

Agenda

Hightstown Borough Council

April 16, 2018

Hightstown Fire House

7:00 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	2018-91	Authorizing a Meeting that Excludes the Public Personnel – Labor Counsel
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Flag Salute

Approval of the Agenda

Minutes	March 5, 2018 – Executive Session March 5, 2018 – 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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Ordinances	2018-08 First Reading and Introduction Amending Chapter 13, Entitles “Housing”. Section 13-12, Entitled “Registration of Residential Rental Properties”, Subsection 13-12-2, Entitles “Registration Required” of the <i>Revised General Ordinances of the Borough of Hightstown</i> 2018-09 First Reading and Introduction Amending Chapter 19, Entitled “Water and Sewer”, Subsection 19-2-2. Entitled “Water Charges” of the Revised General Ordinances of the Borough of Hightstown
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Resolutions	2018-92 Authorizing Payment of Bills 2018-93 Authorizing a Shared Services Agreement with Roosevelt Borough for Various Public Works Services 2018-94 Proclaiming Hightstown Volunteer Appreciation Week and Recognizing, Honoring and Thanking Hightstown Volunteers
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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**Subcommittee Reports****Mayor/Council/Administrative Reports****Adjournment**

Resolution 2018-91

*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 April 16, 2018 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:

Personnel

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: July 16, 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 April 16, 2018.

Debra L. Sopronyi
Borough Clerk

Meeting Minutes
Hightstown Borough Council
March 5, 2018
7:00 pm Executive Session
7:30 pm Public Session

The meeting was called to order by Mayor Quattrone at 7:01 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 Fred Raffetto, Borough Attorney.

EXECUTIVE SESSION

Resolution 2018-61 Authorizing a Meeting that Excludes the Public

Councilmember Bluth moved Resolution 2018-61; Councilmember Montferrat seconded.

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

Resolution adopted 5-0.

Resolution 2018-61

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 March 5, 2018 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:

Contract Negotiations – Robbinsville Township Police and Court 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: June 5, 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 7:30 p.m. and again read the Open Public Meetings Statement.

George Lang, CFO, arrived after executive session and is now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Stults moved the agenda for approval. Councilmember Montferrat seconded.

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

Agenda approved: 5-0.

APPROVAL OF MINUTES

Councilmember Montferrat moved the minutes from the February 5, 2018 Executive Session minutes for approval; Council President Stults seconded.

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

Minutes approved: 5-0.

Councilmember Bluth moved the minutes from the February 5, 2018 Public Session minutes for approval; Councilmember Montferrat seconded.

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

Minutes approved: 5-0.

RESOLUTIONS

Resolution 2018-62 Authoring Payment of Bills

Councilmember Montferrat moved Resolution 2018-62; Councilmember Bluth seconded.

Councilmember Bluth questioned what a \$5,000,000 payment to JP Morgan was for. CFO, George Lang, explained that it was a refinancing for a note that was coming due. Basically, it was \$5,000,000 out \$5,000,000 in.

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

Resolution adopted: 5-0.

Resolution 2018-62

*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 \$8,007,851.67 from the following accounts:

Current		\$7,730,998.14
W/S Operating		99,084.01
General Capital		72,212.01
Water/Sewer Capital		100,994.00
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>4,563.51</u>
Total		<u>\$8,007,851.67</u>

CONSENT AGENDA

Councilmember Misiura moved Resolutions 2018-63; 2018-64; 2018-65; 2018-66; 2018-67; 2018-68; 2018-69; 2018-70; as a Consent Agenda; Councilmember Bluth seconded.

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

Resolution adopted: 5-0.

Resolution 2018-63

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

**AUTHORIZING A RENEWED SHARED SERVICES AGREEMENT WITH MERCER
COUNTY FOR EMS DISPATCH SERVICES**

WHEREAS, with the adoption of Resolution 2014-126 on June 2, 2014, the Borough Council approved a Shared Services Agreement with Mercer County for Emergency Medical Dispatch Services for the period of July 1, 2014 to December 31, 2016; and

WHEREAS, the parties desire to enter into a successor agreement to continue the provision of Emergency Medical Dispatch Services to the Borough by Mercer County for a one-year period, January 1, 2018 through December 31, 2018; and

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

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for Emergency Medical Dispatch Services for the period January 1, 2018 through December 31, 2018; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, for the period January 1, 2018 through December 31, 2018 will be Two Thousand Six Hundred and Forty Dollars (\$2,640.00) for this 12-month period; and

WHEREAS, additional terms of said Services shall be established in a shared services agreement signed by Mercer County and Hightstown Borough; and

WHEREAS, it is the intention of the Mayor and Council to provide adequate funding for this expenditure in the 2018 budget.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown:

1. The Mayor and Municipal Clerk are hereby authorized to execute a shared services agreement for EMS Dispatch Services as stated herein.
2. This agreement is approved subject to the provision of adequate funds in the Borough's 2018 budget.

Resolution 2018-64

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

**WAIVING TEMPORARY FOOD LICENSE FEES FOR CULTURAL ARTS
COMMISSION EMPTY BOWLS EVENT**

WHEREAS, the Hightstown Borough Cultural Arts Commission is sponsoring the Empty Bowl Event to support hunger relief and the arts on March 24, 2018; and

WHEREAS, the Borough requires that Temporary Food Licenses be issued by the Health Department at a cost of \$35.00 for all vendors participating in the event; and

WHEREAS, given the nature of this event the Cultural Arts Commission has requested that the \$35.00 in fees for said permits be waived; and

WHEREAS, all other requirements for the issuance of the Temporary Food Licenses for this event shall remain in effect and required of all vendors; and,

WHEREAS, the Borough Council of Hightstown finds that the fees required for the Temporary Food Licenses shall be waived for this event; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown, that the Temporary Food License fees for the participating vendors of the Hightstown Borough Cultural Arts Commission sponsored Empty Bowls Event to be held March 24, 2018, shall be waived, but all other requirements associated with the issuance of said license shall be applicable.

Resolution 2018-65

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

**RESOLUTION SUPPORTING THE MERCER COUNTY SUSTAINABILITY
COALITION – REGIONAL HUB COMMERCIAL ENERGY EFFICIENCY
OUTREACH CAMPAIGN**

WHEREAS, The Borough of Hightstown endorses and support the Mercer County Sustainability Coalition – Regional Hub Commercial Energy Efficiency Outreach Campaign; and

WHEREAS, The Borough of Hightstown and The Borough's Green Team will participate in this proposal as a team member and if funded by Sustainable Jersey will work with the other Mercer County Township team members to recruit and set up clean energy outreach teams to help our small business become more sustainable, save energy and money and reduce their greenhouse gas emissions.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown declares it's support for the Mercer County Sustainability Coalition – Regional Hub Commercial Energy Efficiency Outreach Campaign as they work to help small businesses become more sustainable, save energy and money and reduce their greenhouse gas emissions.

Resolution 2018-66

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

**RESOLUTION OF SUPPORT AUTHORIZING THE SUSTAINABLE JERSEY ROOTS FOR RIVER
REFORESTATION GRANT APPLICATION**

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, The Borough of Hightstown strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, The Borough of Hightstown is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Roots for River Reforestation Grants Program;

THEREFORE, the Borough Council of The Borough of Hightstown has determined that The Borough of Hightstown should apply for the aforementioned Grant.

THEREFORE, BE IT RESOLVED, that Borough Council of the Borough of Hightstown, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant.

Resolution 2018-67

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

PROCLAIMING MARCH AS AMERICAN RED CROSS MONTH 2018

WHEREAS, The American Red Cross saw a record-breaking year in 2017 of challenging domestic and international response efforts. Through the support of its volunteers, in just 45 days, the Red Cross responded to six of the largest and most complex disasters of 2017 including back-to-back hurricanes, the deadliest week of wildfires in California history, and the horrific mass shooting in Las Vegas. In addition, the Red Cross responded to nearly 50,000 home fires in 2017, providing casework assistance to help 76,000 families recover; and

WHEREAS, In New Jersey, **the Red Cross has a long history of helping our neighbors in need.** The American Red Cross New Jersey Region responded to more than 820 local disasters last year, assisting nearly 1,900 New Jersey families who were displaced by home fires. They installed 10,600 free smoke alarms and reached thousands with fire safety information through the Home Fire Campaign. In New Jersey, the Red Cross provides an average of 4,000 military family case services every year and collects an average of 90,000 units of blood from our generous blood donors; and

WHEREAS, March is American Red Cross Month, a special time to recognize and thank the Red Cross volunteers and donors who give of their time and resources to help members of the community. The Red Cross depends on these local heroes to deliver help and hope during a disaster. **We applaud our heroes here in New Jersey who give of themselves** to assist their neighbors when they need a helping hand; and

WHEREAS, Across the country and around the world, the American Red Cross responds to disasters big and small. It collects about 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans and their families; teaches millions lifesaving skills such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict or migration; and

WHEREAS, We dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money and blood to fulfill its humanitarian mission.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of Hightstown Borough, Mercer County, New Jersey do hereby proclaim March 2018 as American Red Cross Month and encourage all Americans to support this organization and its noble humanitarian mission.

Resolution 2018-68

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

A RESOLUTION OPPOSING SENATE BILL S-5, TRANSFERRING PFRS TO A LABOR-MANAGEMENT BOARD, AS PRESENTLY WRITTEN

WHEREAS, on February 26, 2018, Senate Bill S-5, which transfers the management of Police and Fire Retirement System (PFRS) to a Board of Trustees, was held to be amended; and

WHEREAS, it is anticipated that the bill will again be before the full Senate on March 26, 2018; and

WHEREAS, the New Jersey League of Municipalities, along with the New Jersey Conference of Mayors and New Jersey Association of Counties, continue to request the following taxpayer-friendly changes that will serve to protect the long-term health and viability of PFRS as well as establish critical safeguards that require the new Board of Trustees to manage valuable property-taxpayers' dollars in an effective and efficient manner:

- Create a 15-member PFRS Board of Trustees comprised of an equal number of labor and management representatives with 1 independent member;
- Authorize the League and Association of Counties to make direct management appointments to the new Board of Trustees as is the case for the labor representatives;
- Prohibit the new Board of Trustees from enhancing member benefits until the system achieves a target funded ratio of 80% as required under current law; and
- Require a vote of 2/3 of the full membership of the new Board of Trustees to enhance members benefits, and only after the system achieves a target funded ratio of 80%.

NOW THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Hightstown, County of Mercer, State of New Jersey, hereby opposes Senate Bill S-5 until it is amended to add the necessary safeguards advocated by the League, the Conference of Mayors and the Association of Counties.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Legislators of the 14th Legislative District, the New Jersey League of Municipalities, the Conference of Mayors, the Association of Counties, Senate President Stephen Sweeney, and the Governor of the State of New Jersey.

Resolution 2018-69

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

AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, an overpayment of 2018 taxes was made for Block 10.01, Lot 48, 5 Ely Court, Hightstown, in the amount of \$3,066.77 due to double payments made by the mortgage company and the homeowner; and

WHEREAS, the mortgage company, Cenlar c/o Corelogic, P.O. box 9202, Coppell, TX 75019-9766, has requested that a refund be issued for the overpayment in the amount of \$3,066.77; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$3,066.77.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and CFO are hereby authorized to issue a refund in the amount of \$3,066.77 to Cenlar c/o Corelogic, P.O.

Box 9202, Coppell, TX 75019-9766, representing the tax overpayment as set forth herein.

Resolution 2018-70

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
PRIOR TO ADOPTION OF THE 2018 BUDGET**

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2018 temporary budget; and

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

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

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2018 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	52,000.00	192,000.00	244,000.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	0.00	0.00	0.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	52,000.00	192,000.00	244,000.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2018 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

PUBLIC COMMENT PERIOD II

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

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

DISCUSSION

RISE Request for Business Improvement District

Council President Stults informed Council that there has been discussion at the Downtown Business meeting regarding raising funds for events and the beautification of downtown. Council President Stults has been in contact with Spring Lake regarding their Business Improvement District (BID). Mr. Stults informed Council that the current chair of Spring Lakes BID would be happy to come and make a presentation regarding setting up the BID for Hightstown. Discussion ensued. It was decided that a presentation will be set up for a future Council meeting.

Bike Rack Donation

Borough Administrator/Clerk, Debra Sopronyi, informed Council that Brian Zaz of Tune the Bike, LLC had contacted her regarding donating bike racks to the Borough. He is willing to install them for us. Discussion ensued. Council agreed that the placement of the racks would be important. By a 4-1 straw vote, Council agreed to accept the donation. Ms. Sopronyi will talk to Police Chief Gendron and Ken Lewis, Superintendent of Public Works, regarding placement of the racks.

Sign Ordinance from Planning Board

The sign ordinance was received back from the Planning Board. There were changes made to the illumination levels and language was added by the Borough Planner. Council requested that the Clerk's office acquire the red-lined version from Planning Board so the changes can be seen. This ordinance will be on the agenda for introduction at the next meeting.

Proposed Parking Ordinance Change

It had been brought to Council's attention that the Stockton Street parking lot is empty after 5:00 most evenings and on weekends. Council discussed changing the parking permit times to Monday – Friday 8 a.m. to 6 p.m. Councilmember Stults said that he would speak with the businesses to see if they were ok with this change.

Proposed Knox Box Ordinance

Borough Administrator/Clerk informed Council that Chad Reed, Fire Marshall, brought a proposed ordinance for Knox Boxes for businesses in town. Discussion ensued. There were questions regarding the proposed location of the boxes and the legal implications regarding having the boxes. It was decided to have Mr. Reed be present at a future meeting to answer Council's questions.

Proposed Ordinance Changes from the Construction Department

Councilmember Musing informed Council that the Construction Department would like to see an amendment to the fee for boardinghouses, rooming houses and rooming units to \$25 per boarder. Discussion ensued. Council agreed to move forward with the introduction of the ordinance.

Ordinance 2018-01 An Ordinance Amending and Supplementing Chapter 4, Entitled "General Licensing", Subsection 4-1.4, Entitled "Fees" of the "Revised General Ordinances of the Borough of Hightstown.

Councilmember Musing moved Resolution 2018-01 for Introduction; Council President Stults seconded.

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

Ordinance introduced 5-0. Public Hearing scheduled for March 19th.

Ordinance 2018-01

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

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 4, ENTITLED “GENERAL LICENSING”, SUBSECTION 4-1.4, ENTITLED “FEES” OF THE
“REVISED GENERAL ORDINANCES OF
THE BOROUGH OF HIGHTSTOWN.”**

WHEREAS, the Borough of Hightstown (the “Borough”) previously established fees relating to the licensing of boardinghouses located within the Borough, as set forth in Chapter 4, entitled “Fees,” Subsection 4-1.4, entitled “Fees” of the “Revised General Ordinances of the Borough of Hightstown”; and

WHEREAS, The Construction/Zoning Official finds that the fee presently charged does not cover the expenses of the Department to conduct inspections and register said Boardinghouses; and

WHEREAS, the Mayor and Council wish to increase said fees to cover the expenses incurred in fulfilling the licensing requirement for Boardinghouses.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED, by the Mayor and Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that Chapter 4, entitled “Fees,” Subsection 4-1.4, entitled “Fees” of the “Revised General Ordinances of the Borough of Hightstown”; is hereby amended and supplemented in order to add the following:

4-1.4 Fee Schedule.

- a. Fees shall be as follows:

<u>License</u>	<u>Fee</u>
Peddlers, hawkers and vendors	\$75.00 per year
Solicitors and canvassers	\$75.00 per month
Charitable solicitations	No fee
Movie theatres	\$50.00 per year
Pool and billiard parlors	\$50.00 per year
Coin-operated vending machines (in coin-operated laundries):	
Automatic washers	\$10.00 per machine per year
Dryers	\$10.00 per machine per year

Coin changers	\$10.00 per machine per year
Soap-dispensing machines	\$10.00 per machine per year
Automatic vending machines:	
Vending merchandise or service of any description (Non-food)	\$40.00 per machine per year
Amusement, skill and video machines	\$100.00 per machine per year
Weighing scales	\$30.00 per machine per year
Coin-operated phonographs	\$75.00 per machine per year
Coin-operated reproducing machines	\$60.00 per machine per year
Going-out-of-business sales	\$150.00 per sale
Circuses and traveling shows	\$100.00 per day
Auctions	\$100.00 per day
Massage, Bodywork and Somatic	
Therapy Establishments	\$500.00 per licensing cycle
Boardinghouses, rooming houses and rooming units*	
Boarders	\$25.00 per Boarder per year

Section 2. Severability. If any sentence, paragraph or section of this Ordinance, or the application thereof to any persons or circumstances shall be adjudged by a court of competent jurisdiction to be invalid, or if by legislative action any sentence, paragraph or section of this Ordinance shall lose its force and effect, such judgment or action shall not affect, impair or void the remainder of this Ordinance.

Section 3. Effective Date. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 4. Repealer. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Councilmember Musing informed Council that the Construction Department requested changes be made to Chapter 13 "Housing" of the Borough Code. Changes would consist of requirements for Certificates of Occupancy and fees and inspections. Council President Stults moved Ordinance 2018-02 for Introduction;

Councilmember Musing seconded. After discussion, Council agreed that there were questions that needed answers before introduction. Council President Stults withdrew the motion for introduction; Councilmember Musing seconded.

Councilmember Musing informed Council that the Construction Department requested changes to be made to Chapter 14 “Property Maintenance” of the Borough Code. Changes would consist of changes to the penalties for violations and first time penalties. After discussion, it was agreed that Council would like Dave Bell, Code Enforcement Officer, to be present at the next meeting to answer questions regarding the changes.

Tree Clearing on Block 12.01, Lot 3 in East Windsor Township

Ms. Sopronyi and Mayor Quattrone, at the direction of Council, met with Mr. Kainer regarding the warehouse to be built on Wycoff Mills Road. They spoke of their concern with the additional traffic in town. Mr. Kainer advised that this is a small warehouse and the trucks exiting the facility will be directed to make a left out of the parking lot away from Hightstown. Ms. Sopronyi also informed Council that Mr. Kainer is not interested in purchasing the property. It was stated that this project has not been heard by the East Windsor Planning Board. Mr. Raffetto suggested that the East Windsor Planning Board be notified that representatives from Hightstown will be present at the hearing to make a statement regarding their concerns about the warehouse.

SUBCOMMITTEE REPORTS

Streets and Sidewalks

Councilmember Misiura stated that this committee will be meeting next Wednesday.

Labor Counsel Interviews

Council President Stults stated that he is in the process of scheduling interviews for new Labor Counsel.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Musing

HPC will be meeting next week.

Councilmember Bluth

Parks & Rec meet last week. Councilmember Bluth asked Ms. Sopronyi to get confirmation of the dates of Theatre in the Park so conflicting dates can be avoided. Cultural Arts Commission is hosting Empty Bowls at the Peddie School, March 24th.

Councilmember Montferrat

The Latino Festival is holding a dance party at St. Anthony’s on April 14th. The Environmental Commission met last week. They are currently in the process of applying for four grants. Board of Health meets on the 14th. Attended the Budgeting for Elected Officials Seminar; great seminar and very interesting to hear from other municipalities.

Councilmember Misiura

Could not attend the First Aid meeting; Mayor Quattrone attended in his place.

Council President Stults

The Housing Authority did not have a quorum for their last meeting. Downtown Hightstown Business meeting is next week. The Police Department has had more radar checks on Railroad and Lincoln. Thanked the DPW; a gentleman fell over a tree grate on a sidewalk, DPW already fixed the trip hazard. Construction permits have been pulled and construction started on the new ice cream shop downtown. Legends Barber Shop has taken over the space next door. The building on the point is up for rent.

Borough Administrator/Clerk, Debra Sopronyi

Environmental Testing on the YMCA has been completed and the title search is underway. She is meeting with all the boards and commission chairs next week. She is hoping this will open the lines of communication between all boards and committees.

Deputy Clerk, Peggy Riggio

The Borough is still taking renewals for dog licenses. The late fee is now \$10 per license.

Borough Attorney, Fred Raffetto

The title work for the YMCA has been received by his office and he will have someone contact Ms. Sopronyi with that information.

Mayor Quattrone

Suggested that residents from Enchantment attend the East Windsor Planning Board Meeting to voice their concerns. Met with a cannabis manufacture regarding Hightstown as a location. The manufacturing process needs 7 acres of land, so they can not consider Hightstown as a location. Happy to report the new police cars are in. DMV set up an inspection stop at the Police Department. They inspected 37 cars and wrote 58 summonses.

ADJOURNMENT

Council President Stults moved to adjourn at 9:15 p.m.; Councilmember Montferrat seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

ORDINANCE 2018-08

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 13, ENTITLED “HOUSING”, SECTION 13-12, ENTITLED “REGISTRATION OF RESIDENTIAL RENTAL PROPERTIES”, SUBSECTION 13-12-2, ENTITLED “REGISTRATION REQUIRED” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN

WHEREAS, the Housing Inspector, in coordination with the Construction/Zoning Official recommends that a copy of the current executed rental lease for the property be submitted with the Rental Registration and this requirement be added to the Rental Registration requirements of the Borough; and

WHEREAS, The Mayor and Council of Hightstown Borough have determined that said revision to the Housing ordinance is beneficial to assure proper compliance with the Rental Registration requirement.

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

1. Section 1. Chapter 13, entitled “Housing”, Section 13-12, entitled “Registration of Residential Rental Properties”, Subsection 13-12-2, entitled “Registration Required” of the *Revised General Ordinances of the Borough of Hightstown* is hereby amended as follows (additions are shown with underline, deletions are shown :

Subsection 13-12-2 **Registration Required**

(a) Owners of every residential rental facility located within the Borough are required to register annually with the Borough Clerk or his/her designee, on forms supplied by the Borough. A separate registration shall be required for each rental unit, even if more than one (1) rental unit is contained in the property. Such registration shall contain, at minimum, the following information:

- 1) The name and address of the record owner or owners of the premises and the record owner or owners of the rental business if not the same persons. In the case of a partnership the names of all general partners shall be provided;
- 2) If the record owner is a corporation, the name and address of the registered agent and corporate officers of said corporation;
- 3) If the address of any record owner is not located in Mercer County, the name and address of a person who resides in Mercer County and is authorized to accept notices from a tenant and to issue receipts therefor and to accept service of process on behalf of the record owner;
- 4) The name and address of the managing agent of the premises, if any;
- 5) The name and address, including the dwelling unit, apartment or room number of the superintendent, janitor, custodian or other individual employed by the record owner or managing agent to provide regular maintenance service, if any;
- 6) The name, address and telephone number of an individual representative of the record owner or managing agent who may be reached or contacted at any time in the event of an emergency affecting the premises or any unit of dwelling space therein, including such emergencies as the failure of any essential service or system, and who has the authority to make emergency decisions concerning the building and any repair thereto or expenditure in connection therewith;
- 7) The name and address of every holder of a recorded mortgage on the premises;
- 8) If fuel oil is used to heat the building and the landlord furnishes the heat in the building, the name

and address of the fuel oil dealer servicing the building and the grade of fuel oil used.

9) The number of rental units located in the facility;

10) The type of unit being licensed (i.e. room, apartment, single family home, duplex, condo, townhouse, etc.); and

11) The full names (first and last) of all tenants residing in the unit, including children over two (2) years of age.

12) A copy of the page(s) of the current lease showing the tenants as listed on the application and the signature page showing said tenants signature(s) shall be submitted with the application.

(b) Registrations shall cover a one-year period running from April 1 through March 31. Initial registrations under this Section are due no later than April 30th. Newly acquired units must be registered prior to their rental and annually thereafter.

(c) Inspections shall be performed and a Certificate of Occupancy obtained whenever tenancy changes or, ~~in any event, at least once every two years~~ annually. It shall be the responsibility of the owner to arrange for inspections when there is a change in occupancy. ~~Routine biennial~~ Annual inspections will be scheduled by the ~~Housing Officer~~ owner.

(d) It shall be a violation of this article for a person to knowingly provide false or inaccurate information on any form submitted to the rental housing coordinator pursuant to this article.

(e) Any change pertaining to this rental (rental status, ownership, tenant, emergency contact, etc.) must be reported to the Code Enforcement/Housing Inspector within twenty (20) days.

(f) Any failure to receive notice from the Borough shall not constitute grounds for failing to register.

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

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

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

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

ORDINANCE 2018-09

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 19, ENTITLED “WATER AND SEWER”, SUBSECTION 19-2-2, ENTITLED “WATER CHARGES” OF THE *REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN*

WHEREAS, There is a need to increase the charge for Tanked Water in the Borough to make it competitive with neighboring communities; and

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

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

1. Section 1. Chapter 19, entitled “Water and Sewer”, Subsection 19-2-2, entitled “Water Charges” of the *Revised General Ordinances of the Borough of Hightstown* is hereby amended as follows (additions are shown with underline, deletions are shown :

Subsection 19-2-2 **Water Charges.**

- a. Quarterly base charge for water connections
(per connection unit) \$44.00 per unit
- b. Quarterly base charge for auxiliary residential
water-only connection (per connection unit), installed
as per subsection 19-2.5c \$25.00 per unit
- c. Water usage charge per each 100 cubic feet
of metered water usage (all account types except
auxiliary residential water-only connections) \$1.96
- d. Water usage charge per each 100 cubic feet of metered water usage for
auxiliary residential water-only connections \$2.85 per unit
- e. Tanked water ~~\$10~~20.00 per
1,000 gallons
- f. Quarterly base charge for private fire service lines:

Size of fire service line	
2”	\$10.00
4”	\$50.00
6”	\$155.00
8”	\$335.00
10”	\$600.00
- g. The Borough shall assess a charge of fifteen (\$15.00) dollars for all water meter readings not required for the calculation of quarterly water bills.
- h. Water charges shall increase by an additional 1% on January 1, 2017.

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

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

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

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2018-92

*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 \$69,362.81 from the following accounts:

Current		\$36,781.51
W/S Operating		0.00
General Capital		32,581.30
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>0.00</u>
Total		<u>\$69,362.81</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 April 16, 2018.

Debra L. Sopronyi
Borough Clerk

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
Range: First to Last Rcvd: Y Held: Y Aprv: N
Format: Detail without Line Item Notes Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Enc Date	Date	Date	Invoice	Excl		

ANTON005 ANTONIDES AND SIMONE CPA'S

18-00484 03/29/18 2016 AUDIT										
1 2016 AUDIT	7,000.00	7-09-55-501-001-501	B Audit Services	R	03/29/18	04/12/18	2016 AUDIT	N		
2 2016 AUDIT	7,000.00	7-09-55-501-002-501	B Audit Services	R	03/29/18	04/12/18	2016 AUDIT	N		
3 2016 AUDIT	14,000.00	7-01-20-135-001-029	B Additional Audit Services	R	03/29/18	04/12/18	2016 AUDIT	N		
	28,000.00									

Vendor Total: 28,000.00

BLOCK005 BLOCK LINE SYSTEMS, LLC (LSI)

18-00517 04/12/18 INV DATED 4/15/18								
1 INV DATED 4/15/18	1,403.26	8-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	04/12/18	04/12/18	77943180415	N

Vendor Total: 1,403.26

B0065 BROWNELLS, INC

18-00441 03/23/18 FIREARMS/CLEANING SUPPLIES								
1 FIREARMS/CLEANING SUPPLIES	89.18	8-01-25-240-001-117	B Ammunition & Target Practice	R	03/23/18	04/12/18	15616467.00	N
2 FIREARMS/CLEANING SUPPLIES	39.99	8-01-25-240-001-117	B Ammunition & Target Practice	R	03/23/18	04/12/18	15616467.00	N
3 FIREARMS/CLEANING SUPPLIES	15.20	8-01-25-240-001-117	B Ammunition & Target Practice	R	03/23/18	04/12/18	15616467.00	N
4 FIREARMS/CLEANING SUPPLIES	33.98	8-01-25-240-001-117	B Ammunition & Target Practice	R	03/23/18	04/12/18	15616467.00	N
5 SHIPPING & HANDLING	3.95	8-01-25-240-001-117	B Ammunition & Target Practice	R	03/23/18	04/12/18	15616467.00	N
6 OUTSTANDING FROM PO 17-01145	1.34	7-01-25-240-001-117	B Ammunition & Target Practice	R	04/12/18	04/12/18	14735987	N
	183.64							

Vendor Total: 183.64

C1304 CAOLA AND COMPANY, INC.

18-00438 03/23/18 REPLACE CARD READER - PD								
1 INV. 187292	453.00	8-01-26-310-001-024	B Building Maintenance	R	03/23/18	04/12/18	187292	N

Vendor Total: 453.00

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
CHEST005 CHESTERFIELD ELECTRIC										
18-00105 01/23/18 WORK ORDER #8011912824										
1	REPLACE HEAT RELAY IN TRAILER	216.71	7-09-55-501-002-503	B Sewer Plant Maintenance	R	01/23/18	04/12/18		71121100015	N
2	CONTACTOR 027193	241.66	8-09-55-501-002-503	B Sewer Plant Maintenance	R	03/28/18	04/12/18		80119121824	N
		458.37								
Vendor Total:		458.37								
COMCA005 COMCAST BUSINESS										
18-00518 04/12/18 8499052430036659 4/1/18										
1	8499052430036659 4/1/18	219.85	8-01-20-140-001-060	B Internet Services and Web Services	R	04/12/18	04/12/18		849905243003665	N
Vendor Total:		219.85								
COUNT015 COUNTY OF MONMOUTH-										
18-00435 03/23/18 USE OF TRUCK WASH										
1	INV. HTB 01-18-09	40.00	8-01-26-305-001-199	B Miscellaneous	R	03/23/18	04/12/18		HTB 01-18-09	N
18-00473 03/27/18 USE OF TRUCK WASH - FEB 2018										
1	INV. HTB 02-18-09	40.00	8-01-26-305-001-199	B Miscellaneous	R	03/27/18	04/12/18		HTB 02-18-09	N
Vendor Total:		80.00								
D0070 DOCUMENT CONCEPTS										
18-00455 03/26/18 NCR MAILERS QUOTE 31021 3/22										
1	NCR MAILERS QUOTE 31021 3/22	777.50	8-01-20-176-000-023	B Printing and Binding	R	03/26/18	04/12/18			N
Vendor Total:		777.50								
E0576 EAST WINDSOR REGIONAL SCHOOL										
18-00492 03/29/18 FEB 2018 FUEL USE										
1	FEB 2018 FUEL USE - FIRE	403.92	8-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	03/29/18	04/12/18			N
2	FEB 2018 FUEL USE - POLICE	1,646.16	8-01-31-460-001-145	B Motor Fuel - Police	R	03/29/18	04/12/18			N
3	FEB 2018 FUEL USE - GARBAGE	801.63	8-01-31-460-001-147	B Motor Fuel - Public Works	R	03/29/18	04/12/18			N
4	FEB 2018 FUEL USE - STREETS	982.37	8-01-31-460-001-147	B Motor Fuel - Public Works	R	03/29/18	04/12/18			N
5	FEB 2018 FUEL USE - WATER	110.36	8-09-55-501-001-512	B Motor Fuel	R	03/29/18	04/12/18			N
6	FEB 2018 FUEL USE - SEWER	181.03	8-09-55-501-002-512	B Motor Fuel	R	03/29/18	04/12/18			N
7	FEB 2018 FUEL USE - CONSTRUCT	29.13	8-01-31-460-001-151	B MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	03/29/18	04/12/18			N

April 12, 2018
03:42 PM

Borough of Hightstown
Bill List By Vendor Name

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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
E0576 EAST WINDSOR REGIONAL SCHOOL Continued											
18-00492	03/29/18	FEB 2018 FUEL USE	Continued								
8	FEB 2018 FUEL FACILITY FEE	120.00	8-01-31-460-001-144	B	Upgrades to Fueling Facility	R	03/29/18	04/12/18			N
		4,274.60									
Vendor Total:		4,274.60									
G0171 GEORGE E. CONLEY ELECTRIC											
18-00427	03/23/18	YEARLY ALARM MONITORING									
1	INV. U20343-18	276.00	8-09-55-501-001-518	B	Maint. Contracts - Plant	R	03/23/18	04/12/18		U20343-18	N
2	INV. 23813	136.00	8-09-55-501-001-503	B	Water Plant Maintenance	R	03/23/18	04/12/18		23813	N
3	INV. F10680-18	276.00	8-09-55-501-001-518	B	Maint. Contracts - Plant	R	03/23/18	04/12/18		F10680-18	N
		688.00									
Vendor Total:		688.00									
G0185 GRAINGER, INC.											
18-00082	01/22/18	REPLACEMENT TIMER									
1	ITEM #4E024 INTERMATIC TIMER	378.84	8-09-55-501-002-503	B	Sewer Plant Maintenance	R	01/22/18	04/12/18		9677958275	N
Vendor Total:		378.84									
H0035 HIGHTSTOWN FUEL OIL											
18-00370	03/12/18	INV #04353									
1	SEWER PLANT BACKUP GENERATOR	906.29	8-09-55-501-002-512	B	Motor Fuel	R	03/12/18	04/12/18		04353	N
Vendor Total:		906.29									
J0010 JAMMER DOORS											
18-00424	03/23/18	OVERHEAD DOOR REPAIR - DPW									
1	INV. 2409-25288	292.50	8-01-26-310-001-024	B	Building Maintenance	R	03/23/18	04/12/18		2409-25288	N
Vendor Total:		292.50									
J0257 JCP&L											
18-00519	04/12/18	VARIOUS ELECTRIC BILLS MARCH									
1	VARIOUS ELECTRIC BILLS MARCH	175.59	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100051508677	N
2	100100104247 MAIN ST	28.39	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100100104247	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	
00257 JCP&L Continued												
18-00519 04/12/18 VARIOIUS ELECTRIC BILLS MARCH Continued												
3	100072968868	81.51	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100072968868	N	
4	100059701167 WYCKOFFS MILL WT	36.25	8-09-55-501-001-504	B	Electricity	R	04/12/18	04/12/18		100053701167	N	
5	100077953188 BANK ST PARK	3.29	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100077953188	N	
		325.03										
18-00521 04/12/18 MASTER ACCT 200000055315												
1	MAXWELL 100008482778	24.00	8-09-55-501-002-504	B	Electricity	R	04/12/18	04/12/18		100008482778	N	
2	WESTERLEA 100009294701	24.32	8-09-55-501-001-504	B	Electricity	R	04/12/18	04/12/18		100009294701	N	
3	SPRINGCREST 100009296102	26.09	8-09-55-501-002-504	B	Electricity	R	04/12/18	04/12/18		100009296102	N	
4	BANK STREET 100012445746	5,478.90	8-09-55-501-001-504	B	Electricity	R	04/12/18	04/12/18		100012445746	N	
5	OAK LANE 100012529309	8,400.70	8-09-55-501-002-504	B	Electricity	R	04/12/18	04/12/18		100012529309	N	
		13,954.01										
18-00522 04/12/18 200000055364 MASTER ACCT												
1	100008438010 125 S MAIN ST	12.01	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100008438010	N	
2	100008438283 MAIN/STOCKTON TL	29.94	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100008438283	N	
3	100008482018 RT 33/MAXWELL AVE	26.17	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100008482018	N	
4	100010898904 FRANKLIN/N MN TL	30.37	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100010898904	N	
5	148 N MAIN 100012487714	548.55	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/12/18	04/12/18		100012487714	N	
6	100012487862 FIREHOUSE	859.01	8-01-31-430-001-072	B	Electric-Fire House	R	04/12/18	04/12/18		100012487862	N	
7	BORO HALL EQUIP OUTLET 174 OAK	166.70	8-09-55-501-002-504	B	Electricity	R	04/12/18	04/12/18		100012529457	N	
		1,672.75										
Vendor Total:		15,951.79										
00258 JCP&L (STREET LIGHTING)												
18-00520 04/12/18 VARIOUS ELECTRIC BILLS												
1	VARIOUS ELECTRIC BILLS	223.12	8-01-31-435-001-075	B	Street Lighting	R	04/12/18	04/12/18		100051508750	N	
2	VARIOUS ELECTRIC BILLS	45.06	8-01-31-435-001-075	B	Street Lighting	R	04/12/18	04/12/18		100081608240	N	
3	VARIOUS ELECTRIC BILLS	33.89	8-01-31-435-001-075	B	Street Lighting	R	04/12/18	04/12/18		100086395041	N	
		302.07										
Vendor Total:		302.07										

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
J0069 JERSEY ELEVATOR SERVICE										
18-00469 03/27/18 REPAIR TO FIRE HAT JEWEL										
1 REPAIR TO FIREHAT JEWEL	345.00	8-01-26-310-001-029	B	Maintenance Contracts	R	03/27/18	04/12/18		198643	N
Vendor Total:	345.00									
LISAL005 LISA LANGLOIS										
18-00499 04/02/18 3/28/18 COURT SESSION 4.5 HRS										
1 3/28/18 COURT SESSION 4.5 HRS	90.00	8-01-20-176-000-114	B	Court Assistance	R	04/02/18	04/12/18		3/28/18 4.5 HRS	N
Vendor Total:	90.00									
L1085 LORCO PETROLEUM SERVICES										
18-00430 03/23/18 USED OIL DISPOSAL										
1 INV. 1267610 USED OIL DISPOSAL	37.50	8-01-26-311-001-167	B	Oil Disposal	R	03/23/18	04/12/18		1267610	N
Vendor Total:	37.50									
MARGA005 MARGARET ECKE										
18-00494 03/29/18 REIMBURSEMENT FOR MICRO BIO										
1 REIMBURSEMENT FOR MICROBIOLOGY	1,701.45	8-09-55-501-001-513	B	Education & Training	R	03/29/18	04/12/18			N
Vendor Total:	1,701.45									
M0180 MCMASTER-CARR										
18-00436 03/23/18 CHROMATE PLATED HEX SCREWS										
1 INV. 56462400	21.90	8-01-26-290-001-050	B	DPW Work Equipment	R	03/23/18	04/12/18		56462400	N
Vendor Total:	21.90									
N0275 NJ LEAGUE OF MUNICIPALITIES										
18-00102 01/23/18 BUDGETING FOR ELECTED OFFICIAL										
1 BUDGETING FOR ELECTED OFFICIAL	75.00	8-01-20-110-001-042	B	Education & Training	R	01/23/18	04/12/18		C. MONTFERRAT	N
18-00103 01/23/18 MAYOR'S LEGISLATIVE DAY										
1 MAYOR'S LEGISLATIVE DAY	25.00	8-01-20-110-001-042	B	Education & Training	R	01/23/18	04/12/18		L. QUATTRONE	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
V0022 VERIZON WIRELESS												
18-00403	03/20/18	HPD MDN'S 9803258358	2/11-3/10									
1	HPD MDN'S 9803258358	2/11-3/10	200.18	8-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	03/20/18	04/12/18			9803258358	N
Vendor Total:		200.18										
W0286 WEST WINDSOR TOWNSHIP												
18-00500	04/02/18	2ND QTR INTERLOCAL HEALTH SVC										
1	2ND QTR INTERLOCAL HEALTH SVC	7,436.75	8-01-43-511-001-026	B	West Windsor Health Contract	R	04/02/18	04/12/18			2ND QTR HEALTH	N
Vendor Total:		7,436.75										
Y0025 YOSTEMBSKI, ROBERT												
18-00463	03/26/18	MONTHLY PROSECUTOR FEES										
1	MONTHLY PROSECUTOR FEES	3,600.00	8-01-25-275-001-111	B	Municipal Prosecutor	R	03/26/18	04/12/18				N
Vendor Total:		3,600.00										
Total Purchase Orders: 33 Total P.O. Line Items: 68 Total List Amount: 69,362.81 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	14,566.39	0.00	14,566.39	0.00	0.00	14,566.39
	7-09	<u>14,216.71</u>	<u>0.00</u>	<u>14,216.71</u>	<u>0.00</u>	<u>0.00</u>	<u>14,216.71</u>
Year Total:		28,783.10	0.00	28,783.10	0.00	0.00	28,783.10
CURRENT FUND	8-01	22,215.12	0.00	22,215.12	0.00	0.00	22,215.12
	8-09	<u>18,364.59</u>	<u>0.00</u>	<u>18,364.59</u>	<u>0.00</u>	<u>0.00</u>	<u>18,364.59</u>
Year Total:		40,579.71	0.00	40,579.71	0.00	0.00	40,579.71
Total of All Funds:		<u><u>69,362.81</u></u>	<u><u>0.00</u></u>	<u><u>69,362.81</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>69,362.81</u></u>

Resolution 2018-93

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH ROOSEVELT BOROUGH FOR VARIOUS PUBLIC WORKS SERVICES

WHEREAS, it is the desire of Hightstown Borough to enter into a Shared Services Agreement for the provision of various Public Works services to the Borough of Roosevelt for the two-year period, January 1, 2018 through December 31, 2020; and

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

WHEREAS, the services to be provided by Hightstown Borough, to the Borough of Roosevelt shall include the repair and maintenance of public water and sewer lines, and public roads and streets; and

WHEREAS, Ken Lewis, Hightstown Public Works Superintendent shall be the contact for said services on behalf of Hightstown Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that Hightstown Borough is hereby authorized to enter into a Shared Services Agreement for Certain Public Works Services, and the Mayor and Borough Clerk are authorized to execute said agreement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 16, 2018.

Debra L. Sopronyi
Borough Clerk

SHARED SERVICES AGREEMENT

This **AGREEMENT** made this _____, 20____, by and between

BOROUGH OF HIGHTSTOWN

156 Bank Street
Hightstown, New Jersey 08520

AND

BOROUGH OF ROOSEVELT

33 North Rochdale Avenue
Post Office Box 128
Roosevelt, New Jersey 08555

WHEREAS, the Borough of Hightstown and the Borough of Roosevelt (hereinafter collectively referred to as the “Parties”) wish to encourage inter-municipal cooperation and planning with regard to their common interest in the repair and maintenance of public water and sewer lines and public roads and streets (the “services”); and

WHEREAS, the Parties recognize that shared service agreements may yield certain economies and efficiencies to the residents of the Parties in the delivery of the services; and

WHEREAS, N.J.S.A. 40:48-5 authorizes a municipality to contract with any public or private entity for the provision of any service which the municipality itself could provide directly; and

WHEREAS, the Uniform Shared Services Act”, N.J.S.A. 40A:65-1 et seq., authorized local units of this State to enter into a contract with any other local unit or units for the joint provision within their several jurisdictions of any service which any Party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, the Parties have each duly authorized their proper officials to enter into and execute this Agreement.

NOW, THEREFORE, BE AND IT IS HEREBY AGREED by and between the Parties as follows:

1. The Borough of Hightstown shall provide the following services to the Borough of Roosevelt, on an as-needed basis as requested by the Borough of Roosevelt: (a) Repair of water main breaks; (b) Repair of sewer blockages; and (c) Other repair and maintenance of public water and sewer lines, and public roads and streets.

2. The services referenced in the preceding Paragraph shall be performed by the Borough of Hightstown at the following rates for the year 2018: (a) Foreman - \$60.00 per hour; (b) Operator - \$45.00 per hour; and (c) Laborer - \$35.00 per hour. After the first year, the labor rate shall increase annually by two percent (2%) of the labor rate in effect for the previous year. A Foreman shall be required for every service performed under this Agreement.

3. The Borough of Hightstown shall charge the following rates for equipment utilized in connection with services performed under this Agreement: (a) Backhoe - \$250.00 per day; (b) Air compressor - \$100.00 per day; (c) Mud pump (2-1/2") - \$45.00 per day; (d) Dump truck - \$125.00 per day; (e) Sewer camera \$35.00 per hour; (f) Cutoff saw - \$55.00 per day; (g) Wood chipper - \$125.00 per day. If the need for other equipment arises, rates shall be as agreed upon by Public Works Superintendent and Hightstown Administrator.

4. On the first working day of each month, the Borough of Hightstown shall bill the Borough of Roosevelt for all services provided during the previous month. Payment shall be made by the Borough of Roosevelt by the 20th of each month for services rendered during the prior month.

5. Absent negligence on the part of the Borough of Hightstown, its agents, officers and employees, the Borough of Roosevelt hereby covenants and agrees to release, indemnify, defend and hold harmless the Borough of Hightstown, its agents, officers and employees, from and against any and all claims, demands, losses, expenses, attorneys fees, cause of action, judgments, lawsuits, proceedings, damages, and liability which may be asserted or claimed by the borough of Roosevelt and which relate in any way to, or arise in any way from, any acts or omissions of the Borough of Hightstown, its agents, officers and employees, resulting from this Agreement.

6. The term of this Agreement shall be through December 31, 2020, with the right to renew upon such terms and conditions as are agreed upon by the Parties at that time. Prior to that time, either Party may terminate this Agreement upon thirty (30) days advance written notice without penalty.

7. This Agreement shall be interpreted in accordance with the rights of the Parties hereto and shall be governed by the laws of the State of New Jersey.

8. This Agreement sets forth the entire agreement between the Parties concerning the subject matter hereof and shall not be modified or amended by an instrument in writing signed by the Parties.

9. This Agreement shall be binding upon the Parties and their legal representatives, successors and assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and to be duly attested, and to have their respective corporate seals affixed hereunto, and have caused this Agreement to be dated as of the day and year first written above.

ATTEST:

THE BOROUGH OF HIGHTSTOWN

By: _____

Debra L. Sopronyi
Borough Clerk

Lawrence D. Quattrone, Mayor

Date: _____

ATTEST:

THE BOROUGH OF ROOSEVELT

By: _____

Kathleen Hart
Borough Clerk

Peggy Malkin, Mayor

Date: _____

Resolution 2018-94

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

PROCLAIMING HIGHTSTOWN VOLUNTEER APPRECIATION WEEK AND RECOGNIZING, HONORING AND THANKING HIGHTSTOWN'S VOLUNTEERS

WHEREAS, the week of April 15 to 21, 2018 has been proclaimed National Volunteer Week to recognize and celebrate the efforts of volunteers at the local, state, and national levels; and

WHEREAS, the Borough of Hightstown and its residents have benefited greatly from hundreds of volunteers who each year give tirelessly and selflessly to the service of others; and

WHEREAS, volunteerism strengthens communities, improves society, and enhances the overall quality of life for all citizens; and

WHEREAS, volunteering changes the lives of volunteers in a positive way, increasing self-confidence, self-esteem and physical wellbeing; offering the chance to meet new friends and associates; and providing opportunities to learn new skills and abilities; and

WHEREAS, the Hightstown Borough Mayor and Council wishes to acknowledge and thank its volunteers for their dedication and tireless efforts.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown hereby proclaims the week of April 15 to 21, 2018 as Hightstown Volunteer Week and expresses its sincere appreciation and gratitude for the dedication and untiring efforts of all those who volunteer to help make our community a better place to live and work.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 16, 2018.

Debra L. Sopronyi
Borough Clerk