



	<u>From</u>	<u>To</u>
GENERAL REVENUES (Continued)		
<b>Summary of Revenues</b>		
3. Miscellaneous Revenues:		
Total Section F: Special Items of General Revenue Anticipated With Prior Written Consent of Director of Local Government Services - Public and Private Revenues	\$ 7,213.38	\$ 21,114.16
Total Miscellaneous Revenues	\$ 1,404,569.38	\$ 1,418,470.16
4. Receipts from Delinquent Taxes	\$ 300,000.00	\$ 304,000.00
5. Subtotal General Revenues (Items 1, 2, 3, and 4)	\$ 2,304,569.38	\$ 2,322,470.16
7. Total General Revenues	\$ 6,830,285.38	\$ 6,848,186.16

CURRENT FUND APPROPRIATIONS

8. GENERAL APPROPRIATIONS

(A) Operations - Excluded from "CAPS"

**Public and Private Programs Offset  
by Revenues:**

Clean Communities Program	\$ -	\$ 9,900.78
Click It or Ticket		\$ 4,000.00

<b>Total Public and Private Programs Offset by Revenues</b>	<b>\$ 7,213.38</b>	<b>\$ 21,114.16</b>
-------------------------------------------------------------	--------------------	---------------------

Total Operations - Excluded from "CAPS"	\$ 362,252.38	\$ 376,153.16
-----------------------------------------	---------------	---------------

Detail:

Salaries and Wages	\$ 104,992.00	\$ 108,992.00
Other Expenses	\$ 257,260.38	\$ 267,161.16

(C) **Capital Improvements - Excluded from "CAPS"**

Capital Improvement Fund	\$ 45,500.00	\$ 49,500.00
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<b>Total Capital Improvements Excluded</b>	<b>\$ 45,500.00</b>	<b>\$ 49,500.00</b>
--------------------------------------------	---------------------	---------------------

	<u>From</u>	<u>To</u>
CURRENT FUND APPROPRIATIONS (Continued)		
8. GENERAL APPROPRIATIONS (Continued)		
(H-2) Total General Appropriations for Municipal Purposes Excluded From "CAPS"	\$ 1,020,886.38	\$ 1,038,787.16
(O) Total General Appropriations - Excluded from "CAPS"	\$ 1,020,886.38	\$ 1,038,787.16
(L) Subtotal General Appropriations (Items (h-1) and (O))	\$ 6,365,285.38	\$ 6,383,186.16
9. Total General Appropriations	\$ 6,830,285.38	\$ 6,848,186.16

**SUMMARY OF APPROPRIATIONS**

(A) Operations - Excluded From "CAPS"		
Shared Service Agreements	\$ -	\$ -
Public and Private Programs Offset by Revenues	\$ 7,213.38	\$ 21,114.16
Total Operations - Excluded From "CAPS"	\$ 362,252.38	\$ 376,153.16
(C) Capital Improvements	\$ 45,500.00	\$ 49,500.00
 Total General Appropriations	 \$ 6,830,285.38	 \$ 6,848,186.16

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for certification of the local municipal budget so amended.

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the governing body on the 18th day of May, 2015.

SO RESOLVED, as aforesaid.

**CERTIFICATION**

I hereby certify that the foregoing Resolution is a true and exact copy of a Resolution adopted by the Borough Council of the Borough of Hightstown at its meeting held May 18, 2015.

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**Margaret M. Riggio, Deputy Borough Clerk**

# Resolution 2015-131

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

## **RECOGNIZING EMERGENCY MEDICAL SERVICES WEEK MAY 17 – 23, 2015**

**WHEREAS**, Emergency medical services is a vital public service; and

**WHEREAS**, the members of the Hightstown First Aid emergency medical services team is ready to provide lifesaving care to those in need; and

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS**, the volunteer members of the Hightstown emergency medical services team engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

**WHEREAS**, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by recognizing Emergency Medical Services Week.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that we hereby recognize the week of May 17-23, 2015, as **Emergency Medical Services Week** with the theme “EMS Strong” and further extend appreciation to the Hightstown First Aid for the community service it provides.

**BE IT FURTHER RESOLVED** that the community is encouraged to observe this week by appropriately recognizing the vital services performed by emergency medical services and their exemplary dedication to the Hightstown community.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

---

Margaret M. Riggio  
Deputy Borough Clerk

P.O. Type: All                      Include Project Line Items: Yes                      Open: N    Paid: N    Void: N  
 Range: First                      to Last                      Rcvd: Y    Held: Y    Aprv: N  
 Format: Detail without Line Item Notes                      Bid: Y    State: Y    Other: Y    Exempt: Y

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
<b>H0006 BARBARA HARRINGTON</b>												
	15-00459	03/12/15	SNOW REMOVAL AT WESTERLEA SITE									
	1		SNOW REMOVAL AT WESTERLEA SITE	100.00	T-12-56-286-000-861	B ANIMAL WELFARE COMMITTEE	R	03/12/15	05/13/15		SNOW WESTERLEA	N
	Vendor Total:			100.00								
<b>C0396 CAVANAUGH'S, INC.</b>												
	15-00646	04/15/15	INV #562422, #562421									
	1		INV #562422 PEST CONTROL	20.00	5-01-26-310-001-024	B Building Maintenance	R	04/15/15	05/13/15		562422	N
	2		INV #562421 PEST CONTROL	20.00	5-01-26-310-001-024	B Building Maintenance	R	04/15/15	05/13/15		562421	N
				40.00								
	Vendor Total:			40.00								
<b>C0058 CINTAS CORPORATION #061</b>												
	15-00140	01/30/15	2015 UNIFORM CONTRACT			B						
	15		INV 061757292 UNIFORMS	53.35	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/30/15	05/13/15		061757292	N
	16		INV 061761178 UNIFORMS	53.35	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/30/15	05/13/15		061761178	N
	17		INV 061764947 UNIFORMS	48.31	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/30/15	05/13/15		061764947	N
	18		INV 061768991 UNIFORMS	48.31	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/30/15	05/13/15		061768991	N
				203.32								
	Vendor Total:			203.32								
<b>C0023 COMCAST</b>												
	15-00756	05/07/15	5/2/15 8499052430034100 HPD									
	1	5/2/15	8499052430034100 HPD	142.85	5-01-20-140-001-060	B Internet Services and Web Services	R	05/07/15	05/13/15		849905243003410	N
	Vendor Total:			142.85								

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
<b>D0992 CRIMINAL JUSTICE ACADEMY</b>											
	15-00588	04/02/15	TRAINING - JIMENEZ								
	1		TRAINING - JIMENEZ	400.00	5-01-25-240-001-042	B Education & Training	R	04/02/15	05/13/15		N
	Vendor Total:			400.00							
<b>C0087 CUSTOM BANDAG, INC</b>											
	14-02259	12/17/14	GARBAGE TRUCK TIRES								
	1	INV 80090652	TRUCK 10 TIRES	967.20	4-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	12/17/14	05/13/15	80090652	N
	2	INV 80091008	TRUCK 10 TIRES	1,341.88	4-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	05/08/15	05/13/15	80091008	N
	3	INV 80092592	TRUCK 10 TIRES	536.03	4-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	05/08/15	05/13/15	80092592	N
	4	INV 80094090	TRUCK 10 TIRES	1,154.69	4-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	05/08/15	05/13/15	80094090	N
				<u>3,999.80</u>							
	Vendor Total:			3,999.80							
<b>E0576 EAST WINDSOR REGIONAL SCHOOL</b>											
	15-00746	05/01/15	MARCH 2015 GAS USE								
	1	MARCH 2015 GAS USE-FIRE		656.12	5-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	05/01/15	05/13/15		N
	2	MARCH 2015 GAS USE-POLICE		1,489.95	5-01-31-460-001-145	B Motor Fuel - Police	R	05/01/15	05/13/15		N
	3	MARCH 2015 GAS USE-EMS 50		71.11	5-01-31-460-001-148	B Motor Fuel - Emergency Medical	R	05/01/15	05/13/15		N
	4	MARCH 2015 GAS USE-GARBAGE		1,137.54	5-01-31-460-001-147	B Motor Fuel - Public Works	R	05/01/15	05/13/15		N
	5	MARCH 2015 GAS USE-STREETS		1,601.87	5-01-31-460-001-147	B Motor Fuel - Public Works	R	05/01/15	05/13/15		N
	6	MARCH 2015 GAS USE-WATER		192.09	5-09-55-501-001-512	B Motor Fuel	R	05/01/15	05/13/15		N
	7	MARCH 2015 GAS USE-SEWER		184.50	5-09-55-501-002-512	B Motor Fuel	R	05/01/15	05/13/15		N
	8	FUEL FACILITY ADMIN		120.00	5-01-31-460-001-144	B Upgrades to Fueling Facility	R	05/01/15	05/13/15		N
				<u>5,453.18</u>							
	Vendor Total:			5,453.18							
<b>S0081 GARY STEVENS</b>											
	15-00639	04/15/15	INV 0001042								
	1	WEBSITE MAINTENANCE		1,800.00	5-01-20-140-001-060	B Internet Services and Web Services	R	04/15/15	05/13/15	INV 0001042	N
	2	REVERSE EMAIL & LIST MAINT		600.00	5-01-20-140-001-060	B Internet Services and Web Services	R	04/15/15	05/13/15	0001042	N
				<u>2,400.00</u>							
	Vendor Total:			2,400.00							

# Resolution 2015-132

*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 \$93,354.28 from the following accounts:

Current	\$43,379.61
W/S Operating	48,323.32
General Capital	0.00
Water/Sewer Capital	0.00
Grant	1,161.55
Trust	458.00
Housing Trust	0.00
Animal Control	31.80
Law Enforcement Trust	0.00
Housing Rehab Loans	0.00
Unemployment Trust	0.00
Escrow	<u>0.00</u>
Total	<u>\$93,354.28</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 May 18, 2015

---

Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-133

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

## **ADOPTING GUIDELINES FOR THE CONDUCT OF BUSINESS AT HIGHTSTOWN BOROUGH COUNCIL MEETINGS**

WHEREAS, pursuant to N.J.S.A. 40A:60-6, the Borough Council is the legislative body of the municipality and may adopt a resolution for any purpose required for the government of the municipality and possesses all of the executive responsibilities of the municipality not placed, by law, in the Office of the Mayor; and

WHEREAS, the Mayor and Borough Council wish to establish guidelines for conduct at all public meetings held by the Governing Body.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that the following rules and procedures shall govern at all Borough Council Meetings for the year 2015:

**A. Conduct at Meetings.**

1. The Mayor shall serve as Presiding Officer and shall conduct all meetings.
2. The Council President shall serve as Presiding Officer and conduct the meeting when the Mayor is absent.
3. If the Mayor and Council President are both absent, the Municipal Clerk shall call the meeting to order and appoint the senior member of Council to serve as Presiding Officer. The Temporary Chairperson shall conduct the meeting, but shall have no powers beyond those necessary to conduct the meeting.
4. A majority of the whole number of members of the Borough Council shall constitute a quorum.
5. If a quorum is not present fifteen minutes after the appointed time for any meeting, the Presiding Officer or the Municipal Clerk may declare the meeting cancelled due to a lack of a quorum.
6. While the Borough Council is in session, the members thereof shall preserve order and decorum, and a member shall not, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Borough Council, nor disturb any member while speaking, or refuse to obey the order of the Borough Council or its Presiding Officer, unless such action is in accordance with proper Parliamentary procedure.
7. Members of the Governing Body shall not utilize their cell phones while the meeting is in session, either during an Executive session or during the open public portion of any meeting, whether verbally or by text, except for emergent circumstances. If an emergency should arise necessitating the use of a cell phone, then the member shall excuse himself or herself from the dais and leave the meeting room to engage in cell phone communications.
8. The Borough Attorney shall be the Parliamentarian.

9. Meetings shall be conducted in accordance with these regulations and Robert's Rules of Order for items not covered in these regulations.

**B. Addressing the Mayor and Council.**

Any person desiring to address the Mayor and Council shall proceed to the podium during the appropriate time and give his or her name and address. Remarks shall be confined to the order of business prescribed by this section:

1. During the "Public Comment" portion(s) of the meeting, any person may address the Mayor and Council on any matter that the person feels may be of concern to the residents of the municipality. A response may be provided, either directly following the public comment period or during the "Mayor/Council/Administrative Comments" portion of the meeting. There shall be two (2) "Public Comment periods" held during each regular meeting of the Mayor and Council.
2. Any person(s) who disrupts the orderly conduct of any meeting shall be called to order by the Presiding Officer. If such conduct continues to disrupt the meeting despite the Presiding Officer's warning(s), then the Presiding Officer, at his or her discretion, may order such person removed from the meeting.
3. During a statutorily prescribed public hearing on a particular agenda item (such as the public hearing associated with the potential adoption of any Ordinance), or during any other specifically described public hearing, comments made by members of the public shall be limited to the particular subject matter of the hearing.

BE IT FURTHER RESOLVED, that the Borough Council of Hightstown Borough may, according to law, amend these guidelines as needed from time to time.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-134

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

## **AUTHORIZING USE OF THE MUNICIPAL PARKING LOT FOR A LATINO FESTIVAL**

**WHEREAS**, the Community Action Center d/b/a RISE has applied for the use of Memorial Park for the Latino Festival of Hightstown-East Windsor to be held on July 11, 2015 from 12 Noon until 4:00pm; and

**WHEREAS**, they have also requested the use of the Municipal Memorial Parking Lot for the event; and

**WHEREAS**, the event is sponsored by RISE in conjunction with the Hightstown Borough Cultural Arts Commission; and

**WHEREAS**, they will be present from 10:00am to 5:30pm to allow for set-up and clean-up of the facilities; and

**WHEREAS**, this event is privately sponsored and will be held at no cost to the taxpayers; and

**WHEREAS**, the Community Action Center d/b/a RISE will provide the Borough with a Certificate of Insurance that is approved by the Borough's insurance provider; and

**WHEREAS**, the Community Action Center d/b/a RISE will provide, at their expense, police coverage for the duration of the event; and

**WHEREAS**, the Community Action Center d/b/a RISE will provide, at their expense, two (2) temporary portable restrooms for the day of the event; and

**WHEREAS**, the Parks & Recreation Commission is responsible for authorizing the issuance of a Park Use permit, and the Borough Council is responsible for issuing permission for use of the municipal parking lot; and

**WHEREAS**, the Borough Council finds that such an event would benefit the residents of Hightstown Borough and East Windsor Township.

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that permission is hereby granted to Community Action Center d/b/a RISE for the use of the Memorial Parking Lot for the Hightstown-East Windsor Latino Festival to be held on July 11, 2015 providing compliance with the requirements stated 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 May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-135

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	148,200.00	1,000,627.00	<b>1,148,827.00</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	82,000.00	736,000.00	<b>818,000.00</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>230,200.00</b>	<b>1,736,627.00</b>	<b>1,966,827.00</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 May 18, 2015.

---

Margaret M. Riggio  
Deputy Borough Clerk

Borough of Hightstown  
 Emergency Temporary No. 5  
 5/18/2015

**Current Fund**

Borough Clerk	Salaries and Wages	8,000.00
Borough Clerk	Other Expenses	2,000.00
Mayor and Council	Salaries and Wages	2,500.00
Financial Administration	Salaries and Wages	4,000.00
Tax Collector	Salaries and Wages	2,000.00
Data Processing	Salaries and Wages	1,000.00
Tax Assessor	Salaries and Wages	1,000.00
Municipal Court	Salaries and Wages	4,000.00
Planning Board	Salaries and Wages	2,000.00
Police	Salaries and Wages	30,000.00
Police	Other Expenses	15,000.00
Police and Fire Communications	Salaries and Wages	10,000.00
Emergency Management	Other Expenses	1,900.00
Prosecutor	Other Expenses	1,000.00
Buildings and Grounds	Salaries and Wages	4,000.00
Recycling	Salaries and Wages	6,000.00
Board of Health	Salaries and Wages	2,000.00
Maintenance of Parks	Salaries and Wages	4,000.00
Maintenance of Parks	Other Expenses	1,000.00
Celebration of Public Events	Other Expenses	1,000.00
Historical Sites Commission	Other Expenses	1,800.00
Landfill Disposal	Other Expenses	10,000.00
Construction Code	Salaries and Wages	10,000.00
Housing Code Enforcement	Salaries and Wages	2,000.00
Recycling Tax	Other Expenses	1,000.00
Social Security	Other Expenses	10,000.00
Roosevelt Borough Tipping Fees (Shared Service)	Other Expenses	6,000.00
Click It or Ticket	Salaries and Wages	4,000.00
Capital Improvement Fund	Other Expenses	1,000.00

Subtotal Current Fund	<u>148,200.00</u>
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**Water Sewer Utility Fund**

Salaries and Wages	70,000.00
Social Security	12,000.00

Subtotal Water Sewer Utility Fund	<u>82,000.00</u>
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Total	<u><u>230,200.00</u></u>
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Borough of Hightstown  
 Emergency Temporary No. 5  
 5/18/2015

**Current Fund**

Borough Clerk	Salaries and Wages	8,000.00
Borough Clerk	Other Expenses	2,000.00
Mayor and Council	Salaries and Wages	2,500.00
Financial Administration	Salaries and Wages	4,000.00
Tax Collector	Salaries and Wages	2,000.00
Data Processing	Salaries and Wages	1,000.00
Tax Assessor	Salaries and Wages	1,000.00
Municipal Court	Salaries and Wages	4,000.00
Planning Board	Salaries and Wages	2,000.00
Police	Salaries and Wages	30,000.00
Police	Other Expenses	15,000.00
Police and Fire Communications	Salaries and Wages	10,000.00
Emergency Management	Other Expenses	1,900.00
Prosecutor	Other Expenses	1,000.00
Buildings and Grounds	Salaries and Wages	4,000.00
Recycling	Salaries and Wages	6,000.00
Board of Health	Salaries and Wages	2,000.00
Maintenance of Parks	Salaries and Wages	4,000.00
Maintenance of Parks	Other Expenses	1,000.00
Celebration of Public Events	Other Expenses	1,000.00
Historical Sites Commission	Other Expenses	1,800.00
Landfill Disposal	Other Expenses	10,000.00
Construction Code	Salaries and Wages	10,000.00
Housing Code Enforcement	Salaries and Wages	2,000.00
Recycling Tax	Other Expenses	1,000.00
Social Security	Other Expenses	10,000.00
Roosevelt Borough Tipping Fees (Shared Service)	Other Expenses	6,000.00
Click It or Ticket	Salaries and Wages	4,000.00
Capital Improvement Fund	Other Expenses	1,000.00

Subtotal Current Fund 148,200.00

**Water Sewer Utility Fund**

Salaries and Wages	70,000.00
Social Security	12,000.00

Subtotal Water Sewer Utility Fund 82,000.00

Total 230,200.00

# Resolution 2015-136

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

## **AUTHORIZING THE ISSUANCE OF AN AUCTION LICENSE AND WAIVING THE ASSOCIATED FEE – HIGHTSTOWN ENGINE COMPANY #1**

**WHEREAS**, an application for a license to hold an auction on Thursday, June 4, 2015 at 101Main Street in the Borough of Hightstown has been submitted by Hightstown Engine Co. #1; and

**WHEREAS**, Hightstown Engine Co. #1 has requested that the Borough waive the \$100.00 fee associated with this auction license; 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 Hightstown Engine Co. #1 for this event and that the \$100.00 license fee be waived.

**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 Hightstown Engine Co. #1 for their auction to be held on Thursday, June 4, 2015, at 101Main Street and that the fee for said license shall be waived.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-137

*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, June 6, 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, June 6, 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 May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-138

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

## **AUTHORIZING THE ISSUANCE OF AN AUCTION LICENSE – COOLEST REFRIGERATION LLC**

**WHEREAS**, an application for a license to hold an auction on Wednesday, May 20, 2015 at 101 Bank 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 Coolest Refrigeration, LLC 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 Coolest Refrigeration, LLC for their auction to be held on Wednesday, May 20, 2015, at 101 Bank 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 May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-139

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

## **AUTHORIZING ISSUANCE OF RAFFLE LICENSE #RL-2015-02 TO HIGHTSTOWN ENGINE CO. NO. 1**

**WHEREAS**, the Hightstown Engine Company No. 1 wishes to hold an on-premise 50/50 raffle at 101 Main Street on Thursday, June 4 2015; and

**WHEREAS**, the group has submitted application number RA-2015-02 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. 2015-02 to the Hightstown Engine Company No. 1 for their raffle to be held on June 4, 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 May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-140

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

## **APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL GRANT WRITING SERVICES – TRIAD ASSOCIATES**

**WHEREAS**, there exists the need for specialized grant writing services for the Borough during 2015;  
and

**WHEREAS**, five (5) proposals were received for professional grant writing services for the year  
2015; and

**WHEREAS**, the proposals were reviewed and evaluated by Borough Administrator and Municipal  
Clerk at the direction of the Borough Council; and

**WHEREAS**, it is the recommendation of the Borough Administrator and Municipal Clerk that a  
contract for grant writing service be awarded to Triad Associates of Vineland, New Jersey; and

**WHEREAS**, it is the desire of Borough Council to appoint Triad Associates of Vineland ,New Jersey  
as Grant Writer effective January 1, 2015; and

**WHEREAS**, the cost for the proposed services shall not exceed \$10,000.00 without further approval  
by the Borough Council; and,

**WHEREAS**, funds for this purpose will be made available in the 2015 budget; and,

**WHEREAS**, the Borough Attorney will review and approve the contract for execution by the  
Borough; and

**WHEREAS**, the anticipated term of this contract is for the balance of 2015, and it may only be  
renewed upon further action of the Borough Council; and

**WHEREAS**, this contract is awarded as a “fair and open contract” pursuant to and in accordance with  
the Local Unit Pay-to-Play Law.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Borough Council of the  
Borough of Hightstown that the Mayor is authorized to execute and the Borough Clerk to attest an agreement  
between the Borough of Hightstown and Triad Associates of Vineland, New Jersey for professional grant  
writing services for the year 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 May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-141

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

## **SUPPORTING ASSEMBLY BILL A-4325 “TRANSPARENT TAX ACT OF 2015”**

**WHEREAS**, Assembly Bill No. A-4325 supplementing chapter 4 of Title 54, R.S.54:4-65 and designated the "Transparent Tax Act of 2015" is being considered for adoption by the New Jersey State Assembly; and

**WHEREAS**, the amendment would permit the local jurisdiction to print separate tax bills to each taxpayer, one showing the amount of property taxes due and payable for municipal tax purposes, the other shall state the amount of property taxes due and payable for county purposes, school purposes, fire district purposes, and for the purposes of any other special district on behalf of which the municipality collects property taxes; and

**WHEREAS**, both bills shall include a brief tabulation showing the distribution of the total amount to be raised by taxes; and

**WHEREAS**, A-4325 would require the municipal tax collector to send notice of the pro rata share, if any, of the property tax appeal refunds paid by the municipality during the tax year to the county, school districts, and fire districts for inclusion in their annual budgets; and

**WHEREAS**, in the following tax year in which the refunds were paid, the municipal tax collector is then required to deduct the applicable pro rata share of the property tax refund from the amounts to be paid to the county, and each school and fire district; and

**WHEREAS**, these amendments, if adopted, will assist the general public to understand the tax bill, the structure of the taxes, and the level of support for each agency, and will further provide a more equitable structure to share the obligation of paying approved tax appeals as the title states, creates transparency in the tax supporting local assessments.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Hightstown, County of Mercer, and State of New Jersey, hereby supports Assembly Bill A-4235 amending Title 54:4-65 and urges the Legislature to approve and pass the bill for the reasons expressed herein; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent to the members of the NJ State Assembly, the members of the NJ Senate, and the Governor of the State of NJ, the New Jersey State League of Municipalities, the Municipal Clerks' Association of New Jersey, and all Mercer County municipalities.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-142

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

## **NAMING A COUNCIL LIAISON FOR THE CODE ENFORCEMENT DEPARTMENT**

**WHEREAS**, there is a need for a Borough Council liaison for the Code Enforcement Department; and

**WHEREAS**, the Borough Council wishes to appoint Councilmember Lee Stults to serve as Borough Council liaison for the Code Enforcement Department.

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that Councilmember Lee Stults is hereby appointed to serve as Borough Council liaison for the Code Enforcement Department.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-143

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

## **AUTHORIZING THE SUBMISSION OF THE TWA-1 TREATMENT WORKS APPROVAL PERMIT APPLICATION RELATING TO THE ULTRAVIOLET (UV) DISINFECTION SYSTEM**

**WHEREAS**, the Borough Council has authorized application for a New Jersey Environmental Infrastructure Loan for several projects for the Water Plant and Advanced Waste Water Treatment Plant of Hightstown Borough; and

**WHEREAS**, it is required that the Borough Council authorize the submission of a NJDEP Treatment Works Permit Application (TWA) for the Ultraviolet (UV) Disinfection System project at the Advanced Waste Water Treatment Plant; and

**WHEREAS**, the permit fee for said application is eight thousand four hundred ninety-two dollars (\$8,492.00) and is payable to Treasurer, State of New Jersey Environmental Services Fund; and

**WHEREAS**, the Treasurer has certified that funds are available for this expenditure.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that the Mayor is hereby authorized to sign and the Borough Engineer to submit, the NJDEP Treatment Works Permit Application (TWA) for the Ultraviolet (UV) Disinfection System at the Advanced Waste Water Treatment Plant.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-144

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

## **AUTHORIZING THE BOROUGH ADMINISTRATOR TO ACT AS REPRESENTATIVE FOR THE BOROUGH OF HIGHTSTOWN FOR MATTERS RELATING TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE LOAN**

**WHEREAS**, the Borough Council has authorized application for a New Jersey Environmental Infrastructure Loan for several projects for the Water Plant and Advanced Waste Water Treatment Plant of Hightstown Borough; and

**WHEREAS**, it is required that the Borough Council authorize Henry Underhill, Borough Administrator, to represent the Borough in all matters relating to the projects undertaken pursuant to the New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust; and

**WHEREAS**, the Borough Council wishes to authorize Henry Underhill, Borough Administrator, to represent the Borough in all matters relating to the projects undertaken pursuant to the New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that Henry Underhill, Borough Administrator, is hereby authorized to represent Hightstown Borough in all matters relating to the projects undertaken pursuant to the New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-145

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

## **AUTHORIZING RELEASE OF ESCROW FUNDS – NEW CINGULAR WIRELESS PCS, LLC (“AT&T”) (BLOCK 61.01, LOTS 43, 44 & 45)**

**WHEREAS**, New Cingular Wireless PCS, LLC (AT&T) deposited escrow funds in the amount of \$2,600.00 for a project at Block 61.01, Lots 43, 44 & 45; and

**WHEREAS**, New Cingular Wireless PCS, LLC (AT&T) has requested that the escrow funds on deposit with the Borough for Block 61.01, Lots 43, 44 & 45 be released; and

**WHEREAS**, the project has been complete for quite some time and it is recommended that the Borough release the remaining escrow funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Treasurer is authorized and directed to release the escrow funds on deposit with the Borough to New Cingular Wireless PCS, LLC (AT&T).

A certified copy of this Resolution shall be provided to the following:

- a. New Cingular Wireless PCS, LLC (AT&T)
- b. Janice Mohr-Kminek, Treasurer
- c. Sandy Belan, Planning Board Secretary
- d. Carmela Roberts, Borough Engineer

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-146

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

## **AUTHORIZING ACCEPTANCE OF A MAINTENANCE GUARANTEE – SEYMOUR INVESTMENTS, LLC (BLOCK 13, LOT 24.01)**

**WHEREAS**, the Borough Engineer has deemed the project located at block 13, Lot 24.01 complete; and

**WHEREAS**, it is required that Seymour Investments file a maintenance bond in the amount of \$10,683.40 with the Borough; and

**WHEREAS**, Seymour Investments, LLC has deposited check #9172 in the amount of \$10,683.40 with the Borough to serve as the required maintenance bond; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the project located at block 13, lot 24.01 is hereby deemed complete and the Borough accepts check #9172 in the amount of \$10,683.40 to serve as the maintenance bond on this project.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2015-147

*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 May 18, 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

EMS

Local 32 Union Negotiations

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: August 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 May 18, 2015.

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Margaret M. Riggio  
Deputy Borough Clerk