

**Meeting Minutes**  
**Hightstown Borough Council**  
**Special Meeting**  
**January 6, 2010    5:00 p.m.**

The meeting was called to order by Mayor Robert Patten at 5:00 pm. He read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was advertised in the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The Flag Salute was followed by Roll call.

**ROLL CALL**

	<b>PRESENT</b>	<b>ABSENT</b>
<i>Councilmember Bond</i>	✓	
<i>Councilmember McGinty</i>		ARRIVED AT 5:02 P.M.
<i>Councilmember Musing</i>	✓	
<i>Councilmember Quattrone</i>	✓	
<i>Councilmember Sikorski</i>	✓	
<i>Councilmember Theokas</i>	✓	
<i>Mayor Patten</i>	✓	

Also in attendance: Debra Sopronyi, Borough Clerk; Herbert Massa, Borough Administrator and George Lang, CFO.

Council President Quattrone motioned to accept the agenda, Councilmember Sikorski seconded; all approved.

**Public Comment I**

Mayor Patten opened the floor for public comment. There being no comments, the Mayor closed the Public Comment period.

**Resolution 2010-13 Authorizing 2010 Temporary Operating Budget – Water/Sewer**

**Resolution 2010-13** was moved by Council President Quattrone, Councilmember Sikorski seconded

Ms McGinty arrived at this time.

Roll Call Vote: Council members Bond, McGinty, Musing, Quattrone, Sikorski and Theokas voted yes

Resolution 2010-13 adopted, 6-0.

**Resolution 2010-13**

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

**AUTHORIZING 2010 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 2009 water-sewer utility budget, exclusive of appropriations for capital improvement fund and debt service, is \$627,147.94;

**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 2010 Temporary Operating Budget (Water/Sewer), as detailed on the annexed Schedule, totaling \$621,000.00 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 2010-17 Providing Authority for Approval of Certain Purchases**

**Resolution 2010-17** was moved by Council President Quattrone, Councilmember Bond seconded

Discussion followed. There was concern that purchases must be closely administered to assure financial oversight. It was made clear that the purchases made are those approved in the budget. Mr. Lang confirmed that if this resolution is not adopted, the Council would need to review each purchase and it would hold up conducting the everyday business of the Borough until the next meeting of the Council. There was further discussion regarding the micro-management of the day-to-day operations of the Borough.

Roll Call Vote: Council members Bond, Quattrone, Sikorski and Theokas voted yes; Council members McGinty and Musing voted no.

Resolution 2010-17 adopted, 4-2.

**Resolution 2010-17**

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

**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 Purchasing Agent to approve purchases, contracts and agreements up to \$5,000.00, 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 Purchasing Agent and Chief Financial Officer to jointly approve purchases, contracts and agreements which total between \$5,000.01 and \$10,000.00, 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 Purchasing Agent is hereby authorized to approve any purchases, contracts and/or agreements which total up to \$5,000.00 without further action from Council, provided that funds are available to cover the expenditure.
2. The Purchasing Agent and Chief Financial Officer are hereby authorized to jointly approve any purchases, contracts and/or agreements which total between \$5,000.01 and \$10,000.00 without further action from Council, provided that funds are available to cover the expenditure. Any such expenditure must be approved by both the Purchasing Agent and the Chief Financial Officer.
3. Purchase approvals made by the Purchasing Agent 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,

**Council Comments**

**Councilmember Sikorski** – None

**Council President Quattrone** – while he understands the concerns of Council regarding the funding of purchases, he does not feel this is where you should address this issue, that should be done when we do the budget.

**Councilmember Bond** - None

**Councilmember McGinty** – the Environmental Committee held their first meeting of the year last night and they have a number of initiatives they will be putting in place. The Sustainable New Jersey application deadline had been postponed until March.

**Councilmember Theokas** – we all work very hard and he welcomes the opportunity to provide this time for the Borough, but this is the second time we have had a special meeting to conduct business that should have been done at the regular meeting. These items are detrimental to the operation of the Borough and this special meeting could have been avoided if we had performed our duties at the regular meeting. This is wrong and it is dangerous, as well as bad business. We must be more diligent in this matter in the future.

**Dimitri Musing** – We are all here to make the Borough better. The meeting time could be better spent actually getting something done.

**Debra Sopronyi, Clerk** – None

**George Lang, CFO** - None

**Herb Massa, Borough Administrator** – None

**Mayor Patten** – None

Council President Quattrone moved to adjourn the meeting at 5:30 pm and Councilmember Sikorski seconded; the Motion was approved unanimously.

Respectfully Submitted,

Debra L. Sopronyi

Borough Clerk