

OPEN SESSION
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Mayor Robert Patten called the meeting to order at 12:00 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 Harinxma</i>		✓
<i>Councilmember Quattrone</i>	✓	
<i>Councilmember Rosenberg</i>	✓	
<i>Councilmember Schneider</i>	✓	
<i>Councilmember Sikorski</i>	✓	
<i>Councilmember Thompson</i>	✓	

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

### SWEARING-IN CEREMONY

Mayor Patten swore in Councilmember Walter Sikorski. He was joined by Borough Clerk/Administrator Candace Gallagher, who held the Bible and the Constitution for Mr. Sikorski during the swearing-in.

Councilman Sikorski spoke briefly to pay tribute to his parents, his brother and his two sisters, all of whom are deceased. He thanked the voters who re-elected him, and said that two of his goals for the coming term are (1) to complete the feasibility study regarding shared police services; and (2) to approve a Redeveloper's Agreement for the Mill property. He thanked the Mayor and Council for their hard work in making local government work, and commended each Council member individually for their work in various areas. Mr. Sikorski closed his comments by saying that he looks forward to working cooperatively with the Mayor and other Council members to build a consensus for a better Hightstown.

Mayor Patten then swore in Councilman M. Jeffrey Bond, who was accompanied for the ceremony by his wife. He thanked the voters and said that he plans to "hit the ground running" in his work on Council. He invited all in attendance to his home for a celebration following the meeting.

### INVOCATION

The invocation was led by Rev. Bryan Franzan of the First Presbyterian Church of Hightstown, and was followed by the flag salute and a roll call of the 2008 Council.

## ROLL CALL – 2008 COUNCIL

	PRESENT	ABSENT
<i>Mayor Patten</i>	✓	
<i>Councilmember Bond</i>	✓	
<i>Councilmember Harinxma</i>		✓
<i>Councilmember Quattrone</i>	✓	
<i>Councilmember Rosenberg</i>	✓	
<i>Councilmember Schneider</i>	✓	
<i>Councilmember Sikorski</i>	✓	

## APPROVAL OF AGENDA

The agenda was moved by Council President Sikorski, seconded by Councilmember Schneider and unanimously approved as submitted.

## PROCLAMATION

Mayor Patten read aloud and presented to outgoing Councilman Patrick Thompson a proclamation in his honor, which read:

### HONORING PATRICK THOMPSON

WHEREAS, Patrick Thompson served as Borough Councilmember from December 15, 2003 through December 31, 2007; and

WHEREAS, during his tenure as a Councilman, Mr. Thompson served at various times as liaison to Construction Code Enforcement, Fire Code Enforcement, Finance and Administration, the Environmental Commission, and the Water and Sewer Departments; and

WHEREAS, Mr. Thompson consistently displayed an unwavering commitment to increasing shared services and enhancing efficiency in government; and

WHEREAS, Councilman Thompson was also a strong supporter of the East Windsor Regional School District and the children it serves;

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and Council of the Borough of Hightstown that we hereby commend and thank Patrick Thompson for his commitment and dedication to the Borough and its residents, and we wish him success in all his future endeavors.

Mr. Thompson spoke briefly to thank the people for recognizing his commitment to what he believed was best. He encouraged Council to listen to, respect and empower the Borough's citizens and said that "when citizens unite and find a common voice," great things can be accomplished to the benefit of the town.

## RECOGNITION OF DIGNITARIES

Mayor Patten noted the presence of the following dignitaries at this meeting: Mercer County Freeholders Ann Cannon and Keith Hamilton; former Mayor Scott Caster; former Council members E. Jane Cox, Ken Hitchner, Torry Watkins, Nancy Walker-Laudenberger, J. Michael Vanderbeck, Richard Harlan Pratt, Eugene Sarafin and Patrick Thompson; and School Board member Suzann Fallon.

## PUBLIC COMMENT

Mayor Patten opened the floor for public comment.

**Phyllis Deal**, 305 Stockton Street, stated that she has been attending these meetings for 33 years, and it is "a pleasure and an honor to attend and see local government in action." She thanked the governing body for being there and listening to the people, and wished them luck in the coming year.

**Eugene Sarafin**, 600-628 South Main Street, said that he was here for the 42<sup>nd</sup> year. He commended outgoing Council member Patrick Thompson for his work while on Council, who, he said, consistently spoke up and expressed his opinion, even when others did not agree.

No one else came forward and the floor was closed.

### RESOLUTION 2008-01: ELECTING COUNCIL PRESIDENT FOR 2008

Councilmember Schneider nominated Walter Sikorski to serve once again as Council president. No other nominations were heard, and Mr. Schneider moved Resolution 2008-01 to that effect. The motion was seconded by Councilmember Rosenberg.

Roll Call: Councilmembers Bond, Quattrone, Rosenberg, Schneider and Sikorski voted yes. Councilmember Harinxma was absent.

Resolution adopted, 5-0.

#### RESOLUTION 2008-01 ELECTING COUNCIL PRESIDENT FOR 2008

**WHEREAS**, there exists a need to fill the position of Council President for 2008; and

**WHEREAS**, it is the desire of the Borough Council to elect Walter Sikorski to fill that position;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that Walter Sikorski is hereby elected as Council President for the year 2008.

### 2008 APPOINTMENTS

Resolution 2008-02 was moved by Council President Sikorski, seconded by Councilmember Quattrone.

Roll Call: Councilmembers Bond, Quattrone, Rosenberg, Schneider and Sikorski voted yes. Councilmember Harinxma was absent.

Resolution adopted, 5-0.

#### RESOLUTION 2008-02 RESOLUTION RATIFYING AND CONFIRMING APPOINTMENTS FOR 2008 - 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:

		<i>Term</i>	<i>Term expiration</i>
<b>Municipal Attorney:</b>	Frederick Raffetto, Esq. Ansell Zaro Grimm & Aaron 1500 Lawrence Avenue, CN 7807 Ocean, New Jersey 07712	1 year	December 31, 2008
<b>Special Labor Counsel:</b>	Richard J. Shaklee, Esq. McLaughlin Gelson, LLC 1305 Campus Parkway, Suite 200 Neptune, New Jersey 07753	1 year	December 31, 2008
<b>Municipal Engineer:</b>	Carmela Roberts, P.E. Roberts & Reymann Engineering, LLC 1670 Whitehorse-Hamilton Square Road Suite C-2 Hamilton, NJ 08690	1 year	December 31, 2008
<b>Municipal Auditor:</b>	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, 2008
<b>Municipal Planner:</b>	Tamara Lee Tamara Lee Consulting, LLC 156 Lindbergh Road Hopewell, New Jersey 08525	1 year	December 31, 2008
<b>Bond Counsel:</b>	Edward J. McManimon, III McManimon & Scotland, LLC One Riverfront Plaza, Fourth Floor Newark, New Jersey 07102	1 year	December 31, 2008

**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, 2008.

Resolution 2008-03 was moved by Council President Sikorski, seconded by Councilmember Schneider.

Roll Call: Councilmembers Bond, Quattrone, Rosenberg, Schneider and Sikorski voted yes. Councilmember Harinxma was absent.

Resolution adopted, 5-0.

**RESOLUTION 2008-03      RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR 2008 -  
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:

**Planning Board**

Walter L. Sikorski, Councilmember

1 yr.

December 31, 2008

**Environmental Commission**

Lee Stults	Ux. 3 yrs.	December 31, 2009
Gary Grubb	Ux. 3 yrs.	December 31, 2009
Ann Fischbach	3 yrs.	December 31, 2010
David Zaiser	3 yrs.	December 31, 2010
Jan Troizier	3 yrs.	December 31, 2010
Mellany Alio, Alternate #2	2 yrs.	December 31, 2009

**Hightstown Housing Authority**

Carole Nelson	5 yrs.	December 31, 2012
Eva Teller	5 yrs.	December 31, 2012

**Board of Health**

Katherine Zaiser	3 yrs.	December 31, 2010
Rob Thibault	3 yrs.	December 31, 2010
Dr. Liza Barbarello-Andrews, Alternate #2	2 yrs.	December 31, 2009

**Economic Development Committee**

Michael Theokas	2 yrs.	December 31, 2009
J. Michael Vanderbeck	2 yrs.	December 31, 2009
Michael Wiley	2 yrs.	December 31, 2009
Michael McKitish	2 yrs.	December 31, 2009
Councilmember Ryan Rosenberg, Ex Officio	1 yr.	December 31, 2008

Resolution 2008-04 was moved by Council President Sikorski, seconded by Councilmember Quattrone.

Roll Call: Councilmembers Bond, Quattrone, Rosenberg, Schneider and Sikorski voted yes. Councilmember Harinxma was absent.

Resolution adopted, 5-0.

**RESOLUTION 2008-04      RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR 2008 -  
BOROUGH OFFICIALS**

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

**Deputy Borough Clerk**

Leona Baylor	1 yr.	December 31, 2008
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**Water-Sewer Collector**

Nancy Martin, CTC	1 yr.	December 31, 2008
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**Deputy Tax/Water/Sewer Collector**

Arlene O'Rourke	1 yr.	December 31, 2008
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**Joint Insurance Fund Commissioner**

Candace B. Gallagher	1 yr.	December 31, 2008
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<u>Alternate Joint Insurance Fund Commissioner</u>		
James M. Eufemia	1 yr.	December 31, 2008
<u>Assessment Search Officer</u>		
Candace B. Gallagher	1 yr.	December 31, 2008
<u>Public Agency Compliance Officer (P.A.C.O.)</u>		
Leona Baylor	1 yr.	December 31, 2008
<u>Tax Search Officer</u>		
Nancy Martin	1 yr.	December 31, 2008
<u>Public Defender</u>		
Richard Kelly	1 yr.	December 31, 2008
<u>Alternate Public Defender</u>		
Gus Siggelakis	1 yr.	December 31, 2008
<u>Alternate Prosecutors</u>		
#1 - Sahbra Smook-Jacobs, Esq.	1 yr.	December 31, 2008
#2 - Lenore N. Hannah, Esq.	1 yr.	December 31, 2008
#3 - Renee La Marre-Sumners, Esq.	1 yr.	December 31, 2008
#4 - Edward Hunter, Esq.	1 yr.	December 31, 2008
#5 - Kim Augustus Otis, Esq.	1 yr.	December 31, 2008
<u>Zoning Officer</u>		
William Schmeling	1 yr.	December 31, 2008
<u>Housing Inspectors</u>		
Thomas Murray	1 yr.	December 31, 2008
George Chin	1 yr.	December 31, 2008
<u>Building Inspector</u>		
George Chin	1 yr.	December 31, 2008
<u>Fire Protection Inspector</u>		
Thomas Murray	1 yr.	December 31, 2008
<u>Summer Recreation Director</u>		
Larry Gunnell	1 yr.	December 31, 2008
<u>Borough Historian</u>		
Dr. David Martin	1 yr.	December 31, 2008
<u>School Crossing Guards</u>		
James Coleman	1 yr.	December 31, 2008
Edward E. Hayes	1 yr.	December 31, 2008
Maria Sterns	1 yr.	December 31, 2008

Resolution 2008-05 was moved by Council President Sikorski, seconded by Councilmember Rosenberg.

Roll Call: Councilmembers Bond, Quattrone, Rosenberg, Schneider and Sikorski voted yes. Councilmember Harinxma was absent.

Resolution adopted, 5-0.

**RESOLUTION 2008-05      APPOINTING COUNCIL LIAISONS**

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

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

Mayor Patten noted that the meeting packet included a listing of the Mayor's appointments. Those appointments were as follows:

<u><b>Planning Board</b></u>		
Bill Searing, Class II member	1 yr.	December 31, 2008
Ashley Hutchinson	Ux. 4 yrs.	December 31, 2008
Nancy Walker-Laudenberger	4 yrs.	December 31, 2011
Fred Montferrat	4 yrs.	December 31, 2011
Warren Olsen, Alternate #1	2 yrs.	December 31, 2009
<u><b>Parks and Recreation Commission</b></u>		
Darek Hahn	Ux. 5 yrs.	December 31, 2009
Stacey Judge	Ux. 5 yrs.	December 31, 2010
Gary Grubb	5 yrs.	December 31, 2012
Beverly Asselstine, Alternate #2	5 yrs.	December 31, 2012
<u><b>Historic Preservation Commission</b></u>		
Douglas Mariboe	4 yrs.	December 31, 2011
Nicole L'Vov, Alternate #1	2 yrs.	December 31, 2009
<u><b>Council Liaison to Police Department</b></u>		
Councilmember Jeffrey Bond	1 yr.	December 31, 2008

**Cable Television Advisory Committee**

Chris Emigholz	1 yr.	December 31, 2008
Curtis Crowell	1 yr.	December 31, 2008
Enrique Naulaguar	1 yr.	December 31, 2008
Lee Stults	1 yr.	December 31, 2008
George Serrano	1 yr.	December 31, 2008
Councilmember Constance Harendza-Harinxma	1 yr.	December 31, 2008

**Water and Sewer Committee**

Mayor Robert Patten	1 yr.	December 31, 2008
Councilmember Jeffrey Bond	1 yr.	December 31, 2008
Dr. Alexander Perritt	1 yr.	December 31, 2008
Candace Gallagher	1 yr.	December 31, 2008
Larry Blake	1 yr.	December 31, 2008
Sean McGuire	1 yr.	December 31, 2008
Nancy Martin	1 yr.	December 31, 2008
Arlene O'Rourke	1 yr.	December 31, 2008
Biff Searing	1 yr.	December 31, 2008
Carmela Roberts, P.E.	1 yr.	December 31, 2008

**Municipal Alliance for the Prevention of Substance Abuse**

Alicia Ribeca	1 yr.	December 31, 2008
Stacey Judge	1 yr.	December 31, 2008

## **CONSENT AGENDA**

At the request of Council President Sikorski, Resolution 2008-07 was pulled from the consent agenda and will be considered at the meeting of January 7. Resolutions 2008-06 and 2008-08 through 2008-18 were moved by Council President Sikorski and seconded by Councilmember Schneider.

Roll Call: Councilmembers Bond, Quattrone, Rosenberg, Schneider and Sikorski voted yes. Councilmember Harinxma was absent.

Resolutions adopted, 5-0.

**RESOLUTION 2008-06 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 2008.

**RESOLUTION 2008-08 APPROVING THE BOROUGH COUNCIL MEETING SCHEDULE FOR THE YEAR 2008**

**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 2008 and for the first two meetings in 2009, 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:

**2008 meetings:**

MONDAY	January 7
TUESDAY (Monday holiday)	January 22
MONDAY	February 4
TUESDAY (Monday holiday)	February 19



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

**2009 Meetings**

Thursday, January 1	Reorganization Meeting, 12 noon
Monday, January 5	Regular Meeting, 7:00 p.m.

**RESOLUTION 2008-09      DESIGNATING CERTIFYING AGENT FOR PENSION FUNDS**

**BE IT RESOLVED** by the Mayor and Council of the Borough of 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 2008-10      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 2008, 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 2008-11****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 2008-12****AUTHORIZING 2008 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 2007 current budget, exclusive of appropriations for capital improvement fund, and debt service, is \$1,413,716.96;

**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 2008 Temporary Operating Budget (Current), as detailed on the annexed Schedule<sup>1</sup>, totaling \$1,330,200.00 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 2008-13****AUTHORIZING 2008 TEMPORARY OPERATING BUDGET – WATER/SEWER**

**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 2007 water-sewer utility budget, exclusive of appropriations for capital improvement fund, public assistance, and debt service, is \$566,145.04;

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<sup>1</sup> The temporary operating budgets for current and water/sewer are included at the end of these 01/01/08 minutes.

**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 2008 Temporary Operating Budget (Water/Sewer), as detailed on the annexed Schedule<sup>1</sup>, totaling \$566,000.00 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 2008-14                      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.

**RESOLUTION 2008-15                      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 2008 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 2008 which is attached hereto and made a part hereof<sup>2</sup> is hereby adopted.

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<sup>2</sup> Included at end of these 01/01/08 minutes.

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, 2008; 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

**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 **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 2008-17                      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 2008-18                      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.

**MAYOR'S ADDRESS**

At this time, Mayor Robert Patten delivered his annual address, the full text of which is included at the end of these minutes.

**BENEDICTION**

The benediction was offered by Rev. Bryan Franzen of the First Presbyterian Church of Hightstown.

There being no further business, adjournment was moved by Council President Sikorski, seconded by Councilmember Quattrone and unanimously approved. The meeting was adjourned at 12:37 p.m.

Respectfully submitted,

Candace B. Gallagher, RMC  
Borough Clerk