PARTIES hereto and their respective successors or assigns, but it shall not be assignable by CONTRACTOR to another private company or any other entity without the prior written consent of the TOWNSHIP.
- 12.8 Waivers; Severability: The failure of either of the PARTIES hereto to require the performance of a term or obligation under this Agreement or the waiver by either of the PARTIES of any breach hereunder shall not prevent subsequent enforcement of such term or obligation or be deemed a waiver of any subsequent breach hereunder. In case any one or more of the provisions of this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not effect any other provision or part of a provision of this Agreement but this Agreement shall be construed as if such invalid or illegal or enforceable provision or part of a provision had never been contained herein.
- 12.9 Section Headings: The Section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

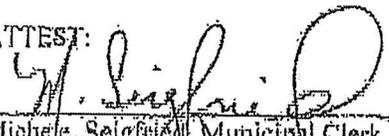
SECTION 13: MISCELLANEOUS PROVISIONS

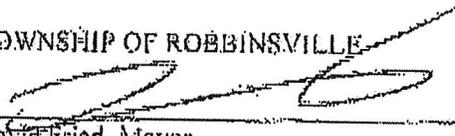
- 13.1 Certification: The CONTRACTOR shall be properly certified and licensed by the State of New Jersey, Department of Health and Senior Services.

13.2 Grids. The grids for dispatch and response protocols shall be established by the TOWNSHIP.

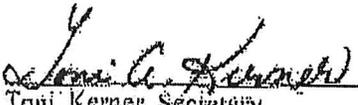
13.3 Special Events. CONTRACTOR agrees to provide, as practicable, EMTs to staff an additional ambulance for special events such as parades, fireworks and other TOWNSHIP sponsored events.

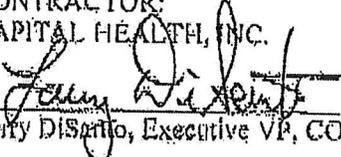
IN WITNESS WHEREOF, the PARTIES have executed this Agreement as of the date set forth above.

ATTEST:

Michele, Seigfried, Municipal Clerk

TOWNSHIP OF ROBBINSVILLE

David Fried, Mayor

Dated: 8/28/14

ATTEST:

Toni, Kerner, Secretary

CONTRACTOR:
CAPITAL HEALTH, INC.

Larry DiSanto, Executive VP, COO

Dated: 8-19-14

CERTIFICATE OF COVERAGE

DATE
(MM/DD/YYYY)
5/6/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<p>COVERAGE IS INDEPENDENTLY PROCURED BY THE INSURED</p>	<p>CONTACT NAME: _____</p> <p>PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____</p> <p>E-MAIL ADDRESS: _____</p> <p>PRODUCER CUSTOMER ID#: _____</p>
<p>INSURED</p> <p>Capital Health System 750 Brunswick Avenue Trenton, NJ 08638 USA</p>	<p>INSURER(S) AFFORDING COVERAGE</p> <p>INSURER A: Capital Region Insurance Company NAIC #: _____</p> <p>INSURER B: _____</p> <p>INSURER C: _____</p> <p>INSURER D: _____</p> <p>INSURER E: _____</p> <p>INSURER F: _____</p>

COVERAGES **CERTIFICATE NUMBER:** _____ **REVISION NUMBER:** _____

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	TYPE OF INSURANCE	ADOL	LEGBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<input checked="" type="checkbox"/> GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY			HPL Primary 2014-0001	05/01/14	05/1/16	EACH OCCURRENCE \$1,000,000
	CLAIMS MADE						DAMAGE TO RENTED PREMISES (EA OCCURANCE) \$
	<input checked="" type="checkbox"/> PROFESSIONAL LIABILITY						MED EXP (Any one person) \$
	DEFENSE INCLUDED IN LIMIT						EACH FACILITY \$
	GENL AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$6,000,000
	<input checked="" type="checkbox"/> UMBRELLA			HPL EX6085 2014-0002	05/01/14	06/1/16	PRODUCTS/COMP/CP AGG \$
	EXCESS LIAB						EACH MEDICAL INCIDENT \$2,000,000
	DEDUCTIBLE \$						EACH OCCURRENCE \$50,000,000
	RETENTION \$						AGGREGATE \$50,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OR ORGANIZATIONAL EXCLUDED?						
	(Mandatory in NH) If yes, describe in great DESCRIPTION OF OPERATIONS BELOW						
	DIRECTORS & OFFICERS LIABILITY EMPLOYMENT PRACTICES LIABILITY						EACH CLAIM \$
							AGGREGATE \$
	COMMERCIAL CRIME & FIDUCIARY LIABILITY						FIDUCIARY POLICY LIMIT \$
							CRIME POLICY LIMIT

DESCRIPTION OF OPERATIONS/ LOCATIONS / VEHICLES

Evidence of Coverage

CERTIFICATE HOLDER **CANCELLATION**

<p>Capital Health System 750 Brunswick Avenue Trenton, NJ 08638 USA</p>	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p style="text-align: center;">AUTHORIZED REPRESENTATIVE </p>
---	---

CERTIFICATE OF COVERAGE

DATE
(MM/DD/YYYY)
8/14/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<p>PRODUCER</p> <p style="text-align: center;">COVERAGE IS INDEPENDENTLY PROCURED BY THE INSURED</p>	<p>CONTACT NAME: _____</p> <p>PHONE: _____ FAX: _____</p> <p>(A/C No. Ext): _____ (A/C No.): _____</p> <p>ADDRESS: _____</p> <p>PRODUCER CUSTOMER ID #: _____</p>
<p>INSURER</p> <p>Capital Health System 750 Brunswick Avenue Trenton, NJ 08638 USA</p>	<p style="text-align: center;">INSURER(S) AFFORDING COVERAGE</p> <p>INSURER A: Capital Region Insurance Company</p> <p>INSURER B: _____</p> <p>INSURER C: _____</p> <p>INSURER D: _____</p> <p>INSURER E: _____</p> <p>INSURER F: _____</p>

COVERAGES **CERTIFICATE NUMBER:** _____ **REVISION NUMBER:** _____

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR. CLAS.	TYPE OF INSURANCE	ADDITIONAL INSR.	WVD	POLICY NUMBER	POLICY DTP (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	GENERAL LIABILITY			HPL Primary 2012-0001	05/01/12	08/1/13	EACH CLAIM \$1,000,000
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (EX OCCURRENCE) \$
	CLAIMS MADE						MED EXP (any one person) \$
	PROFESSIONAL LIABILITY						EACH FACILITY \$
	DEFENSE INCLUDED IN LIMIT						GENERAL AGGREGATE \$6,000,000
	GENL. AGGREGATE LIMIT APPLIES PER						PRODUCTS/ORDN/EXP AGG \$
	POLICY						EACH MEDICAL INCIDENT \$2,000,000
<input checked="" type="checkbox"/>	UMBRELLA LIAB			HPL Excess 2012-0002	05/01/12	08/1/13	EACH OCCURRENCE \$40,000,000
	EXCESS LIAB						AGGREGATE \$40,000,000
	DEDUCTIBLE						\$
	RETENTION						\$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY						NO STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/EMBER EXCLUDED?						OTHER
	(REGULATORY IN NH)						COMBINED SINGLE LIMIT (INDemnITY (For Occurrence)) \$
	If yes, describe under DESCRIPTION OF OPERATIONS BELOW						POLICY AGGREGATE \$
	DIRECTORS & OFFICERS LIABILITY/EMPLOYMENT PRACTICES LIABILITY						EACH CLAIM \$
							AGGREGATE \$
	COMMERCIAL CRIME & FIDUCIARY LIABILITY						FIDUCIARY POLICY LIMIT \$
							CRIME POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES
Evidence Of Coverage

<p>CERTIFICATE HOLDER</p> <p>Capital Health System 750 Brunswick Avenue Trenton, NJ 08630 USA</p>	<p>CANCELLATION</p> <p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE _____</p>
--	---

Resolution 2015-153

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING THE BOROUGH OF HIGHTSTOWN TO ENTER INTO A
DEVELOPER'S CONSTRUCTION SEQUENCE AGREEMENT
WITH THE PEDDIE SCHOOL**

WHEREAS, The Peddie School (the "Developer") intends to develop a portion of the land known and designated as Lot 1.02 in Block 53 on the Hightstown Borough Tax Map (the "Project Area"), along with adjacent areas, which parcel(s) is situated in the R-1 Zoning District, in order to demolish two existing dormitories and construct two new dormitories (the "Project"); and

WHEREAS, the Project shall also include roadway realignment and drainage improvements to the roadway that traverses the campus area and the Project Area, and the construction of an underground detention basin, landscaping, and water and sewer utility improvements; and

WHEREAS, the Developer has obtained preliminary and final site plan approval from the Hightstown Planning Board, which approval was memorialized on February 9, 2015, by Resolution No. 2015-07; and

WHEREAS, as a condition of the preliminary and final site plan approval, Developer is required to enter into an Agreement with the Borough, satisfactory to the Mayor and Council, Borough Engineer, Borough Attorney and Planning Board Attorney; and

WHEREAS, the parties have negotiated a proposed Developer's Construction Sequence Agreement (the "Agreement"), and the proposed Agreement is in a form satisfactory to the Developer, as well as to all of the Borough representatives referenced above.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown, that the Mayor and Borough Clerk are hereby authorized to execute the Developer's Construction Sequence Agreement on behalf of the Borough.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 1, 2015.

Debra L. Sopronyi
Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

May 21, 2015

Henry Underhill
Borough Administrator
Borough of Hightstown
156 Bank Street
Hightstown, NJ 08520

Re: Improvements to Stockton Street and Joseph Street
Safe Routes to School Grant
Our File No.: H1744

Dear Henry:

Attached to this letter please find a copy of a letter received from the NJDOT informing the Borough that it has received funding from the Department of Transportation Safe Routes to School Program for Stockton Street and Joseph Street Improvements. The grant is in the amount of \$275,000.00.

This funding is similar to the funding that was received for the Mercer Street Streetscape Improvements Project, the Stockton Street Historic District Project and The Peddie Lake Pedestrian Bridge Project. As with the previous grants, there are additional Federal requirements required for this grant.

The proposed improvements are installation of sidewalk on Stockton Street from Oak Lane to the point where the Historic District improvements ended, as well as improvements to Joseph Street.

The estimated construction cost for this project is \$350,000.00. In addition, permit fees in the amount of \$2,000.00 are estimated. Engineering fees, including the Federal Aid requirements are estimated at \$29,500.00 and construction administration and inspection fees are estimated at \$35,000.00.

It is requested that authorization be provided as soon as possible so that we may begin the steps necessary to be able to receive NJDOT approval and authorization to advertise.

Should you have questions or inquiries in additional please feel free to contact me.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts".

Carmela Roberts, PE, CME
Borough Engineer

Cc: Debra Sopronyi, Borough Clerk
George Lang, CFO
Janice Mohr-kminek, Treasurer

RECEIVED

MAR 11 2015

Roberts Engineering Group, LLC



State of New Jersey

DEPARTMENT OF TRANSPORTATION
 P.O. Box 600
 Trenton, New Jersey 08625-0600

CHRIS CHRISTIE
Governor

JAMIE FOX
Commissioner

KIM GUADAGNO
Lt. Governor
 March 3, 2015

The Honorable Steven Kirson
 Mayor, Hightstown Borough
 156 Bank Street
 Hightstown, NJ 08520

Dear Mayor Kirson:

I am pleased to inform you that Hightstown Borough has been selected to receive \$275,000 from Safe Routes to School Program for the Improvements to Stockton Street & Joseph Street.

The Safe Routes to School Program is being administered by the New Jersey Department of Transportation (NJDOT), in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Delaware Valley Regional Planning Commission (DVRPC), and the South Jersey Transportation Planning Organization (SJTPO). The Department along with the NJTPA, DVRPC, and SJTPO recognize the overwhelming needs of communities throughout the state, and their desire to improve the health of their children by promoting walking and bicycling to school. The Safe Routes to School Program has proven to be very popular and extremely competitive. This year we received 141 applications totaling more than \$43 million. With \$5.6 million available for this year's program, we were able to fund 24 projects.

As indicated in our application process, your project must be authorized for implementation within two years of the date of this letter. In addition, the project must be authorized prior to incurring any project related costs that will be reimbursed under this program. Failure to do so could jeopardize your funding. As with all federally funded programs, the funds will be disbursed on a reimbursement basis.

The award of Safe Routes to School grants will be contingent upon the recipient's ability to comply with all applicable federal financial management, project implementation, and oversight regulations. Grant recipient's capabilities *to comply with state and federal requirements for the administration of federal-aid highway grants including 23 CFR - Highways, and OMB requirements related to 2 CFR 200 audit requirements will be assessed prior to awarding of funding for the project.*

Additionally, all recipients of federal and state grants are required to comply with the provisions of Title II of the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington – 973-601-6700
District 2 - Newark - 973-877-1500
6618

District 3 - Trenton – 609-530-5271
District 4 - Cherry Hill - 856-486-

Again, thank you for your support of this program and good luck with your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Jamie Fox". The signature is fluid and cursive, with the first name "Jamie" and the last name "Fox" clearly distinguishable.

Jamie Fox
Commissioner

c: Municipal Clerk
Municipal Engineer



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 609-586-1141 fax 609-586-1143
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April 13, 2015

Mayor and Council
 Borough of Hightstown
 148 North Main Street
 Hightstown, NJ 08520

Re: Maxwell Avenue Culvert Replacement
 Borough of Hightstown, Mercer County
 Our File No.: H1504

Dear Mayor and Council:

The Mercer County Department of Transportation and Infrastructure has recently been in contact with the Borough regarding the replacement of the two existing pipes over Timber Run at Maxwell Avenue. The existing pipes are rather old and have required increased maintenance in recent years because of sediment and debris build-up. The County has plans to remove the two pipes and replace with one culvert of equivalent size. Although the proposed single culvert will provide the same volume, the single opening will allow for more debris to pass freely through the crossing thus creating less obstructed flow and decreased maintenance.

The project location is in proximity to the Borough owned sanitary pump station on Maxwell Avenue and also includes Borough owned sanitary force main, 8-inch sanitary gravity main, and 6-inch water main. In addition, privately owned utilities are within the project area including, overhead electric service, telephone service, and a gas main. The water main, sanitary force main, and privately owned utilities must be relocated in order to accommodate the culvert replacement.

Through meetings with myself, Ken Lewis, Larry Blake, Bill Searing, and County Representatives we were informed that the water and sewer work will be paid for by the County where possible. The County is working with the State DOT to obtain funding for this utility work. Should the County be unable to obtain the necessary funding, the Borough may have to provide funds to purchase the necessary materials to complete the utility relocations. The County will then be able to cover the cost for construction. If material purchase is necessary, we estimate the cost of the materials for the Borough utilities to be approximately \$30,000.00.

Also, the sanitary pump station will require a new electrical service when the overhead utilities are relocated. The Borough will have to provide a trench from a relocated utility pole to the pump station, but all other work related to the installation and connections of the service will be provided by Jersey Central Power and Light.

Mercer County plans to advertise the project in late spring and to start construction in July of this year. The proposed improvements are expected to be completed by Labor Day.

Should you have any questions, please do not hesitate to contact my office.

Very truly yours,

Carmela Roberts, P.E.
 Borough Engineer

cc: Henry Underhill, Borough Administrator
 Debra Sopronyi, Borough Clerk
 Ken Lewis, Superintendent of Public Works
 Larry Blake, Lead Water Plant Operator
 Bill Searing, Superintendent AWWTP
 Cameron Corini, EIT, Roberts Engineering Group



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www.RobertsEngineeringGroup.com

May 19, 2015

Mayor and Council
Borough of Hightstown
148 North Main Street
Hightstown, New Jersey 08520

Re.: Settling Tank Rehabilitation
File No: H1671

Dear Mayor and Council,

As you may recall, the Borough submitted an application to the New Jersey Environmental Infrastructure Trust to paint and rehabilitate the settling tanks at the water plant.

During the last two months Larry Blake, the Lead Water Plant Operator, requested a detailed inspection of the tanks by a company that specializes in steel tanks. As a result of that inspection we have included three Alternate items in the specifications. These items were recommended by the specialty company and include items to replace vents on the roof, install rain edges and extend the tank overflow to the ground.

Including these items has increased the expected contract amount and exceeds our Engineer's Estimate by approximately \$40,000.00. However, if at the time of bidding the cost of bids exceeds what was previously expected and allocated for this project, the work of the repairs could be done separately as maintenance items for the water plant.

If you have questions please feel free to call me.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts".

Carmela Roberts, PE, CME
Borough Engineer

Cc: Debbie Sopronyi, Borough Clerk
Henry Underhill, Borough Administrator
Janice Mohr-Kminek, Treasurer
George Lang, CFO



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May 19, 2015

Charles Jenkins, Interim Section Chief
 New Jersey Department of Environmental Protection
 Municipal Finance and Construction Element
 Division of Water Quality
 Bureau of Environmental and Engineering Reviews
 P.O. Box 420
 Trenton, NJ 08625-0420

Re: Environmental Infrastructure Trust Financing
 Project No.: 1104001-008 - Settling Tank Repairs
 Borough of Hightstown, Mercer County
 Our File No.: H1671

Mr. Jenkins;

Accompanying this letter please find the following:

1. Three copies of the Engineer's Estimate dated May 4, 2015.
2. Three sets of specifications dated May 2015.

The following is an outline of the revisions to the above documents:

Engineer's Estimate

1. All of the 'Alternate' line items from the original Engineer's Estimate dated February 26, 2014 have been added to the base bid.
2. Additional 'Alternate' line items have been added to the contract.
3. The total Engineer's Estimate has been increased to \$150,075.00 from \$108,575.00.

Specifications

The Notice to Bidders, Bid Proposal, and Technical Specifications sections have been revised to reflect the additional work proposed to the Settling Tanks.

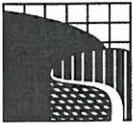
The Technical Specifications for "Steel Tank Painting", "Tank Interior Painting System", and "Tank Exterior Painting System" have been condensed into one specification entitled, "Steel Water Tank Coating System."

Should you require anything additional, please do not hesitate to contact me.

Sincerely,

Carmela Roberts, PE
 Borough Engineer

cc: Mayor and Council, Borough of Hightstown
 Debra Sopronyi, Borough Clerk
 Henry Underhill, Borough Administrator
 Cameron Corini, EIT, Roberts Engineering Group, LLC
 Trevor Shields, NJDEP



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ENGINEER'S CONSTRUCTION COST ESTIMATE
REHABILITATION OF SETTLING TANKS
WATER TREATMENT PLANT
BOROUGH OF HIGHTSTOWN, MERCER COUNTY

Our File No.: H1671

Rev. May 4, 2015

ITEM	DESCRIPTION	UNITS	QUANTITY	PRICE	TOTAL
1	Mobilization	LS	1	\$15,000.00	\$15,000.00
2	Project Video	LS	1	\$2,000.00	\$2,000.00
3	Protection	LS	1	\$5,000.00	\$5,000.00
4	Tank Structural Inspection and Report	LS	1	\$7,000.00	\$7,000.00
5	Cleaning Tank Exterior Wall and Roof	SF	4,550	\$1.00	\$4,550.00
6	Cleaning Tank Interior Wall and Roof	SF	4,550	\$1.50	\$6,825.00
7	Cleaning Tank Floor	SF	1,550	\$1.50	\$2,325.00
8	Allowance for Structural Repairs to Tank Wall, Roof and Floor	LS	1	\$20,000.00	\$20,000.00
9	Painting Exterior of Wall and Roof	SF	4,550	\$6.00	\$27,300.00
10	Painting Interior of Wall and Roof	SF	4,550	\$3.00	\$13,650.00
11	Painting Interior Floor	SF	1,550	\$2.50	\$3,875.00
12	Restoration	LS	1	\$2,550.00	\$2,550.00
A-1	Remove and Replace Roof Vents	EA	2	\$7,500.00	\$15,000.00
A-2	Rain Lip at Roof Manholes	EA	2	\$2,500.00	\$5,000.00
A-3	Extend Tank Overflow to Grade	EA	2	\$10,000.00	\$20,000.00
ESTIMATED CONSTRUCTION COST					\$150,075.00

Carmela Roberts

Carmela Roberts, P.E.

NJPE No. 24GE03441900



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ENGINEER'S CONSTRUCTION COST ESTIMATE
REHABILITATION OF SETTLING TANKS
WATER TREATMENT PLANT
BOROUGH OF HIGHTSTOWN, MERCER COUNTY

Our File No.: H1671

Rev. May 4, 2015

ITEM	DESCRIPTION	UNITS	QUANTITY	PRICE	TOTAL
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2	Project Video	LS	1	\$2,000.00	\$2,000.00
3	Protection	LS	1	\$5,000.00	\$5,000.00
4	Tank Structural Inspection and Report	LS	1	\$7,000.00	\$7,000.00
5	Cleaning Tank Exterior Wall and Roof	SF	4,550	\$1.00	\$4,550.00
6	Cleaning Tank Interior Wall and Roof	SF	4,550	\$1.50	\$6,825.00
7	Cleaning Tank Floor	SF	1,550	\$1.50	\$2,325.00
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10	Painting Interior of Wall and Roof	SF	4,550	\$3.00	\$13,650.00
11	Painting Interior Floor	SF	1,550	\$2.50	\$3,875.00
12	Restoration	LS	1	\$2,550.00	\$2,550.00
A-1	Remove and Replace Roof Vents	EA	2	\$7,500.00	\$15,000.00
A-2	Rain Lip at Roof Manholes	EA	2	\$2,500.00	\$5,000.00
A-3	Extend Tank Overflow to Grade	EA	2	\$10,000.00	\$20,000.00
ESTIMATED CONSTRUCTION COST					\$150,075.00

Carmela Roberts

Carmela Roberts, P.E.

NJPE No. 24GE03441900



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ENGINEER'S CONSTRUCTION COST ESTIMATE
REHABILITATION OF SETTLING TANKS
WATER TREATMENT PLANT
BOROUGH OF HIGHTSTOWN, MERCER COUNTY

Our File No.: H1671

Rev. May 4, 2015

ITEM	DESCRIPTION	UNITS	QUANTITY	PRICE	TOTAL
1	Mobilization	LS	1	\$15,000.00	\$15,000.00
2	Project Video	LS	1	\$2,000.00	\$2,000.00
3	Protection	LS	1	\$5,000.00	\$5,000.00
4	Tank Structural Inspection and Report	LS	1	\$7,000.00	\$7,000.00
5	Cleaning Tank Exterior Wall and Roof	SF	4,550	\$1.00	\$4,550.00
6	Cleaning Tank Interior Wall and Roof	SF	4,550	\$1.50	\$6,825.00
7	Cleaning Tank Floor	SF	1,550	\$1.50	\$2,325.00
8	Allowance for Structural Repairs to Tank Wall, Roof and Floor	LS	1	\$20,000.00	\$20,000.00
9	Painting Exterior of Wall and Roof	SF	4,550	\$6.00	\$27,300.00
10	Painting Interior of Wall and Roof	SF	4,550	\$3.00	\$13,650.00
11	Painting Interior Floor	SF	1,550	\$2.50	\$3,875.00
12	Restoration	LS	1	\$2,550.00	\$2,550.00
A-1	Remove and Replace Roof Vents	EA	2	\$7,500.00	\$15,000.00
A-2	Rain Lip at Roof Manholes	EA	2	\$2,500.00	\$5,000.00
A-3	Extend Tank Overflow to Grade	EA	2	\$10,000.00	\$20,000.00
ESTIMATED CONSTRUCTION COST					\$150,075.00

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17-1 INTENDED PURPOSES AND OBJECTIVES.

The intention of this Chapter is to effectuate and accomplish the purposes authorized by N.J.S.A. 40A:21-1, et seq., which permits municipalities to grant for periods of five (5) years exemptions and/or abatements, or both, from taxation in areas of the municipality in need of rehabilitation. The intended purpose of this Chapter is to promote the improvement and/or rehabilitation of existing residential, multiple dwelling, commercial and industrial structures within the Borough of Jamesburg, which will promote long-term growth and redevelopment that will positively impact the character and quality of life of the citizens of the Borough of Jamesburg. This Chapter has been prepared in accordance with the "Five-Year Exemption and Abatement Law," N.J.S.A. 40A:21-1, et seq. (Ord. No. 14-05 § 1)

17-2 DEFINITIONS.

As used in this Chapter:

Abatement shall mean that portion of the assessed value of a property as it existed prior to construction, improvement, or conversion of a building or structure thereon, which is exempted from taxation pursuant to this Chapter.

Area in need of rehabilitation shall mean a portion or all of the Borough of Jamesburg which has been determined to be an area in need of rehabilitation or redevelopment pursuant to the "Local Redevelopment and Housing Law," P.L. 1992, c. 79 (C. 40A:12A-1 et al.), a "blighted area" as determined pursuant to the "Blighted Areas Act," P.L. 1949, c. 187 (C. 40:55-21-1 et seq.), or which has been determined to be in need of rehabilitation pursuant to P.L. 1975, c. 104 (C. 54:4-3.72 et seq.), P.L. 1977, c. 12 (C. 54:4-3.95 et seq.) or P.L. 1979, c. 233 (C. 54:4-3.121 et seq.)

Assessor shall mean the Municipal Tax Assessor serving the Borough of Jamesburg, who is charged with the duty of assessing real property for the purposes of general taxation.

Commercial or industrial structure shall mean a structure or part thereof used for the manufacturing, processing, or assembling of material or manufactured products, or for research, office industrial, commercial, retail, recreational, hotel or motel facilities, or warehousing purposes, or for any combination thereof, which the Jamesburg Borough Council determines will tend to maintain or provide gainful employment within the Borough, assist in the economic development of the Borough, maintain or increase the tax base of the Borough and maintain or diversify and expand commerce within the Borough. It shall not include any part thereof used or to be used by any business relocated from another qualifying municipality unless: the total square footage of the floor areas of the structure or part thereof used or to be used by the business at the new site together with the total square footage of that utilized by the business at its current site of operations by at least ten (10%) percent; and the property that the business is relocating to has been the subject of a remedial action plan costing in excess of two hundred fifty thousand (\$250,000.00) dollars performed pursuant to an administrative consent order entered into pursuant to authority vested in the Commissioner of Environmental Protection under P.L. 1970, c. 33 (C. 13:1D-1, et seq.), the Water Pollution Control Act," P.L. 1977, c. 74 (C. 58:10A-1, et seq.), the Solid Waste Management Act," P.L. 1970, c. 39 (C. 13:1e-1 et seq.), and the Spill Compensation and Control Act," P.L. 1976, c. 141 (C. 58:10-23.11, et seq.)

Completion shall mean substantially ready for the intended use for which a building or structure is constructed, improved, or converted.

Condominium shall mean a property created or recorded as a condominium pursuant to the "Condominium Act," P.L. 1969, c. 257 (C. 46:8B-1 et seq.).

Construction shall mean the provision of a new dwelling, multiple dwelling, or commercial or industrial structure, or the enlargement of the volume of an existing multiple dwelling or commercial or industrial structure by more than thirty (30%) percent, but shall not mean the conversion of an existing building or structure to another use.

Conversion or conversion alteration shall mean the alteration or renovation of a nonresidential building or structure, or hotel, motel, motor hotel, or guest house, in such manner as to convert the building or structure from its previous use to use as a dwelling or multiple dwelling.

Cooperative shall mean a housing corporation or association, wherein the holder of a share or membership interest thereof is entitled to possess and occupy for dwelling purposes a house, apartment, or other unit of housing owned by the corporation or association, or to purchase a unit of housing owned by the corporation or association.

Cost shall mean, when used with respect to abatements to dwellings or multiple dwellings, only the cost or fair market value of direct labor and materials used in improving a multiple dwelling, or of converting another building or structure to a multiple dwelling, or of constructing a dwelling, or of converting another building or structure to a dwelling, including any architectural, engineering, and contractor's fees associated therewith, as the owner of the property shall cause to be certified to the Borough Council by an independent and qualified architect, following completion of the project.

Dwelling shall mean a building or part of a building used, to be used or held for use as a home or residence, including accessory buildings located on the same premises, together with the land upon which such building or buildings are erected and which may be necessary for the fair enjoyments thereof, but shall not mean any building or part of a building defined as a "multiple dwelling" pursuant to the "Hotel and Multiple Dwelling Law," P.L. 1967, c. 76 (C. 55:13A-1 et seq.). A dwelling shall include, as they are separately conveyed to individual owners, individual residences within a cooperative, if purchased separately by the occupants thereof, and individual residences within a horizontal property regime or a condominium, but shall not include "general common elements" or "common elements" of such horizontal property regime or condominium as defined pursuant to the "Horizontal Property Act," P.L. 1963, c. 168 (C. 46:8A-1, et seq.), or the "Condominium Act," P.L. 1969, c. 257 (C. 46:8B-1 et seq.), or of a cooperative, if the residential units are owned separately.

Exemption shall mean that portion of the assessor's full and true value of any improvement, conversion alteration, or construction not regarded as increasing the taxable value of a property pursuant to this Chapter.

Horizontal property regime shall mean a property submitted to a horizontal property regime pursuant to the "Horizontal Property Act," P.L. 1963, c. 168 (C. 46:8A-1 et seq.).

Improvement shall mean a modernization, rehabilitation, renovation, alteration or repair which produces a physical change in an existing building or structure that improves the safety, sanitation, decency or attractiveness of the building or structure as a place for human habitation or work, and which does not change its permitted use. In the case of a multiple dwelling, it includes only improvements which affect common areas or elements, or three (3) or more dwelling units within the multiple dwelling. In the case of a multiple dwelling or commercial or industrial structure, it shall not include ordinary painting, repairs, and replacement of maintenance items, or an enlargement of the volume of an existing structure by more than thirty (30%) percent. In no case shall it include the repair of fire or other damage to a property for which payment of a claim was received by any person from an insurance company at any time during the three (3) year period immediately preceding the filing of an application pursuant to this Act.

Multiple Dwelling shall mean a building or structure meeting the definition of "Multiple Dwelling" set forth in the "Hotel and Multiple Dwelling Law," P.L. 1967 c. 76 (C. 55:13A-1 et seq.), and means for the purpose of improvement or construction the "General Common Elements" and "Common Elements" of a condominium, a cooperative, or a horizontal regime.
(Ord. No. 14-05 § 2)

17-3 AREA IN NEED OF REHABILITATION DECLARED.

The Borough Council of the Borough of Jamesburg hereby finds and declares that the entire area within the municipal boundaries of the Borough of Jamesburg is an "area in need of rehabilitation" pursuant to the terms of this Chapter. (Ord. No. 14-05 § 3)

17-4 EXEMPTIONS AUTHORIZED.

There is hereby authorized within the "area in need of rehabilitation" referenced above the ability of taxpayers to obtain exemption(s) from taxation as follows:

- a. *Improvements to Existing Dwellings.*

1. An exemption from taxation is hereby authorized for improvements undertaken to existing dwellings within the Borough of Jamesburg pursuant to the terms and conditions contained within this Chapter. For the purposes of this Chapter, the term "existing dwellings" shall not include the construction of new dwelling(s) on any property where the previous structure(s) or dwelling(s) on any property demolished in their entirety or where less than sixty (60%) percent of the original square footage remains.
2. Such exemption shall be permitted for improvements made to any existing dwelling that is more than twenty (20) years old.
3. Such exemption shall be authorized to the extent of the first twenty-five thousand (\$25,000.00) dollars in Assessor's full and true value of improvements for each existing dwelling unit primarily and directly affected by the improvements.
4. The exemption shall last for a period of five (5) years, commencing with the first full tax year following the tax year in which the improvements are completed.
5. Such exemption shall permit the improvements to not increase the value of the property notwithstanding the fact that the value of the property to which the improvements are made is increased thereby.
6. During the exemption period, the assessment on the property shall not be less than the assessment existing thereon immediately prior to the improvements, unless there is damage to the dwelling through action of the elements sufficient to warrant a reduction.

b. *Improvements to Existing Multiple Dwellings.*

1. An exemption from taxation is hereby authorized for improvements undertaken to existing multiple dwellings within the Borough of Jamesburg pursuant to the terms and conditions contained within this Chapter. For the purposes of this Chapter, the term "existing multiple dwellings" shall not include the construction of new multiple dwelling(s) on any property where the previous structure(s) or dwelling(s) were demolished in their entirety or where less than sixty (60%) percent of the original square footage remains.
2. In determining the value of real property subject to the exemption, the Borough shall regard up to the Assessor's full and true value of the improvements as not increasing the value of the property.
3. The exemption shall last for a period of five (5) years, commencing with the first full tax year following the tax year in which the improvements are completed.
4. Such exemption shall permit the improvements to not increase the value of the property notwithstanding the fact that the value of the property to which the improvements are made is increased thereby.
5. During the exemption period, the assessment of the property shall not be less than the assessment existing thereon immediately prior to the improvements, unless there is damage to the multiple dwelling through action of the elements sufficient to warrant a reduction.

c. *Improvements to Existing Commercial and/or Industrial Structures.*

1. An exemption from taxation is hereby authorized for improvements undertaken to existing commercial and/or industrial structures within the Borough of Jamesburg pursuant to the terms and conditions contained within this Chapter. For the purposes of this Chapter, the term "existing commercial and/or industrial structures" shall not include the construction of new structure(s) on any property where the previous structure(s) were demolished in their entirety or where less than sixty (60%) percent of the original square footage remains.
2. In determining the value of real property subject to the exemption, the Borough shall regard up to the Assessor's full and true value of the improvements as not increasing the value of the property.
3. The exemption shall last for a period of five (5) years, commencing with the first full tax year following the tax year in which the improvements are completed.
4. Such exemption shall permit the improvements to not increase the value of the property notwithstanding the fact that the value of the property to which the improvements are made is increased thereby.
5. During the exemption period, the assessment on the property shall not be less than the assessment existing thereon immediately prior to the improvements, unless there is damage to the structure through action of the elements sufficient to warrant a reduction.
(Ord. No. 14-05 § 4)

17-5 DETERMINATION OF TRUE TAXABLE VALUE BY ASSESSOR.

The Assessor shall determine, on October 1st of the year following the date of the completion of an improvement, the true taxable value thereof. The amount of tax to be paid for the first full tax year following completion shall be based on the assessed valuation of the improvement not allowed an exemption pursuant to this Chapter. The property shall continue to be treated in the appropriate manner for each of the five (5) full tax years subsequent to the original determination by the Assessor. (Ord. No. 14-05 § 5)

17-6 ADDITIONAL IMPROVEMENTS ON EXEMPT PROPERTIES.

There is hereby authorized within the Borough of Jamesburg the ability of taxpayers to obtain exemption(s) from taxation relating to any additional improvement(s) completed on a property granted a previous exemption pursuant to this Chapter during the period in which such previous exemption is in effect. As such, additional improvement(s) shall be entitled to an exemption just as if such property had not received a previous exemption. In such case, the additional improvement(s) shall be considered as separate for the purposes of calculating exemptions pursuant to this Chapter. (Ord. No. 14-05 § 6)

17-7 INELIGIBILITY OF PROPERTY WHERE TAXES AND/OR OTHER MUNICIPAL CHARGES ARE DELINQUENT.

No exemption shall be granted pursuant to this Chapter with respect to any property for which real estate taxes and/or other municipal charges are delinquent or remain unpaid, or for which penalties for nonpayment of same are due. (Ord. No. 14-05 § 7)

17-8 APPLICATIONS; FILING AND APPROVAL; FORM.

No exemption shall be granted pursuant to this Chapter except upon written application therefor filed with and approved by the Borough Assessor. Every application shall be on a form prescribed by the Director of the Division of Taxation in the Department of Treasury, and provided for the use of claimants by the Borough, and shall be filed with the Assessor within thirty (30) days, including Saturdays and Sundays, following the completion of the improvement. Every application for exemption which is filed within the time specified shall be approved and allowed by the Assessor to the degree that the application is consistent with the provisions of this Chapter. The granting of an exemption shall be recorded and made a permanent part of the official tax records of the Borough, which records shall contain a notice of the termination date thereof. (Ord. No. 14-05 § 8)

17-9 APPLICABILITY OF EXEMPTION TO TAX TYPES.

The exemption of real property taxes provided pursuant to this Chapter shall apply to property taxes levied for municipal purposes, school purposes, fire district purposes, County government purposes and for the purpose of funding any other property tax exemption. (Ord. No. 14-05 § 9)

17-10 ANNUAL PROPERTY TAX BILLS.

During the first year following adoption of this Chapter, an appropriate notice shall be included in the mailing of annual property tax bills to each taxpayer of the Borough notifying the public that tax exemptions may be permitted for the improvement and/or rehabilitation of existing residential, multiple dwelling, commercial and/or industrial structures within the Borough of Jamesburg pursuant to the provisions of this Chapter. The notice shall advise the public that applications for

17-11 ANNUAL MUNICIPAL REPORT.

The Borough Council shall report, on or before October 1st of each year, to the Director of the Division of Local Government Services in the Department of Community Affairs and to the Director of the Division of Taxation in the Department of Treasury the total amount of real property taxes exempted within the Borough in the current tax year for each of the following:

- a. Improvements to dwellings;
- b. Improvements to multiple dwellings; and
- c. Improvements to commercial and industrial structures.
(Ord. No. 14-05 § 11)

17-12 LIMITATION ON EXEMPTIONS.

No applications shall be filed with or granted by the Borough of Jamesburg for exemption(s) pursuant to this Chapter to take initial effect for the 11th full tax year following the initial adoption of this Chapter, or to take initial effect for any tax year occurring thereafter, unless this Chapter has been readopted by the Jamesburg Borough Council prior to the said 11th tax year. (Ord. No. 14-05 § 12)

17-13 APPLICATION OF CHAPTER.

The provisions of this Chapter shall only apply to improvements undertaken pursuant to construction permits issued by the Borough of Jamesburg, applications for which were submitted subsequent to the effective date of this Chapter. * (Ord. No. 14-05 § 13)

* **Editor's Note:** Pursuant to Ordinance No. 14-05, this Chapter shall retroactively take effect July 1, 2005.

CHAPTER XVII TAX EXEMPTIONS Published by ClerkBase ©2014 by Clerkbases. No Claim to Original Government Works.
