

Agenda
Hightstown Borough Council

December 4, 2017

Hightstown Fire House

6:30 PM – Executive Session

7:30 PM – Public Session

PLEASE TURN OFF ALL CELL PHONES DURING YOUR ATTENDANCE AT THIS MEETING TO AVOID SOUNDS/RINGING OR CONVERSATION THAT MAY INTERFERE WITH THE MEETING OR THE ABILITY OF ATTENDEES TO HEAR THE PROCEEDINGS. THANK YOU FOR YOUR COOPERATION.

Meeting called to order by Mayor Lawrence Quattrone.

STATEMENT: 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 provided to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office.

Roll Call

Executive Session	2017-208	Authorizing a Meeting that Excludes the Public Contract Negotiations – Municipal Facilities
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Flag Salute

Approval of the Agenda

Approval of Minutes	November 6, 2017 – Executive Session November 6, 2017 – Public Session November 20, 2017 – Public Session
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Public Comment I	Any person wishing to address the Mayor and Council regarding matters on the agenda will be allowed a maximum of three minutes for his or her comments.
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Engineering Items	Lincoln, Hagemount & Rocky Brook Project – Trees Stockton Street and Forman Street Water Main Project Septage at AWWTP Capital Sidewalk/Road Improvement Program(s) Resolution 2017-209 Authorizing Payment #3 – Quad Construction Company (Ultraviolet Disinfection for the Hightstown Borough Advanced Waste Water Treatment Plant)
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Resolutions	2017-210 Authorizing Payment of Bills 2017-211 Resolution of Concurrence for Award of a Professional Service Agreement for Architectural Services for a Joint Police and Municipal Court Complex with Robbinsville Township
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Consent Agenda

- 2017-212** Authorizing a Transfer of Funds in the 2017 Budget
- 2017-213** Authorizing Receipt of Bids for Polymer Chemicals
- 2017-214** Requesting Approval for Insertion of a Special Item of Revenue in the 2017 Budget (Drive Sober or Get Pulled Over Year End Holiday Crackdown)
- 2017-215** Requesting Approval for the Insertion of a Special Item of Revenue in the 2017 Budget (Body Armor Replacement – Federal)

Public Comment II

Any person wishing to address the Mayor and Council at this time will be allowed a maximum of three minutes for his or her comments.

Discussion

Professional Appointment Evaluations (Labor Counsel & Grant Writer)

Subcommittee Reports**Mayor/Council/Administrative Reports****Adjournment**

Resolution 2017-208

*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 December 4, 2017 at 6:30 p.m. at the Hightstown Engine Co. #1 Fire House Hall 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:

Contract Negotiations – Municipal Facilities

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: March 4, 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.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017.

Debra L. Sopronyi
Borough Clerk

Meeting Minutes
Hightstown Borough Council
November 6, 2017
7:00 p.m. – Executive Session
7:30 p.m. – Public Session

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 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 and George Lang, CFO.

EXECUTIVE SESSION

Resolution 2017-192 Authorizing a Meeting that Excludes the Public

Councilmember Hansen moved Resolution 2017-192; Councilmember Misiura seconded.

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

Resolution adopted 6-0.

Resolution 2017-192

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 November 6, 2017 at 7:00 p.m. at the Hightstown Engine Co. #1 Fire House Hall 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 – Professional Services
Contract Negotiations – Municipal Facilities

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: February 6, 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.

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

Fred Raffetto, Borough Attorney, arrived during executive session and is now present. Carmela Roberts arrived after Executive Session and is now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Mayor Quattrone requested that Resolution 2017-200 be removed from the consent agenda and placed in engineering items for discussion.

Council President Stults moved the agenda as amended; Councilmember Montferrat seconded.

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

Agenda approved as amended 6-0.

APPROVAL OF MINUTES

Council President Stults moved the October 2, 2017 Executive Session minutes for approval; Councilmember Bluth seconded.

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

Minutes approved 5-0 with 1 abstention.

Councilmember Bluth moved the October 16, 2017 Public Session minutes for approval; Councilmember Hansen seconded.

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

Minutes approved 5-0 with 1 abstention.

Council President Stults moved the October 16, 2017 Executive Session minutes for approval; Councilmember

Bluth seconded.

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

Minutes approved 5-0 with 1 abstention

PUBLIC COMMENT I

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

Scott Caster, 12 Clover Lane – Stated that Contract Negotiations during the Executive Session is unclear. Questioned the Memorandum of Understanding with Robbinsville. The Mayor of Robbinsville publicly stated that they are in partnership with Hightstown Borough to build a court and police facility. Mr. Caster stated that he fears the Borough is not sharing information with the public. Administrator Sopronyi read a statement regarding the Memorandum of Understanding with Robbinsville. She explained that this is for negotiations only. No agreement has been made at the present time.

Doug Mair, 536 South Main Street – Stated that there was a mistake in the 10/16/2017 minutes in regards to the vote for Resolution 2017-191. Deputy Clerk Riggio stated that the mistake had been brought to her attention earlier and she had corrected the vote. The minutes that Council voted on this evening were the corrected minutes. Mr. Mair stated that Mayor Quattrone had tasked him with working with the downtown businesses regarding recycling. He will be attending the Downtown Business Meeting on December 6th to discuss recycling. He will report back to Council after this meeting with suggestions on how to improve recycling downtown.

Eugene Sarafin, 628 South Main Street – Stated that he did know about the negotiations with Robbinsville, he thought everyone knew. Council cannot expend money without the public knowing. Finished by stating that he will continue to abstain from the Pledge of Allegiance.

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

ENGINEERING ITEMS

Forman Street Water Main Extension

Borough Engineer Roberts spoke to Council regarding her letter dated November 2, 2017. She explained that the Borough requested that the scope of the Forman Street Water Main Extension project be expanded. The expanded scope as requested by the Borough is for the new water main to connect to a dead end of a new water main that is being installed in Church Street by the El Zorro property and continue to a new connection at Rogers Avenue. This extension must go through private property, the Borough will need to obtain a utility easement from the Housing Authority to construct the new water main. Ms. Roberts stated that at present time, the Housing Authority has complaints about brown water. This is due poor water flow and sediment in the line. She believes that this will help alleviate this situation. The additional cost for the expanded scope is estimated to be \$105,000 in addition to engineering costs not to exceed \$9,750. Keith LePrevost, Executive Director of the Housing Authority, spoke and stated that this makes sense and does not believe the Board will have an issue with the utility easement. Discussion ensued. Council instructed Ms. Roberts to move forward with the expanded scope of this project.

Stockton Street water Main Cleaning and Relining

Borough Engineer Roberts spoke to Council regarding her letter dated November 2, 2017. She explained that the original scope of this project was to include the cleaning and relining of the existing 8-inch water main on Stockton Street between Center Street and the Borough limits; replacement of all existing water services and repaving of the entire roadway as required by NJEIPF and Mercer County. The Borough is now looking to expand from the Borough limits to Route 130. Extending this project will require the replacement of approximately 10 existing water services. In addition, Mercer County will require that the length of road be repaved from curb to curb. The additional cost for the expanded scope is estimated to be \$200,000 in addition to engineering costs not to exceed \$14,000. Discussion ensued. Council was concerned with the Borough paying for the repaving of streets that are located in East Windsor Township. It was decided that before a final decision on this project is made, the Borough Administrator would reach out to East Windsor to discuss the cost of the repaving of Stockton Street.

Resolution 2017-193 Authorizing Payment #2 – Quad Construction Company (Ultraviolet Disinfection for the Hightstown Borough advanced Waste Water Treatment Plant)

Borough Engineer Roberts explained that we are a few weeks away from this project being completed. The work that has been completed thus far is very good. She has reviewed the payment request and recommends payment at this time.

Councilmember Bluth moved Resolution 2017-193; Council President Stults seconded.

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

Resolution adopted 6-0.

Resolution 2017-193

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

**AUTHORIZING PAYMENT #2 – QUAD CONSTRUCTION COMPANY
(ULTRAVIOLET DISINFECTION FOR THE HIGHTSTOWN BOROUGH
ADVANCED WASTE WATER TREATMENT PLANT)**

WHEREAS, on December 5, 2016, the Borough Council awarded a contract for the Tertiary Disc Filtration and Ultraviolet Disinfection for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough to Quad Construction Company, Inc. of Lumberton, New Jersey at the price of \$910,000.00; and

WHEREAS, the contractor has submitted payment #2 in the amount of \$399,595.00 for work related to demolition of existing equipment, construction of pad foundations, chlorination chamber modifications and electrical work for the filters and UV units; and

WHEREAS, the Borough Engineer has recommended approval of payment # in the amount of \$399,595.00 pending receipt of certified payrolls; 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 payment #2 in the amount of \$399,595.00 to Quad Construction Company, Inc. of Lumberton, New Jersey is hereby approved as detailed herein.

Resolution 2017-194 Authorizing Receipt of Bids for the Rehabilitation of the Secondary Clarifier at the Hightstown Borough Advanced Waste Water Treatment Plant

Council President Stults moved Resolution 2017-194; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-194

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

**AUTHORIZING RECEIPT OF BIDS FOR REHABILITATION OF SECONDARY
CLARIFIER AT THE HIGHTSTOWN BOROUGH ADVANCED WASTE WATER
TREATMENT PLANT**

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Roberts Engineering is hereby authorized to prepare specifications and advertise for bids for the Rehabilitation of the Secondary Clarifier at the Hightstown Borough Advanced Waste Water Treatment Plant, and that the Borough is authorized to receive same after proper advertisement with the approval of the Borough Engineer and Advanced Waste Water Treatment Plant Superintendent.

Resolution 2017-200 Authorizing Receipt of Bids for Greenway Walking Bridge Inspection Engineer

Administrator Sopronyi explained that a separate inspection engineer is needed for this project because we are using Federal Funds from the grant that was received. Borough Engineer Roberts explained that we are awaiting DOT approval before we can advertise the bid. This is the last approval needed.

Councilmember Misiura moved Resolution 2017-200; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-200

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

**AUTHORIZING RECEIPT OF BIDS FOR GREENWAY WALKING BRIDGE INSPECTION
ENGINEER**

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is hereby authorized to prepare specifications and advertise for bids for the Greenway Walking Bridge Inspection Engineer, and that the Borough is authorized to receive same after proper advertisement.

ORDINANCES

2017-15 Final Reading and Public Hearing – Bond Ordinance Amending Section 3(a) of Bond Ordinance #2015-15 and Providing for a Supplemental Appropriation of \$132,000 for Improvements to Stockton Street and Joseph Street in and by the Borough of Hightstown, in the County of Mercer, New Jersey, and Authorizing the Issuance of \$132,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Quattrone opened the public hearing for Ordinance 2017-15 and the following individual spoke:

Eugene Sarafin, 628 South Main Street – Asked how much the total project cost is. Stated that he likes the idea of curbs and sidewalks here.

Doug Mair, 536 South Main Street – Questioned if this was with the Safe Routes to School project. Asked exactly what roads were going to be worked on. It was stated that Joseph Street would be getting sidewalks and curbs on one side of the road and curbing on the other.

Councilmember Montferrat moved Ordinance 2017-15 for adoption; Councilmember Bluth seconded.

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

Ordinance adopted 6-0.

Ordinance 2017-15

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

BOND ORDINANCE AMENDING SECTION 3(a) OF BOND ORDINANCE #2015-15 AND PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$132,000 FOR IMPROVEMENTS TO STOCKTON STREET AND JOSEPH STREET IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND AUTHORIZING THE ISSUANCE OF \$132,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

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

Section 1. Section 3(a) of Bond Ordinance #2015-15 of the Borough of Hightstown, in the County of Mercer, New Jersey (the “Borough”), finally adopted August 17, 2015 (the “Original Bond Ordinance”), is hereby amended to read as follows:

“(a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Stockton Street and Joseph Street, including, but not limited to, repaving and improvements to sidewalks and curbs on Joseph Street, and further including all work and materials necessary therefor and incidental thereto.”

Section 2. The improvement described in Section 4(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough as a general improvement. For the improvement or purpose described in Section 4(a), there is hereby appropriated the supplemental amount of \$132,000, such sum being in addition to the \$430,000 appropriated therefor by the Original Bond Ordinance. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is required since the Original Bond Ordinance included a grant for a portion of the project in the amount of \$275,000 from the Safe Routes to School Program administered by the State of New Jersey Department of Transportation.

Section 3. In order to finance the additional cost of the improvement, negotiable bonds are hereby authorized to be issued in the principal amount of \$132,000 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 4. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Stockton Street and Joseph Street, including, but not limited to, repaving and improvements to sidewalks and curbs on Joseph Street, and further 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 \$562,000, including the \$430,000 authorized by the Original Bond Ordinance and the \$132,000 bonds or bond anticipation notes authorized herein.

(c) The estimated cost of the improvement or purpose is \$562,000, including the \$430,000 appropriated by the Original Bond Ordinance and the \$132,000 appropriated herein.

Section 5. 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 6. 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 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 4(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 \$132,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$120,000 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 \$40,000 is estimated therefor herein.

Section 8. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 3 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 4(a) of this bond ordinance. This Section 8 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 9. Any grant moneys received for the purpose described in Section 4(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 10. 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 11. 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 12. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

2017-16 First Reading and Introduction – Bond Ordinance Providing for Improvements to Maple Avenue and Sunset Drive for the Water-Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$110,000 therefor and Authorizing the Issuance of \$110,000 Bonds or Notes of the Borough to Finance the Cost Thereof

Councilmember Montferrat moved Ordinance 2017-16 for Introduction; Council President Stults seconded.

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

Ordinance introduced 6-0.

Public Hearing scheduled for November 20, 2017

Ordinance 2017-16

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

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO MAPLE AVENUE AND SUNSET AVENUE FOR THE WATER-SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$110,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$110,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE 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 improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$110,000. No down payment is required as the purpose authorized herein is deemed self-liquidating and the bonds and bond anticipation notes authorized herein are deductible from the gross debt of the Borough, as more fully explained in Section 6(e) of this bond ordinance.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$110,000 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 hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Maple Avenue and Sunset Avenue for the Water-Sewer Utility, including hydrant and water service upgrades and sanitary sewer main repairs and replacements, 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 as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

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 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 self-liquidating purpose of a municipal public utility. 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 40 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 \$110,000, but that the net debt of the Borough determined as provided in the Local Bond Law is not increased by this bond ordinance. The obligations

authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$10,000 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.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44(c).

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 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 ARule@) 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.

2017-17 First Reading and Introduction – Bond Ordinance Providing for Improvements to Maple Avenue and Sunset Drive in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$540,000 Therefor and Authorizing the Issuance of \$265,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Councilmember Misiura moved Ordinance 2017-17 for Introduction; Council President Stults seconded.

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

Ordinance introduced 6-0.

Public Hearing scheduled for November 20, 2017

Ordinance 2017-17

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

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO MAPLE AVENUE AND SUNSET AVENUE IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$540,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$265,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, 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 is hereby 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 sum of \$540,000, including the \$275,000 grant expected to be received 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 project since the project is being partially funded by the State Grant..

Section 2. In order to finance the cost of the improvement not covered by the State Grant, negotiable bonds

are hereby authorized to be issued in the principal amount of \$265,000 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 hereby 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, 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 as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

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 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 \$265,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$80,000 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.

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 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 ARule@) 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

2017-195 Authorizing Payment of Bills

Councilmember Bluth moved Resolution 2017-195; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-195
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 \$1,989,013.18 from the following accounts:

Current		\$1,697,612.31
W/S Operating		239,773.20
General Capital		10,860.50
Water/Sewer Capital		27,535.78
Grant		5,066.20
Trust		0.00
Housing Trust		0.00
Animal Control		1.20
Law Enforcement Trust		845.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>7,318.99</u>
Total		<u>\$1,989,013.18</u>

2017-196 Authorizing Execution of a Donor Agreement with RISE (Formerly Known as the Community Action Service Center)

Councilmember Montferrat moved Resolution 2017-196; Council President Stults seconded.

Discussed ensued. Councilmember Musing questioned why we are funding two non-profit organizations when our Borough Committees are not being fully funded. Mayor Quattrone explained that both of the organizations are beneficial to the community. Their funding was cut by half this year. There will be further discussion at budget time about reducing the funding even further. Borough Attorney Raffetto stated that this is not just a donation but rather a Donor Agreement for services provided to residents.

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

Resolution adopted 5-1.

Resolution 2017-196
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AUTHORIZING EXECUTION OF A DONOR AGREEMENT WITH RISE
(FORMERLY KNOWN AS THE COMMUNITY ACTION SERVICE CENTER)**

WHEREAS, it is the desire of the Mayor and Council to contribute the sum of \$1,500.00 to Rise, a Community

Services Partnership, for the year 2017; and

WHEREAS, the New Jersey Department of Human Services has been designated to administer or supervise the administration of social services programs as defined in the New Jersey State plans for social services, and requires the execution of a Donor Agreement between RISE and the Borough of Hightstown; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Donor Agreement is hereby accepted and the Mayor is authorized to execute same.

2017-197 Authorizing Execution of Donor Agreement with Better Beginnings Child Development Center

Councilmember Montferrat moved Resolution 2017-197; Councilmember Bluth seconded.

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

Resolution adopted 5-1.

Resolution 2017-197

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

**AUTHORIZING EXECUTION OF DONOR AGREEMENT
WITH BETTER BEGINNINGS CHILD DEVELOPMENT CENTER**

WHEREAS, it is the desire of the Mayor and Council to contribute the sum of \$4,000.00 to Better Beginnings Child Development Center for the year 2017; and

WHEREAS, the New Jersey Department of Human Services has been designated to administer or supervise the administration of social services programs as defined in the New Jersey State plans for social services, and requires the execution of a Donor Agreement between Better Beginnings and the Borough of Hightstown; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Donor Agreement is hereby accepted and the Mayor is authorized to execute same.

2017-198 Authorizing a State Contract Purchase for the Police Department Vehicles

Council President Stults moved Resolution 2017-198; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-198

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

**AUTHORIZING A STATE CONTRACT PURCHASE FOR THE POLICE DEPARTMENT –
VEHICLES**

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

WHEREAS, the Hightstown Borough Council has authorized the purchase of these vehicles with the adoption of Bond Ordinance 2017-12; and

WHEREAS, the Chief of Police has found pricing and availability for two (2), 2018 police interceptor utility all wheel drive vehicles as needed under New Jersey State Contract 88728 in the amount of \$82,611.80; 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 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 \$82,611.80; and

WHEREAS, the Finance Office 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), 2018 police interceptor utility all wheel drive vehicles from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under New Jersey State Contract 88728 for an amount not to exceed \$82,611.80.

CONSENT AGENDA

Council President Stults moved Resolutions 2017-199 and 2017-201 as a Consent Agenda; Councilmember seconded.

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

Resolutions adopted 6-0.

Resolution 2017-199

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

A RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT

WHEREAS, the Borough of Hightstown, (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of “Local Unit”, in the County of Mercer and State of New Jersey, as follows:

1. Borough of Hightstown hereby appoints Skylands Risk Management, Inc. its local Risk Management Consultant.
2. The Borough Clerk and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2018 in the form attached hereto.

**2018 FUND YEAR
STATEWIDE INSURANCE FUND
RISK MANAGEMENT CONSULTANT’S AGREEMENT**

THIS AGREEMENT entered into this day of 20 , among the Statewide Insurance Fund (“FUND”), a joint insurance fund of the State of New Jersey, Borough of Hightstown (“MEMBER”) and Skylands Risk Management, Inc. (“RISK MANAGEMENT CONSULTANT”) through a fair and open process, pursuant to N.J.S.A.19:44A-20.4.

WHEREAS, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

WHEREAS, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

WHEREAS, the MEMBER desires these professional services from the CONSULTANT; and

WHEREAS, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

WHEREAS, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - (a) assist in evaluating the MEMBER’S exposures and advise on matters relating to the Member’s operation and coverage.
 - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
 - (c) explain to the MEMBER, or its representatives, the terms of the member’s commitment and obligations to the FUND.
 - (d) explain to the MEMBER, or its representatives the operation of the FUND.
 - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
 - (f) review the MEMBER’S assessment and assist in the preparation of the MEMBER’S insurance budget.
 - (g) review losses and engineering reports and provide assistance to the MEMBER’S safety committee, if required.
 - (h) assist in the claims settlement process, if required, by MEMBER or FUND.

(i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.

(j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.

(k) act in good faith and fair dealing to the FUND.

(l) perform other duties for the FUND as may be required from time to time by the FUND.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

(a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of non WC assessment (excluding any fees, PLIGA, and loss ratio apportionment);

(b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.

(c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).

(d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.

3. The term of this Agreement shall be from **January 1, 2018 to January 1, 2019**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.

4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.

5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

Resolution 2017-201

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

AUTHORIZING A TRANSFER OF FUNDS IN THE 2017 BUDGET

WHEREAS N.J.S.A. 40A:4-58 provides that the governing body may authorize a transfer of funds in the budget during the last two months of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2017 budget are hereby authorized:

Current:

	From	To
Assessment of Taxes		
Other Expenses	5,000.00	
Office Supplies/Paper Products		
Other Expenses		1,000.00
Data Processing		
Other Expenses		4,000.00
	5,000.00	5,000.00

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Does not understand why anyone would not support a daycare center. He is sorry to see the reduction in the Better Beginning’s Donor Agreement. To solve the problem with the paving on Stockton Street, Council should speak with the County since this is a County Road.

Jean Ruggiero-Mair, 536 South Main Street – Requested that Council appoint Councilmember Musing as the liaison to the HPC. Also stated that the HPC has two alternate commissioner positions open at this time.

Doug Mair, 536 South Main Street – Regarding the paving of Stockton Street, we should not be paying for roads in East Windsor. Rumors of a new Borough Website is welcome. Local election tomorrow, Councilmembers are running unopposed. He believes that we should end political parties in Hightstown. A non-partisan government would benefit Hightstown. Things are moving in a positive direction in Hightstown. He requested that the Mayor issue warnings to individuals using vulgar language during meetings. It is uncomfortable to everyone in attendance and puts a negative light on Hightstown and its residents.

Scott Caster, 12 Clover Lane – Suggested that the chairs of board and committees speak outside of the public comment and not be limited to three minutes. Council should reach out to the County and East Windsor regarding the paving of Stockton Street. Hightstown’s tax rate should concern Council. We are in the top 10 tax rates in New Jersey.

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

SUBCOMMITTEE REPORTS

Route 33 Corridor

Councilmember Misiura stated that he had spoken with East Windsor regarding the Route 33 Corridor. They are ready to move forward with rezoning. They will be meeting soon to avoid duplicate efforts.

Affordable Housing

The Affordable Housing Subcommittee will be meeting with the Borough Planner tomorrow to discuss Deerfield Westerlea.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

Recently attended the fundraiser for Habitat for Humanity. It was a wonderful event attended by approximately 130 people. The next Cultural Arts Commission meeting is scheduled for November 28th.

Councilmember Musing

Stated that the HPC is going strong and thanked Jean Ruggiero-Mair for the smooth transition with the change in chairperson.

Councilmember Montferrat

Asked that if Council has questions for our professionals, please address with them before the meetings. He attended the Habitat for Humanity's Fundraiser with Councilmember Bluth and said that Habitat really highlighted Hightstown. The Halloween festivities were great; thanked all the families that participated. Election Day is tomorrow. Polls are open from 6:00 a.m. – 8:00 p.m. Please remember there are two public questions on the ballot this year.

Councilmember Hansen

The Water/Sewer Department met last week. They discussed reducing the gray water vendors. They are getting more information regarding this. She attended a seminar last week regarding the Water Accountability Act with Debra Sopronyi, Ken Lewis and Rich Lewis. Interviews are being scheduled for two positions at the AWWTP; Lab Technician and Assistant Superintendent. Parks and Rec did not have a quorum for a meeting last month. They will be meeting later this week. They will discuss moving their meetings from the First Aid Squad to the Municipal Offices.

Councilmember Misiura

In regards to asking the professionals questions at meeting, the packet is not completed until Thursday afternoon which does not allow much time during business hours to contact the professionals. He also feels that it is not a bad thing to ask these questions in public. The Halloween festivities were great and he commended the Police

Department for a great job. Thanked Council President, Lee Stults and Cappy Stults for the tour that they gave of Downtown Hightstown to the German Exchange students. The Planning Board will be meeting next week. Councilmember Musing covered the last HPC meeting. He will step aside as liaison to the HPC for Mr. Musing to fill this position.

Council President Stults

Attended the Housing Authority meeting on October 18th. Their meetings are very well run. They are undergoing restructuring from HUD. Two members of the authority have terms expiring this year. They have requested that both of these members be reappointed. A letter has just been received from the State reappointing James Eufemia to his position for another 5 years. The Downtown Hightstown Business Group has a new chair and they have several events planned for 2018. Downtown Hightstown collected bags of Halloween candy to distribute to residents of Stockton Street to help with trick or treaters. The Police Department distributed over 1,600 glow bands on Halloween. Next year the Police Department may look into detouring bus traffic differently. The tour of Downtown Hightstown seemed well received by the students. It was suggested that this be something that is offered to the public throughout the year.

Borough Administrator/Clerk Sopronyi

Stated that Council approves all agreements at open meetings where the public is present. She, along with Chief Gendron, met with the Board of Education regarding crosswalks and signage near the elementary schools. The East Ward Street project is moving along slowly and pedestrian issues have been handled.

Deputy Clerk Riggio

Reminded everyone that Election Day is tomorrow. All districts vote at the Fire House and polls are open from 6:00 a.m. – 8:00 p.m. The Health Department is once again sponsoring a free rabies clinic at the First Aid Squad. December 6th 5:00 p.m. – 6:30 p.m.

Mayor Quattrone

The Halloween Festivities were a great success. Thank you to all of the residents that participated and to the Police Department for a wonderful job. Thanked the Clerk's office for getting all of the proclamations done for the Athletic Hall of Fame at Hightstown High School. We will speak with the County and East Windsor regarding the paving of Stockton Street.

Councilmember Montferrat moved to adjourn to Executive Session at 9:38 p.m.; Council President Stults seconded. All ayes.

Council returned to open session at 10:02 p.m.

ADJOURNMENT

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

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

**Meeting Minutes
Hightstown Borough Council
November 20, 2017
7:30 p.m.**

The meeting was called to order by Mayor Quattrone at 7:31 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 Kurs</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Montferrat</i>	✓	
<i>Councilmember Stults</i>		✓
<i>Mayor Quattrone</i>	✓	

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

APPROVAL OF AGENDA

Mayor Quattrone requested that The Cultural Arts Commission Update be removed from the agenda.

Councilmember Bluth moved the agenda as amended; Councilmember Hansen seconded.

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

Agenda approved as amended 5-0.

PUBLIC COMMENT I

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

Doug Mair, 536 South Main Street – Questioned Resolution 2017-203. Questioned if this property could be sold, the unknown owner and if this could have been foreclosed on by the Borough years ago.

Eugene Sarafin, 628 South Main Street – Stated that he will speak during Public Comment II.

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

PRESENTATION

HPC – Presentation of Banner

Jean Ruggiero-Mair, Chair of the Historic Preservation Commission, presented the final design for the historic banners to be placed downtown. They will be placed along North Main Street, South Main Street, Franklin Street and Stockton Street. The total cost for the banners is \$3,999.80. Council thanked Mrs. Mair for her work on this project.

Councilmember Bluth motioned to approve the banner and payment; Councilmember Montferrat seconded.

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

Design and payment approved 5-0.

ORDINANCES

2017-16 Final Reading and Public Hearing – Bond Ordinance Providing for Improvements to Maple Avenue and Sunset Avenue for the Water-Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$110,000 therefor and Authorizing the Issuance of \$110,000 Bonds or Notes of the Borough to Finance the Cost Thereof

Mayor Quattrone opened the Public Hearing for Ordinance 2017-16 and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Thinks this ordinance is a good idea.

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

Councilmember Hansen moved Ordinance 2017-16 for adoption; Councilmember Montferrat seconded.

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

Ordinance adopted 5-0.

Ordinance 2017-16

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

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO MAPLE AVENUE AND SUNSET AVENUE FOR THE WATER-SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$110,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$110,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE 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 improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$110,000. No down payment is required as the purpose authorized herein is deemed self-liquidating and the bonds and bond anticipation notes authorized herein are deductible from the gross debt of the Borough, as more fully explained in Section 6(e) of this bond ordinance.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$110,000 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 hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Maple Avenue and Sunset Avenue for the Water-Sewer Utility, including hydrant and water service upgrades and sanitary sewer main repairs and replacements, 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 as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

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 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 self-liquidating purpose of a municipal public utility. 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 40 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 \$110,000, but that the net debt of the Borough determined as provided in the Local Bond Law is not increased by this bond ordinance. The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$10,000 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.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating

pursuant to N.J.S.A. 40A:2-47(a) and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44(c).

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 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 ARule@) 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.

2017-17 Final Reading and Public Hearing – Bond Ordinance Providing for Improvements to Maple Avenue and Sunset Drive in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$540,000 Therefor and Authorizing the Issuance of \$265,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Quattrone opened the Public Hearing for Ordinance 2017-17 and the following individuals spoke:

Doug Mair, 536 South Main Street – Spoke about the scope of the job. It is stated that 2 inches of the road will be milled. There are sections of that road that have cracks that are at least 3 inches deep. Will this create a problem in the future? Mayor Quattrone will bring this to the attention of the Borough Engineer. Asked if the sidewalks on Sunset will extend to South Main Street. The Administrator responded that there are several options being bid and that is one of them.

Eugene Sarafin, 628 South Main Street – Stated that the cracks in the road will be filled with tar before paving. Thinks this is a great idea.

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

Councilmember Bluth moved Ordinance 2017-17 for adoption; Councilmember Hansen seconded.

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

Ordinance adopted 5-0.

Ordinance 2017-17

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

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO MAPLE AVENUE AND SUNSET AVENUE IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$540,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$265,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, 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 is hereby 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 sum of \$540,000, including the \$275,000 grant expected to be received 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 project since the project is being partially funded by the State Grant..

Section 2. In order to finance the cost of the improvement not covered by the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$265,000 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 hereby 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, 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 as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

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 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 \$265,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$80,000 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.

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 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 ARule@) 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

2017-202 Authorizing Payment of Bills

Councilmember Montferrat moved Resolution 2017-202; Councilmember Bluth seconded.

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

Resolution adopted 5-0.

Resolution 2017-202

*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 \$79,952.85 from the following accounts:

Current		\$19,521.06
W/S Operating		17,721.97
General Capital		40,296.13
Water/Sewer Capital		0.00
Grant		0.00
Trust		0.00
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>2,413.69</u>
Total		<u>\$79,952.85</u>

2017-203 Resolution of the Borough of Hightstown, in the County of Mercer, Authorizing and Directing the Borough Planning Board to Determine Whether Certain Property Constitutes an Area in Need of Condemnation Redevelopment

Councilmember Misiura moved Resolution 2017-203; Councilmember Hansen seconded.

Councilmember Misiura explained the need for this resolution. This piece of property will be needed for R. Black Global to complete their project.

Mayor Quattrone explained that there are small pieces of property with unknown owners due to changes in surveying procedures over the years.

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

Resolution adopted 5-0.

Resolution 2017-203

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

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF
MERCER, AUTHORIZING AND DIRECTING THE BOROUGH PLANNING
BOARD TO DETERMINE WHETHER CERTAIN PROPERTY CONSTITUTES AN
AREA IN NEED OF CONDEMNATION REDEVELOPMENT**

WHEREAS, pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.*, by Resolution 2003-19 duly adopted on December 1, 2003, the Borough Council ("Borough Council") of the Borough of Hightstown (the "Borough") designated the properties known as Tax Block 54, Lots 6-10, 13, 14.01, 16.01 & 23; Block 40, Lots 14-28; Block 33, Lots 1-30 & 32-36; Block 30, Lots 1-13; Block 28, Lots 56 & 57; and Block 21, Lots 1-14 & 26 on the Borough's official tax map (collectively, the "Redevelopment Area"), as an "Area in Need of Redevelopment"; and

WHEREAS, a revised redevelopment plan ("Redevelopment Plan") containing development standards for that portion of the Redevelopment Area which is known as Sub-Area I (Bank Street) was adopted by Ordinance Number 2015-04 of the Borough Council on April 20, 2015, which revised those redevelopment plans for the Redevelopment Area previously adopted by the Borough on September 7, 2004, October 2, 2006 and October 6, 2008, and which was subsequently further amended by ordinance adopted March 6, 2017; and

WHEREAS, on March 10, 2017, the Borough and RBG Hightstown, LLC (the "Redeveloper") entered into that certain Amended and Restated Redevelopment Agreement (the "Redevelopment Agreement"), pursuant to which, among other things, the Redeveloper agreed to redevelop the portion of the Redevelopment Area consisting of Block 30, Lots 1-7, Block 30, Lots 10-13, and Block 21, Lots 1-13 & 26 on the Borough's official tax map (collectively, the "Original Project Area"), which constitutes part of Sub-Area I (Bank Street), by constructing thereon a project including approximately 47,500 square feet of retail space, approximately 266 residential units, and associated parking and other infrastructure improvements (the "Project"), consistent with the Concept and Phasing Plan attached as Exhibit 2 to the Redevelopment Agreement; and

WHEREAS, pursuant to P.L. 2013, Chapter 159, "[t]he resolution authorizing the planning board to undertake a preliminary investigation shall state whether the redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area other than the use of eminent domain ("Non-Condemnation Redevelopment Area") or whether the redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area, including the power of eminent domain (hereinafter referred to as a "Condemnation Redevelopment Area"); and

WHEREAS, the Redevelopment Area, by virtue of its establishment on December 1, 2003 prior to the enactment of P.L. 2013, Chapter 159, is a Condemnation Redevelopment Area which authorizes the municipality to use all those powers provided by the Legislature for use in a redevelopment area, including the power of eminent domain; and

WHEREAS, as the plans for Sub-Area I are developed to implement the Redevelopment Plan, it has become apparent that an additional lot, designated as Block 21, Lot 20 on the Borough's tax assessment map, lying outside of the Redevelopment Area, is necessary to allow effective access to the Project; and

WHEREAS, the Borough desires to authorize and direct the Borough's Planning Board (the "Planning Board") to undertake a preliminary investigation to determine whether the Block 21, Lot 20 meets one or more criteria for designation as a Condemnation Area in Need of Redevelopment; and

WHEREAS, if Block 21, Lot 20 is determined to meet the criteria for designation as an Area in Need of Redevelopment and the Borough so designates the parcel, then the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a Condemnation Redevelopment Area, including the power of eminent domain.

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

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. That the Planning Board is hereby authorized and directed to undertake a preliminary investigation, utilizing the Borough Planner to prepare the preliminary investigation, pursuant to the notice, conduct a hearing and comply with other requirements of the Redevelopment Law, N.J.S.A. 40A: 12A-1, et seq., as amended, in order to recommend to the Borough Council whether the area comprising the study area is an area in need of Condemnation Redevelopment according to the criteria set forth in N.J.S.A. 40A:1 2A-5.

Section 3. In the event the governing body shall designate Block 21, Lot 20 as a redevelopment area, the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a Condemnation Redevelopment Area, including the power of eminent domain.

Section 4. A copy of this resolution shall be forwarded to the Secretary of the Planning Board for action consistent herewith.

Section 5. The Planning Board shall submit its findings and recommendations to the Borough Council in the form of a Resolution with supporting documentation.

Section 6. This resolution shall take effect immediately.

CONSENT AGENDA

Councilmember Montferrat moved Resolutions 2017-204; 2017-205; 2017-206 and 2017-207 as a Consent Agenda; Councilmember Hansen seconded.

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

Resolutions adopted 5-0.

Resolution 2017-204

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

RESOLUTION APPOINTING FUND A COMMISSIONER

WHEREAS, the Borough of Hightstown (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Hightstown that Debra L. Sopronyi is hereby appointed as the Fund Commissioner for the Local Unit for the year 2018; and

BE IT FURTHER RESOLVED that Margaret M. Riggio is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2018; and

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Resolution 2017-205

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

PROCLAIMING DECEMBER 4, 2017 AS COMMUNITY OF LIGHT DAY

WHEREAS, it is the policy of Hightstown Borough to recognize organizations that have contributed to the overall benefit of the community; and

WHEREAS, Womanspace, founded in 1977, has demonstrated a unique ability to provide comfort, support services, crisis intervention and safety to women who are victims of sexual assault and domestic violence; and

WHEREAS, Womanspace, in the belief that “peace begins at home”, has asked the Mercer County Community to join them in their struggle against violence toward women by participating in their annual Communities of Light project; and

WHEREAS, Womanspace has provided emergency shelter in secure locations and comprehensive services for victims of domestic violence since 1977 and sexual assault since 2002, for more than 67,778 women, 13,007 children and 4,639 men. Additionally, Womanspace has assisted more than 271,401 hotline callers over the last 40 years; and

WHEREAS, Hightstown Borough applauds the efforts of Womanspace to bring an end to the cycle of interpersonal violence imposed on women, children and men; and

WHEREAS, the Mayor and Council of Hightstown Borough urges that each and every household demonstrate their support of the concept that “peace begins at home” by placing luminaries along their driveways and sidewalks on Monday, December 4, 2017, as a visible symbol of that support; and

WHEREAS, the proceeds from Communities of Light 2017 will be used to fund vital services for victims of

domestic violence and sexual assault.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that Monday, December 4, 2017 is Community of Light Day and hereby commends Womanspace on its many accomplishments and wish them continued success with Communities of Light in the years to come.

Resolution 2017-206

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

**ACCEPTING MEMBERSHIP OF OSCAR GUERRERO IN
HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, Oscar Guerrero of East Windsor, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Guerrero 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 Oscar Guerrero 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 2017-207

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

**ACCEPTING MEMBERSHIP OF PATRICK K. BRUNETTI IN
HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, Patrick K. Brunetti of East Windsor, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Brunetti 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 Patrick K. Brunetti 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.

PUBLIC COMMENT PERIOD II

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

Doug Mair, 536 South Main Street – Stated that this was a very good meeting. Thanked Mayor Quattrone and Councilmember Misiura for their explanations regarding Resolution 2017-203. Questioned that if eminent domain is necessary, who pays the fair market value and who does that get paid to.

Eugene Sarafin, 628 South Main Street – Stated that letters to Mayor and Council should be published to the Borough Website.

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

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Musing

Congratulated the HPC on all of their work.

Councilmember Bluth

The house on Academy Street, being built by Habitat for Humanity, will be closed in by winter. Cultural Arts Commission will be meeting next week. She attended the League of Municipalities last week; there are several items before the State Legislature one pertaining to the reform of Affordable Housing and legal notices being posted online.

Councilmember Montferrat

Thanked the Clerk and Deputy Clerk for helping Election Day run smoothly. Attended a fundraiser appraisal event at the Historical Society. The Environmental Commission will meet again on November 28th. Thanked the Mayor for accepting the award for Sustainable Jersey at the League of Municipalities. Hightstown received the fifth highest score for the Bronze Award.

Councilmember Misiura

Planning Board met last week. The sign ordinance is still under review. They did not review the capital projects. Asked that the Borough Engineer come before the Planning Board to update them on these projects. Reminded everyone that the Santa Parade is this Friday.

Administrator/Clerk Sopronyi

Attended the League of Municipalities last week. We are advertising for proposals for Labor Counsel and Grant Writer.

Deputy Clerk Riggio

Dog Renewals were mailed last week. Residents can renew licenses after January 2nd. There is a free rabies clinic scheduled for December 6th from 5:00 p.m. – 6:30 p.m. at the First Aid Squad. Information for obtaining luminaries for the Community Day of Light can be found on the Borough's website.

George Lang, CFO

The 2015 Property Vacant Property Ordinance allows for 20% of the registration fee be used for Code Enforcement. We are working on a Dedication by Rider to set up a Trust Fund for this purpose.

Mayor Quattrone

Attended the League of Municipalities last week. Received our Bronze Award for Sustainable Jersey. While walking the floor of exhibitors saw many ideas for Smalltown USA including a Mayor's Wellness Program. He has attended several Court sessions and Judge Kurs is doing a wonderful job.

ADJOURNMENT

Councilmember Montferrat moved to adjourn at 8:14 p.m.; Councilmember Hansen seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Borough of Hightstown

Environmental Commission

Memo

To: Borough Clerk and Mayor

From: David Zaiser, Chair
Environmental Commission

Date: 20 November 2017

Re: Lincoln Avenue Trees
Request to be Added to Council Agenda

Cc: Borough Engineer, Carmela Roberts

Attachment: Tree Petition

We understand that recently the Borough Council authorized the Borough Engineer to submit for a grant to add sidewalks along Lincoln, Hagemount and Rocky Brook. According to the Borough Engineer, construction of the sidewalks will require the removal of many trees along these streets. Aware that this might be a possibility, and out of concern for the beauty of these streets that relies in no small part on the mature trees that might be impacted, members of the public submitted a petition our Environmental Commission meeting on October 24th, asking that trees along these streets be saved. (A copy of that petition is attached).

To support our mandate for the effective management of our Borough's tree resource, and in an effort to produce the best results for the proposed project, should it proceed, the Environmental Commission is recommending that its members be actively involved with the Borough Engineer in the development of the design for the proposed street and sidewalk work.

Although we have already met with the Borough Engineer who supports the Commission's involvement in the design process, we are requesting to be added to the agenda of a Council Meeting in the near future so that we may outline our proposed plan for both Council and public comment and support.

Thank you for your consideration.

End of Memo

**WE THE UNDERSIGNED OPPOSE THE REMOVAL OF TREES
ON LINCOLN AVE. FOR THE PURPOSE OF STREET REPAVING AND
SIDEWALK INSTALLATION.**

<u>NAME</u>	<u>ADDRESS</u>	<u>EMAIL</u>
MARSHA ANN REYNOLDS	304 LINCOLN AVE	
Sandra Johnson	301 Lincoln Ave	srjohn3@verizon.net
George Kelly	326 LINCOLN AVE.	
Joan McPhee	330 Lincoln Ave.	mcjoan2442@aol.
FRANK MCPHEE	330 LINCOLN AVE	
Amel Beyar	158 OAK Lane	
The Belts	170 Lincoln Ave	
Sheryl Nawoj	165 Lincoln Ave	snowbabies@56k AOL.COM
Charles Harlich	309 Lincoln Avenue	
DEBRA HARLICH	309 LINCOLN AVE	
JASON MARTELL	327 Lincoln Ave	TAU148@YAHOO.COM
Judith Ferszt	335 Lincoln Ave	
Janette Konarski	145 Lincoln Ave	janetterv@verizon.net
Paul Wright	162 Lincoln Ave	
Lisa Keith Box-Khant	169 Lincoln Ave	
Michael McNulty	139 Lincoln Ave.	
Adrienne McNulty	139 Lincoln Ave.	
Rafael Orozco	305 Lincoln Ave.	
Jon Powers	310 Lincoln Ave	

**WE THE UNDERSIGNED OPPOSE THE REMOVAL OF TREES
ON HAGEMOUNT AND ROCKY BROOK FOR THE PURPOSE OF STREET
REPAVING AND SIDEWALK INSTALLATION.**

EMAIL

Maryann Harts 20 Hagemount Av

Laura Lusk 17 Rocky Brook Ct

Danville 16 body book G

Live Post 15 Rocky Ridge CT.

Tony Blake 14' 11" agent

GARY CARLSON 10 Hagermount Ave

Julian Navarro 13 Hagemount Ave

JOSE KANESHIRO 21 " "

Terry Brown 12 Hagemount Ave.

Leo Hutchins 15 Hight Ave

THOMAS JACKSON 14 HAGEMOUNT AVE

**WE THE UNDERSIGNED OPPOSE THE REMOVAL OF TREES
ON LINCOLN AVE. FOR THE PURPOSE OF STREET REPAVING AND
SIDEWALK INSTALLATION.**

EMAIL

Edward Weber 308 Lincoln Ave



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

November 27, 2017

Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/Clerk
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: Forman Street Water Main Extension
Hightstown Borough, Mercer County, New Jersey
File No.: H1675

Dear Debra:

Attached with this letter, please find the following:

1. Copy of a plan entitled, "10 Foot Wide Waterline Easement Plan, on Lot-8, Block-32 for Borough of Hightstown, Hightstown Borough, Mercer County, New Jersey" Dated November 22, 2017, last revised November 27, 2017.
2. Copy of the Legal Description of the Proposed 10 Foot Wide Waterline Easement on Lot-8, Block-32. Dated November 22, 2017, last revised November 27, 2017.

The attached plan depicts the proposed 10 Foot Wide Waterline Easement as described in the expanded scope for the above referenced project. The Metes and Bounds Description of the Easement is for filing in an Easement Deed in the Mercer County Clerk's Office. Generally, the easement runs from Forman Street to Church Street, crossing Lot-8, Block-32 owned by the Housing Authority.

This expanded scope was requested by the Borough and is for a new water main to connect the 'dead end' on Forman to the end of a new water main that is to be installed in Church Street by the El Zorro property.

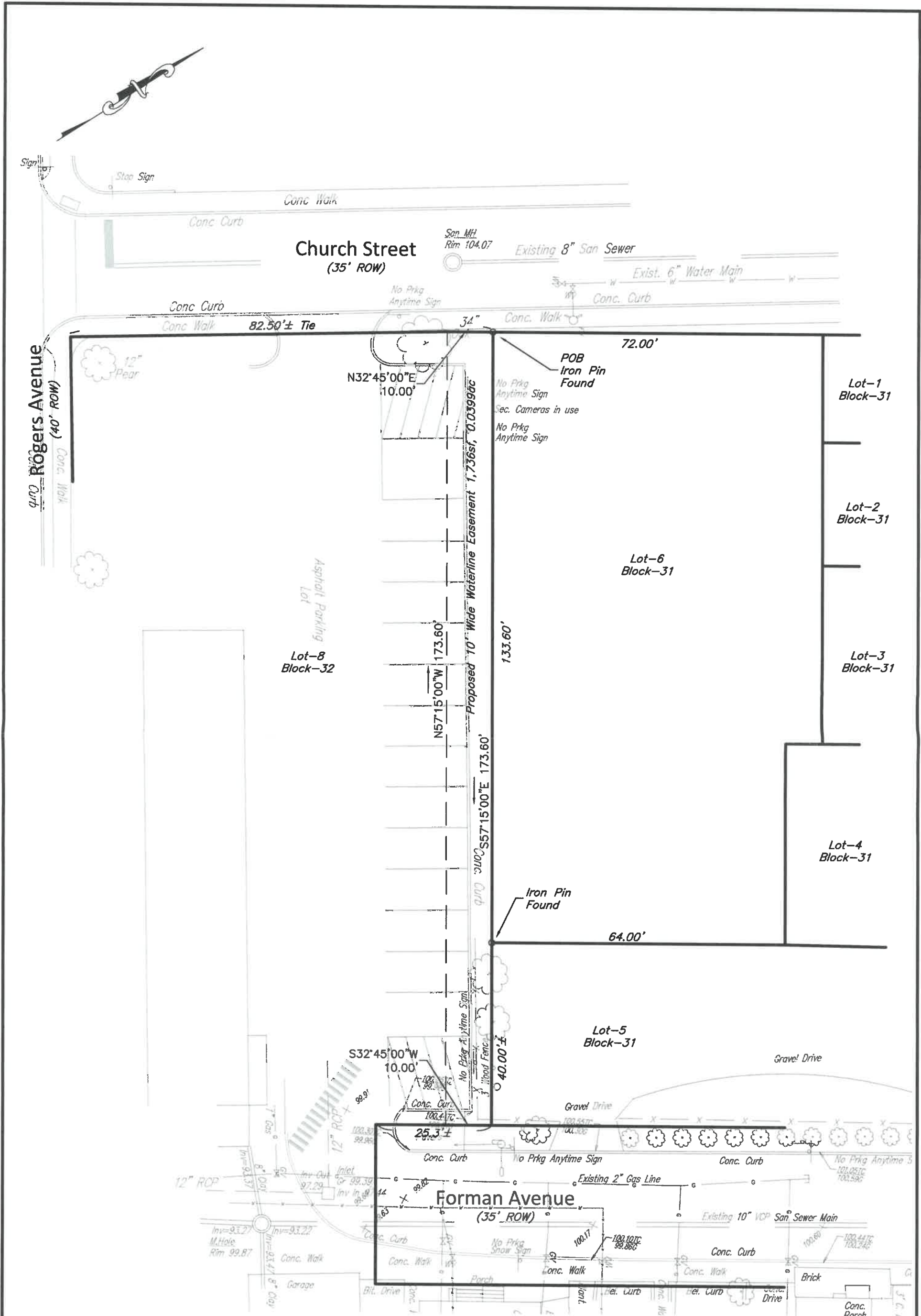
These documents are revisions to previously submitted documents that correct the Block number for Lot 8.

Should you have any questions, please do not hesitate to contact this office.

Very truly yours,

Carmela Roberts, P.E., C.M.E.
Borough Engineer

cc: Fred Raffetto, Esq., Borough Attorney
George Lang, Borough CFO
Ken Lewis, Borough Superintendent of Public Works
Larry Blake, Borough Lead Water Operator
Cameron Corini, EIT, Roberts Engineering Group, LLC



Revised 11/27/17: Corrected Block number for Lot-8.



Roberts
ENGINEERING GROUP LLC
Where Business Enterprises Converge

CERTIFICATE OF AUTHORIZATION:
24GA28159100

1670 Whitcomb-Hamilton Square Rd
Hamilton, New Jersey 08690
609 586 1141 fax 609 586 1143

Ted W. Pivovarnick
Ted W. Pivovarnick
N.J.P.L.S. Licence #35868

11/27/17
Date

10 Foot Wide Waterline Easement Plan
on Lot-8, Block-32 for
Borough of Hightstown

Located in
Hightstown Borough* Mercer County * New Jersey

FILE NUMBER:	H1675
FIELD BOOK:	PHOTO
DRAWN BY:	GR
CHECKED BY:	TP
DATE:	11/22/17
SCALE:	1"=20'



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

November 22, 2017
Revised November 27, 2017

Legal Description of a 10 Foot Wide Waterline Easement located on Lot-8, Block-32, in the Borough of Hightstown, Mercer County, New Jersey.

Beginning at a point marked by an iron pin on the easterly right of way line of Church Street (35.00 foot ROW), said point bearing in a northeasterly direction, a distance of 82.50 feet, more or less from the intersection of the said line of Church Street and the northerly right of way line of Rogers Avenue (40.00 foot ROW) and being the southwesterly corner of Lot-6, Block-31 and running; thence

1. South $57^{\circ}15'00''$ East, along the southerly line of said Lot-6, and along the southerly line of Lot-5, Block-31, a distance of 173.60 feet to a point on the westerly right of way line of Forman Street, (35.00 foot ROW), said point being the southeasterly corner of said Lot-5; thence
2. South $32^{\circ}45'00''$ West, along the said line of Forman Street, a distance of 10.00 feet to a point; thence
3. North $57^{\circ}15'00''$ West, through Lot-8, Block-32, a distance of 173.60 feet to a point on the aforementioned line of Church Street; thence
4. North $32^{\circ}45'00''$ East, along the said line of Church Street, a distance of 10.00 feet to the point and place of **Beginning**.

Containing 1,736 square feet, or 0.0399 acres of land.

As shown on a plan entitled "10 Foot Wide Waterline Easement Plan, on Lot-8, Block-32 for the Borough of Hightstown, Hightstown Borough, Mercer County, New Jersey" dated November 22, 2017, last revised November 27, 2017, and prepared by Roberts Engineering Group LLC, Ted W. Pivovarnick, NJPLS#35868



Ted W. Pivovarnick, NJPLS#35868



Roberts

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Women Business Enterprise Certified

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November 30, 2017

Debra Sopronyi, RMC, CMR, QPA
Borough Administrator/Borough Clerk
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: Septage Reduction
Hightstown Borough, Mercer County, New Jersey
Our File No.: H1652

Dear Debbie;

As a follow-up to our evaluation of the Wastewater Treatment Plant and the recent Water Sewer Department Head Meeting, we have reviewed the septage delivered to the plant by each hauler. This analysis is for the purpose of reducing the number of septage haulers, reducing the amount of septage delivered to the AWWTP and maintaining adequate net revenue to assure repayment of AWWTP bond ordinances. Below is a chart of septage and greywater received from all haulers through September of 2017, with a projection to the end of the year.

Hightstown AWWTP Septage Flow January Through September 2017			
Hauler	Septage (Gallons)	Greywater (Gallons)	Total Billed
John Holm	1,773,200	284,300	\$138,725.00
,Russell Reid	1,254,000	0	\$72,527.80
APS	514,900	4,400	\$30,193.50
A-Norton	184,000	231,500	\$19,237.50
Atlantic	447,700	17,500	\$26,634.10
Atlas	488,750	137,350	\$16,536.14
Cella	656,300	0	\$38,238.90
Carpet Worx	9,840	0	\$567.36
Central Jersey	472,500	0	\$27,405.00
Champion	669,100	0	\$38,657.70
Joesph Carbin	50,000	0	\$2,900.00
Valentino Roman	152,000	4,000	\$8,9634.00
Triple J	289,800	0	\$16,808.00
Total	6,962,090	679,650	\$437,395.20
Daily Average	25,433	2,481	
Monthly Average	773,566	75,450	
Projected 2017 Total	9,282,787	905,400	\$577,681.55

We recommend the following reduction and maximum delivery of septage of 4 MG (million gallons) for 2018. Based on our calculations, the Borough will net \$128,000 in revenue at 4 MGY of septage. Our calculations also indicate that net revenue falls dramatically when septage volumes fall below 4 MGY. At the recommendation of the Superintendent of the AWWTP, Bill Searing, we are recommending that the Borough cease all deliveries of greywater. The revenue obtained is far less than for septage, and requires extensive testing and effort by plant personnel.

Hauler	Maximum Septage and Greywater for 2018
John Holm	2,000,000
Russell Reid	1,300,000
Central Jersey	450,000
Triple J	250,000
Total	4,000,000

These flow numbers are a guideline and may be adjusted during the year as hauler's deliveries are recorded, however the maximum amount should not exceed 4,000,000.

During the third quarter of 2018, we should review the plant's operation and recommend new flow numbers for 2019.

If you have any questions or require additional information, please do not hesitate to contact our office.

Very truly yours,



Carmela Roberts, P.E., CME
Borough Engineer

cc: Bill Searing, AWWTP Superintendent
Thak Bakhru, P.E., Roberts Engineering Group, LLC



Roberts
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Women Business Enterprise Certified

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www.RobertsEngineeringGroup.com

November 1, 2017

Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: Capital Road Improvements Program
Borough of Hightstown, Mercer County
Our File No.: H1606

Dear Debra:

As requested by Council at their September 5, 2017 meeting, we have prepared a list for a proposed Capital Improvement Program for Borough owned roads. Previous comments from the Borough Superintendent of Public Works, Ken Lewis, have been taken into consideration when preparing this list. The following is the listing of roads/road groups by order in which we believe the improvements should take place. Many of these roads have not had significant improvements in over 20 years.

1. Hausser Avenue, Bennet Place, and Prospect Drive
2. Schuyler Avenue and Orchard Avenue
3. Dey Street, Railroad Avenue, Dutch Neck Road
4. Taylor Avenue and Van Renssaler Avenue
5. Broad Street and Maxwell Avenue
6. Spring Crest Drive, Glen Road, and Spruce Court
7. Summit Street
8. South Academy Street and William Street
9. Davison Road, Farr Avenue, and Forman Street
10. Harron Avenue
11. Bank Street

In addition to the above, there are a number of roads within the Borough that may qualify for paving by Mercer County. The County will pave certain roads for municipalities. The Borough would be required to pay for the asphalt and Mercer County will pave at no additional cost. Borough roads that may be considered are as follows:

1. Dutch Neck Road
2. West Ward Street

Should you have any questions or concerns, please do not hesitate to contact this office.

Very truly yours,

Carmela Roberts, PE, CME
Borough Engineer

cc: Mayor and Council
Cameron Corini, EIT, Roberts Engineering Group, LLC



Roberts

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www.RobertsEngineeringGroup.com

November 22, 2017

Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: Capital Sidewalk Improvements Program
Borough of Hightstown, Mercer County
Our File No.: H1606

Dear Debra:

Attached with this letter, please find the following:

1. Plan entitled, "Location Plan, Sidewalk Capital Improvements, Borough of Hightstown, Mercer County, New Jersey. Dated November 21, 2017."

As requested by Council at their September 5, 2017 meeting, we have prepared a list for a proposed Capital Improvement Program for sidewalks on Borough owned roads. The following is a listing of roads that do not have a continuous sidewalk on at least one side of the roadway. In general, most of the quantities provided in the list below can be doubled to determine length of sidewalk required should Council determine that sidewalks are to be constructed on both sides of a given roadway.

The roads have been listed in an order that corresponds with the proposed Capital Road Improvements Program prepared by this office. However, Council may reorganize/prioritize sidewalk improvements at their discretion.

Roads that we definitively know do not have enough room to accommodate new sidewalks (due to property limits, environmental constraints, extreme slopes, etc.) are not included in the list below.

<u>Road</u>	<u>Approx. Length Required</u>
1. Lincoln Avenue	1,300-ft.
2. Hagemount Avenue	1,200-ft.
3. Rocky Brook Court	500-ft.
4. Sunset Avenue	1,200-ft.
5. Bennet Place	575-ft.
6. Hausser Avenue	750-ft.
7. Prospect Drive	1,000-ft.
8. Schuyler Avenue	400-ft.
9. Dey Street	600-ft.
10. Dutch Neck Road	1,200-ft.
11. Taylor Avenue	400-ft.
12. Van Renssaler Avenue	200-ft.
13. Maxwell Avenue	1,400-ft.
14. Spring Crest Drive	1,200-ft.
15. Glen Road	200-ft.
16. William Street	500-ft.
17. Chamberlin Avenue	1000-ft.
18. Clinton Street	800-ft.
19. Clover Lane	700-ft.
20. East Ward Street	400-ft.

21. Franklin Street	500-ft.
22. Gilman Place	900-ft.
23. Greeley Street	500-ft.
24. Manlove Avenue	800-ft.
25. Meadow Drive	1,700-ft
26. Mechanic Street	250-ft.
27. Mercer Street	1,700-ft.
28. Orchard Avenue	1,300-ft.
29. Wilson Street	1,300-ft.

Should you have any questions or concerns, please do not hesitate to contact this office.

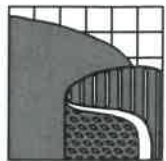
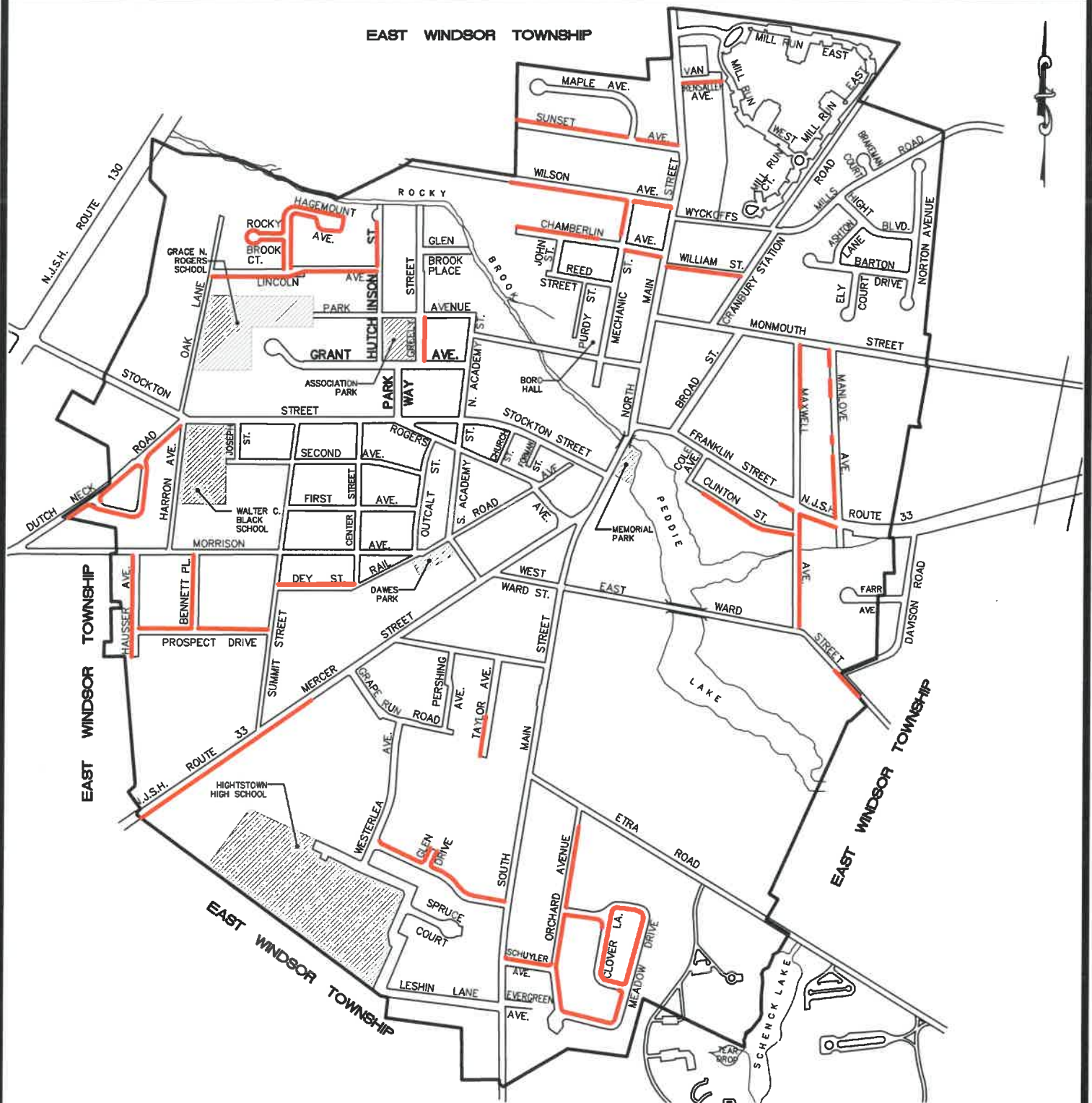
Very truly yours,



Carmela Roberts, PE, CME
Borough Engineer

cc: Mayor and Council
Cameron Corini, EIT, Roberts Engineering Group, LLC

EAST WINDSOR TOWNSHIP



Roberts

ENGINEERING GROUP LLC
Women Business Enterprise Certified

CERTIFICATE OF AUTHORIZATION: 24GA28I59100

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

LOCATION PLAN

SIDEWALK CAPITAL IMPROVEMENTS BOROUGH OF HIGHTSTOWN MERCER COUNTY, NEW JERSEY

SCALE: N.T.S.

DWG. No: H1606
DATE: 11/21/2017

Resolution 2017-209

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

**AUTHORIZING PAYMENT #3 – QUAD CONSTRUCTION COMPANY
(ULTRAVIOLET DISINFECTION FOR THE HIGHTSTOWN BOROUGH
ADVANCED WASTE WATER TREATMENT PLANT)**

WHEREAS, on December 5, 2016, the Borough Council awarded a contract for the Tertiary Disc Filtration and Ultraviolet Disinfection for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough to Quad Construction Company, Inc. of Lumberton, New Jersey at the price of \$910,000.00; and

WHEREAS, the contractor has submitted payment #3 in the amount of \$100,009.00 for work related to installation and startup of the new disc filters, modifications to the chlorination chamber, installation of overhead coiling door, and electrical connections; and

WHEREAS, the Borough Engineer has recommended approval of payment # in the amount of \$100,009.00; 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 payment #3 in the amount of \$100,009.00 to Quad Construction Company, Inc. of Lumberton, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017.

Debra L. Sopronyi
Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

FROM: Carmela Roberts, P.E. *CR*
Borough Engineer

DATE: November 30, 2017

RE: Tertiary Disk Filtration and UV Disinfection
Payment No. 3
Our File No.: H1669

Attached please find Payment No. 3 for work related to installation and startup of the new disc filters, modifications to the chlorination chamber, installation of the overhead coiling door, and electrical connections.

Certified payroll forms for the weeks ending October 22, 2107 through November 19, 2017 are attached.

I recommend payment be made to the Quad Construction Company in the amount of \$100,009.00.

Should you have any questions, please do not hesitate to call.

Enclosures

cc: Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Peggy Riggio, Borough Deputy Registrar
Janice Mohr-Kminek, Finance
George Lang, CFO
Carl Zeroski, Quad Construction Company
Thak Bakhru, PE, Roberts Engineering Group, LLC
Cameron Corini, EIT, Roberts Engineering Group, LLC



1670 Whitehorse-Hamilton Square Rd
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PAYMENT No. 3
Tertiary Disc Filtration and Ultraviolet Disinfection
Borough of Hightstown, Mercer County
 November 30, 2017
 Our File No.: H1669

Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	MOBILIZATION	1.00	LS	1.00	0.00	\$30,000.00	\$30,000.00
2	PROJECT VIDEO AND PHOTOGRAPHS	1.00	LS	1.00	0.00	\$2,000.00	\$2,000.00
3a	CREATE OVERHEAD DOOR OPENING	1.00	LS	1.00	0.00	\$10,000.00	\$10,000.00
3b	DEMOLISH EXISTING FILTER 1	1.00	LS	1.00	0.00	\$25,000.00	\$25,000.00
3c	DEMOLISH EXISTING FILTER 2	1.00	LS	1.00	0.00	\$25,000.00	\$25,000.00
4a	DISC FILTER SYSTEM AND CONTROLS	1.00	LS	1.00	0.10	\$400,000.00	\$400,000.00
4b	CONCRETE FOUNDATION	1.00	LS	1.00	0.00	\$105,000.00	\$105,000.00
4c	PIPING & VALVES	1.00	LS	1.00	0.33	\$65,000.00	\$65,000.00
4d	START-UP AND TESTING	1.00	LS	1.00	1.00	\$2,000.00	\$2,000.00
5a	ULTRAVIOLET DISINFECTION SYSTEM AND CONTROLS	1.00	LS	1.00	0.00	\$118,000.00	\$118,000.00
5b	PIPING, VALVES, AND TROLLY	1.00	LS	0.50	0.00	\$5,000.00	\$2,500.00
5c	START-UP AND TESTING	1.00	LS	0.00	0.00	\$2,000.00	\$0.00
6	CHLORINATION/DECHLORINATION CHAMBER MODIFICATIONS	1.00	LS	0.90	0.23	\$70,000.00	\$63,000.00
7	OVERHEAD COILING DOOR	1.00	LS	0.75	0.75	\$20,000.00	\$15,000.00
8	ALUMINUM RAILINGS	1.00	LS	0.00	0.00	\$5,000.00	\$0.00
9	CLEANING AND RESTORATION	1.00	LS	0.00	0.00	\$1,000.00	\$0.00
10	ELECTRICAL	1.00	LA	1.00	0.30	\$25,000.00	\$25,000.00
TOTAL WORK COMPLETED							\$887,500.00
LESS: RETAINAGE		2%					\$17,750.00
SUBTOTAL							\$869,750.00
LESS: PREVIOUS PAYMENTS							\$769,741.00
TOTAL AMOUNT DUE							\$100,009.00
AMOUNT OF ORIGINAL CONTRACT							\$910,000.00

Resolution 2017-210

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 \$132,167.89 from the following accounts:

Current		\$102,126.56
W/S Operating		26,235.57
General Capital		0.00
Water/Sewer Capital		0.00
Grant		2,300.00
Trust		540.00
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		965.76
Escrow		<u>0.00</u>
Total		<u>\$132,167.89</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017.

Debra L. Sopronyi
Borough Clerk

A0025		AT&T MOBILITY											
17-01838		11/27/17	287258726345	DATED 10/31-11/12									
1	287258726345	AWWTP	89.30	7-09-55-501-003-548	B Telephone-	R	11/27/17	11/29/17	287258726345	N			
2	287258726345	WTP	99.49	7-09-55-501-003-545	B Telephone-W/S-VERIZON	R	11/27/17	11/29/17	287258726345	N			
3	287258726345	DPW	214.14	7-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	11/27/17	11/29/17	287258726345	N			
4	287258726345	HPD	310.37	7-01-31-440-001-090	B Telephone-verizon-Police Phones	R	11/27/17	11/29/17	287258726345	N			
			<u>713.30</u>										
Vendor Total:			713.30										

Vendor # Name												
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099		
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
BLOCK005 BLOCK LINE SYSTEMS, LLC (LSI)												
17-01791 11/20/17 INVOICE DATED 11/15/17												
1	INVOICE DATED 11/15/17	1,414.05	7-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSI	R	11/20/17	11/29/17		77943171115	N	
Vendor Total:		1,414.05										
B0065 BROWNELLS, INC												
17-01678 10/23/17 9MM/.357/.38 MIL/LE PISTOL KIT												
1	9MM/.357/.38 MIL/LE PISTOL KIT	17.72	7-01-25-240-001-117	B	Ammunition & Target Practice	R	10/23/17	11/29/17			N	
2	ARMORERS HANDGUN SIGHT TOOL	169.69	7-01-25-240-001-117	B	Ammunition & Target Practice	R	10/23/17	11/29/17			N	
3	CLEAR SABER SHOOT GLASSES BLAC	175.02	7-01-25-240-001-117	B	Ammunition & Target Practice	R	10/23/17	11/29/17			N	
4	LEADED SLEAD 3 SHOOTING REST	126.17	7-01-25-240-001-117	B	Ammunition & Target Practice	R	10/23/17	11/29/17			N	
5	ARMORERS WRENCH	63.52	7-01-25-240-001-117	B	Ammunition & Target Practice	R	10/23/17	11/29/17			N	
6	SHIPPING & HANDLING	3.95	7-01-25-240-001-117	B	Ammunition & Target Practice	R	10/23/17	11/29/17			N	
		556.07										
Vendor Total:		556.07										
C0067 CENTRAL JERSEY POWER												
17-01608 10/17/17 ENGINE REBUILED GRAVERTY MOWER												
1	ENGINE REBUILED GRAVERTY MOWER	1,453.75	7-09-55-501-002-502	B	Vehicle Maintenance	R	10/17/17	11/29/17			N	
Vendor Total:		1,453.75										
CERTI005 CERTIFIED HEALTH & SAFETY SVCS												
17-01457 09/18/17 INVOICE #2017-1												
1	CONFINED SPACE & LOCKOUT TAG	995.00	7-09-55-501-002-513	B	Education & Training	R	09/18/17	11/29/17		2017-1	N	
2	WATER OR WASTE WATER LICENSE	38.00	7-09-55-501-002-513	B	Education & Training	R	09/18/17	11/29/17		2017-1	N	
		1,033.00										
Vendor Total:		1,033.00										
C0058 CINTAS CORPORATION #061												
17-01725 10/31/17 NITRILE GLOVES												
1	ITEM #8040 BLACK NITRILE	390.00	7-09-55-501-002-506	B	Lab. Equipment & Supplies	R	10/31/17	11/29/17			N	
Vendor Total:		390.00										

Vendor # Name												1099
PO #	PO Date	Description	Contract	PO Type			First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
C0023 COMCAST												
17-01840	11/27/17	8499052430034100	11/08/17									
1	8499052430034100	11/08/17	144.85	7-01-20-140-001-060	B Internet Services and Web Services	R	11/27/17	11/29/17		849905243003410	N	
Vendor Total:		144.85										
COMCA005 COMCAST BUSINESS												
17-01862	11/29/17	8499052440157826	OAK LANE									
1	8499052440157826	OAK LANE	125.88	7-09-55-501-002-545	B Internet Services	R	11/29/17	11/29/17		849905244015782	N	
Vendor Total:		125.88										
C0931 Creston Hydraulics, Inc.												
17-01797	11/20/17	HYDRAULIC HOSE										
1	INV. 350792-001	HYDRAULIC HOSE	53.73	7-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	11/20/17	11/29/17		350792.001	N	
Vendor Total:		53.73										
C0087 CUSTOM BANDAG, INC												
17-01776	11/13/17	HPD ELECTRIC 10/5-11/2/17										
1	HPD ELECTRIC 10/5-11/2/17		849.08	7-01-31-430-001-071	B Electric-Borough Hall	R	11/13/17	11/29/17		10/5-11/2 HPD	N	
17-01815 11/20/17 WORK ORDER #80128454												
1	PRODUCT BAL/17S	LIGHT TRUCK	17.00	7-09-55-501-002-502	B Vehicle Maintenance	R	11/20/17	11/29/17		80128454	N	
2	PRODUCT TR416	13640 CLAMP	4.75	7-09-55-501-002-502	B Vehicle Maintenance	R	11/20/17	11/29/17		80128454	N	
3	PRODUCT S/LT	LIGHT TRUCK SCRAP	6.00	7-09-55-501-002-502	B Vehicle Maintenance	R	11/20/17	11/29/17		80128454	N	
4	PRODUCT 207483	FIR 245/75R17	128.61	7-09-55-501-002-502	B Vehicle Maintenance	R	11/20/17	11/29/17		80128454	N	
			156.36									
Vendor Total:		1,005.44										
C0088 CUSTOM ENVIRONMENTAL TECH, INC												
17-00007	01/11/17	RES 2016-227 ZETA LYTE 1A		B								
6	inv 4410 dated OCTOBER 6, 2017		1,021.90	7-09-55-501-002-554	B ZETA LYTE 1A POLYMER	R	07/19/17	11/29/17		4410	N	
Vendor Total:		1,021.90										

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice		Excl
DASTI005 DASTI, MURPHY & MCGUCKIN, P.C.										
17-01836	11/22/17	ALTERNATE PROSECUTOR	11/22/17							
1 ALTERNATE PROSECUTOR	11/22/17	300.00	7-01-25-275-001-111	B Municipal Prosecutor	R	11/22/17	11/29/17	11/22/17	PROSEC	N
Vendor Total:		300.00								
DENNI010 DENNIS QUINN										
17-01760	11/08/17	ENTERTAINMENT @ HALLOWEEN FEST								
1 ENTERTAINMENT @ HALLOWEEN FEST		150.00	G-02-41-761-000-000	B Mercer County Local Arts Grant	R	11/08/17	11/29/17	11/5/17	INVOICE	N
Vendor Total:		150.00								
E0576 EAST WINDSOR REGIONAL SCHOOL										
17-01834	11/21/17	JULY AND AUGUST 2017 FUEL USE								
1 JULY 2017 FUEL USE - FIRE		378.55	7-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	11/21/17	11/29/17			N
2 JULY 2017 FUEL USE - POLICE		1,235.49	7-01-31-460-001-145	B Motor Fuel - Police	R	11/21/17	11/29/17			N
3 JULY 2017 FUEL USE - EMS 50		54.38	7-01-31-460-001-148	B Motor Fuel - Emergency Medical	R	11/21/17	11/29/17			N
4 JULY 2017 FUEL USE - GARBAGE		703.18	7-01-31-460-001-147	B Motor Fuel - Public Works	R	11/21/17	11/29/17			N
5 JULY 2017 FUEL USE - STREET		491.56	7-01-31-460-001-147	B Motor Fuel - Public Works	R	11/21/17	11/29/17			N
6 JULY 2017 FUEL USE - PARKS		62.41	7-01-31-460-001-147	B Motor Fuel - Public Works	R	11/21/17	11/29/17			N
7 JULY 2017 FUEL USE - WATER		98.99	7-09-55-501-001-512	B Motor Fuel	R	11/21/17	11/29/17			N
8 JULY 2017 FUEL USE - SEWER		120.33	7-09-55-501-002-512	B Motor Fuel	R	11/21/17	11/29/17			N
9 JULY 2017 FUEL USE - CONSTR.		17.78	7-01-31-460-001-151	B MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	11/21/17	11/29/17			N
10 JULY 2017 FUEL FACILITY FEE		120.00	7-01-31-460-001-144	B Upgrades to Fueling Facility	R	11/21/17	11/29/17			N
11 AUGUST 2017 FUEL USE - FIRE		329.89	7-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	11/21/17	11/29/17			N
12 AUGUST 2017 FUEL USE - POLICE		1,089.71	7-01-31-460-001-145	B Motor Fuel - Police	R	11/21/17	11/29/17			N
13 AUGUST 2017 FUEL USE - EMS 50		64.07	7-01-31-460-001-148	B Motor Fuel - Emergency Medical	R	11/21/17	11/29/17			N
14 AUGUST 2017 FUEL USE - GARBAGE		719.11	7-01-31-460-001-147	B Motor Fuel - Public Works	R	11/21/17	11/29/17			N
15 AUGUST 2017 FUEL USE - STREETS		541.19	7-01-31-460-001-147	B Motor Fuel - Public Works	R	11/21/17	11/29/17			N
16 AUGUST 2017 FUEL USE - PARKS		58.57	7-01-31-460-001-147	B Motor Fuel - Public Works	R	11/21/17	11/29/17			N
17 AUGUST 2017 FUEL USE - WATER		120.13	7-09-55-501-001-512	B Motor Fuel	R	11/21/17	11/29/17			N
18 AUGUST 2017 FUEL USE - SEWER		91.09	7-09-55-501-002-512	B Motor Fuel	R	11/21/17	11/29/17			N
19 AUGUST 2017 FUEL USE - CONSTR.		23.51	7-01-31-460-001-151	B MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	11/21/17	11/29/17			N
20 AUGUST 2017 FUEL FACILITY FEE		120.00	7-01-31-460-001-151	B MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	11/21/17	11/29/17			N
		6,439.94								
17-01864	11/29/17	SEPT AND OCT 2017 FUEL USE								
1 SEPT 2017 FUEL USE - FIRE		409.77	7-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	11/29/17	11/30/17			N

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
M0714 GENSERVE, INC.											
17-01804	11/20/17	B SERVICE - PD GENERATOR									
1 INV.	0137673-IN	190.00	7-01-26-310-001-040		B Generator-Municipal Bldg	R	11/20/17	11/29/17		0137673-IN	N
Vendor Total:		190.00									
G0171 GEORGE E. CONLEY ELECTRIC											
17-01746	11/08/17	INVOICE #23704									
1 SENSOR-	GATE RECIEVER	52.00	7-09-55-501-002-502		B Vehicle Maintenance	R	11/08/17	11/29/17		23704	N
2 LABOR		85.00	7-09-55-501-002-502		B Vehicle Maintenance	R	11/08/17	11/29/17		23704	N
		137.00									
17-01794	11/20/17	ASSORTED INVOICES									
1 INV.	23673 - WATER PLANT	311.69	7-09-55-501-001-503		B Water Plant Maintenance	R	11/20/17	11/29/17		23673	N
2 INV.	23688 - WATER PLANT	211.00	7-09-55-501-001-503		B Water Plant Maintenance	R	11/20/17	11/29/17		23688	N
3 INV.	23689 - ELECTRIC AT DAM	388.55	7-01-28-369-001-141		B Parks & Playgrd Maintenance	R	11/20/17	11/29/17		23689	N
4 INV.	422-0526-17 - ALARM	384.00	7-09-55-501-001-518		B Maint. Contracts - Plant	R	11/20/17	11/29/17		422-0526-17	N
5 INV.	FLV100923 - DPW FIRE	384.00	7-01-26-310-001-029		B Maintenance Contracts	R	11/20/17	11/29/17		FLV100923	N
		1,679.24									
Vendor Total:		1,816.24									
G0050 GROVE SUPPLY INC											
17-01796	11/20/17	OCT. 2017 INVOICES									
1 INV.	S4646650.001 - PIPE/ELL/	14.70	7-09-55-501-001-503		B Water Plant Maintenance	R	11/20/17	11/29/17		S4646650.001	N
2 INV.	S4652693.001 - COUPLINGS/	6.60	7-01-26-290-001-127		B Street Repair & Maintenance	R	11/20/17	11/29/17		S4652693.001	N
3 INV.	S4658562.001 - TEE/COUPLI	40.16	7-01-26-290-001-127		B Street Repair & Maintenance	R	11/20/17	11/29/17		S4658562.001	N
		61.46									
Vendor Total:		61.46									
H0026 HALDEMAN FORD											
17-01292	08/16/17	FUEL TANK STRAPS									
1 INV.	46165 - FUEL TANK STRAPS	157.56	7-01-26-290-001-034		B Motor Vehicle Parts & Access.	R	08/16/17	11/29/17		46165	N
Vendor Total:		157.56									

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PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
L0037 LINCOLN FINANCIAL GROUP											
17-01843	11/27/17	LIFE INSURANCE NOVEMBER, 2017									
1	LIFE INSURANCE NOVEMBER, WTP	33.44	7-09-55-501-001-514	B	INSURANCE	R	11/27/17	11/29/17		BHIGHTBL1485737	N
2	LIFE INSURANCE NOVEMBER, AWWTP	58.52	7-09-55-501-002-514	B	Insurance	R	11/27/17	11/29/17		BHIGHTBL1485737	N
3	LIFE INSURANCE NOVEMBER, WTP	264.60	7-01-23-210-003-115	B	Medical Ins-Emp1 Grp Health	R	11/27/17	11/29/17		BHIGHTBL1485737	N
		356.56									
	Vendor Total:	356.56									
LISAL005 LISA LANGLOIS											
17-01828	11/21/17	COURT SESSION 11/8/17 4 HRS.									
1	COURT SESSION 11/8/17 4 HRS.	80.00	7-01-20-176-000-114	B	Court Assistance	R	11/21/17	11/29/17		11/8/17 4 HRS	N
	Vendor Total:	80.00									
M0256 MERCER CO IMPROVEMT AUTHORITY											
17-01788	11/13/17	OCTOBER 2017 TIPPING									
1	OCTOBER 2017 TIPPING	15,031.75	7-01-32-465-001-165	B	Landfill Solid Waste Disposal-MCIA	R	11/13/17	11/29/17		OCT 2017	N
2	OCTOBER 2017 RECYCLING TAX	392.13	7-01-43-496-001-174	B	Recycling Tax	R	11/13/17	11/29/17			N
		15,423.88									
	Vendor Total:	15,423.88									
M0536 MGL PRINTING SOLUTIONS											
17-01842	11/27/17	INV 150501 DATED 11/15/17									
1	INV 150501 DATED 11/15/17	462.65	7-01-20-125-001-036	B	Office Supplies	R	11/27/17	11/29/17		150501	N
	Vendor Total:	462.65									
M0127 MONMOUTH COUNTY											
17-01808	11/20/17	OCT 2017 ROOSEVELT TIPPING									
1	OCT 2017 ROOSEVELT TIPPING	3,369.69	7-01-43-513-001-171	B	Borough of Roosevelt-Tipping Fees	R	11/20/17	11/29/17		OCT 2017	N
	Vendor Total:	3,369.69									

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type				First	Rcvd	Chk/Void	1099
Item Description			Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date		Date Invoice	Excl
M001127 MTS SOFTWARE SOLUTIONS INC.											
17-01853	11/28/17	CONTRACT INV #C103251	11/21/17								
1	CONTRACT INV #C103251	11/21/17	625.00	7-01-20-120-001-026	B Maint. Contracts - Office	R	11/28/17	11/30/17		C103251	N
Vendor Total:			625.00								
S0244 N.J. STATE DEPT OF LABOR											
17-01852	11/28/17	3RD QTR UNEMPLOYMENT									
1	3RD QTR UNEMPLOYMENT		965.76	T-16-56-286-000-833	B RESERVE-UNEMPLOYMENT TRUST	R	11/28/17	11/29/17		21600721/000-00	N
Vendor Total:			965.76								
N1116 NJPO											
17-01789	11/13/17	NJPO Membership Dues - 2018									
1	NJPO MEMBERSHIP DUES -2018		325.00	7-01-21-180-001-044	B PROFESSIONAL ASSOCIATION DUES	R	11/28/17	11/29/17		DUES S. BELAN	N
Vendor Total:			325.00								
00019 O'BRIEN CONSULTING SERVICES											
17-01757	11/08/17	MONTHLY IT SERVICE OCT. 2017									
1	MONTHLY IT SERVICE OCT. 2017		900.00	7-01-25-240-001-029	B Maint. Contracts - Other	R	11/08/17	11/29/17			N
2	REPLACEMENT BATTERIES		139.00	7-01-25-240-001-036	B Office Supplies & Equipment	R	11/08/17	11/29/17			N
			1,039.00								
Vendor Total:			1,039.00								
00050 ONE CALL CONCEPT INC											
17-01807	11/20/17	OCT 2017 MARK OUT REQUESTS									
1	INV. 7105085		41.25	7-09-55-501-001-535	B Hydrants and Line Repair	R	11/20/17	11/29/17		7105085	N
Vendor Total:			41.25								
P0005 PARIS AUTOMOTIVE SUPPLY											
17-01799	11/20/17	OCT 2017 INVOICES									
1	OCT 2017 INVOICES		7.74	7-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	11/20/17	11/29/17			N
2	OCT 2017 INVOICES		147.69	7-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	11/20/17	11/29/17		OCT 2017	N

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
P0005 PARIS AUTOMOTIVE SUPPLY Continued											
17-01799	11/20/17 OCT 2017 INVOICES		Continued								
3	OCT 2017 INVOICES	321.38	7-09-55-501-002-502	B	Vehicle Maintenance	R	11/20/17	11/29/17		OCT 2017	N
		476.81									
	Vendor Total:	476.81									
P0044 PSE&G											
17-01849	11/28/17 VARIOUS ACCOUNTS GAS NOV., 17										
1	VARIOUS ACCOUNTS GAS NOV., 17	15.96	7-01-31-446-001-143	B	Gas/Heat - Fire House	R	11/28/17	11/29/17		6675946706	N
2	168 BANK STREET	116.08	7-01-25-260-001-073	B	Natural Gas Heat	R	11/28/17	11/29/17		6550326206	N
3	156 BANK STREET	20.38	7-01-31-446-001-070	B	Gas Heat - Borough Hall	R	11/28/17	11/29/17		6687890808	N
4	1ST AVE W.T.	12.44	7-09-55-501-001-505	B	Gas Service	R	11/28/17	11/29/17		6503987609	N
		164.86									
17-01861	11/28/17 EMS GAS 6550326206										
1	EMS GAS 6550326206	81.55	7-01-25-260-001-073	B	Natural Gas Heat	R	11/28/17	11/29/17		655326206	N
2	EMS GAS 6550326206	20.43	7-01-25-260-001-073	B	Natural Gas Heat	R	11/28/17	11/29/17		655326206	N
3	EMS GAS 6550326206	38.12	7-01-25-260-001-073	B	Natural Gas Heat	R	11/28/17	11/29/17		655326206	N
4	EMS GAS 6550326206	33.72	7-01-25-260-001-073	B	Natural Gas Heat	R	11/28/17	11/29/17		655326206	N
		173.82									
	Vendor Total:	338.68									
REHAB005 REHABCO, INC											
17-01772	11/09/17 HTS-01-17;										
1	HTS-01-17	2,000.00	G-02-41-760-000-001	B	Small Cities 2016 Consultant Fees	R	11/09/17	11/29/17		HTS-01-17 BOVE	N
	Vendor Total:	2,000.00									
R0554 REID REBBECK											
17-01622	10/18/17 PIANO TUNING-THEATRE IN PARK										
1	PIANO TUNING-THEATRE IN PARK	140.00	T-12-56-286-000-876	B	PARKS & RECREATION/ TRIATHLON	R	10/18/17	11/29/17		1001	N
	Vendor Total:	140.00									

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
S0061 SEA BOX											
17-01803 11/20/17 CONTAINER RENTAL											
1 INV. SI49115 -CONTAINER RENTAL	75.00	7-01-26-310-001-025		B Building Rental	R	11/20/17	11/29/17		SI49115		N
Vendor Total:	75.00										
T0022 TAYLOR FENCE COMPANY											
17-01648 10/19/17 OAK LANE GATE											
1 REPLACE SAFETY EDGES WITH	828.00	7-09-55-501-002-503		B Sewer Plant Maintenance	R	10/19/17	11/30/17				N
Vendor Total:	828.00										
T0060 TOWNSHIP OF ROBBINSVILLE											
17-01762 11/08/17 KEY FOB & PROGRAMMING/JUDGE											
1 KEY FOB & PROGRAMMING/JUDGE	228.00	7-01-20-176-000-036		B Office Supplies	R	11/08/17	11/29/17		11/6/17 KEYFOB		N
17-01824 11/21/17 EMS CONTRACT											
1 EMS CONTRACT	10,500.00	7-01-43-514-001-169		B Emerg. Medical Serv.-Robbinsville	R	11/21/17	11/29/17		2017		N
Vendor Total:	10,728.00										
T0061 TOWNSHIP OF ROBBINSVILLE DPW											
17-01756 11/08/17 HPD VEHICLEE MAINTENANCE											
1 HPD VEHICLE MAINT CAR 12	187.26	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N
2 FUEL PUMP MODULE	42.92	7-01-26-315-001-131		B Vehicle Maint. - Police	R	11/08/17	11/29/17				N
3 CHECK BRAKE NOISE	31.21	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N
4 CK INTERMITTENT SHUT OFF	156.05	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N
5 FUEL PUMP CONNECTOR	24.10	7-01-26-315-001-131		B Vehicle Maint. - Police	R	11/08/17	11/29/17				N
6 HPD VEHICLE MAINT CAR 6	62.42	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N
7 OIL FILTER	4.05	7-01-26-315-001-131		B Vehicle Maint. - Police	R	11/08/17	11/29/17				N
8 MOBILE OIL	14.52	7-01-26-315-001-131		B Vehicle Maint. - Police	R	11/08/17	11/29/17				N
9 HPD VEHICLE MAINT CAR 2	162.29	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N
10 UPPER STEERING SHAFT	221.99	7-01-26-315-001-131		B Vehicle Maint. - Police	R	11/08/17	11/29/17				N
11 HPD VEHICLE MAINT CAR 10	106.11	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N
12 IGNITION COIL	89.39	7-01-26-315-001-131		B Vehicle Maint. - Police	R	11/08/17	11/29/17				N
13 SPARK PLUG	7.74	7-01-26-315-001-131		B Vehicle Maint. - Police	R	11/08/17	11/29/17				N
14 HPD VEHICLE MAINT CAR 2	49.94	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N
15 HPD VEHICLE MAINT CAR 2	93.63	7-01-43-515-001-170		B Mechanic Services	R	11/08/17	11/29/17				N

Vendor # Name											1099
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
T0061 TOWNSHIP OF ROBBINSVILLE DPW Continued											
17-01756	11/08/17		HPD VEHICLEE MAINTENANCE	Continued							
16 BULB		2.42	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
17 HPD VEHICLE MAINT CAR 12		162.29	7-01-43-515-001-170	B Mechanic Services	R	11/08/17	11/29/17			N	
18 LOWER CONTROL ARM		109.33	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
19 LOWER CONTROL ARM		109.33	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
20 OUTER TIRE ROD		32.79	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
21 LOF DUE		62.42	7-01-43-515-001-170	B Mechanic Services	R	11/08/17	11/29/17			N	
22 OIL FILTER		4.05	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
23 MOBIL OIL		14.52	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
24 WIPER BLADE (PASS SIDE)		12.50	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
25 WIPER BLADE (DRIVER SIDE)		12.50	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
26 CHECK BRAKES		187.26	7-01-43-515-001-170	B Mechanic Services	R	11/08/17	11/29/17			N	
27 FRONT BRAKE ROTOR		145.02	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
28 FRONT BRAKE PADS		63.82	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
29 FRONT BRAKE CALIPER		40.68	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
30 FRONT BRAKE CALIPER		40.70	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
31 CHECK DRIVE AXLE		43.69	7-01-43-515-001-170	B Mechanic Services	R	11/08/17	11/29/17			N	
32 HOSE CLAMPS		0.86	7-01-26-315-001-131	B Vehicle Maint. - Police	R	11/08/17	11/29/17			N	
		2,297.80									
Vendor Total:		2,297.80									
U0013 USA BLUE BOOK											
17-01780	11/13/17		QUOTE #930200								
1 #61533 CHECK VALVE 27080		306.96	7-09-55-501-002-503	B Sewer Plant Maintenance	R	11/13/17	11/30/17		424921	N	
2 FREIGHT (UPS) QUOTE #930200		9.62	7-09-55-501-002-503	B Sewer Plant Maintenance	R	11/13/17	11/30/17			N	
		316.58									
Vendor Total:		316.58									
V0504 VAN CLEEF ENGINEERING ASSOC.											
17-01847	11/28/17		INV 1601HG-6 DATED 11/9/17								
1 INV 1601HG-6 DATED 11/9/17		5,186.00	7-09-55-501-002-508	B Engineer	R	11/28/17	11/29/17		1601HG-6	N	
Vendor Total:		5,186.00									

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Vendor # Name												
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099		
Item	Description	Amount	Charge	Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
WIREL005 WIRELESS ELECTRONICS, INC.												
17-01566	10/10/17	IGNITION SWITCH										
1		IGNITION SWITCH INSTALLED	307.38	7-01-25-256-002-036	B Office Supplies	R	10/10/17	11/29/17			N	
Vendor Total:		307.38										
Y0025 YOSTEMBSKI, ROBERT												
17-01734	10/31/17	MONTHLY PROSECUTOR FEE										
1		MONTHLY PROSECUTOR FEE	1,200.00	7-01-25-275-001-111	B Municipal Prosecutor	R	10/31/17	11/29/17			N	
Vendor Total:		1,200.00										
Total Purchase Orders: 68 Total P.O. Line Items: 181 Total List Amount: 132,167.89 Total Void Amount: 0.00												

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	7-01	102,126.56	0.00	102,126.56	0.00	0.00	102,126.56
	7-09	26,235.57	0.00	26,235.57	0.00	0.00	26,235.57
Year Total:		128,362.13	0.00	128,362.13	0.00	0.00	128,362.13
	G-02	2,300.00	0.00	2,300.00	0.00	0.00	2,300.00
TRUST OTHER - FUND #12	T-12	540.00	0.00	540.00	0.00	0.00	540.00
UNEMPLOYMENT TRUST FUND #16	T-16	965.76	0.00	965.76	0.00	0.00	965.76
Year Total:		1,505.76	0.00	1,505.76	0.00	0.00	1,505.76
Total of All Funds:		132,167.89	0.00	132,167.89	0.00	0.00	132,167.89

Resolution 2017-211

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

RESOLUTION OF CONCURRENCE FOR AWARD OF A PROFESSIONAL SERVICES AGREEMENT FOR ARCHITECTURAL SERVICES FOR A JOINT POLICE AND MUNICIPAL COURT COMPLEX WITH ROBBINSVILLE TOWNSHIP

WHEREAS, Hightstown Borough and Robbinsville Township are negotiating the possibility of building a joint Police and Court Facility; and

WHEREAS, there exists a need. for architectural services to produce designs and cost estimates so negotiations can proceed; and

WHEREAS, Robbinsville Township advertised openly for proposals and nine (9) proposals were opened on November 8, 2017 for professional Architectural services for this project; and

WHEREAS, the proposals were reviewed and evaluated, and interviews conducted, jointly by the sub-committees of the Borough and Township; and

WHEREAS, Hightstown Borough is in concurrence with the award of this agreement to USA Architects, 20 N. Doughty Avenue, Somerville, New Jersey 08876 in an amount not to exceed \$21,360.00 for Phase I of the project which shall consist of space assessments and conceptual planning, and grant writing scope development; and

WHEREAS, the cost for the proposed Phase I services shall be evenly divided between Hightstown Borough and Robbinsville Township, each paying their portion of \$10,680.00 plus expenses for Phase I; and,

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that Hightstown Borough is in concurrence with the award of an agreement to USA Architects, 20 N. Doughty Avenue, Somerville, New Jersey 08876 in an amount not to exceed \$21,360.00 for Phase I of the project as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017.

Debra L. Sopronyi
Borough Clerk

Resolution 2017-212

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

AUTHORIZING A TRANSFER OF FUNDS IN THE 2017 BUDGET

WHEREAS N.J.S.A. 40A:4-58 provides that the governing body may authorize a transfer of funds in the budget during the last two months of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2017 budget are hereby authorized:

Current:

	<u>From</u>	<u>To</u>
Street Lighting		
Other Expenses	1,000.00	
Municipal Court		
Other Expenses	800.00	
Fire Department		
Other Expenses	600.00	
Police Department		
Other Expenses	3,600.00	
Building and Grounds		
Other Expenses		5,400.00
Legal Expenses		
Other Expenses		<u>600.00</u>
	<u>6,000.00</u>	<u>6,000.00</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017..

Debra L. Sopronyi
Borough Clerk

Resolution 2017-213

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

AUTHORIZING RECEIPT OF BIDS FOR POLYMER 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 Polymer Chemicals for the Waste Water Treatment Plant, and that the Borough is authorized to receive same after proper advertisement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017.

Debra L. Sopronyi
Borough Clerk

Resolution 2017-214

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2017 BUDGET

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby request the Director of the Division of Local Government Services to approve the insertion of a special item of revenue and equal appropriation in the budget of the Borough of Hightstown for the year 2017 as follows:

Source	Amount	Revenue Title	Appropriation Title
State of New Jersey	\$5,500.00	Drive Sober or Get Pulled Over Year End Holiday Crackdown	Drive Sober or Get Pulled Over Year End Holiday Crackdown

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017.

Debra L. Sopronyi
Borough Clerk

Resolution 2017-215

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2017 BUDGET

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby request the Director of the Division of Local Government Services to approve the insertion of a special item of revenue and equal appropriation in the budget of the Borough of Hightstown for the year 2017 as follows:

Source	Amount	Revenue Title	Appropriation Title
U.S. Department of Justice	\$854.87	Body Armor Replacement Fund Program	Body Armor Replacement Fund Program

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 4, 2017.

Debra L. Sopronyi
Borough Clerk