

OPEN SESSION

Mayor Robert Patten called the meeting to order at 12:08 p.m. and read the Open Public Meetings Act statement which stated that adequate notice and posting of the meeting had taken place in accordance with the requirements of P.L. 1975, Chapter 231.

The flag salute was followed by the roll call.

ROLL CALL

	PRESENT	ABSENT
<i>Mayor Patten</i>	✓	
<i>Councilmember Sackowitz</i>	✓	
<i>Councilmember Laudenberger</i>	✓	
<i>Councilmember Quattrone</i>	✓	
<i>Councilmember Schneider</i>	✓	
<i>Councilmember Sikorski</i>	✓	
<i>Councilmember Thompson</i>	✓	

Also in attendance: Candace Gallagher, Borough Clerk/Administrator; Leona Baylor, Deputy Borough Clerk; and Frederick Raffetto, Esq., Borough Attorney.

APPROVAL OF AGENDA

The agenda was moved as submitted by Councilmember Sikorski, seconded by Councilmember Quattrone and approved by all.

SWEARING-IN CEREMONY

Mayor Patten administered the Oath of Office to new Council members Constance Harendza-Harinxma and Ryan Rosenberg.

Ms. Harinxma was joined by her husband, Christian, and her two sons, Shane and Carsten. She thanked the public for their support and said that she is looking forward to working with Council.

Mr. Rosenberg, who was joined by his wife, Amanda, wished all a Happy New Year and said that he is looking forward to "serving on Council and working to make Hightstown a better place."

At this time, the new Councilmembers took their seats on the dais, and outgoing Council members Laudenberger and Sackowitz joined the audience.

RECOGNITION OF DIGNITARIES

Mayor Patten noted the presence of the following dignitaries at this meeting: Assemblyman Michael Panter; East Windsor Mayor Janice Mironov; East Windsor Council members Marsha Weinstein and Walter Daniels; former Hightstown Mayors Scott Caster and Amy Aughenbaugh; and former Hightstown Councilmembers Alexander Perritt, Roger Cook, Richard Harlan Pratt, Eugene Sarafin, Torry Watkins, Jane Cox, Mike Vanderbeck, Ron Sackowitz and Nancy Walker-Laudenberger.

INVOCATION – REV. SUZANNE SHAFER-COATES

At this time, Rev. Suzanne Shafer-Coates, who had been delayed in arriving, delivered the invocation. She made particular mention of four Hightstonians who passed away during 2005: Kitty Decker Richardson, Martha Reed, former Mayor Harold “Skip” Cox, and *Hightstown Gazette* editor Kathryn Dennis.

PROCLAMATIONS AND AWARDS

Mayor Patten presented framed proclamations signed by each member of the 2006 governing body to Andrea Aughenbaugh, Roger Cook, Ron Sackowitz and Nancy Walker-Laudenberger.

Honoring Andrea Aughenbaugh

Whereas, Andrea Aughenbaugh served faithfully as a Commissioner of the Hightstown Housing Authority for ten consecutive years, from January 1, 1996 to December 31, 2005; and

Whereas, Ms. Aughenbaugh was elected as Vice Chairman of the Commission on January 20, 1999, and assumed the position of Chairperson on February 24, 2004; and

Whereas, prior to her service as a Commissioner, Ms. Aughenbaugh ably served the Housing Authority between 1980 and 1990 as the Tenant Services Representative, using her skills as a registered nurse practitioner with the Authority tenant community; and

Whereas, Ms. Aughenbaugh has made a genuine difference in the lives of Housing Authority residents through her commitment and dedicated service to our community;

Now, Therefore, Be It Proclaimed by the Mayor and Council of the Borough of Hightstown that we hereby recognize and thank Andrea Aughenbaugh for her many years of devoted service to the Hightstown Housing Authority and its residents, and we wish her success in all her future endeavors.

Ms. Aughenbaugh thanked the governing body for this recognition, and for their support of the Hightstown Housing Authority, “a very important part of our community.”

Honoring Roger Cook

Whereas, Roger Cook has served the Borough of Hightstown in many official and unofficial capacities for more than 45 years; and

Whereas, Mr. Cook served as a longtime member of the Board of Health, where he was instrumental in establishing the Borough’s Well Baby program; and

Whereas, he also served as a Councilmember from January 1, 1992 to December 31, 1994; and

Whereas, in addition, Mr. Cook has been a longtime member of the Borough's Environmental Commission and Water-Sewer Committee, serving as Chair of each and providing strong leadership and guidance to these bodies; and

Whereas, Mr. Cook has been a dedicated advocate of the Borough's Greenways project and has been a driving force in moving that project forward, and continues to work tirelessly toward the achievement of this long term goal; and

Whereas, Roger Cook's knowledge, expertise, professionalism, enthusiasm and selfless dedication to his community have significantly and permanently enhanced our quality of life in the Borough of Hightstown;

Now, Therefore, Be It Proclaimed by the Mayor and Council of the Borough of Hightstown that we hereby recognize and thank **Roger Cook** for his many, varied and lasting contributions to the Borough over the past 45 years. You have made Hightstown a better place for past, present and future residents, and we look forward to your continued involvement in the Borough.

Mr. Cook thanked the Mayor and Council and spoke of the value of volunteerism. "In my 10 ½ years since retiring from my 'day job,'" he said, "I've found plenty to do." He noted the accomplishments of the water-sewer committee over the past 10 years ago, and said, "it's amazing what you can get done with suggestion, persuasion and perseverance."

Honoring Ronald Sackowitz

Whereas, Ronald Sackowitz served as Borough Councilmember from February 22, 2005 through December 31, 2005; and

Whereas, Mr. Sackowitz served as a member of the Borough's Solid Waste Committee and was instrumental in making important changes to the Borough's solid waste regulations; and

Whereas, though serving only 10 months on Council, Mr. Sackowitz made a lasting contribution to the Borough through his thoughtful and balanced consideration of each issue, and his expertise in the areas of wastewater treatment and contract negotiations; and

Now, Therefore, Be It Proclaimed by the Mayor and Council of the Borough of Hightstown that we hereby commend and thank Ronald Sackowitz for his commitment and dedication to the Borough and its residents, and we wish him success in all his future endeavors.

Mr. Sackowitz stated that his time on Council was "interesting," and that he appreciates having had the opportunity to serve the community.

Honoring Nancy Walker-Laudenberger

Whereas, Nancy Walker-Laudenberger has served as a member of the Hightstown Borough Council for nearly eight years, serving continuously from January 1, 2000 through December 31, 2005, and prior to that, from February 18, 1997 through December 21, 1998; and

Whereas, Ms. Laudenberg led the Council as its President in 2003, and at various times during her tenure as Council member, she served as Council's representative on the Planning Board, as well as Council's liaison to the Borough's Environmental Commission (on which she served prior to becoming a Council member), Water and Sewer Committee, Police Department, Municipal Court, Finance/ Administration, and the Community Action Service Center, bringing energy and enthusiasm to each entity and proactively maintaining open lines of communication with the Borough Council; and

Whereas, in addition, Ms. Laudenberger has served on several Borough committees and has chaired the Community Celebration Committee since its inception, leading the group to extremely successful Community Fairs in each of the last three years; and

Whereas, Ms. Laudenberger also serves the community through her volunteer efforts with local groups and organizations, including the Friday Club (Past President), Rocky Brook Garden Club (Past President), the Hightstown-East Windsor Historical Society (Trustee), the Domestic Violence Volunteer Response Team, and as a Board member for the Community Action Service Center and Board member and volunteer with CONTACT; and

Whereas, through all of her endeavors, Nancy Walker-Laudenberger has served with grace, wisdom, compassion, humor, courage, and vitality, and has consistently displayed a genuine and overriding concern for the Borough's residents;

Now, Therefore, Be It Proclaimed by the Mayor and Council of the Borough of Hightstown that we hereby commend and thank **Nancy Walker-Laudenberger** for her many years of devoted service to the Borough and its residents, and we wish her success in all her future endeavors.

Ms. Laudenberger thanked the Mayor and Council for the recognition and thanked her husband, John, for his support during her years on Council.

The Mayor presented gifts from the governing body to Mr. Sackowitz and to Ms. Laudenberger as a token of appreciation for their service to the Borough.

PUBLIC COMMENT

Mayor Patten opened the floor for public comment.

Phyllis Deal, 305 Stockton Street, stated that this is the 30th and last reorganization meeting she will be attending, as she will be moving soon to Maine. She expressed appreciation for the efforts of this and past governing bodies and said that she has enjoyed her 30 years here. She closed her comments with a plea to "get the 25 mph speed limit enforced."

Eugene Sarafin, 600-628 South Main Street, stated that it is "unbelievable," after 41 years, to have six Democrats on Council. "Six Republicans did a good job," he said, "and I expect that six Democrats will also." He noted that things have changed in Hightstown over the past 41 years and the town has gone "from insular to open." He asked Council to continue to "make sure we have water and sewer, that our garbage gets picked up, that recycling works and that the police stop speeders."

No one else came forward and the floor was closed.

RESOLUTION 2006-01, ELECTING COUNCIL PRESIDENT FOR 2006

Councilman Sikorski nominated David Schneider for a second term as Council President. His nomination was seconded by Councilman Quattrone.

Roll Call: Councilmembers Harinxma, Quattrone, Rosenberg, Schneider, Sikorski and Thompson voted yes

Resolution adopted, 6-0.

RESOLUTION 2006-01 ELECTING COUNCIL PRESIDENT FOR 2006

WHEREAS, there exists a need to fill the position of Council President for 2006; and

WHEREAS, it is the desire of the Borough Council to elect Councilmember David Schneider to fill that position;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that David Schneider is hereby elected Council President for the year 2006.

Mr. Schneider expressed appreciation to those former Council presidents that he has learned from, including Mayor Patten, Councilman Quattrone, Michael Vanderbeck, and Nancy Walker-Laudenberger. He said that serving as Council President was an honor and thanked Council for the opportunity to "do it again."

2006 APPOINTMENTS

Ms. Gallagher noted two corrections to Resolution 2006-03. **Resolutions 2006-02, 03, 04 and 05** were then moved by Councilman Sikorski, seconded by Councilmember Thompson.

Roll Call: Councilmembers Harinxma, Quattrone, Schneider, Sikorski, Rosenberg and Thompson voted yes.

Resolutions adopted, 6-0.

RESOLUTION 2006-02 RESOLUTION RATIFYING AND CONFIRMING APPOINTMENTS FOR 2006 - PROFESSIONAL SERVICES

WHEREAS, in accordance with the *Revised General Ordinances of the Borough of Hightstown*, Mayor Robert Patten has proposed the following appointments, subject to the advice and consent of Council:

		Term	Term expiration
Municipal Attorney:	Frederick Raffetto, Esq. Ansell Zaro Grimm & Aaron 1500 Lawrence Avenue, CN 7807 Ocean, New Jersey 07712	1 year	December 31, 2006
Special Labor Counsel:	Richard J. Shaklee, Esq. McLaughlin Gelson, LLC 1305 Campus Parkway, Suite 200 Neptune, New Jersey 07753	1 year	December 31, 2006
Municipal Engineer:	Carmela Roberts, P.E. Roberts & Reymann Engineering, LLC 1670 Whitehorse-Hamilton Square Road Suite C-2 Hamilton, NJ 08690	1 year	December 31, 2006
Municipal Auditor:	William E. Antonides, CPA, RMA William E. Antonides and Company 2807 Hurley Pond Road, Suite 200 P.O. Box 1137 Wall, New Jersey 07719	1 year	December 31, 2006
Bond Counsel:	Edward J. McManimon, III McManimon & Scotland, LLC One Riverfront Plaza, Fourth Floor Newark, New Jersey 07102	1 year	December 31, 2006

NOW, THEREFORE, BE IT RESOLVED that the Hightstown Borough Council does hereby consent to the Mayor's appointments as listed herein, and said appointments are ratified and confirmed effective this date, January 1, 2006.

RESOLUTION 2006-03**RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR 2006 -
BOARDS, COMMISSIONS AND COMMITTEES**

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

	<u>Planning Board</u>	
Walter Sikorski, Councilmember	1 yr.	December 31, 2006

	<u>Environmental Commission</u>	
Paul Byrne	3 yrs.	December 31, 2008
Barbara Jones	3 yrs.	December 31, 2008
Chayna Wilson	ux 3 yrs.	December 31, 2007
Harold Mulleavey, Alternate #1	ux 2 yrs.	December 31, 2006
Susan Bottino, Alternate #2	2 yrs.	December 31, 2007

	<u>Hightstown Housing Authority</u>	
Tom Eden	5 yrs.	December 31, 2010

	<u>Board of Health</u>	
Cathy Signorin	3 yrs.	December 31, 2008
Sarah Kluxen	3 yrs.	December 31, 2008
Karen Cox	3 yrs.	December 31, 2008
Rob Thibault	ux 3 yrs.	December 31, 2007
Dylan Ross, Alternate #2	2 yrs.	December 31, 2007

	<u>Economic Development Committee</u>	
Jeffrey Bond	Init. 2 yrs.	December 31, 2007
J. Michael Vanderbeck	Init. 2 yrs.	December 31, 2007
Michael Wiley	Init. 2 yrs.	December 31, 2007
A representative of the Peddie School (to be named)	Init. 2 yrs.	December 31, 2007
William Gilmore	Init. 1 yr.	December 31, 2006
Vincent Traylor	Init. 1 yr.	December 31, 2006
Eugene O'Connor	Init. 1 yr.	December 31, 2006
EX OFFICIO – Mayor Robert Patten	1 yr.	December 31, 2006
EX OFFICIO – Councilmember David Schneider	1 yr.	December 31, 2006

RESOLUTION 2006-04**RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR 2006 -
BOROUGH OFFICIALS**

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

	<u>Deputy Borough Clerk</u>	
Leona Baylor	1 yr.	December 31, 2006

	<u>Joint Insurance Fund Commissioner</u>	
Candace B. Gallagher	1 yr.	December 31, 2006

	<u>Alternate Joint Insurance Fund Commissioner</u>	
James M. Eufemia	1 yr.	December 31, 2006

	<u>Assessment Search Officer</u>	
Candace B. Gallagher	1 yr.	December 31, 2006

Public Agency Compliance Officer (P.A.C.O.)

Leona Baylor	1 yr.	December 31, 2006
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Tax Search Officer

Nancy Martin	1 yr.	December 31, 2006
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Water-Sewer Collector

Nancy Martin	1 yr.	December 31, 2006
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Deputy Tax/Water/Sewer Collector

Arlene O'Rourke	1 yr.	December 31, 2006
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Public Defenders

Craig Cox	1 yr.	December 31, 2006
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Gus Siggelakis	1 yr.	December 31, 2006
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Alternate Prosecutors

#1 - Sahbra Smook-Jacobs, Esq.	1 yr.	December 31, 2006
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#2 - Ashley Bostic-Hutchinson, Esq.	1 yr.	December 31, 2006
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#3 - Lenore N. Hannah, Esq.	1 yr.	December 31, 2006
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#4 - Renee La Marre-Sumners, Esq.	1 yr.	December 31, 2006
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#5 - Edward Hunter, Esq.	1 yr.	December 31, 2006
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#6 - Kim Augustus Otis, Esq.	1 yr.	December 31, 2006
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Zoning Officer

Harry Wetterskog	1 yr.	December 31, 2006
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Building Inspector

Harry Wetterskog	1 yr.	December 31, 2006
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Housing Inspectors

Harry Wetterskog	1 yr.	December 31, 2006
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Thomas Murray	1 yr.	December 31, 2006
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Fire Inspector (UCC)

Harry Wetterskog	1 yr.	December 31, 2006
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Recreation Director

Larry Gunnell	1 yr.	December 31, 2006
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Borough Historian

Clark Hutchinson	1 yr.	December 31, 2006
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Community Health Nurse

Sharon Lane	1 yr.	December 31, 2006
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School Crossing Guards

James Coleman	1 yr.	December 31, 2006
Edward E. Hayes	1 yr.	December 31, 2006
Maria Sterns	1 yr.	December 31, 2006

RESOLUTION 2006-05 APPOINTING COUNCIL LIAISONS

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

CONSTANCE HARENDZA-HARINXMA	Parks and Recreation Commission Fire Department
LAWRENCE D. QUATTRONE	First Aid Squad Public Works
RYAN ROSENBERG	Environmental Commission Borough-owned properties
DAVID SCHNEIDER	Police Department Municipal Court Economic Development Commission
WALTER SIKORSKI	Construction/Housing/Fire Code Enforcement Board of Health Historic Preservation Committee
PATRICK THOMPSON	Water and Sewer Departments Finance & Administration

The Mayor's appointments as listed in the meeting packet were acknowledged:

Planning Board

Bill Searing, Class II member	1 yr.	December 31, 2006
Charles "Lee" Stults, IV	4 yrs.	December 31, 2009
Steve Misiura	4 yrs.	December 31, 2009
Chris Emigholz, Alternate #1	2 yrs.	December 31, 2007

Parks and Recreation Commission

Sandra Bon Tempo	5 yrs.	December 31, 2010
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Historic Preservation Commission

Christian Kirkpatrick	4 yrs.	December 31, 2009
Clark Hutchinson	4 yrs.	December 31, 2009
Nicole L'Vov, Alternate #1	2 yrs.	December 31, 2007
George Keith, Alternate #2	ux 2 yrs.	December 31, 2006

Cable Television Advisory Committee

Councilmember Constance Harendza-Harinxma
Chris Emigholz
Curtis Crowell
Andrew Keller
Harry Alexander
Lee Stults
George Serrano

Solid Waste Committee

Candace Gallagher
Harry Wetterskog
Ken Lewis
Donna Syx
Councilmember Lawrence D. Quattrone

Water and Sewer Committee

Roger Cook
Dr. Alexander Perritt
Kerri Sue Kowardy
Candace Gallagher
Larry Blake
Sean McGuire
Nancy Martin
Arlene O'Rourke
Biff Searing
Councilmember Ryan Rosenberg
Mayor Bob Patten
Carmela Roberts, P.E.

CONSENT AGENDA

Resolutions 2006-06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19 and 20 were moved by Councilman Sikorski, seconded by Councilmember Quattrone.

Roll Call: Councilmembers Harinxma, Quattrone, Rosenberg, Schneider, Sikorski and Thompson voted yes.

Resolutions adopted, 6-0.

RESOLUTION 2006-06 DESIGNATING OFFICIAL BOROUGH NEWSPAPERS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the *Trenton Times* and the *Windsor-Hights Herald* are hereby designated as the official newspapers of the municipality for the year 2006.

RESOLUTION 2006-07 ESTABLISHING 2006 SCHEDULE OF HOLIDAYS AND BOROUGH BUSINESS HOURS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following will be considered the official holidays for the year 2006 and the first week of 2007:

January 2	New Years' Day observed (Monday)
January 16	Martin Luther King, Jr. Day (Monday)
February 20	Presidents Day (Monday)
April 14	Good Friday
May 29	Memorial Day observed (Monday)
July 4	Independence Day (Tuesday)
September 4	Labor Day (Monday)
October 9	Columbus Day observed (Monday)
November 10	Veterans Day observed (Friday)
November 23	Thanksgiving Day (Thursday)
November 24	Day After Thanksgiving (Friday)
December 25	Christmas Day (Monday)
January 1, 2007	New Years Day (Monday)

BE IT FURTHER RESOLVED, that the official business hours for Borough offices will be 8:30 a.m. to 4:30 p.m. Monday through Friday.

**RESOLUTION 2006-08 APPROVING THE BOROUGH COUNCIL MEETING SCHEDULE
FOR THE YEAR 2006**

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the meetings of the Mayor and Borough Council for the remainder of 2006 and for the first two meetings in 2007, will be held at **7:00 p.m.**, unless otherwise noted, at the Municipal Building at 148 North Main Street, Hightstown, on the following dates:

2006 SCHEDULED COUNCIL MEETING DATES

TUESDAY (Monday holiday)	January 17
MONDAY	February 6
TUESDAY (Monday holiday)	February 21
MONDAY	March 6
MONDAY	March 20
MONDAY	April 3
MONDAY	April 17
MONDAY	May 1
MONDAY	May 15
MONDAY	June 5
MONDAY	June 19
MONDAY	July 3
MONDAY	July 17
MONDAY	August 7
MONDAY	August 21
TUESDAY (Monday holiday)	September 5
MONDAY	September 18
MONDAY	October 2
MONDAY	October 16
MONDAY	November 6
MONDAY	November 20
MONDAY	December 4
MONDAY	December 18

2007 Meetings

Monday, January 1 – Reorganization Meeting, 12 noon
Tuesday, January 2 – Regular Meeting, 7:00 p.m.

RESOLUTION 2006-09 DESIGNATING CERTIFYING AGENT FOR PENSION FUNDS

BE IT RESOLVED by the Mayor and Council of the Borough of the Hightstown that, in accordance with requirements of the Public Employee's Retirement System and the Policeman's and Fireman's Retirement System, Borough Chief Financial Officer George J. Lang is hereby designated as Certifying Agent for Pension Funds, and shall be responsible for processing and submitting all documents, as required, pertaining to the aforesaid retirement systems.

RESOLUTION 2006-10 AUTHORIZING ISSUANCE OF INTERIM CHECKS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that authorization be given to the Treasurer to issue checks for the purpose of payroll and/or emergency payments between Council meetings during 2006, and that these payments will appear on the bill list to be approved by the Mayor and Council at the next regularly scheduled Council meeting.

RESOLUTION 2006-11 AUTHORIZING PETTY CASH FUNDS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk, the Borough Treasurer and the Superintendent of the Wastewater Treatment Plant are authorized to be custodians of funds, as follows, for the purpose of petty cash expenditures:

Borough Clerk's Office - \$50.00
Finance Office - \$100.00
Water & Sewer Department - \$50.00

RESOLUTION 2006-12 AUTHORIZING 2006 TEMPORARY OPERATING BUDGET – CURRENT

WHEREAS, N.J.S.A. 40A:4-19 provides that:

“The governing body may and, if any contracts, commitments or payments are to be made prior to the adoption of the budget, shall by resolution adopted within the first 30 days of the beginning of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget.

The total of appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year excluding in both instances, appropriations made for interest and debt redemption charges, capital improvement fund and public assistance.”

; and

WHEREAS, 26.25 percent of the total appropriations in the 2005 current budget, exclusive of appropriations for capital improvement fund, public assistance, and debt service, is \$1,184,638.01;

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

1. The 2006 Temporary Operating Budget (Current), as detailed on the annexed Schedule ¹, totaling \$1,184,638.01 is hereby adopted in accordance with N.J.S.A. 40A:4-19.
2. Certified copies of this Resolution shall be provided forthwith to the Treasurer, Chief Financial Officer and Borough Auditor.

RESOLUTION 2006-13 AUTHORIZING 2006 TEMPORARY OPERATING BUDGET – WATER/SEWER

WHEREAS, N.J.S.A. 40A:4-19 provides that:

¹ Schedule is included at the end of these 1/1/06 minutes.

"The governing body may and, if any contracts, commitments or payments are to be made prior to the adoption of the budget, shall by resolution adopted within the first 30 days of the beginning of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget.

The total of appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year excluding in both instances, appropriations made for interest and debt redemption charges, capital improvement fund and public assistance."

; and

WHEREAS, 26.25 percent of the total appropriations in the 2005 water-sewer utility budget, exclusive of appropriations for capital improvement fund, public assistance, and debt service, is \$537,118.90;

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

1. The 2006 Temporary Operating Budget (Water/Sewer), as detailed on the annexed Schedule ², totaling \$537,118.90 is hereby adopted in accordance with N.J.S.A. 40A:4-19.
2. Certified copies of this Resolution shall be provided forthwith to the Treasurer, Chief Financial Officer and Borough Auditor.

RESOLUTION 2006-14 ESTABLISHING THE RATE OF INTEREST CHARGED ON DELINQUENT TAXES

WHEREAS, N.J.S.A. 54:4-67 permits the Borough to establish by resolution the rate of interest to be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth (10th) calendar day following the date upon which the same became due and payable; and

WHEREAS, Chapter 75, P.L. 1991, permits the Mayor and Council to establish a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior the end of the calendar year; and

WHEREAS, the Mayor and Council wish to continue the policies currently in effect with respect to delinquent taxes;

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

1. Pursuant to N.J.S.A. 54-4:-67, the Mayor and Council hereby reaffirm that the following interest shall be charged for the non-payment of taxes or assessments on any installment which is not made before or within the tenth (10th) calendar day following the date upon which same become payable: Eight (8%) percent annum on the first \$1,500.00 of the delinquency, and eighteen (18%) percent per annum on any amount in excess of \$1,500.00, to be calculated from the date the tax was payable and until the date of actual payment. The term "delinquent" as used herein shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.
2. In accordance with Chapter 75 of the Laws of 1991, any taxpayers with a delinquency in excess of Ten Thousand (\$10,000.00) Dollars who fails to pay that delinquency prior to the end of any calendar year, shall be assessed a penalty for that year of six (6%) percent of the amount of the delinquency, in addition to the interest provided for in Paragraph 1.
3. The provisions of paragraphs 1 and 2 herein shall remain in effect unless and until superseded by Borough resolution or ordinance.

² Schedule is included at the end of these 1/1/06 minutes.

RESOLUTION 2006-15 ADOPTING CASH MANAGEMENT PLAN

WHEREAS, the Chief Financial Officer, in accordance with the requirements of N.J.S.A. 40A:5-14, has prepared a Cash Management Plan ("the Plan") for the year 2006 which designates the depositories for Borough funds, outlines procedures for the handling thereof, and details other responsibilities with regard to Borough funds; and

WHEREAS, it is the desire of the Mayor and Council to formally adopt the Plan;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Cash Management Plan for the year 2006 which is attached hereto and made a part hereof³ is hereby adopted.

RESOLUTION 2006-16 AUTHORIZING DEPOSITORIES AND SIGNATURES FOR BOROUGH ACCOUNTS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the banks designated as depositories of monies of the Borough of Hightstown are hereby established in accordance with the Cash Management Plan adopted by the Borough on January 1, 2006; and

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown and that **all notes and drafts** of the Borough of Hightstown be signed in like manner by any two of said same officers:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the **payment of salaries and wages** from the accounts of the Borough of Hightstown:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Animal Control Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Water & Sewer Operating Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

³ Included at the end of these 1/1/06 minutes.

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Trust Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Unemployment Trust Fund**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Public Defender Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Current Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Capital Funds** of the Borough of Hightstown:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Uniform Construction Trust Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Grant Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Law Enforcement Trust Account**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Escrow Accounts (Subdivision Site Plan)**:

Robert F. Patten, Mayor
Arlene O'Rourke, Treasurer
George J. Lang, CFO
Candace B. Gallagher, Borough Clerk/Administrator

BE IT FURTHER RESOLVED, that the Borough Clerk/Administrator, Chief Financial Officer, Treasurer, Tax Collector, and the Municipal Court Administrator shall not be held liable for any loss of public money deposited by them with the aforesaid banks when such loss is occasioned by the failure of such banks faithfully to account for and pay over such money on legal demand.

RESOLUTION 2006-17 GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, the governing body may delegate the power to award purchases, contracts and/or agreements which total less than the bidding threshold; and

WHEREAS, in the interest of streamlining Borough operations and improving efficiency, it is the desire of the Mayor and Council to authorize the Borough Administrator to approve purchases, contracts and agreements up to \$2,500.00, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*; and

WHEREAS, it is the further desire of the Mayor and Council to authorize the Borough Administrator and Chief Financial Officer to jointly approve purchases, contracts and agreements which total between \$2,500.01 and \$7,500.00, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*;

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

1. The Borough Administrator is hereby authorized to approve any purchases, contracts and/or agreements which total up to \$2,500.00 without further action from Council, provided that funds are available to cover the expenditure.
2. The Borough Administrator and Chief Financial Officer are hereby authorized to jointly approve any purchases, contracts and/or agreements which total between \$2,500.01 and \$7,500.00 without further action from Council, provided that funds are available to cover the expenditure. Any such expenditure must be approved by both the Borough Administrator and the Chief Financial Officer.
3. Purchase approvals made by the Borough Administrator and/or Chief Financial Officer by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*

RESOLUTION 2006-18 ADOPTING ROBERT'S RULES OF ORDER

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that, in any question concerning the organization, proceedings or decorum in connection with meetings of the Borough Council, which question is not otherwise covered by Resolution of Council or general law, Robert's Rules of Order shall govern, and that the Borough Attorney shall serve as *ex officio* parliamentarian, and shall be prepared, at the request of any member of Council, to render his opinion on any question of procedure.

RESOLUTON 2006-19**APPOINTING BOROUGH TAX COLLECTOR**

WHEREAS, Nancy Martin, CTC was appointed as Tax Collector for the Borough of Hightstown effective April 7, 2003 for the remainder of an unexpired four-year term running through December 31, 2005; and

WHEREAS it is the desire of the Mayor and Council to appoint Ms. Martin to a succeeding term as Tax Collector; and

WHEREAS, Ms. Martin is a Certified Tax Collector in good standing pursuant to the Laws of the State of New Jersey, holding Certificate #1478;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Nancy Martin of Helmetta, New Jersey is hereby reappointed to the office of Borough Tax Collector for the four-year term running from January 1, 2006 through December 31, 2009.

RESOLUTION 2006-20**APPOINTING BOROUGH TAX ASSESSOR**

WHEREAS, due to the resignation on December 31, 2005, of Borough Tax Assessor Carol Caskey, a vacancy now exists in that office; and

WHEREAS, it is the desire of Mayor Robert Patten to appoint Kenneth Pacera of Allentown, New Jersey to the position effective this date, January 1, 2006; and

WHEREAS, N.J.S.A. 40A:9-148 provides that a vacancy occurring in the office of Municipal Tax Assessor which occurs other than by expiration of term shall be filled for the remainder of the unexpired term; and

WHEREAS the appointed term of the previous assessor expires on June 30, 2006;

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

1. In accordance with the provisions of N.J.S.A. 40A:9-148, Kenneth Pacera of Allentown, New Jersey is hereby appointed to the office of Tax Assessor for the Borough of Hightstown for the remainder of the unexpired term ending June 30, 2006 at an annual salary of \$10,500.00.
2. A certified copy of this Resolution shall be provided forthwith to the Mercer County Division of Taxation.

MAYOR'S ADDRESS

The complete text of Mayor Bob Patten's January 1, 2006 address is included at the end of these minutes.

The benediction was given by Rev. Suzanne Shafer-Coates, and adjournment was moved by Councilmember Sikorski, seconded by Councilmember Thompson and unanimously approved. The meeting was adjourned at 1:04 p.m..

Respectfully submitted,

Candace B. Gallagher, RMC
Borough Clerk