

**Meeting Minutes
Hightstown Borough Council
January 6, 2020
7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:00 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 Cicalese</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 and Fred Raffetto, Borough Attorney.

EXECUTIVE SESSION

Resolution 2020-28 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Jackson; Seconded by Councilmember Stults.

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

Resolution adopted 5-0.

Resolution 2020-28

*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 January 6, 2020 at the Hightstown Fire House located at 140 North 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:

Personnel – Police Chief, Superintendent of Public Works

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 April 6, 2020, 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.

Mayor Quattrone called the public meeting to order at 7:40 p.m. and again read the Open Public Meetings Statement.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Jackson; Seconded by Councilmember Stults.

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

Agenda approved 5-0.

PUBLIC COMMENT I

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

Eugene Sarafin, 628 South Main Street – Glad to see the architect is getting paid to get Borough Hall finished.

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

RESOLUTIONS

Resolution 2020-29 Payment of Bills

Moved by Councilmember Bluth; Seconded by Councilmember Jackson.

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

Resolution adopted 5-0.

Resolution 2020-29

*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 \$1,647,669.55 from the following accounts:

Current		\$1,112,524.76
W/S Operating		352,210.62
General Capital		97,026.86
Water/Sewer Capital		79,504.85
Grant		2,335.00
Trust		63.96
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>4,003.50</u>
Total		<u>\$1,647,669.55</u>

Resolution 2020-30 Authorizing Payment No. 9 – The Musial Group, P.A. (Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer Street)

Moved by Council President Musing; Seconded by Councilmember Bluth.

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

Resolution adopted 5-0.

Resolution 2020-30

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

AUTHORIZING PAYMENT NO. 9 - THE MUSIAL GROUP, P.A. (ARCHITECTURAL AND CONTRACT ADMINISTRATION SERVICES FOR MUNICIPAL FACILITIES LOCATED AT 230 MERCER STREET)

WHEREAS, Resolution 2019-44, appointed the Musial Group as Architect and Contract Administrator for the municipal facilities project located at 230 Mercer Street; and

WHEREAS, Resolution 2019-44 also authorized concept design at a cost not to exceed \$40,000; and

WHEREAS, Resolution 2019-115, adopted on June 3, 2019, authorized the remainder of the project at a total cost not to exceed \$459,895.00; and

WHEREAS, the architect has submitted payment request No. 9 for professional services for November 24, 2019 – December 21, 2019 in the total amount of \$6,000.00; 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 The Musial Group, P.A. of Mountainside, New Jersey in the amount of \$6,000.00, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2020-31 Authorizing Payment to Remington Vernick for Inspection and Contract Administration Services Associated with the Peddie Lake Dam Pedestrian Bridge Project

Moved by Councilmember Jackson; Seconded by Councilmember Stults.

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

Resolution adopted 5-0.

Resolution 2020-31

*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 November 30, 2019, in the total amount of \$3,165.18; 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 \$3,165.18, is hereby approved as detailed herein, and the CFO is authorized to issue same.

CONSENT AGENDA

Councilmember Stults moved Resolutions 2020-32; 2020-33 and 2020-34 as a Consent Agenda; Council President Musing seconded.

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

Resolutions adopted 5-0.

Resolution 2020-32

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

**AUTHORIZING A STATE CONTRACT PURCHASE FOR THE PUBLIC WORKS
DEPARTMENT AND THE WATER DEPARTMENT- TRUCKS**

WHEREAS, there is a need for a four-wheel drive pickup truck for use by the Hightstown Department of Public Works; and

WHEREAS, there is a need for a four-wheel drive pickup truck for use by the Hightstown Water Plant; and

WHEREAS, the Hightstown Borough Council has authorized the purchase of these vehicles with the adoption of Bond Ordinance 2019-20; and

WHEREAS, the Public Works Superintendent has found pricing and availability for two (2) four-wheel drive pickup trucks as needed under New Jersey State Contract A88758/T2101 in the amount of \$44,728.72 each for a total of \$89,457.44; and

WHEREAS, the Purchasing Agent has reviewed the findings of the Public Works Superintendent; and

WHEREAS, it is the recommendation of the Purchasing Agent and Public Works Superintendent that these vehicles be purchased from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under state contract for an amount not to exceed \$89,457.44; and

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

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Purchasing Agent is hereby authorized to purchase two (2) four-wheel drive pickup trucks from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under New Jersey State Contracts A88758/T2101 for an amount not to exceed \$89,457.44.

Resolution 2020-33

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

**AUTHORIZING A STATE CONTRACT PURCHASE FOR A
POLICE DEPARTMENT VEHICLE**

WHEREAS, there is a need for a police vehicle for use by the Hightstown Police Department; and

WHEREAS, the Hightstown Borough Council has authorized the purchase of this vehicle with the adoption of Bond Ordinance 2019-20; and

WHEREAS, the Chief of Police has found pricing and availability for a police interceptor utility vehicle as needed

under New Jersey State Contract 88728 in the amount of \$53,143.86; and

WHEREAS, the Purchasing Agent has reviewed the findings of the Chief of Police; and

WHEREAS, it is the recommendation of the Purchasing Agent and the Chief of Police that this vehicle be purchased from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under state contract for an amount not to exceed \$53,143.86; and

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

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Purchasing Agent is hereby authorized to purchase a police interceptor utility vehicle from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under New Jersey State Contract 88728 for an amount not to exceed \$53,143.86.

Resolution 2020-34

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

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL
AFFORDABLE HOUSING LEGAL SERVICES – JOLANTA MAZIARZ, ESQ.**

WHEREAS, there exists the need for specialized affordable housing legal services during 2020; and

WHEREAS, the Borough Council wishes to appoint Jolanta Maziarz, Esq. of Ventura, Miesowicz, Keough & Warner, PC of Summit, New Jersey as the Affordable Housing Attorney effective January 1, 2020; and

WHEREAS, the cost for the proposed services shall not exceed \$10,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2020 budget; and,

WHEREAS, the Borough Attorney will review and approve the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for “professional services” without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed \$17,500, and therefore the contract is also subject to the provisions of the State’s Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, and until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a “non-fair and open contract” pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, Ventura, Miesowicz, Keough & Warner, PC has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has

further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Jolanta Maziarz, Esq. regarding the above-referenced professional affordable housing legal services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Ventura, Miesowicz, Keough & Warner, PC is a firm who is authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

PUBLIC COMMENT PERIOD II

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

Eugen Sarafin, 628 South Main Street – Stated that he is worried about the Mill Project. He has no use for developers. He does not want to see more rental units. There should be an option to purchase. Rental only is not good for the town. It is criminal what is going on at Deerfield Westerlea.

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

SUBCOMMITTEE REPORTS

Municipal Facilities

There is a meeting with the Musial Group scheduled for tomorrow night.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Jackson

Parks and Rec will meet Thursday at 7:30 p.m.

Councilmember Stults

The Downtown Hightstown Business Group is under new leadership. The BID presentation is scheduled for January 28th 6:30 p.m. at the Peddie School. The holiday lights downtown will be taken down shortly. Over 500 people voted in this year's window decorating contest. First place was the window at Morgan's Grill. There is a

podcast interview on Downtown Hightstown's Facebook page with Mayor Quattrone, Councilmember Stults and Cristina Fowler. Restaurant week will be February 23 – February 29. Stated that he was notified that there may be some graffiti on the horsehead downtown. It looks like a sticker that is mostly off. Borough Administrator, Debra Sopronyi, stated that she would have Public Works look into it.

Council President Musing

Stated that no developers want to develop property for residents to purchase. They are all being developed for rent. This still benefits the Borough.

Deputy Clerk, Peggy Riggio

Stated that dog and cat license renewals are due. As are food establishment licenses and taxi licenses.

Borough Administrator/Clerk, Debra Sopronyi

Budget worksheets have been distributed to boards, commissions and department heads. The municipal offices will have their computers upgraded to Windows 10 on January 24th.

Mayor Quattrone

Thanked everyone for a great reorganization meeting on the 1st. He's excited about the brewery and the mill. Things are moving in the right direction in Hightstown.

ADJOURNMENT

Councilmember Misiura moved to adjourn at 8:00 p.m. Councilmember Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk