

**Meeting Minutes
Hightstown Borough Council
September 17, 2018
7:30 p.m.**

The meeting was called to order by Mayor Quattrone at 7:32 p.m. and 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 sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk’s office.”

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Hansen</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Montferrat</i>	✓	
<i>Councilmember Musing</i>	✓	
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator; George Lange, CFO; Monika Patel, Deputy CFO and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

Mayor Quattrone asked for a moment of silence for Don Driggers.

APPROVAL OF AGENDA

Councilmember Misiura requested to add an Executive Session to the agenda to discuss contract negotiations.

Moved as amended by Councilmember Misiura; Seconded by Councilmember Musing.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura, Montferrat, Musing and Stults voted yes.

Agenda approved as amended 6-0.

APPROVAL OF MINUTES

August 20, 2018 – Executive Session

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

Roll Call Vote: Councilmembers Hansen, Misiura, Montferrat, Musing and Stults voted yes. Councilmember Bluth abstained.

Minutes approved 5-0 with 1 abstention.

August 20, 2018 – Public Session

Moved by Council President Stults; Seconded by Councilmember Hansen.

Roll Call Vote: Councilmembers Hansen, Misiura, Montferrat, Musing and Stults voted yes. Councilmember Bluth abstained.

Minutes approved 5-0 with 1 abstention.

September 4, 2018 – Executive Session

Moved by Councilmember Misiura; Seconded by Councilmember Montferrat.

Roll Call Vote: Councilmember Bluth, Hansen, Misiura, Montferrat and Musing voted yes. Council President Stults abstained.

Minutes approved 5-0 with 1 abstention.

September 4, 2018 – Public Session

Moved by Councilmember Misiura; Seconded by Councilmember Bluth.

Roll Call Vote: Councilmember Bluth, Hansen, Misiura, Montferrat and Musing voted yes. Council President Stults abstained.

Minutes approved 5-0 with 1 abstention.

PRESENTATION

Community Landmark Sign

Pat Lyons of Premier Media gave a presentation regarding a digital billboard that would be located on Route 130 North at the end of the driveway to the Waste Water Treatment Plant. They discussed design, process and revenue to the Borough. Discussion ensued. Council found the project of interest and questioned how this fits into the image of Hightstown and our Master Plan as a destination town. Borough Attorney, Fred Raffetto, commented that the installation of such a sign may need to be publicly bid. Ms. Soprnyi commented that if Council desires to move forward, a presentation would need to be made to the Planning Board.

PUBLIC COMMENT I

Mayor Quattrone opened public comment period I and the following individuals spoke:

Kenroy Morgan, 124 Herron Avenue – Stated that he has spoken to the Police and School and he would like to see Herron Avenue made a one way street from Morrison to Stockton for the safety of the children.

Scott Caster, 12 Clover Lane – Spoke regarding the homeless individual downtown and how it affects our community. Feels that Mayor and Council dismiss his comments.

Jordan Adler, 2 Fryer Court – Regarding the bicycle ordinance, are we going to direct children to ride in the street? Also questioned if there will be a bike lane on the Peddie Lake Bridge.

There being no further comments, Mayor Quattrone closed the public comment period.

ORDINANCES

Ordinance 2018-16 First Reading and Introduction – Amending Chapter 3, Entitled “Police Regulations”, Section 3-9, Entitled “Bicycles, Skateboards, Scooters, Skates and Roller Blades” of the Revised General Ordinances of the Borough of Hightstown

It was stated that there were substantive changes made to this Ordinance after the First Reading so this is being reintroduced. Discussion ensued. Council stated that this is for the safety of pedestrians walking on the sidewalks downtown. Councilmember Musing stated that he supports this ordinance for adults but not for children under 18 years old. Children should not be expected to ride in the streets.

Moved for reintroduction by Council President Stults; seconded by Councilmember Bluth.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura, Montferrat and Stults voted yes. Councilmember Musing voted no.

Ordinance reintroduced 5-1. Public hearing scheduled for October 1, 2018.

ORDINANCE 2018-16 BOROUGH OF HIGHTSTOWN COUNTY OF MERCER STATE OF NEW JERSEY

AMENDING CHAPTER 3, ENTITLED “POLICE REGULATIONS”, SECTION 3-9, ENTITLED “BICYCLES, SKATEBOARDS, SCOOTERS, SKATES AND ROLLER BLADES” OF THE *REVISED* GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN

WHEREAS, The Hightstown Police Chief finds the current ordinance regarding bicycles, skateboards, scooters, skates and roller blades unenforceable and in order for the Police Department to enforce said ordinance, recommends revisions be made; and

WHEREAS, The Mayor and Council of Hightstown Borough agree with said recommendation.

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

1. Section 1. Chapter 3, entitled “Police Regulations”, Section 3-9, entitled “Bicycles, Skateboards, Scooters, Skates, and Roller Blades” of the *Revised General Ordinances of the Borough of Hightstown* is hereby amended as follows (deletions are crossed out; additions are underlined):

Section 3-9

BICYCLES, SKATEBOARDS, SCOOTERS, SKATES AND ROLLER BLADES*

Subsections:

3-9.1 Definitions.

3-9.2 Rules and Regulations.

3-9.3 Riding Prohibited on Certain Sidewalks.

3-9.4 Violations and Penalties.

* **Editor's Note:** Helmets are required when riding a bicycle pursuant to N.J.S. 39:4-14.3q.

3-9.1 Definitions.

As used in this section:

“Bicycle” shall mean a device, with tires connected by a frame and arranged to be propelled by human or electric power. This definition shall not apply to vehicles used by individuals with disabilities per ADA regulations.

“Roadway” shall mean that portion of a highway improved, designated or ordinarily used for vehicular travel, exclusive of the berm or shoulder.

“Sidewalk” shall mean that portion of a highway intended for the use of pedestrians between the curblin or the lateral line of a shoulder or, if none, the lateral line of the roadway and the adjacent right-of-way line. (1991 Code § 63-1; Ord. 2001-05, Amended, 06/04/2001)

3-9.2 Rules and Regulations.

a. The following rules and regulations shall be observed in the operation of bicycles, skateboards, scooters, skates and roller blades in the streets and public places of the Borough:

1. Every person operating a bicycle, skateboard, scooter, skates or roller blades shall at all times operate such vehicle with due regard for the safety of other persons and vehicles lawfully upon the streets, highways, parkways and public places, as well as for his own safety, and shall at all times and under all conditions yield the right-of-way to pedestrians on the streets, highways, public places and crosswalks.

2. No person shall operate a bicycle upon the streets, highways, parkways and public places of the Borough during the period of one (1) hour after sunset to one (1) hour before sunrise unless the bicycle is equipped with a front light casting a beam of white light in front of the bicycle visible for not less than five hundred (500) feet and also with a rear signal, i.e., an official reflector or red light, visible for not less than three hundred (300) feet.

3. No person shall operate a bicycle upon the streets, highways, parkways and public places of the Borough that is not equipped with adequate brakes and warning signals, all of which shall be in proper working order during all the time of operation of the bicycle after police inspection and approval.

4. The hand signal shall be used to indicate that an operator is about to turn or change the direction of any bicycle.

5. No person operating a bicycle, skateboard, scooter, skates or roller blades upon any street, highway or parking or public place shall attach himself to any other moving vehicle.

6. No person operating a bicycle for carrying only the rider shall carry another person on the front or rear frame or handlebars of a bicycle.

b. These rules and regulations are intended to supplement the laws of the State of New Jersey and not to alter them. The laws of the State of New Jersey are incorporated herein as if set forth in detail. (1991 Code § 63-6; Ord. 2001-05, Amended, 06/04/2001)

3-9.3 Riding Prohibited on Certain Sidewalks.

In the following described areas, the riding of a bicycle, skateboard, scooter, skates or roller blades shall be prohibited on the sidewalks. In those areas, bicycles shall be walked on the sidewalk.

- a. On Mercer Street from the intersection of Ward Street north to Main Street.
- b. On South Main Street from the intersection of Ward Street north to Main Street.
- c. On Main Street from the intersection of Mercer Street and South Main Street north to the intersection of Franklin Street.
- d. On Stockton Street from the intersection of Academy Street to Main Street.
- e. On Franklin Street from the intersection of Broad Street to Main Street.
- f. On North Main Street from the intersection of Monmouth Street south to Main Street. (1991 Code § 63-7; Ord. 2001-05, Amended, 06/04/2001)
- g. On Rogers Avenue from the intersection of Railroad Avenue to Mercer Street.

3-9.4 Violations and Penalties.

a. Bicycles

1. Any person under the age of eighteen (18) who violates any of the provisions of this section relating to vehicle and traffic laws or the bicycle safe-riding rules and regulations and the official police instructions for the safe operation of a bicycle shall be reprimanded for the first offense, in writing, by the Borough Police Department, addressed to the offender's parent or guardian, stating the nature of the violation and a warning that a repetition of the violation or any other violation of this section shall cause the violator's parent or guardian to be subject to penalties and fines as though the offender was over eighteen (18) years of age. On the second or any subsequent complaint the offender's parent or guardian shall receive a summons subject to penalties and fines as though the violator was eighteen (18) years of age. (1991 Code § 63-8)
2. Any person over the age of eighteen (18) who violates any of the provisions of this section relating to vehicle and traffic laws or the bicycle safe-riding rules and regulations and the official police instructions for the safe operation of a bicycle shall be subject to penalties as set forth in Section 1-5, "General Penalty," of the *Revised General Ordinances of the Borough of Hightstown*.

b. Skateboards, Scooters, Skates and Roller Blades

1. Any person under the age of eighteen (18) who violates any of the provisions of this section relating to skateboards, scooters, skates or roller blades shall be reprimanded for the first offense, in writing, by the Borough Police Department, addressed to the offender's parent or guardian, stating the nature of the violation and a warning that a repetition of the violation or any other violation of this section shall cause the violator's parent or guardian to be subject to penalties and fines as though the offender was eighteen (18) years of age. On the second or any subsequent complaint, the offender's parent or

guardian shall receive a summons subject to penalties and fines as though the violator was eighteen (18) years of age.

2. Any person over the age of eighteen (18) who violates any of the provisions of this section relating to skateboards, scooters, skates or roller blades shall be subject to penalties as set forth in Section 1-5, "General Penalty," of the *Revised General Ordinances of the Borough of Hightstown*. (Ord. 2001-05, Amended, 06/04/2001)

Section 2. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 3. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 4. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

Ordinance 2018-18 Final Reading and Public Hearing – Bond Ordinance Providing for Various Capital Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$189,600 Therefor and Authorizing the Issuance of \$180,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Quattrone opened the Public Hearing for Ordinance 2018-18 and the following individuals spoke:

Keith LePrevost, 213 Greely Street; Chair, Hightstown Environmental Commission – Stated that he believes it is a good idea to purchase one new police vehicle every year but urges Council to look into purchasing hybrids or electric vehicles.

There being no further comments, Mayor Quattrone closed the public hearing.

Councilmember Misiura stated that he agrees with Mr. LePrevost and we should research this for the next round of vehicle purchases. Mayor Quattrone stated that the police need to carry more and more equipment and the trunks need to be able to fit all of the equipment. This is the reason Hightstown started purchasing SUVs. Chief Gendron has already researched and found that hybrid SUV police vehicles will be available in 2020.

Moved for adoption by Councilmember Musing; Seconded by Councilmember Hansen.

Roll Call Vote – Councilmembers Bluth, Hansen, Misiura, Montferrat, Musing and Stults voted yes.

Ordinance adopted 6-0.

ORDINANCE 2018-18
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL
IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN**

**THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING
\$189,600 THEREFOR AND AUTHORIZING THE ISSUANCE OF
\$180,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART
OF THE COST THEREOF.**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$189,600, including the aggregate sum of \$9,100 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$180,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

		Estimated Maximum Amount of <u>Bonds &</u> <u>Notes</u>	
		Appropriation &	Period of
<u>Purpose</u>	<u>Estimated Cost</u>		<u>Usefulness</u>
a) <u>Police Department:</u>			
(i) Acquisition of a sports utility vehicle, including all related costs and expenditures incidental thereto.			
	\$56,500	\$53,780	5 years
(ii) Acquisition of various equipment, including a water tower repeater and radar units, including all related costs			

and expenditures incidental thereto.

	\$24,000	\$22,830	10 years
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(iii) Acquisition of various equipment, including a breathalyzer and speed trailers, including all related costs and expenditures incidental thereto.

	<u>\$54,500</u>	<u>\$51,890</u>	15 years
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TOTAL:	<u>\$135,000</u>	<u>\$128,500</u>	
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b) **Fire Department:**

Acquisition of equipment, including self-contained breathing apparatus cylinders and updates to the mobile air system, including all related costs and expenditures incidental thereto and further including all work and materials necessary therefor and incidental thereto.

	<u>\$54,600</u>	<u>\$52,000</u>	15 years
GRAND TOTAL:	<u>\$189,600</u>	<u>\$180,500</u>	

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 11.38 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$180,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$8,600 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

(e) Any action taken prior to the date of adoption of this bond ordinance in furtherance of the several improvements or purposes described in Section 3, including but not limited to, expenditures of funds appropriated hereby, are hereby ratified, confirmed and approved.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes

in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the @Rule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

RESOLUTIONS

Resolution 2018-169 Payment of Bills

Moved by Council President Stults; Seconded by Councilmember Hansen.

Roll Call Vote – Councilmembers Bluth, Hansen, Misiura, Montferrat, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2018-169

*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
Treasur
er in the
amount
of
\$1,711,
555.16
from
the
followi
ng
account
s:

Current		\$908,173.41
W/S Operating		54,760.13
General Capital		684,389.00
Water/Sewer Capital		1,221.90
Grant		0.00
Trust		63,010.72
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$1,711,555.16</u>

2018-170 Authorizing a Shared Services Agreement Between Hightstown Borough and East Windsor Township for Contribution of the Matching Local Share for Bus Service

Moved by Councilmember Musing; Seconded by Councilmember Montferrat.

Roll Call Vote – Councilmembers Bluth, Hansen, Misiura, Montferrat, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2018-170

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

AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN HIGHTSTOWN BOROUGH AND EAST WINDSOR TOWNSHIP FOR CONTRIBUTION OF THE MATCHING LOCAL SHARE FOR BUS SERVICES

WHEREAS, the Borough of Hightstown is desirous of entering into a renewed shared services agreement with the Township of East Windsor for the purpose of providing public transportation services for its citizens; and

WHEREAS, the term of said agreement shall be from July 1, 2018 through June 30, 2019; and

WHEREAS, the Borough's share of the cost of this service, by the terms of the agreement, is \$2,180.00, representing no increase from prior years; and

WHEREAS, the CFO has certified the availability of funds for this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Mayor and Borough Clerk are hereby authorized and directed to execute a Shared Services Agreement for Contribution of the Matching Local Share for Bus Services with East Windsor Township in the amount of \$2,180.00.

CONSENT AGENDA

Councilmember Montferrat moved Resolutions 2018-171; 2018-172; 2018-173 and 2018-174 as a Consent Agenda; Council President Stults seconded.

Roll Call Vote – Councilmembers Bluth, Hansen, Misiura, Montferrat, Musing and Stults voted yes.

Resolutions adopted 6-0.

Resolution 2018-171

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH MERCER COUNTY FOR USE OF “SWIFTREACH” 9-1-1 SYSTEM

WHEREAS, Mercer County has established a public service announcement system to provide for the transmission of authorized public service announcements, including mass emergency notifications, entitled the “SwiftReach” system; and,

WHEREAS, the Borough wishes to access and utilize the SwiftReach system to provide important announcements to its residents; and,

WHEREAS, Mercer County has agreed to permit the Borough to utilize the SwiftReach system; and

WHEREAS, the parties desire to enter into a shared services agreement for the use of the SwiftReach system; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for the SwiftReach system effective January 1, 2018 through December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Mayor and Borough Clerk are hereby authorized and directed to execute a Shared Services Agreement for use of the SwiftReach system with Mercer County.

Resolution 2018-172

BOROUGH OF HIGHTSTOWN

*COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING PAYMENT TO VAN CLEEF ENGINEERING ASSOCIATES
(CONSTRUCTION ADMINISTRATION AND INSPECTION FOR THE
REHABILITATION OF EAST WARD STREET)**

WHEREAS, on March 21, 2016, the Borough Council awarded a contract for the Engineering Design and Inspection Services for the Rehabilitation of East Ward Street to Van Cleef Engineering of Hamilton, New Jersey at a cost not to exceed \$14,250.00 for design/bid services and a cost not to exceed \$22,750.00 for contract administration/inspection services for a total not to exceed amount of \$37,000.00; and

WHEREAS, the contractor has submitted a request payment in the amount of \$342.00 for construction administration and inspection services from July 1, 2018 – July 31, 2018; and

WHEREAS, the Finance Officer has certified that funds are available for this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown a payment in the amount of \$342.00 to Van Cleef Engineering of Hamilton, New Jersey is hereby approved as detailed herein.

Resolution 2018-173

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

AUTHORIZING RECEIPT OF BIDS FOR CHEMICALS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Engineer is hereby authorized to prepare specifications and advertise for bids for Chemicals for the Water and Waste Water Treatment Plants, and that the Borough is authorized to receive same after proper advertisement.

Resolution 2018-174

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

**AUTHORIZING A REFUND OF PERMIT FEES FOR ICARE AND INSTITUTING A
WAIVER OF ALL FUTURE PERMIT FEES**

WHEREAS, ICARE of East Windsor Hightstown was issued various permits related to the opening of their new facility in the Hightstown Borough; and

WHEREAS, the fees associated for said permits totaled \$95.00, which was paid for in full by David Coates, 444 S. Main Street, Hightstown, NJ; and

WHEREAS, given the financial constraints of the organization and the benefit the organization provides to the community, the Construction Office has requested that the all Borough permit fees be waived for the organization; and

WHEREAS, said waiver does not include fees charged by the State of New Jersey; and

WHEREAS, all inspections and other requirements associated with this modification shall be conducted and/or completed as required; and

WHEREAS, the Construction Officer further requests that the \$95.00 in permit fees previously paid by the Mr. Coates for this facility be refunded.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown, that the Borough Permit fees associated with ICare be waived and that the \$95.00 previously paid for such fees be refunded to David Coates, 444 S. Main Street, Hightstown, NJ.

PUBLIC COMMENT PERIOD II

Mayor Quattrone opened the public comment period II and the following individuals spoke:

Keith LePrevost, 213 Greely Street – Stated that he was informed that the paddleboats will not be at the Harvest Fair because the Environmental Commission did not register them. He is also concerned about insurance requirements and proper safety measures are in place when the paddleboats do operate.

Scott Caster, 12 Clover Lane – Stated that new life preservers are needed for the paddleboats. Also stated in regards to the Landmark Sign, downtown businesses do not spend money on advertising.

There being no further comments, Mayor Quattrone closed the public comment period.

DISCUSSION

Halloween

Borough Administrator/Clerk Debra Sopronyi stated that Chief Gendron inquired about Halloween. It has become a “tradition” to close Stockton Street to traffic to allow for safe trick-or-treating. It was stated that this has become a wonderful tradition and something that Hightstown has become known for. All of Council was in favor of closing Stockton Street once again for trick-or-treating. The Deputy Clerk will once again send letters to residents on the affected streets notifying them of the closures for that day.

Pay Period Change for 2019

Ms. Sopronyi stated that administration would like to change the pay schedule for the Borough from every two weeks to twice a month, the 15th and the 30th. Employees presently receive 26 paychecks a year. With the change they will receive 24 paychecks a year. George Lang, CFO, explained that this is just a change in process and employees yearly earnings will not be affected. It was stated that this is standard practice at many companies and municipalities. Ms. Sopronyi explained that this would be a change in our personal policy. Discussion ensued. Council agreed to move forward with the change. Employees will receive a letter regarding the change in their paychecks this week and a resolution changing the policy will be on the agenda for the next Council meeting.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

The last Fun Friday took place September 14th and they had a great turnout. The Triathlon had approximately 200 participants which was down from last year. The rain kept people away. Cultural Arts will be meeting this week.

Councilmember Montferrat

The Harvest Fair Committee will be meeting tomorrow night. He will follow up regarding the paddleboats. Board of Health is looking to pass an ordinance regarding the sale of electronic smoking devices.

Councilmember Misiura

Planning Board met last week and memorialized the Rug Mill decision. First Aid will meet this week.

Councilmember Musing

HPC will be meeting this Thursday. He likes the idea of Herron being a one way, Council should look into this. Council has not dismissed comments regarding the homeless individual. We do not have a solution if he is not breaking the law.

Councilmember Hansen

There was a Water/Sewer meeting last week. Projects are ongoing. There has been reduction in chemical usage. We are no longer using chlorine in the water because of the UV project. Delinquent graywater accounts are being handled by our attorney. The Water Department is also discussing new connection fees be implemented.

Council President Stults

Downtown Business group met this morning. Downtown Hightstown has two new board members. The Business group is drafting a donation letter reminding everyone what the group does. The Housing Authority is doing great things and has been nationally recognized. Regarding the homeless, it is a tough situation. It is not illegal to be drunk. He needs to be put in touch with Rise and the local churches for assistance. Questioned if a rescue boat needs to be in the water when the paddleboats are in use. Stated that he is very happy about the Rug Mill approval.

Borough Administrator/Clerk, Debra Sopronyi

The Dutch Neck Road Safe Routes to School application has been submitted. Regarding the homeless individual, the police have taken him to nearby shelters and he keeps coming back to Hightstown.

George Lang, CFO

The Bond Sale took place September 11th. Received 2.92% over 12 years. This is the first bond sale we've had in over 10 years. The Tax Sale is scheduled for October 12th.

Fred Raffetto, Borough Attorney

Will look into public bidding for the landmark sign.

Mayor Quattrone

Had another Wellness Walk last weekend. Would like to have one more. The rain during the Triathlon cooled things off. The Police Department meeting was to inform the officers that we do not intend to outsource the

department. We are looking for a home for them. iCare will be holding a Ribbon Cutting September 25th, 26th or 27th. He will update Council when he has a confirmed date. He is very happy about the decision for Halloween in Hightstown.

EXECUTIVE SESSION

Resolution 2018-175 A Meeting Which Excludes the Public

Moved by Councilmember Misiura; Seconded by Council President Stults.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura, Montferrat, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2018-175

*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 September 17, 2018 at the Hightstown Firehouse located at 140 N. Main 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 – Municipal Court and Police Department

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: December 17, 2018, 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.

ADJOURNMENT

Councilmember Misiura moved to adjourn to Executive Session at 10:10 p.m.; Council President Stults seconded. All ayes.

Council reconvened into the public session at 11:15 p.m.

Mayor Quattrone and Councilmember Bluth departed during executive session and are no longer present.

Councilmember Misiura moved to adjourn at 11:15 p.m.; Council President Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk