

Meeting Minutes
Hightstown Borough Council
May 6, 2019
7:30 p.m.

The meeting was called to order by Mayor Quattrone at 7:30 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 Egan</i>	✓	
<i>Councilmember Jackson</i>	✓	
<i>Councilmember Misiura</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; Monika Patel, Deputy CFO and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Misiura asked to remove the First Aid Update from Presentations.

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

Roll Call Vote: Councilmembers Egan, Jackson, Misiura, Musing and Stults voted yes.

Agenda approved as amended 5-0.

APPROVAL OF MINUTES

April 11, 2019 – Budget Workshop

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Jackson, Misiura, Musing and Stults voted yes. Councilmember Egan abstained.

Minutes approved 4-0 with 1 abstention.

April 15, 2019 – Executive Session

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Jackson, Misiura, Musing and Stults voted yes. Councilmember Egan abstained.

Minutes approved 4-0 with 1 abstention.

April 15, 2019 – Public Session

Moved by Councilmember Egan; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Egan, Jackson, Musing and Stults voted yes. Councilmember Misiura abstained.

Minutes approved 4-0 with 1 abstention.

PUBLIC COMMENT I

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

There being no one coming forward, Mayor Quattrone closed the public comment period.

ORDINANCES

Ordinance 2019-06 First Reading and Introduction – An Ordinance to Exceed The Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

Moved for introduction by Councilmember Stults; Seconded by Councilmember Musing.

Roll Call Vote: Councilmembers Egan, Jackson, Misiura, Musing and Stults voted yes.

Ordinance introduced 5-0.

Public Hearing scheduled for May 20, 2019.

Ordinance 2019-06

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

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, *N.J.S. 40A: 4-45.1 et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, *N.J.S.A. 40A: 4-45.15a* provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2019 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 1.0% increase in the budget for said year, amounting to \$57,224.13 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2019 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and *N.J.S.A. 40A: 4-45.14*, be increased by 3.5%, amounting to \$200,284.45, and that the CY 2019 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, be filed with said Director within 5 days after such adoption.

Ordinance 2019-07 First Reading and Introduction – Bond Ordinance Providing a Supplemental Appropriation of \$65,000 for Improvements to Maple Avenue and Sunset Avenue in and by the Borough of Hightstown, In the County of Mercer, New Jersey, and Authorizing the Issuance of \$65,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Moved by Councilmember Musing; Seconded by Councilmember Stults.

Roll Call Vote: Councilmembers Egan, Jackson, Misiura, Musing and Stults voted yes.

Ordinance introduced 5-0.

Public Hearing scheduled for May 20, 2019.

Ordinance 2019-07

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

**BOND ORDINANCE PROVIDING A SUPPLEMENTAL
APPROPRIATION OF \$65,000 FOR IMPROVEMENTS TO MAPLE
AVENUE AND SUNSET AVENUE IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND
AUTHORIZING THE ISSUANCE OF \$65,000 BONDS OR NOTES OF
THE BOROUGH TO FINANCE PART OF THE COST THEREOF.**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the supplemental amount of \$65,000, such sum being in addition to the \$540,000 appropriated therefor by bond ordinance #2017-17 of the Borough, finally adopted November 20, 2017 (the "Original Bond Ordinance"), including the \$275,000 grant from the State of New Jersey Department of Transportation Municipal Aid Program (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvements since the project described in Section 3(a) hereof is being partially funded by the State Grant.

Section 2. In order to finance the additional cost of the improvement or purpose and in anticipation of the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$65,000 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. (a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is improvements to Maple Avenue and Sunset Avenue, including road improvements, consisting of milling and overlay with pavement repairs where necessary, along with the replacement of deteriorated curbs and sidewalks, the addition of sidewalks from Maple Avenue to North Main Street and curb and sidewalk replacements, as well as the new sidewalk to North Main, as described in the Original Bond Ordinance, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$330,000, including the \$265,000 authorized by the Original Bond Ordinance and the \$65,000 authorized herein.

(c) The estimated cost of the improvement or purpose is \$605,000, including the \$540,000 appropriated by the Original Bond Ordinance and the \$65,000 appropriated herein.

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, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. 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 or other applicable 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 improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 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 \$65,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$95,000 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 purpose or improvement. Of this amount, \$80,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$15,000 is estimated therefor herein.

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 described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement 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 2019-094 Payment of Bills

Moved by Councilmember Jackson; Seconded by Councilmember Musing.

Roll Call Vote: Councilmembers Egan, Jackson, Misiura and Musing voted yes. Councilmember Stults abstained.

Resolution adopted 4-0 with 1 abstention.

Resolution 2019-94

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

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$208,722.27 from the following accounts:

Current		\$56,913.44
W/S Operating		36,293.62
General Capital		58,467.00
Water/Sewer Capital		11,804.50
Grant		0.00
Trust		3,453.27
Housing Trust		0.00
Animal Control		66.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>41,724.44</u>
Total		<u>\$208,722.27</u>

Resolution 019-095 Resolution Amending Resolution 2019-88, Relating to the Borough’s Continued use of a Portion of the Property Known and Designated at Block 61.01, Lots 43, 44 & 45, Commonly Known as 415A Mercer Street, Hightstown, New Jersey

Moved by Councilmember Stults; Seconded by Councilmember Egan.

Roll Call Vote: Councilmembers Egan, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 5-0.

Resolution 2019-95

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

RESOLUTION AMENDING RESOLUTION 2019-88, RELATING TO THE BOROUGH’S CONTINUED USE OF A PORTION OF THE PROPERTY KNOWN AND DESIGNATED AS BLOCK 61.01, LOTS 43, 44 & 45, COMMONLY KNOWN AS 415A MERCER STREET, HIGHTSTOWN, NEW JERSEY.

WHEREAS, on April 15, 2019, the Hightstown Borough Council adopted Resolution 2019-88, which authorized the Borough to enter into and execute a 3rd Amendment to the Lease Agreement (also referenced as the “Lease extension agreement”) between the Borough and Hights Realty, LLC (the “Landlord”), regarding the Borough’s continued use of a portion of the property known and designated as Block 61.01, Lots 43, 44 and 45 on the Borough’s Tax Map (the “Property”), for the operation of the Borough’s Police Department and associated functions; and

WHEREAS, subsequent thereto, the Landlord has requested a revision to the terms of the proposed Lease extension agreement; and

WHEREAS, the amendment requested changes the term of the Borough's continued occupancy at the Property from a one-year term with the option to renew for one additional year to a set two-year term, which shall expire on January 31, 2021; and

WHEREAS, the remainder of the Lease extension agreement as initially approved per Resolution 2019-88 remains the same; and

WHEREAS, a copy of the proposed updated Lease extension agreement is attached hereto and made a part hereof; and

WHEREAS, the Mayor and Borough Council are amenable to the proposed revision requested by the Landlord, and thus wish to approve the updated Lease extension agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that Resolution 2019-88 is hereby revised such that the term of the Lease extension agreement shall be for a set two-year period, which shall expire on January 31, 2021.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute and the Borough Clerk to attest the attached updated 3rd Amendment to Lease Agreement on behalf of the Borough.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

1. Hights Realty, LLC;
2. Robert Brown, Esq.;
3. Frederick C. Raffetto, Esq., Borough Attorney; and
4. Police Chief Frank Gendron.

Resolution 2019-096 Authorizing Payment to Remington Vernick for Inspection and Contract Administration Services Association with the Peddie Lake Dam Pedestrian Bridge Project

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Egan, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 5-0.

Resolution 2019-96

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

**AUTHORIZING PAYMENT TO REMINGTON VERNICK FOR INSPECTION AND
CONTRACT ADMINISTRATION SERVICES ASSOCIATED WITH THE PEDDIE
LAKE DAM PEDESTRIAN BRIDGE PROJECT**

WHEREAS, on December 18, 2017, the Borough Council awarded a contract for Inspection and Contract Administration Services Associated with the Peddie Lake Dam Pedestrian Bridge to Remington Vernick Engineers, of Haddonfield, New Jersey at a cost not exceed \$184,921.28; and

WHEREAS, the engineer has submitted a payment request for inspection and contract administration services through March 31, 2019, in the total amount of \$3,087.89; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Payment Request to Remington Vernick Engineers of Haddonfield, New Jersey in the amount of \$3,087.89, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2019-097 Authorizing Change Order #1 and Payment #1- JTG Construction (Improvements to First Avenue)

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Egan, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 5-0.

Resolution 2019-97

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

**AUTHORIZING CHANGE ORDER #1 & PAYMENT #1- JTG CONSTRUCTION
(IMPROVEMENTS TO FIRST AVENUE)**

WHEREAS, on December 3, 2018, the Borough Council awarded a contract for Improvements to First Avenue in Hightstown Borough to JTG Construction of Newark, New Jersey at the price of \$328,356.00; and

WHEREAS, the contractor has submitted change order #1 for changes due to unforeseen existing conditions in the amount of \$12,179.21 and a reduction of \$5,000.00 for a precast sanitary manhole for a total of \$7,179.21 which increases the total contract by 2.19% to \$335,535.21; and

WHEREAS, the contractor has submitted payment #1 in the amount of \$109,567.15 for work related to mobilization, site clearing, project video, traffic control, test holes, manhole installation, sanitary cleanout installation, storm piping, fire hydrant assembly and construction of concrete curb, concrete sidewalk and concrete driveway aprons; and

WHEREAS, the Borough Engineer has recommended approval of Change order #1; and

WHEREAS, the Borough Engineer has recommended approval of payment #1 in the amount of \$109,567.15; 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 that change order #1 and payment #1 of \$109,567.15 to JTG Construction of Newark, New Jersey is hereby approved as detailed herein.

CONSENT AGENDA

Councilmember Stults moved Resolutions 2019-98, 2019-99, 2019-100, 2019-101, 2019-102 and 2019-103 as a Consent Agenda; Councilmember Egan seconded.

Roll Call Vote: Councilmembers Egan, Jackson, Misiura, Musing and Stults voted yes.

Resolutions adopted 5-0.

Resolution 2019-98

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

**PROCLAIMING THE MONTH OF MAY
AS POLICE APPRECIATION MONTH**

WHEREAS, In 1962, President John F. Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week is dedicated to honoring law enforcement officers; and

WHEREAS, The members of the Hightstown Borough Police Department play an essential role in safeguarding the rights and freedoms of the Borough of Hightstown; and

WHEREAS, It is important that all citizens know and understand the duties, responsibilities, hazards and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the Hightstown Borough Mayor and Council wish to proclaim the month of May 2019 as Police Appreciation Month to recognize the Hightstown Borough Police Officers and their service to the residents.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that we hereby proclaim the month of May 2019, as Police Appreciation Month in the Borough of Hightstown and call upon its citizens to honor police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

Resolution 2019-99

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

**PROCLAIMING THE MONTH OF MAY AS
BUILDING SAFETY MONTH**

WHEREAS, Hightstown Borough is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

WHEREAS, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

WHEREAS, our nation benefits economically and technologically from using the International Codes® that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world;

WHEREAS, these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquake; which, according to a FEMA-commissioned study by the National Institute of Building Sciences, provide \$11 in future mitigation benefits for every dollar invested, and;

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to America's prosperity, and;

WHEREAS, “No Code. No Confidence.” the theme for Building Safety Month 2019, encourages all Americans to raise awareness of the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2019 encourages appropriate steps everyone can take to ensure the safety of our built environment, and recognizes that the implementation of safety codes by local and state agencies has saved lives and protected homes and businesses, and,

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that we hereby proclaim the month of May 2019 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.

Resolution 2019-100

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

**ACCEPTING MEMBERSHIP OF JOSEPH SEIP IN
HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, Joseph Seip of Hightstown, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Seip has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the membership of Joseph Seip in Hightstown Engine Company No. 1 is hereby accepted.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

Resolution 2019-101

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

**ACCEPTING MEMBERSHIP OF AUSTIN FRANK IN
HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, Austin Frank of Hightstown, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Frank has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the membership of Austin Frank in Hightstown Engine Company No. 1 is hereby accepted.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

Resolution 2019-102

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

**AUTHORIZING DONATION OF SURPLUS PROPERTY
NO LONGER NEEDED FOR PUBLIC USE**

WHEREAS, the Purchasing Agent has determined that there is property no longer needed for public use; and

WHEREAS, the State of New Jersey permits the disposal of surplus property no longer needed for public use pursuant to the Local Public Contract Law 40A:11-36.; and

WHEREAS, the Purchasing Agent finds that this property holds no value and recommends that the old cell phones be donated to the "180 Turning Lives Around" for distribution to domestic abuse victims; and

WHEREAS, the Mayor and Council finds it in the best interest of the community to donate these phones to the "180 Turning Lives Around" program.

NOW THEREFORE BE IT RESOLVED that the Mayor and Borough Council hereby declares the old cell phones to be no longer needed for public use and authorizes the Purchasing Agent to properly dispose of same through the "180 Turning Lives Around" program.

Resolution 2019-103

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
PRIOR TO ADOPTION OF THE 2019 BUDGET**

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2019 temporary budget; and

WHEREAS, N.J.S.A. 40A:4-20 provides for the creation of emergency appropriations for the purposes above mentioned; and

WHEREAS, it is the desire of the Mayor and Council to create emergency temporary appropriations as set forth on Schedule “A,” attached; and

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2019 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	456,450.00	872,365.00	1,328,815.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	160,000.00	259,093.00	419,093.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	616,450.00	1,131,458.00	1,747,908.00

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown (not less than two-thirds of all the members of thereof affirmatively concurring) that, in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2019 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

PUBLIC COMMENT PERIOD II

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

Scott Caster, 12 Clover Lane – Asked that Mayor Quattrone remind the public to turn on their cell phones at the end of the meeting.

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

DISCUSSION

Recreational Cannabis Referendum for Ordinance

Borough Administrator/Clerk, Debra Sopronyi, stated that her office has received inquiries from residents concerned with how Hightstown will handle the sale of cannabis if it is legalized by the State. Councilmember Stults suggested a non-binding referendum to give the residents a voice. Ms. Sopronyi stated that the latest information she has received is that the bill to legalize cannabis will be signed into law in June; if not June then during the lame duck period of November – February. Once signed into law, municipalities will have 180

days to opt out of allowing the sale of cannabis within their towns. Borough Attorney, Fred Raffetto, stated that this would be a non-binding question on the ballot to simply gauge the sentiments of the voters. Council would not be bound by the results. Discussion ensued. Council feels that there are too many unanswered questions, and this is too early to discuss. Would like to see what the State does and have more information on how this will affect the Borough. Mayor Quattrone advised Council to do their homework on this subject.

Tree Ordinance Revisions

The Environmental Commission submitted ordinance revisions to Council. There have been no changes made to what was presented to Council in September of 2018. Councilmember Musing stated that there was discussion several meetings ago and Council wanted changes. They did not want another charge to residents to take down trees on their property. There have been no changes made. Discussion ensued. Council are all in favor of protecting trees in the Borough. They are concerned with how the ordinance reads and the implementation. The Shade Tree official should not be in charge of enforcement; this should be a Borough employee. Council does not want to make it harder for residents. Council stated that if the public is educated, they will start doing the right thing on their own. Mayor Quattrone informed the Environmental Commission that they need to go back and work on this ordinance. Consider Public Works and homeowners and focus on education. Focus on a long-term plan instead of an ordinance.

Housing Authority PILOT Agreement

Keith LePrevost, Executive Director, Housing Authority explained that the cooperation agreement between the Housing Authority and the Borough is from 1962. The conversion that the Housing Authority is working on requires a new agreement. There is also a PILOT agreement in place in which the Housing Authority pays 10% shelter rents. (Shelter rent is the amount of rent collected from residents minus the cost of utilities). The Housing Authority pays 100% of utilities for its residents. Historically, the Housing Authority collects about \$500,000 gross resident rent. Utilities paid is roughly \$250,000; shelter rent would equal \$250,000. This translates to a payment of \$25,000 paid to the Borough annually. The Housing Authority has worked on reducing the utility expense. They have spent a substantial amount of money over the last six years improving the heating and hot water systems. Upgraded every apartment to use water saving devices and installed LED lighting fixtures. This produced a 35% decrease in utility cost. They are also working hard to make sure residents are accurately paying for their apartment. Over the last 2-3 years, the Housing Authority has collected approximately \$600,000 per year in rents. Utility expenses are averaging under \$175,000 a year. \$600,000 rent role from residents - \$175,000 utilities is \$425,000 shelter rent - \$42,500 payment to the Borough. The 2018 payment is \$38,000 which is paid to the Borough in October of 2019. They are asking to adjust the shelter rents in the PILOT agreement to 5% to bring the Housing Authority payment back to historic levels of \$25,000 per year. The extra money that the Housing Authority would be saving from the PILOT would go to capital reserves which will be put into the maintaining the quality of the buildings. Reduction of payment would not start until October of 2021.

Discussion ensued. Council stated that there has been no consideration given to the Borough's increase in costs. Taxes have gone up in the Borough and they cannot justify rolling back the payment to historic amounts. More information is needed. A subcommittee meet with the Housing Authority to get more information about the RAD conversation to determine the benefit to the Borough and the percentage of the PILOT program.

Harvest Fair Liaison

Deputy Clerk, Peggy Riggio, attends the monthly meetings for the Harvest Fair. She explained that the Harvest Fair Committee is looking for a liaison to show Council support. Discussion ensued. While there was no volunteers to be liaison, Mayor Quattrone stated that he will attend their next meeting.

SUBCOMMITTEE REPORTS

Councilmember Misiura stated that the Complete Streets Committee would like to give a presentation at the next Council meeting.

Councilmember Stults stated that the Borough Hall Subcommittee has had conference calls with the architect and have reviewed multiple site plans. The Police Department is included in all of the plans.

Councilmember Misiura stated that the new owners of the Rug Mill have closed on the property. There will be a kick off meeting with the PRC Group and Borough Officials and Professionals on May 22nd.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Egan

The Board of Health meets on Wednesday. She attended a Main Street New Jersey conference. If Hightstown becomes a designated Main Street there are various things that we would be eligible for. She will pass the information on to Downtown Hightstown.

Councilmember Musing

HPC met last week. They are working to get the banners hung. They are also talking about historic lighting on Stockton Street.

Councilmember Jackson

Parks and Rec meets Thursday. They will be presenting their youth sports program at the May 20th Council meeting.

Councilmember Stults

Reviewed the April Report from the Police Department. The FOP will be hosting a Fundraiser at 12 Farms on May 30th. Our officers will be the servers for the evening. Downtown Hightstown will be partnering with the Historical Society's Historic Tours. Discount coupons will be given to those attending the tours. Attended the Better Beginnings Gala on Saturday evening. Will get more information regarding the Housing Authority Cooperation Agreement and PILOT at the next Housing Authority meeting on the 15th.

Council President Misiura

The First Aid meets next Wednesday. They have a newly elected captain and are working to increase membership. Planning Board meets next Monday.

Deputy Clerk, Peggy Riggio

Voter registration for the June 4th Primary is due to the County by May 14th. The next budget meeting is Thursday, May 16th, 6:30 p.m. at the Historical Society. Public Pool licenses are due in May.

Borough Administrator/Clerk, Debra Sopronyi

Stated that this week is Clerk's Week. Ask that when looking at historic lighting to take into consideration the cost to replace the light bulbs.

Deputy CFO/Tax Collector, Monika Patel

Stated that Tax/Water/Sewer bills are due May 10th.

Borough Attorney, Fred Raffetto

Meeting with the Housing Authority May 13th to discuss the Cooperation Agreement and PILOT. He will be meeting with the Borough Administrator, the Borough Engineer and the Construction Official this week to discuss issues regarding the Stockton Street Parking Lot. Currently working with Dave Bell, Housing Inspector, regarding some inspection issues.

Mayor Quattrone

The last 2 weeks have been hectic. Sidewalks are going in on Sunset. The project looks nice. Residents on Lincoln, Haegmont and Rocky Brook will be receiving letters regarding a meeting about that project. Joseph Street is getting ready to go to bid.

ADJOURNMENT

Council President Misiura moved to adjourn at 10:02 p.m.; Councilmember Jackson seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk