

# Resolution 2015-65

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

## **APPOINTING A DEPUTY CLERK**

**WHEREAS**, the appointment of a Deputy Clerk is needed so that the services of a Deputy Borough Clerk may be utilized to perform the duties of the Borough Clerk at meetings and in the Office of the Borough Clerk where attendance by the Borough Clerk may not be convenient or possible; and

**WHEREAS**, Margaret M. Riggio has been employed in the Office of the Borough Clerk of Hightstown Borough since 2010; and

**WHEREAS**, Margaret M. Riggio has served as Deputy Registrar for Hightstown Borough since 2013 and is so certified; and

**WHEREAS**, Margaret M. Riggio has performed the duties of the Municipal Clerk at meetings when the Municipal Clerk was not available, in the capacity of "Acting Borough Clerk" to the satisfaction of the Borough Council; and

**WHEREAS**, Margaret M. Riggio is currently enrolled in Municipal Clerk certification courses; and

**WHEREAS**, the position of Deputy Clerk requires appointment by the Borough Council on an annual at-will basis; and

**WHEREAS**, it is the desire of Borough Council to appoint Margaret M. Riggio as Deputy Clerk for the Borough of Hightstown for the remainder of 2015; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that Margaret M. Riggio is hereby appointed as Deputy Clerk effective immediately for the remainder of 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 February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-66

*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 \$102,181.91 from the following accounts:

Current	\$48,801.43
W/S Operating	17,699.60
General Capital	30,477.00
Water/Sewer Capital	12.00
Grant	800.00
Trust	391.88
Housing Trust	0.00
Animal Control	0.00
Law Enforcement Trust	0.00
Housing Rehab Loans	4,000.00
Unemployment Trust	0.00
Escrow	<u>0.00</u>
Total	<u>\$102,181.91</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 February 17, 2015

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-67

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	3,500.00	0.00	<b>3,500.00</b>
Capital Outlay – Current	0.00	0.00	<b>0.00</b>
Debt Service - Current	0.00	0.00	<b>0.00</b>
Water/Sewer	150,000.00	0.00	<b>150,000.00</b>
Capital Outlay – W/S	0.00	0.00	<b>0.00</b>
Debt Service - W/S	0.00	0.00	<b>0.00</b>
<b>TOTAL</b>	<b>153,500.00</b>	0.00	<b>153,500.00</b>

**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.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

Borough of Hightstown  
Emergency Temporary No. 1  
2/17/2015

**Current Fund**

Borough Clerk	Other Expenses	2,500.00
Tax Collector	Other Expenses	1,000.00
		<hr/>
Subtotal Current Fund		<u>3,500.00</u>

**Water Sewer Utility Fund**

Other Expense		150,000.00
		<hr/>
Subtotal Water Sewer Utility Fund		<u>150,000.00</u>
Total		<u><u>153,500.00</u></u>

# Resolution 2015-68

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## AUTHORIZING A TRANSFER OF FUNDS IN THE 2014 BUDGET

**Whereas**, N.J.S.A. 40A:4-59 provides that the governing body may authorize a transfer of funds in the budget during the first three months of the following year.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2014 budget are hereby authorized:

<u>Current:</u>	<u>From</u>	<u>To</u>
<b>Legal Settlements</b>		
Other Expenses	\$ 10,000.00	\$ -
<b>Legal Services and Costs</b>		
Other Expenses	<u>-</u>	<u>10,000.00</u>
<b>TOTALS</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-69

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

## **REJECTING ALL BIDS FOR SOLID WASTE AND RECYCLING COLLECTION SERVICES**

**WHEREAS**, three (3) bids were received on December 18, 2014 for Solid Waste and Recycling Collection Services; and

**WHEREAS**, all bids received for Solid Waste and Recycling Collection Services exceed the amount budgeted for this service; and

**WHEREAS**, the bids have been reviewed by the Superintendent of Public Works and the Borough Administrator and it is the Superintendent of Public Works and Borough Administrator's recommendation that all bids received for Solid Waste and Recycling Collection Services be rejected in accordance with N.J.S.A. 40A:11-13(2); and

**WHEREAS**, the Borough Attorney and Qualified Purchasing Agent concur with the Superintendent of Public Works and Borough Administrator's recommendation; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that all bids received on December 18, 2014 for Solid Waste and Recycling Collection Services are hereby rejected.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-70

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

## **AUTHORIZING TRANSFER OF TAX OVERPAYMENT FROM 2014 TO 2015**

**WHEREAS**, an overpayment of taxes was made for Block 52, Lot 1, 114 Orchard Avenue, in the amount of \$772.11 due to an overpayment; and

**WHEREAS**, the payer, Jeffrey A. Gearhart, 114 Orchard Avenue, Hightstown, New Jersey, 08520 has requested that the 2014 overpayment of \$772.11 be transferred to the 2015 balance; and

**WHEREAS**, the Tax Collector has requested that said overpayment be transferred to the 2015 balance in the amount of \$772.11.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Tax Collector is hereby authorized to transfer the 2014 overpayment in the amount of \$772.11 to the 2015 balance for Block 52, Lot 1, 114 Orchard, representing the tax overpayment as set forth herein.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-71

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

## **AUTHORIZING REFUND OF TAX OVERPAYMENT**

**WHEREAS**, an overpayment of taxes was made for Block 10.01, Lot 60, 3 Ashton Lane, in the amount of \$2,922.52 due to a double payment; and

**WHEREAS**, the payer, Guillermo & Carmen Merino, 3 Ashton Lane Hightstown, New Jersey, 08520 has requested that a refund be issued for the overpayment in the amount of \$2,922.52; and

**WHEREAS**, the Tax Collector has requested that said overpayment be refunded in the amount of \$2,922.52.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Tax Collector and Treasurer are hereby authorized to issue a refund in the amount of \$2,922.52 to Guillermo & Carmen Merino, 3 Ashton Lane, Hightstown, New Jersey, 08520, representing the tax overpayment as set forth herein.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-72

## **AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR CONTINUED PARTICIPATION IN THE HOMES INVESTMENTS PARTNERSHIPS PROGRAM CONSORTIUM WITH THE COUNTY OF MERCER**

**WHEREAS**, the HOME Investment Partnerships Program seeks to expand the supply of decent and affordable housing, particularly rental housing, for low and very low income Americans; and,

**WHEREAS**, the HOME Investment Partnerships Program seeks to strengthen the abilities of state and local governments to design and implement strategies for achieving adequate supplies of decent, affordable housing; and,

**WHEREAS**, the HOME Investment Partnerships Program seeks to extend and strengthen partnerships among all levels of government and the private sector, including for-profit and non-profit organizations, in the production and operation of affordable housing; and,

**WHEREAS**, the HOME Investment Partnerships Program provides state and local governments with the flexibility to decide what kind of housing assistance, is most appropriate for meeting their housing needs; and,

**WHEREAS**, the HOME Investment Partnerships Program encourages state and local governments to use HOME funds efficiently and to undertake the most cost-efficient housing activities requiring the smallest state and local matching contributions for Federal funds; and,

**WHEREAS**, in order to qualify for funding under this program, a municipality or consortium of municipalities must have a minimum 'critical housing need' of \$500,000.00; and,

**WHEREAS**, the City of Trenton is the only municipality within Mercer County eligible, on an independent basis for HOME Investment Partnerships Program funds; and,

**WHEREAS**, the remaining Mercer County municipalities interested in participating in the HOME Investment Partnerships Program must pool together into a consortium to be eligible for funding; and,

**WHEREAS**, there is no cost to municipalities to participate in the Mercer County HOME Investment Partnerships Program Consortium, aside from the required matching funds for any project a municipality may undertake; and,

**WHEREAS**, the Mercer County HOME Investment Partnerships Program Consortium would be a source of funding for a project the Borough of Hightstown may undertake in its own affordable housing program without requiring the Borough of Hightstown to undertake any specific projects; and,

**WHEREAS**, participation by the Borough of Hightstown in the Mercer County HOME Investment Partnerships Program Consortium would be beneficial to its relations with other Mercer County municipalities, and as a whole, meet the eligibility requirements for participation in the HOME Investment Partnerships Program; and,

**WHEREAS**, this agreement shall automatically be renewed for the Consortium's participation in successive qualification periods of three federal fiscal years each. No later than the date specified by HUD's consortia designation notice or HOME Consortia web page, Mercer County shall notify each Consortium Member in writing of its right to decide not to participate in the Consortium for the next qualification period and Mercer County shall send a copy of each notification to the HUD Field office; and,

**WHEREAS**, if a Consortium Members decides not to participate in the Consortium for the next qualification period, the Consortium Member shall notify Mercer County, and Mercer County shall notify the HUD Field Office, before the beginning of the new qualification period; and,

**WHEREAS**, the automatic renewal of the agreement will be void if; Mercer County fails to notify a Consortium member or the HUD field office as required under this automatic renewal provision or Mercer County fails to submit a copy of each amendment to this agreement as required under this automatic renewal provision; now,

**THEREFORE BE IT RESOLVED**, participation in the Mercer County HOME Investment Partnerships Program Consortium is hereby endorsed; and,

**BE IT FURTHER RESOLVED**, that the Mayor and the Municipal Clerk are hereby authorized and directed to execute said Mercer County HOME Investment Partnerships Program Consortium Agreement.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-73

*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, March 14, 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, March 14, 2015, at 278 Monmouth Street.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-74

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

## **ACCEPTING MEMBERSHIP OF MICHAEL R. BOLLENTIN IN HIGHTSTOWN ENGINE CO. NO. 1**

**WHEREAS**, Michael R. Bollentin of Hightstown, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

**WHEREAS** Mr. Bollentin has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the membership of Michael R. Bollentin in Hightstown Engine Company No. 1 is hereby accepted.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-75

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

## **ACCEPTING MEMBERSHIP OF ERIC J. SIDES IN HIGHTSTOWN ENGINE CO. NO. 1**

**WHEREAS**, Eric J. Sides of Mount Laurel, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

**WHEREAS** Mr. Sides has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the membership of Eric J. Sides in Hightstown Engine Company No. 1 is hereby accepted.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-76

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

## **ACCEPTING MEMBERSHIP OF JOSEPH C. ZULLO IN HIGHTSTOWN ENGINE CO. NO. 1**

**WHEREAS**, Joseph C. Zullo of Hightstown, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

**WHEREAS** Mr. Zullo has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the membership of Joseph C. Zullo in Hightstown Engine Company No. 1 is hereby accepted.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-77

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

## **AUTHORIZING A STATE CONTRACT PURCHASE FOR THE PUBLIC WORKS DEPARTMENT - TRUCKS**

**WHEREAS**, there is a need for a dump body truck, pick-up truck and utility truck for use by the Hightstown Department of Public Works; and

**WHEREAS**, the Hightstown Borough Council has authorized the purchase of these vehicles with the adoption of Bond Ordinance 2014-13; and

**WHEREAS**, the Public Works Superintendent has found pricing and availability for a Dump Body & Chassis as needed under New Jersey State Contract A83559 in the amount of \$33,963.00; and

**WHEREAS**, the Public Works Superintendent has found pricing and availability 4WD Regular Cab Utility vehicle and an Extended Cab 4WD Pickup Truck as needed under New Jersey State Contract A83576 at a cost of \$34,655.00 and \$30,477.00; and

**WHEREAS**, the Purchasing Agent has reviewed the findings of the Public Works Superintendent; and

**WHEREAS**, it is the recommendation of the Purchasing Agent and Public Works Superintendent that these vehicles be purchased from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under state contract for an amount not to exceed \$99,095.00; and

**WHEREAS**, the treasurer has certified that funds are available for this purchase.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Purchasing Agent is hereby authorized to purchase a Dump Body & Chassis, 4WD Regular Cab Utility vehicle and an Extended Cab 4WD Pickup Truck from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under New Jersey State Contracts A83559 and A83576 for an amount not to exceed \$99,095.00.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-78

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

## **RESOLUTION DESIGNATING SATURDAY, APRIL 25, 2015 AS ARBOR DAY IN THE BOROUGH OF HIGHTSTOWN**

**WHEREAS**, it is widely reported as historical fact that, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, raw material for sculpture and painting and limitless works of art, and source materials for countless other wood products; and

**WHEREAS**, trees in our Borough increase property values, enhance the economic vitality of business areas, and beautify our community and spiritual renewal; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown hereby does proclaim and designate Saturday, April 25, 2015, as **ARBOR DAY** in the Borough of Hightstown;

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Hightstown, that all residents and members of our community are urged and encouraged to support efforts to protect our trees, walkways, riparian banks and woodlands throughout our Borough and our surrounding environment;

**BE IT FURTHER RESOLVED** that all residents and members of our community are urged and encouraged to plant trees where appropriate, to gladden hearts and promote the well-being of present and future generations.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-79

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

## **MAKING AND CONFIRMING APPOINTMENTS FOR BOARD OF HEALTH**

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

Robin Conrad	3 yrs.	December 31, 2017
Nancy Distelcamp	Alt. #2 UX 2 yrs.	December 31, 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 February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-80

*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 February 17, 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: May 18, 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 February 17, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk