

Agenda Hightstown Borough Council

May 7, 2018

Hightstown Fire House

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

Flag Salute

Approval of the Agenda

Minutes

March 19, 2018 Executive Session
March 19, 2018 Public Session
March 27, 2018 Budget Workshop
April 9, 2018 Budget Workshop
April 17, 2018 Budget Workshop
April 24, 2018 Budget Workshop

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.

Engineering Items

Update on Emergency Sewer Repair

Resolution 2018-96 Awarding an Emergency Contract for Repair to Sewer Line—Earle Asphalt

Wyckoffs Mill Road

Improvements to Sunset Avenue and Maple Avenue

Ordinances

2018-09 Final Reading and Public Hearing Amending Chapter 19, Entitled “Water and Sewer”, Subsection 19-2-2. Entitled “Water Charges” of the Revised General Ordinances of the Borough of Hightstown

2018-10 First Reading and Introduction An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

Budget

Introduction of the 2018 Budget

Resolutions	2018-97	Payment of Bills
	2018-98	Appointing and Authorizing an Agreement for Professional Labor Counsel Services – Eric M. Bernstein
Consent Agenda	2018-99	Recognizing Municipal Clerk’s Week – May 6 – May 12, 2018
	2018-100	Proclaiming the Month of May as Police Appreciation Month
	2018-101	Resolution Acknowledging Continued Participation in the HOME Investment Partnership Program Consortium with the County of Mercer
	2018-102	Adopting a Social Media Policy for Hightstown Borough
	2018-103	Confirming the Recreation and Open Space Inventory for Hightstown Borough
	2018-104	Authorizing the Sale of Surplus Personal Property No Longer Needed for Public Use on an Online Auction Website
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	Joseph Street Parking Opposition to Senate Bill 1597 Ordinance 2018-08 Regarding Rental Registrations	
Subcommittee Reports		
Mayor/Council/Administrative Reports		
Adjournment		

**Meeting Minutes
Hightstown Borough Council
March 19, 2018
7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:02 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

2018-71 Authorizing a Meeting that Excludes the Public

Council President requested that Contract Negotiations – Insurance be added to Executive Session Resolution 2018-71.

Councilmember Montferrat moved Resolution 2018-71 as amended; Councilmember Bluth seconded.

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

Resolution adopted as amended 5-0.

Resolution 2018-71
*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 19, 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:

Personnel – Labor Counsel
Contract Negotiations – Insurance

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 19, 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.

Council President Stults called the public meeting to order at 7:43 p.m. and again read the Open Public Meetings Statement.

Councilmember Musing arrived during Executive Session and is now present. Monika Patel, Deputy CFO and George Lang, CFO, arrived after executive session and are now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Misiura moved the agenda for approval; Councilmember Hansen seconded.

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

Agenda approved 6-0.

APPROVAL OF MINUTES

Councilmember Bluth moved the minutes from the February 20, 2018 Public Session for approval; Councilmember Misiura seconded.

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

Minutes approved 5-0 with one abstention.

PUBLIC COMMENT I

Council President Stults opened public comment period I and the following individuals spoke:

There being no one coming forward, Council President Stults closed the public comment period.

PRESENTATION

Business Improvement District

Council President Stults explained that the Business Group in Downtown Hightstown have been looking for ways to work together as a group for the betterment of Hightstown. Council President Stults invited representatives from the Spring Lake Business Improvement District to explain what a BID is and how you go about establishing a BID.

Jim Thompson; Rich Clayton, Board Chair and Dawn McDonough, Executive Director of the Spring Lake Business Development gave Council a presentation introducing the concept of a BID.

It was explained that with a BID the business owners are taking control of the environment. Downtown would become a mall without walls. The BID is formed through an Ordinance. The BID has a paid Executive Director and a board, which are volunteers. There is a special assessment on commercial property which pays for the management of the district. The Borough would collect the money and pay the BID quarterly.

Council President Stults thanked Spring Lake for the presentation. He stated that the Downtown Businesses need funding to get things done. They have many things in place but a BID, with an Executive Director, would be a great help. Council President Stults will speak with the Downtown Business group regarding having Spring Lake make a presentation to their group to see if a BID is something that may belong in Hightstown.

ORDINANCES

2018-01 Final Reading and Public Hearing – 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.”

Council President Stults opened the public hearing for Ordinance 2018-01.

There being no comments, Council President Stults closed the public hearing.

Councilmember Musing moved Ordinance 2018-01 for adoption; Councilmember Hansen seconded.

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

Ordinance adopted 6-0.

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.

2018-02 First Reading and Introduction – Amending Chapter 7, Entitled “Traffic”, of the Revised General Ordinances of the Borough of Hightstown, Regarding Parking Regulations in Municipal Parking Lots

Council was presented with 2 options of this Ordinance regarding parking in municipal lots. After discussion, Council agreed to move forward with option number 1.

Councilmember Bluth moved Ordinance 2018-02 for introduction; Councilmember Montferrat seconded.

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

Ordinance introduced 6-0.

Public hearing scheduled for April 2, 2018

ORDINANCE 2018-02

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AMENDING CHAPTER 7, ENTITLED “TRAFFIC”, OF THE REVISED GENERAL ORDINANCES OF
THE BOROUGH OF HIGHTSTOWN, REGARDING PARKING REGULATIONS IN MUNICIPAL
PARKING LOTS**

WHEREAS, Business owners in downtown Hightstown have expressed concern about inefficiencies in the Stockton Street Parking Lot; and

WHEREAS, it has been determined that there are many underutilized permit parking spaces in the evening and on weekends, resulting in fewer customer parking spaces; and

WHEREAS, limiting the permit parking requirement to business hours on weekdays would permit the additional open parking needed for customers to the downtown businesses; and

WHEREAS, it is the desire of the Mayor and Council to amend the Revised General Ordinances of the Borough of Hightstown to implement these changes.

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

1. Section 1. Subsection 7-37-1, “Regulation for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property is hereby amended as follows(deletions in strikeout text, additions underlined):

Paragraph (d). “Permit Parking,” is hereby amended as follows:

d. **Permit Parking.**

No person shall park a vehicle at the below-described locations during the hours of 8am to 6pm, Monday – Friday, unless said vehicle shall have a valid permit displayed. Said permit shall have been issued in accordance with the provisions of Section 7-37.1(h) herein.

Name of Street	Sides	Hours	Location
Stockton Street lot – Lot “E”	South	Monday – Friday 8:00 a.m. – 6:00 p.m.	As indicated on the site plan
Stockton Street lot – Lot “B”	North	Monday – Friday 8:00 a.m. – 6:00 p.m.	As indicated on the revised site plan

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.

2018-03 First Reading and Introduction – Amending Chapter 13, Entitled “Housing”, of the Revised General Ordinances of the Borough of Hightstown

Councilmember Musing introduced Ordinance 2018-03 for introduction; Councilmember Montferrat seconded.

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

Ordinance introduced 6-0.

Public hearing scheduled for April 2, 2018

ORDINANCE 2018-03

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY**AMENDING CHAPTER 13, ENTITLED "HOUSING", OF THE *REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN***

WHEREAS, the Housing Inspector, in coordination with the Construction/Zoning Official recommends certain changes to the Housing ordinance of the Borough; and

WHEREAS, The Mayor and Council of Hightstown Borough have determined that said revision to the Housing ordinance is required pursuant to the request.

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

2. Section 1. The following subsections of Chapter 13, "Housing", of the *Revised General Ordinances of the Borough of Hightstown* are hereby amended and supplemented as follows:

Subsection 13-7-1 Certificate of Compliance Required for Occupancy/Transfer of Title.

Pursuant to N.J.S. 40:48-2.2(a), at least thirty (30) days prior to the scheduled date of a new occupancy of any dwelling house which has been sold or is under contract to be sold, the seller or buyer thereof, or the authorized agent of either, shall apply to the Housing Office for a certificate stating that the building and premises comply with the requirements of this chapter. A Certificate of Compliance is still required for any dwelling house which has been sold and in which occupancy is not immediately planned. The new owner has to obtain the Certificate of Compliance within ten (10) business days after closing on the house. The Housing Inspector needs to determine the safety of the house and inform First Responders of any hazardous conditions in the dwelling unit. In the event occupancy is to take place more than one hundred (120) days after the issuance of the certificate, an additional inspection and new certificate shall be required prior to occupancy. No such dwelling shall be occupied prior to the issuance of such a certificate unless such occupancy is permitted in writing, on a temporary basis, by the Housing Inspector, for a term to be determined by him depending upon the particular circumstances of each case; provided, however, that such term shall not exceed a cumulative period of one hundred twenty (120) days. The Housing Inspector may, upon receiving a written petition detailing unique circumstances, and upon good cause shown, permit an extension of the one hundred twenty (120) day term for an additional sixty (60) days. A dwelling house shall mean an owner-occupied single-family house or an owner-occupied dwelling unit in a building containing more than one (1) owner-occupied dwelling unit, including a condominium unit. See subsection 13-8.1 for Certificate of Occupancy requirements for rental units. (1991 Code § 121-46; Ord. No. 823 § 6; Ord. No. 94-6 § 4)

Subsection 13-7-2 Fees; Inspections.

The Housing Code Certificate required by subsection 13-7.1 hereof shall be secured from the Borough Housing Inspector. At the time of the fully completed application for such certificate, a fee of one hundred (\$100.00) dollars shall be paid, if submitted a minimum of 10 business days prior to the closing date. For fully completed applications submitted less than 10 business days prior to the closing date, a fee of one hundred fifty (\$150.00) dollars shall be paid. For fully completed applications submitted less than 5 business days prior to the closing date, a fee of two hundred (\$200.00) dollars shall be paid. The fee shall cover the application and initial inspection of the premises and the issuance of the Certificate. In the event that any additional inspections of the premises are required because of a failure of the owner to comply with the provisions of this chapter,

an additional fee of fifty (\$50.00) dollars shall be paid for each additional inspection required. All fees shall be made payable to the Borough of Hightstown and be delivered to the Borough Offices and turned over to the Borough Treasurer. In the event of cancellation of a requested inspection, the Housing Department must be notified within twenty-four (24) hours prior to the scheduled inspection time. Failure to do so will result in forfeiture of the inspection fee. (1991 Code § 121-47; Ord. No. 823 § 6; Ord. No. 94-6 § 4; Ord. No. 2004-31 § 4; Ord. No. 2008-09 § 7; Ord. No. 2015-22)

Subsection 13-12-10 Violations; Penalties

- a. **General Penalty.** Except as otherwise set forth herein, any person who shall violate any of the provisions of this chapter shall be subject to penalties as set forth in Section 1-5 of the Revised General Ordinances of the Borough of Hightstown. Each violation of any of the provisions of this chapter and each day that such violation shall continue shall be deemed to be a separate and distinct offense.

b. **Payable violations.**

Subsection 13-3-1	Maintenance.	
Subsection 13-3-3	Water Supply.	
Subsection 13-3-2	Sump Pump and Sewer Line Clean-Outs.	
Subsection 13-3-4	Plumbing and Heating	
Subsection 13-3-5	Electrical.	
Subsection 13-3-6	Smoke and Carbon Monoxide Alarms Required	
Subsection 13-3-7	Fences	
First offense		\$100
Second offense		\$200. Court appearance required
Subsequent Offenses	Not to Exceed \$2,000	Court appearance required
Subsection 13-3-12	Signs	
Subsection 13-4-4	Minimum Standards for Heating	
Subsection 13-4-5	Egress.	
Subsection 13-4-7	Additional Maintenance Requirements	
Subsection 13-4-8	Additional Responsibilities Concerning Garbage, Rubbish and Recyclable Materials	
Subsection 13-4-9	Additional Responsibilities Concerning Insects and Rodents	
Subsection 13-4-10	Owner Responsible	
First offense		\$150
Second offense		\$300 Court appearance required
Subsequent Offenses	Not to Exceed \$2,000	Court appearance required
Subsection 13-3-8	Use and Occupancy of Space.	
Subsection 13-6-13	Compliance Required	
Subsection 13-7-1	Certificate of Compliance Required for Occupancy	
Subsection 13-8-1	Certificate of Compliance Required	
Subsection 13-12-2	Registration Required	
Subsection 13-12-6	Maximum Number of Occupants; Posting	
Subsection 13-12-8	Occupant Standards	
First offense		\$250
Second offense		\$500 Court appearance required
Subsequent Offenses	Not to Exceed \$2,000	Court appearance required

- c. **Lien to be Placed on Property.** In addition to the foregoing, and all other remedies available to the Borough, the Borough Treasurer, upon appropriate notification from the Mayor and Council and appropriate certification from the enforcement officer, shall place a lien on any property determined by the enforcement officer to be in violation of the provisions of this code, in the amount of any and all administrative expenses and any and all actual expenditures for work necessary in order to maintain the

property and/or abate the violation, including the cost of removal of any offensive construction materials, refuse, hazards, overhanging objects or any other offending physical object. The lien placed upon such lands shall be added to and become and form a part of the taxes next to be assessed and levied upon such lands, the same to bear interest at the same rate as taxes, and shall be collected and enforced by the same officers and in the same manner as taxes. Costs shall be in addition to any penalties imposed for any violation of this Chapter.

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.

2018-04 First Reading and Introduction – Amending Chapter 14, Entitled “Property Maintenance,” Section 14-12, Entitled “Enforcement and Penalties”, of the Revised General Ordinances of the Borough of Hightstown

Councilmember Bluth moved Ordinance 2018-04 for introduction; Councilmember Musing seconded.

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

Ordinance introduced 6-0.

Public hearing scheduled for April 2, 2018

ORDINANCE 2018-04

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 14, ENTITLED “PROPERTY MAINTENANCE”, Section 14-12, ENTITLED “ENFORCEMENT AND PENALTIES”, OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN

WHEREAS, the Housing Inspector, in coordination with the Construction/Zoning Official recommends certain changes to the Property Maintenance ordinance of the Borough; and

WHEREAS, The Mayor and Council of Hightstown Borough have determined that said revision to the Property Maintenance ordinance is required pursuant to the request.

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

3. Section 1. The following subsections of Chapter 14, “Property Maintenance”, of the *Revised General Ordinances of the Borough of Hightstown* are hereby amended and supplemented as follows:

Section 14-12

ENFORCEMENT AND PENALTIES

14-12.1 Enforcement officers. The Construction Official, Fire Inspector, Fire Official, Fire Chief, Electrical Inspector, Plumbing Inspector, Housing Inspector, Health Officer or his/her designee, Health Department, all police officers and all municipal officials referenced in Section 14-10(f) of the Borough Code are authorized enforcement officers for the purposes of enforcing the provisions of this code. This Chapter shall also be enforced by the Code Enforcement Officer, whose position is hereby created, for the sole purpose of enforcing the provisions of this Chapter. The Code Enforcement Officer shall receive such salary as provided by Ordinance and shall be appointed by the Borough Council for a term as specified in the Resolution of Appointment.

14-12.2 Procedure. Except as otherwise set forth herein, whenever any enforcement officer determines, after appropriate **investigation**, that there exists a violation of any provision of this chapter, he or she shall give written notice of such alleged violation to the person or persons responsible therefor. Such notice shall include a statement of the reasons for its issuance, and shall be served upon the owner or occupant of the premises, or the agent of either. Notice shall be deemed to be properly served if a copy thereof is served upon such person personally or sent by certified mail or registered mail to his last known address, or posted in a conspicuous place in or about the premises affected by the notice. Such notice shall state that unless, within five calendar days from service of the notice, the condition complained of is abated, a municipal court summons will be issued and/or the Borough will undertake to abate the violation and place a lien on the property as hereinafter provided. A copy of the Notice shall be provided to the Borough Clerk.

14-12.3 Special Procedure in Emergency Conditions. Whenever the enforcement officer finds that an emergency exists which requires immediate attention to protect the health or safety of the public, he or she may, without notice, issue and order reciting the existence of such an emergency and requiring that such action be taken as he or she deems necessary to meet the emergency. Notwithstanding any other provisions in this chapter, such order shall be effective immediately. Any person to whom such order is directed shall comply therewith immediately, but upon petition to the enforcement officer, shall be afforded a hearing as soon as possible. In the event that the order is disregarded by the property owner or person to whom the order is directed, the enforcement officer shall have the right to notify the Borough Clerk for the purpose of instituting immediate remedial action, the cost of which shall result in a lien on the premises. After such hearing, the enforcement officer shall continue such order in effect, or modify or withdraw it.

14-12.4 Violations and Penalties.

a. **General Penalty.** Except as otherwise set forth herein, any person who shall violate any of the provisions of this chapter shall be subject to penalties as set forth in Section 1-5 of the *Revised General Ordinances of the Borough of Hightstown*. Each violation of any of the provisions of this chapter and each day that such violation shall continue shall be deemed to be a separate and distinct offense.

b. **Payable Offenses.**

14-5.1 Hazards and Structural Integrity.

14-5.2 Appearance.

14-5.4 Sidewalks, Driveways, Walkways and Entrance Stairways.

14-5.5 Hedges, Brush and Grass.

First offense	\$75
Second offense	\$150 Court appearance required
Subsequent Offenses	Not to Exceed \$2,000 Court appearance required

14-6.4 Litter, Debris and Garbage.

14-6.5 Recyclables.

14-6.6 Open or Overflowing Waste Disposal Bins.

14-6.7 Harboring of Rodents.

14-6.9 Construction Sites.

First offense	\$50
Second offense	\$100 Court appearance required
Subsequent Offenses	Not to Exceed \$2,000 Court appearance required

14-9.1 Windows.

14-9.2 Store fronts.

14-9.3 Reconstruction.

14-9.4 Awnings and marquees.

14-9.5 Signs, Light Stanchions and Poles.

First offense	\$100
Second offense	\$200 Court appearance required
Subsequent Offenses	Not to Exceed \$2,500 Court appearance required

- c. **Lien to be Placed on Property.** In addition to the foregoing, and all other remedies available to the Borough, the Borough Treasurer, upon appropriate notification from the Mayor and Council and appropriate certification from the enforcement officer, shall place a lien on any property determined by the enforcement officer to be in violation of the provisions of this code, in the amount of any and all administrative expenses and any and all actual expenditures for work necessary in order to maintain the property and/or abate the violation, including the cost of removal of any offensive construction materials, refuse, hazards, overhanging objects or any other

offending physical object. The lien placed upon such lands shall be added to and become and form a part of the taxes next to be assessed and levied upon such lands, the same to bear interest at the same rate as taxes, and shall be collected and enforced by the same officers and in the same manner as taxes. Costs shall be in addition to any penalties imposed for any violation of this Chapter.

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.

2018-05 First Reading and Introduction – An Ordinance Amending and Supplementing Chapter 29 Entitled “Signs”, Sections 3 and 8, Entitled “General Regulations” and “Changeable Copy Signs”, Respectively of the Revised General Ordinances of the Borough of Hightstown, New Jersey

Councilmember Misiura moved Ordinance 2018-05 for introduction; Councilmember Bluth seconded.

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

Ordinance introduced 6-0.

Public hearing scheduled for April 2, 2018

ORDINANCE 2018-05

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

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 29,
ENTITLED "SIGNS", SECTIONS 3 AND 8, ENTITLED “GENERAL
REGULATIONS” AND "CHANGEABLE COPY SIGNS",
RESPECTIVELY OF THE REVISED GENERAL ORDINANCES OF
THE BOROUGH OF HIGHTSTOWN, NEW JERSEY**

WHEREAS, it is the public policy of the Borough of Hightstown, a municipal corporation in the County of Mercer, State of New Jersey, to protect the rights of expressive speech and viewpoint communication, as secured by the Constitution of the United States and the Constitution of the State of New Jersey, to the full extent of all applicable law, for all persons within its jurisdiction, and;

WHEREAS, the Borough seeks to protect the rights and opportunities for commercial speech within an environment, the aesthetics of which present a quality of attractiveness, so as to enhance the opportunities for development and growth of business enterprises, and for that purpose presents a pleasing and uncluttered business milieu intended to be attractive to patrons and residents alike, and;

WHEREAS, the Borough seeks to protect and enhance the safety and efficacy of vehicular traffic flow, and to protect pedestrian and other persons and their property within the public right of way, and;

WHEREAS, research indicates that built-up clutter, meaning signage or similar distractions existing in large size or numerical profusion of items or content within a fixed area visible to motorists, induces a greater distraction to drivers than non-complex distractions; and

WHEREAS, research further indicates that illuminated signage visible to drivers causes a longer duration of distraction than non-illuminated signage; and

WHEREAS, research has shown that blinking, flashing, moving, or otherwise animated signage produces a longer distraction time for drivers than ordinary signage without added distractive elements or characteristics; and

WHEREAS, research has demonstrated that variable message signs, consisting of changing moveable images or text, product, when visible to motorists, a longer duration of distraction time than static signs, and correlate to an increase in vehicular accidents; and

WHEREAS, The Borough Council of the Borough of Hightstown finds that the public health, safety, morals and general welfare of the community shall be promoted by the revision and amendment of Chapter 29 of the Revised General Ordinances pertaining to signs; and

WHEREAS, the Planning Board of the Borough of Hightstown has adopted a Master Plan that comprehensively provides for the appropriate use, regulation, and development of lands in the Borough in a manner which will promote the public health, safety, morals and general welfare; and

WHEREAS, the Municipal Land Use Law, N.J.S.A. 40:55D-62a requires substantial consistency of the provisions regulating zoning and land use with the adopted Master Plan; however, a governing body may adopt a zoning ordinance or zoning map wholly or partially inconsistent with such land use plan element provided that the reasons for doing so are set forth in a resolution and recorded in its minutes, and;

WHEREAS, the Planning Board has determined that the revisions and amendments to the Revised General Ordinances are consistent with said Master Plan, represent sound land use regulation, and therefore favorably recommends to the Borough Council that the regulations pertaining to signs be so amended, and;

WHEREAS, this Ordinance does not involve a classification and boundary change requiring individual property owner notice pursuant to N.J.S.A. 40:55D-62.1.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council and the Borough of Hightstown that Chapter 29 of the Revised General Ordinances be hereby amended as follows:

Section 1. Chapter 29 "Signs", Section 3, entitled, "General Regulations" is hereby amended to add Paragraphs K and L as follows:

- K. Sign Luminance. No sign shall exhibit a luminance exceeding 12.54 lumens per square foot (135 candelas per square meter) measured at right angles and 60 feet distant therefrom the face of the illuminated sign.

Section 2. Chapter 29 "Signs", Section 8, entitled, "Changeable Copy Signs" is hereby amended to read as follows:

29-8. Changeable Copy Signs.

Changeable copy signs, where permitted, shall comply with the provisions of this chapter, including the following additional requirements:

- A. The purpose of a changeable copy sign is to apprise the public of special events, attractions, or similar time-related information. Changeable copy shall not be used to advertise merchandise or special sales events, provided, however, that the prices of motor fuel may be displayed on a changeable copy sign on the premises where such motor fuel is sold.

- B. All such signs shall be permanently affixed to the ground or to a structure.
- C. Copy shall be changed by means of moveable lettering, which is more than one eighth (1/8) inch in thickness and shall not be changed more than once every twenty-four (24) hours. Changeable copy signs that are changed more frequently shall be considered animated signs and shall not be permitted.
- D. Changeable copy may not be located in any residential zoning district, excepting institutional uses.
- E. Changeable copy signs may be either freestanding signs or canopy signs and shall conform to the height limitations of such signs.
- F. No more than one (1) freestanding changeable copy sign shall be permitted per street frontage.
- G. The changeable portion of the sign shall be limited to three (3) lines of wording or, in the case of a cinema with more than one (1) theater, two (2) line per theater.
- H. The sign area of a changeable copy sign shall be included in the total permissible sign area for freestanding or canopy signs, as the case may be, excepting institutional uses. Changeable copy signs for institutional uses shall not exceed twelve (12) square feet in area.
- I. No portion of the lighting source for changeable copy signs shall be visible to the public traveling upon a public way.

Section 3. Continuation. In all other respects, the Revised General Ordinances of the Borough of Hightstown shall remain unchanged.

Section 4. Severability. If any portion of this Ordinance is for any reason held to be unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the Revised General Ordinances as a whole, or any other part thereof.

Section 5. Repealer. All ordinances or parts of ordinances which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency only.

Section 6. Enactment. This Ordinance shall take effect upon the filing thereof with the Mercer County Planning Board after final passage, adoption, and publication by the Borough Clerk of the Borough of Hightstown in the manner prescribed by law.

2018-06 First Reading and Introduction – An Ordinance Amending and Supplementing the “Revised General Ordinances of the Borough of Hightstown,” Regarding Containers, Portable Storage Units and Dumpsters

Councilmember Hansen moved Ordinance 2018-06; Councilmember Bluth seconded.

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

Ordinance introduced 6-0.

Public hearing scheduled for April 2, 2018

Ordinance 2018-06

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

AN ORDINANCE AMENDING AND SUPPLEMENTING THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN.” REGARDING CONTAINERS, PORTABLE STORAGE UNITS AND DUMPSTERS

WHEREAS, the Construction and Zoning Official of the Borough finds there is a need to amend Subsection 18-1-4 entitled “Containers” and Subsection 28-10-16 entitled “Portable Storage units and Dumpsters” of the “Revised General Ordinances of the Borough of Hightstown”; and

WHEREAS, the Mayor and Council concur with the recommended changes for the health, safety and quality of life for the Borough residents.

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 18, entitled “Garbage and Rubbish” Subsection 18-1-4, entitled “Containers” of the “Revised General Ordinances of the Borough of Hightstown”; is hereby amended and supplemented in order to add the:

Subsection 18-1-4 Containers.

a. One garbage container shall be provided by the Borough to each residential dwelling unit and non-residential user and shall remain the property of the Borough. Each dwelling can only place their one designated garbage container out for pickup. Placing more than one container per dwelling out for pickup is a violation of this ordinance. Each container shall be identified with a serial number and a log shall be maintained by the Public Works department of all containers distributed and their location. Users shall have a choice of a 95-gallon or 65-gallon container. Containers shall be maintained by the user in a clean, safe and good condition..

b. The Borough shall not be obligated to furnish more than one garbage container for each residential dwelling unit or nonresidential user within the Borough. Requests for additional garbage containers shall be submitted to the Borough Clerk on forms provided by him or her. Each such request shall be investigated by the Borough to determine if the requestor is in compliance with all portions of Chapter 18 of the *Revised General Ordinances of the Borough of Hightstown* and all laws regarding recycling and the disposal of solid waste. Additional containers will be provided only in cases of extraordinary and documented need, as determined by the Solid Waste Committee, following review of the information submitted in writing by the applicant.

c. Except as provided in subsection 18-1.5, garbage will not be collected unless contained within containers provided by and registered with the Borough.

BE IT FURTHER ORDAINED, by the Mayor and Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that Chapter 28, entitled “Zoning” Subsection 28-10-16, entitled “Portable Storage Units and Dumpsters” of the “Revised General Ordinances of the Borough of Hightstown”; is hereby amended and supplemented in order to add the following (additions are shown with underline, deletions are shown with ~~strike through~~):

Subsection 28-10-16 Portable Storage Units and Dumpsters.

a. Usage of Portable Storage Unit. A portable storage unit may be used for holding personal property when work in a structure may require personal property to be placed elsewhere, or for loading or unloading personal property when moving to or from a structure.

b. Usage of Dumpsters. A dumpster may be used for holding refuse, garbage, waste, construction materials, debris or recyclables while work in a structure is under way requiring a place to throw away large amounts of waste materials, or for holding waste materials. The dumpster shall not be used to hold construction debris or any hazardous, harmful or offensive materials from offsite locations.

c. Frequency and Duration. An “event” shall consist of the delivery and pick-up of the portable storage unit or multiple deliveries and pick-ups within thirty (30) days. Temporary portable storage units and dumpsters may not exceed the following durations of stay:

(1) In any of the Residential Zoning Districts, events shall be a maximum of thirty (30) calendar days per event with a maximum of four (4) events per structure per calendar year. There shall be at least one (1) month between each event.

(2) In Residential Zoning Districts, the Zoning Officer may approve an event lasting more than the maximum of thirty (30) calendar days described above, but not more than ninety (90) days provided a permit for construction or rehabilitation has been obtained for the subject property.

d. Placement. Portable storage units and dumpsters may not be placed in streets or public rights-of-way or on easements for utility maintenance or forward of the front wall of the principal structure unless authorized by the Zoning Officer. Such authorization shall be controlled by the availability and practicality of placing the portable storage unit or dumpster elsewhere on the property.

e. Responsibility of user. Portable storage units and dumpsters shall be in good condition, free from deterioration, weathering, discoloration, rust, ripping, tearing or other holes, breaks or leaks. When not in use, the portable storage unit shall be kept locked. Dumpster lids and doors shall be kept tightly and completely closed when not in use. The user is responsible to ensure no hazardous substances are stored or kept within a portable storage unit or dumpster. The area surrounding the dumpster shall also be kept clean and free of debris. (Ord. No. 2010-08)

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.

Redevelopment Plan

2018-72 Resolution of the Borough of Hightstown, in the County of Mercer, Designating Certain Property as an Area in Need of Redevelopment

Councilmember Montferrat moved Resolution 2018-72; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2018-72

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

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF
MERCER DESIGNATING CERTAIN PROPERTY AS AN AREA IN NEED OF
REDEVELOPMENT**

WHEREAS, pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “Redevelopment Law”), 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 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 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 tax map (collectively, the “Original Project Area”), which constitutes part of Sub-Area I (Bank Street), by constructing thereon a mixed-use project (the “Project”); and

WHEREAS, the Redeveloper expressed a desire to also redevelop the parcel designated on the Borough’s tax map as Block 21, Lot 20 (the “Additional Property”), located directly adjacent to the Original Project Area, in order to effectively access the Project; and

WHEREAS, by Resolution No. 2017-203 adopted on December 11, 2017, the Borough Council authorized and directed the Borough’s Planning Board (the “Planning Board”) to conduct a preliminary investigation to determine whether the Additional Property meets the criteria for, and should be designated as an area in need of redevelopment; and

WHEREAS, on March 12, 2018, the Planning Board (the “Planning Board”) conducted a hearing in accordance with N.J.S.A. 40A:12A-6b to determine whether the Additional Property meets criteria for designation as an area in need of redevelopment; and

WHEREAS, the Planning Board received a report prepared by the Planning Board’s Planning Consultants, Brian Slaugh, P.P. and Kendra Lelie, P.P. of Clarke Caton Hintz, P.C., entitled “Preliminary Investigation of an Area in Need of Redevelopment, Expansion of the Bank Street (Sub-Area 1) Redevelopment Area Block 21, Lot 20, Hightstown, Mercer County, New Jersey” (the “Report”) regarding whether the Additional Property should be designated an area in need of redevelopment; and

WHEREAS, at the above-described public hearing, Mr. Slaugh testified that the Additional Property meets the criteria for redevelopment area designation set forth in N.J.S.A. 40A:12A-5c, 5e and 5h and that, moreover, even if the Additional Property did not meet any such criteria, it would still qualify under N.J.S.A. 40A:12A-3 as it is necessary for the effective redevelopment of the Redevelopment Area; and

WHEREAS, on March 12, 2018, the Planning Board determined that the Additional Property meets criteria set forth in N.J.S.A. 40A:12A-5c, 5e, and 5h and that, under N.J.S.A. 40A:12A-3, the Additional Property is necessary for the effective redevelopment of the Redevelopment Area, and recommended that the Borough Council so designate the Additional Property; and

WHEREAS, on March 12, 2018, the Planning Board adopted a resolution memorializing the aforementioned findings and conclusions (the “Planning Board Resolution”); and

WHEREAS, the Borough Council agrees with the conclusions of the Planning Board that the Additional Property meets the aforementioned criteria for redevelopment area designation and that the Additional Property is necessary for the effective redevelopment of the Redevelopment Area pursuant to N.J.S.A. 40A:12A-3, and the Borough Council finds that such conclusions are supported by substantial evidence, as described in more detail in the Planning Board Resolution; and

WHEREAS, the Borough Council further agrees with the recommendations of the Planning Board that the Additional Property be designated as an area in need of redevelopment under the Redevelopment Law and the Borough Council now desires to so designate the Additional Property.

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. The Additional Property is hereby designated as an area in need of redevelopment under the Redevelopment Law.

Section 3. In connection with the Additional Property, the Township is authorized to use all the powers provided under the Redevelopment Law for use in a redevelopment area, including the power of eminent domain.

Section 4. This resolution shall take effect immediately.

2018-07 First Reading and Introduction – Ordinance of the Borough of Hightstown, in the County of Mercer Approving an Amendment to Redevelopment Plan for Main Street Redevelopment Area

Councilmember Montferrat moved Ordinance 2018-07 for introduction; Councilmember Hansen seconded.

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

Ordinance introduced 6-0.

Public hearing scheduled for April 2, 2018

Ordinance 2018-07

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

**ORDINANCE OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER
APPROVING AN AMENDMENT TO REDEVELOPMENT PLAN FOR MAIN STREET
REDEVELOPMENT AREA**

WHEREAS, pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “Redevelopment Law”), 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 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 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 tax map (collectively, the “Original Project Area”), which constitutes part of Sub-Area I (Bank Street), by constructing thereon a mixed-use project (the “Project”); and

WHEREAS, the Redeveloper expressed a desire to also redevelop the parcel designated on the Borough’s tax map as Block 21, Lot 20 (the “Additional Property”), located directly adjacent to the Original Project Area, in order to effectively access the Project; and

WHEREAS, on March 19, 2018, the Borough Council adopted a resolution designating the Additional Property as an area in need of redevelopment

WHEREAS, the Borough Council now desires to amend the Redevelopment Plan to also apply to the Additional Property.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED 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. The Redevelopment Plan shall also apply to Block 21, Lot 20, which shall be part of “Sub-Area I (Bank Street)”, notwithstanding the fact that maps and figures contained therein do not depict such parcel or that the narrative descriptions of the area governed by THE Redevelopment Plan do not include the Additional Property. The standards and other provisions set forth in the Redevelopment Plan applicable to Sub-Area I (Bank Street) shall also apply to the Additional Property.

Section 3. If any part(s) of this ordinance shall be deemed invalid, such part(s) shall be severed and the invalidity thereof shall not affect the remaining parts of this ordinance.

Section 4. All ordinances and resolutions or parts thereof inconsistent with this ordinance are hereby rescinded.

Section 5. A copy of this ordinance shall be forwarded to the Secretary of the Planning Board for action consistent herewith.

Section 6. This ordinance shall take effect in accordance with applicable law.

RESOLUTIONS

2018-73 Authorizing Payment of Bills

Councilmember Musing moved Resolution 2018-73; Councilmember Misiura seconded.

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

Resolution adopted 6-0.

Resolution 2018-73

*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 \$149,998.92 from the following accounts:

Current		\$71,801.94
W/S Operating		47,294.03
General Capital		11,499.50
Water/Sewer Capital		12,707.61
Grant		0.00
Trust		6,410.24
Housing Trust		0.00
Animal Control		285.60
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$149,998.92</u>

2018-74 Authorizing Change Order #1 Van Cleef Engineering Associates (Engineering Design and Inspection Services for Rehabilitation of East Ward Street)

Councilmember Hansen moved Resolution 2018-74; Councilmember Misiura seconded

Borough Administrator/Clerk, Debra Sopronyi, explained that this change order is with respect to the Rehabilitation of East Ward Street. Van Cleef Engineering is required to perform certain additional, unanticipated work relating to this project due to unforeseen delays and unacceptable work practices by the contractor, Earl Asphalt Co. In regards to Borough Attorney, Fred Raffetto's letter dated March 15, 2018, the Borough intends to retain the sum of \$4,621.00 from the proceeds payable to Earl Asphalt Co., due to the fact that additional work by Van Cleef Engineering is directly related to Earl Asphalt's failure to complete the project in a satisfactory and timely manner.

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

Resolution adopted 6-0.

Resolution 2018-74

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER*

STATE OF NEW JERSEY

**AUTHORIZING CHANGE ORDER #1 VAN CLEEF ENGINEERING ASSOCIATES
(ENGINEERING DESIGN AND INSPECTION SERVICES FOR REHABILITATION
OF EAST WARD STREET)**

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

WHEREAS, the engineer has submitted change order #1 in the amount of \$4,621.00 which will provide for additional inspections, site visits and coordination with the contractor due to work by the contractor that was deemed to be substandard; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that change order #1 in the amount of \$4,621.00 to Van Cleef Engineering Associates, Inc., of Hamilton, New Jersey is hereby approved as detailed herein.

2018-75 Authorizing the Execution of an Agreement with New Jersey Department of Transportation (NJDOT), for the Construction and Construction Inspection Services of the Peddie Lake Dam Walking Bridge Replacement

Councilmember Bluth moved Resolution 2018-75; Councilmember Musing seconded.

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

Resolution adopted 6-0.

Resolution 2018-75

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

**AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH
NEW JERSEY DEPARTMENT OF TRANSPORTATION (NJDOT), FOR
CONSTRUCTION AND CONSTRUCTION INSPECTION SERVICES OF THE
PEDDIE LAKE DAM WALKING BRIDGE REPLACEMENT**

WHEREAS, On March 5, 2018, The Federal Highway Administration authorized funding up to an amount of 374,450.00 for construction and \$121,215.00 for construction inspection services for the Peddie Lake Dam Walking Bridge Replacement; and

WHEREAS, The NJDOT has forwarded to Hightstown Borough, a Federal Aid Agreement for said funding; and

WHEREAS, NJDOT is requesting Hightstown Borough to execute and attest to four (4) copies of said agreement.

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

1. That the Mayor is hereby authorized to execute and the Municipal Clerk to attest the attached Agreement on behalf of the Borough.
2. That all relevant officials are authorized to undertake any actions necessary to effectuate and

implement the said Agreement.

CONSENT AGENDA

Councilmember Bluth moved Resolutions 2018-76; 2018-77; 2018-78; 2018-79 as a Consent Agenda; Councilmember Hansen seconded.

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

Resolutions adopted 6-0.

Resolution 2018-76

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

**AUTHORIZING AN AMENDMENT TO RESOLUTION APPOINTING AND AUTHORIZING AN
AGREEMENT FOR PROFESSIONAL SERVICES – AFFORDABLE HOUSING ATTORNEY**

WHEREAS, on January 16, 2018, Hightstown Borough Council adopted Resolution 2018-34 appointing Jolanta Maziarz of Woolson Anderson Maziarz, P.C. of Somerville, New Jersey, as Affordable Housing Attorney for the year 2018; and

WHEREAS, in accordance with Resolution 2018-34, the Borough entered into an Agreement for Professional Affordable Housing Legal Services with Woolson, Anderson, Maziarz, P.C. for the year 2018; and

WHEREAS, Jolanta Maziarz will no longer maintain an association with Woolson, Anderson, Maziarz, P.C. after March 31, 2018; and

WHEREAS, although the Borough has been advised that it may maintain its current Agreement for Professional Legal Services with Woolson, Anderson, Maziarz, P.C. for the year 2018, Borough Council desires to continue to retain Jolanta Maziarz as its Affordable Housing Attorney and further desires to amend its Agreement for Professional Legal Services for the year 2018 in order to retain the law firm of Ventura, Miesowicz, Keough & Warner, P.C., by whom Ms. Maziarz will be employed, effective April 1, 2018; and

WHEREAS, with the exception of the replacement of Woolson, Anderson, Maziarz, P.C. with the law firm of Ventura, Miesowicz, Keough & Warner, P.C., the original appointment for the year 2018 shall remain unchanged in all other respects.

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

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Jolanta Maziarz, Esq. with the law firm Ventura, Miesowicz, Keough & Warner, P.C. regarding the above-referenced professional affordable housing legal services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Ventura, Miesowicz, Keough & Warner, P.C. is a firm is authorized by law to practice a recognized profession.

3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2018-77

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

AUTHORIZING APPLICATION FOR A RECYCLING TONNAGE GRANT

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection and Energy has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2017 tonnage grant will memorialize the commitment of this municipality to recycling, and will indicate the assent of the Mayor and Council of the Borough of Hightstown to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations;

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

1. The Borough of Hightstown hereby endorses the submission of a 2017 recycling tonnage grant application to the New Jersey Department of Environmental Protection.
2. Ken Lewis, Recycling Coordinator, 156 Bank Street, Hightstown, New Jersey 08520, is hereby designated and directed to ensure that the application is properly completed and timely filed;
3. Monies received from the recycling tonnage grant shall be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Resolution 2018-78

*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:4-59 provides that the governing body may authorize a transfer of funds in the budget during the first three months of the following 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:

<u>Current:</u>	<u>From</u>	<u>To</u>
Gasoline		
Other Expenses	\$ 15,000.00	\$ -
Police		
Other Expenses	9,500.00	
Emergency Medical Services		
Other Expenses	10,000.00	
Buildings and Grounds		
Other Expenses	1,200.00	
Police		
Salaries and Wages		9,500.00
Snow Removal		
Other Expenses	-	10,000.00
Office Supplies		
Other Expenses		1,000.00
Data Processing		
Other Expenses		3,000.00
Planning Board		
Other Expenses		10,000.00
Environmental Commission		
Other Expenses		200.00
Engineer		
Other Expenses	-	2,000.00
TOTALS	\$ 35,700.00	\$ 35,700.00

Resolution 2018-079

*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	0.00	244,000.00	244,000.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	100,000.00	0.00	100,000.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	100,000.00	244,000.00	344,000.00

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

Council President Stults opened the public comment period II and the following individuals spoke:

Scott Caster, 12 Clover Lane – Stated that Council is planning on placing sidewalks on all new projects in the Borough; sidewalks are not needed on all streets. This is a burden on the residents.

There being no further comments, Council President Stults closed the public comment period.

DISCUSSION

Diversity Survey for Sustainable Jersey Certification

Keith LePrevost, Chair Environmental Commission explained that this is not required but will give us additional points for Sustainable Jersey. This would be distributed to all Boards, Committees and Commissions. It helps the town look at their diversity and helps us become aware of how the community operates. It is an educational

exercise and is anonymous and voluntary. Discussion ensued. After a straw vote of 4-2, Council agreed to move forward with the Diversity Survey.

SUBCOMMITTEE REPORTS

Streets & Sidewalks

Councilmember Misiura stated that the committee will prioritize where we need sidewalks. Looking at the major roadways for sidewalks and crosswalks. The Planning Board is also looking at a DVRPC Grant for bikeways.

Lincoln/Hagemount/Rocky Brook

Councilmember Montferrat will be scheduling a meeting for this committee.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

Cultural Arts Commission will be hosting Empty Bowls this Saturday, March 24th at the Peddie School Cafeteria.

Councilmember Montferrat

Board of Health met last Wednesday. Environmental Commission will meet next week. Thanked all the staff for their working during the last storm.

Councilmember Misiura

Planning Board met last week. They are working with the Construction office on an ordinance for gazeboes and tree houses.

Councilmember Musing

The last HPC meeting was cancelled.

Council President Stults

The last business meeting group was cancelled. The Housing Authority will meet next Wednesday. Off the Leash, a dog grooming service, has opened in town. Himself and Chief Gendron recently went to Robbinsville to tour their current Police building.

Peggy Riggio, Deputy Clerk

Dr. Caruso will once again be having a free dental day for residents on April 14, 2018. Anyone interested can call Dr. Caruso's office for an appointment.

ADJOURNMENT

Councilmember Montferrat moved to adjourn to executive session at 10:10 p.m.; Councilmember Bluth seconded. All ayes.

Councilmember Montferrat moved to adjourn at 10:26 p.m.; Councilmember Hansen seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
March 27, 2018
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:36 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 Carmela Roberts, Borough Engineer

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Stults moved the agenda for approval; Councilmember Hansen seconded.

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

Agenda approved 5-0.

George Lang, CFO and Monika Patel arrived at 6:46 p.m. and are now present.

PUBLIC COMMENT I

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

Scott Caster, 12 Clover Lane – Any unsafe conditions on sidewalks and roads should be reported to DPW. We should all look out for public safety.

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

ENGINEERING ITEMS

Rocky Brook Sanitary Sewer Pipes

Carmela Roberts, Borough Engineer, reviewed her letter to Council of March 23, 2018. Recently the AWWTP had the sanitary sewer, which will serve The Lofts Project at Hightstown Mill, televised to determine its condition. The 12 inch clay pipe runs from Bank Street along Rocky Brook down to Glenbrook Drive. Ms. Roberts advised Council that there is evidence that this pipe is in danger of collapse. This is an extremely dangerous condition that must be addressed immediately. Ms. Roberts requested that this be addressed immediately and authorize her office to proceed with all steps necessary to make repairs immediately. After discussion, Council agreed to authorize emergency repairs to the sewer line in question.

Resolution 2018-80 Authorizing an Emergency Repair to Sewer Lines

Council President Stults moved Resolution 2018-80; Councilmember Hansen seconded.

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

Resolution adopted 5-0

Resolution 2018-80

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

AUTHORIZING AN EMERGENCY REPAIR TO SEWER LINES

WHEREAS, The AWWTP Superintendent had the sanitary sewer which runs from Bank Street along the Rocky Brook down to Glenbrook Drive televised to determine its condition; and

WHEREAS, the televising has provided evidence of pipe being in danger of collapse, misaligned and open joints, low spots, and locations where the top of the pipe is completely missing and only dirt is visible; and

WHEREAS, the Borough Engineer has reviewed the films and pictures taken during the televising procedure and finds that this is an extremely dangerous condition that must be addressed immediately; and

WHEREAS, the Borough Administrator/Purchasing Agent concurs that the dangerous condition of this pipe affects the health, safety and welfare of the community and qualifies as an emergency; and

WHEREAS, N.J.S.A. 40A:11-6 authorizes that any contract may be negotiated or awarded for a contracting unit without public advertising for bids and bidding therefor, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; and

WHEREAS, the Hightstown Borough Mayor and Council wish to have immediate repairs made to the pipe to protect the health, safety and welfare of the public.

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

hereby concur with the Borough Engineer and Administrator/Purchasing Agent that the repairs noted above are dangerous in nature and require immediate “emergency” repair.

DISCUSSION

Budget 2018

Members of Hightstown Fire Company No. 1 were present to request an increase to their 2018 Budget. Scott Krakowski, presented a proposal packet to Council. The proposal was requesting a budget of \$75,530. The budget the fire company received for 2017 was \$36,000. Chief Scott Jenkins stated that the department needs additional funds from the Borough to keep the fire department running. It was also stated that some fire fighters personally paid for additional training. Discussion ensued. It was noted that Hightstown’s Fire Department is 100% volunteer. The Fire Department receives additional funds through fund raising. After discussion, Council informed the Fire Department that they need their operating budget to see what it costs to run the department. This is needed before a decision can be made. Mr. Krakowski will get the requested information to Borough Administrator/Clerk, Debra Sopronyi, before the next budget meeting.

There was discussion regarding dates for the next budget workshops. It was decided that Ms. Sopronyi would secure the Firehouse Hall for April 9, 2018 at 6:30 p.m. and April 17, 2018 at 6:30 p.m.

ADJOURNMENT

Councilmember Montferrat moved to adjourn at 8:22 p.m.; Councilmember Musing seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
April 9, 2018
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:36 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; Monika Patel, Deputy CFO and George Lang, CFO.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Stults moved the agenda for approval; Councilmember Bluth seconded.

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

Agenda approved 5-0.

PUBLIC COMMENT I

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

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

DISCUSSION

Budget 2018

George Lang, CFO, Reviewed the 2018 Budget. Mr. Lang explained that \$150,000 settlement was from a 2017 settlement that was paid in this year's budget. He also pointed out that part of the Police salaries included an additional salary, also in relation to the 2017 litigation. He explained that we are using \$750,000 in surplus and are looking at a .07 increase which translates to \$150 increase per house per year. He also stated to Council that when looking at the budget, a \$40,000 cut in the budget would decrease the tax rate by .01.

Debra Sopronyi, Borough Administrator/Clerk, explained that we are still waiting for the requested information from the Fire Department. Council decided that they will wait until the next budget meeting to discuss the Fire Department request. Regarding First Aid, Mr. Lang stated that he appropriated what was spent in 2017. Ms. Sopronyi is to reach out to the First Aid to inquire about their needs for 2018.

Mr. Lang stated that per Council's decision in previous years, he did not appropriate anything for RISE or Better Beginnings. Discussion ensued regarding Better Beginnings. There was a question regarding the history of how we began donating to Better Beginnings. Mayor Quattrone thought that many years ago, the Borough started the donation to help with matching Federal Aid money. There were also questions regarding how many students at Better Beginnings Hightstown residents. Ms. Sopronyi will look to see if a history of the donation can be found.

Regarding the Water/Sewer budget, Mr. Lang explained the decrease in revenue is do to the cutback in graywater acceptance at the Waste Water Treatment Plant.

After discussion, it was agreed that there will be another Budget Workshop scheduled for April 17, 2018 at 6:30 p.m. Mr. Lang will take a closer look at the budget to see where cuts can be made.

ADJOURNMENT

Council President Stults moved to adjourn at 9:11 p.m.; Councilmember Musing seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
April 17, 2018
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:38 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; Monika Patel, Deputy CFO and George Lang, CFO.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Bluth moved the agenda for approval; Councilmember Hansen seconded.

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

Agenda approved 6-0.

PUBLIC COMMENT I

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

Scott Caster, 12 Clover Lane – Stated that Council needs to go to the State for State Aid to reduce taxes. Do not cut the budget, bring in revenue through State Aid. We are justified in asking for more money.

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

DISCUSSION

Budget 2018

George Lang, CFO, stated that we will not qualify for State programs; these programs are for town in dire straights and we are in good shape and able to control our budget.

Debra Sopronyi, Borough Administrator/Clerk, stated that 32 out of 98 Better Beginnings students are Hightstown residents. Ms. Sopronyi was unable to find additional history regarding the donation.

Ms. Sopronyi stated that no additional information had been received from the Fire Department and no information had been received from First Aid.

Mr. Lang reviewed the estimated Planner Costs. Mr. Lange stated that there are no funds in the Affordable Housing Trust. Some of the estimated costs would qualify under this trust. Councilmember Misiura suggested that the Re-zoning of the gateways (\$7,500) and the Westerlea Overlay Zone (\$7,500) should be appropriated this year. The Route 33 Corridor re-zoning (\$7,500) and the Affordable Housing Plan preparation (\$25,000) could be kept out of this year's budget. After discussion, Council agreed with this recommendation.

Mayor Quattrone stated that the Fire Department is looking for Council to increase their budget to \$74,500 from \$36,000 in 2017. He also stated that it has been several years since the Fire Department had an increase to their budget. The Mayor proposed increasing the Fire Department appropriation to \$50,000 for 2018. Discussion ensued. Council stated that they need to see an operating budget to determine what it costs to run the department. It was suggested that a committee be formed to work with the Fire Department for future budgets. After discussion, it was decided that \$50,000 will be appropriated for 2018.

Mr. Lang once again talked about how the Borough's surplus keeps things stable for the future. The bottom line is we are still looking at a tax increase of .06 - .07.

It was decided that Council would like to schedule another Budget Workshop. The days discussed were April 24 at 6:30 p.m. or April 26 at 6:30 p.m. Ms. Sopronyi will secure a location for one of these days.

ADJOURNMENT

Council President Stults moved to adjourn at 9:53 p.m.; Councilmember Hansen seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
April 24, 2018
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:38 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>	ARRIVED 6:45	
<i>Councilmember Montferrat</i>	ARRIVED 7:00	
<i>Councilmember Musing</i>		✓
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

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

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Bluth moved the agenda for approval; Councilmember Bluth seconded.

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

Agenda approved 3-0.

PUBLIC COMMENT I

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

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

DISCUSSION

Budget 2018

George Lang, CFO, stated that per Council's direction, he appropriated \$50,000 for the Fire Department. First Aid requested \$18,500 for 2018, which is included in the budget now. Mr. Lang stated that he believes this is a good budget and puts the Borough in a good position going forward.

Discussion ensued regarding the First Aid budget. Council stated that they would like to see an increase in membership and the amount of calls answered. They will move forward with \$18,500 appropriated for 2018.

Mr. Lang stated that there is no money appropriated for Better Beginnings in this budget. He explained that debt service is down for 2018 but will be back up in 2019.

Councilmember Misiura stated he would like to use more surplus in 2018 to cut the increase by .02. Councilmember Montferrat stated he would like to see the Police Departments budget numbers cut to reduce the tax increase. Mr. Lang explained that he does not recommend using more surplus for 2018. Mr. Lang recommends that Council introduce the budget as presented with at .066 increase. Discussion ensued.

Budget will be introduced at the May 7, 2018 meeting.

ADJOURNMENT

Councilmember Bluth moved to adjourn at 7:47 p.m.; Council President Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Earle Asphalt Company
P. O. Drawer 556
FARMINGDALE, NJ 07727
Phone (732) 308-1113

4/11/2018

ACCEPTANCE OF WORK TO BE PERFORMED

Work To Be Performed For: **Borough of Hightstown**

Project: Rocky Brook Sewer Repair - Bank Street

Attention: Ms. Carmela Roberts

DESCRIPTION OF WORK:

Installation of 8" DIP Sewer	130.00	LF @	\$238.00	=	\$30,940.00
Installation of 12" PVC Sewer	65.00	LF @	\$159.00	=	\$10,335.00
Installation of Sanitary Manhole	2.00	U @	\$11,960.00	=	\$23,920.00
Removal of Existing Manhole	1.00	U @	\$3,500.00	=	\$3,500.00
2" Mill/Pave (12.5M64)	800.00	SY @	\$30.53	=	\$24,424.00
Pipe Abandonment w/ Flowable Fill	1.00	LS @	\$13,020.00	=	\$13,020.00
New Sanitary Service @ 158 N Academy Street	1.00	LS @	\$13,442.00	=	\$13,442.00
Cap Exist & Install New Lateral Stub @ Warehouse	1.00	LS @	\$2,920.00	=	\$2,920.00
Bypass Pumping	1.00	LS @	\$6,945.00	=	\$6,945.00
Total =					\$ 129,446.00

Notes:

- Bank Street shall be closed to traffic for duration of work. Any required police officers shall be paid by Hightstown.
- This proposal assumes that there are no utility conflicts, as per the provided plan. Any additional work due to utility conflicts will be billed at T&M rates.
- Handling/disposal of contaminated soil or groundwater is excluded from this proposal.
- Excavated soil shall be re-used as backfill. Any excess soil shall become the property of Hightstown, with Earle trucking the material to a local dump spot as per Hightstown.
- Abandoned pipe shall be filled with flowable fill from removed manhole invert. Should pipe be collapsed, Earle will pump grout up to the collapsed section, or as far as the grout will flow.
- Sanitary service at 158 N Academy assumes clear and unobstructed access to the property. Restoration shall be topsoil and seed, any additional restoration (fence, landscaping, concrete sidewalk/curb) shall be by others.
- Service stub for abandoned warehouse shall be capped prior to the curb in the street for future tie-in. Existing shall be cut/capped at street, concrete restoration shall not be required
- Bypass Pumping includes rental of equipment for up to 2 weeks. Any additional time shall be billed as per rental agreement.
- Bonds/Permits/Sales Tax are excluded from this proposal.
- It is assumed that groundwater shall not be an issue. Should significant dewatering be required, additional costs may apply.

Please acknowledge acceptance of the above by signing below and returning to EAC.

Accepted By: DEBRA L. SOPRONYI
Print Name

Debra L. Sopronyi
Signature

M. Corsi

Earle Asphalt Company

HIGHTSTOWN BOROUGH
Company Name

4/18/18
Date

4/11/2018
Date



COUNTY OF MERCER
DEPARTMENT OF TRANSPORTATION & INFRASTRUCTURE
 McDADE ADMINISTRATION BUILDING
 640 SOUTH BROAD STREET
 P.O. BOX 8068
 TRENTON, NEW JERSEY 08650-0068
 TELEPHONE (609) 989-6600
 Fax: (609) 989-8295

RECEIVED

APR 27 2018

MUNICIPAL CLERK'S OFFICE

BRIAN M. HUGHES

County Executive

KELVIN S. GANGES

Chief of Staff

AARON T. WATSON

Deputy Administrator

ANDREW MAIR

County Administrator

GREGORY SANDUSKY, P.E., P.L.S.

Director D.O.T. & I. / County Engineer

April 24, 2018

Roberts Engineering Group, LLC
 1670 Whitehorse Hamilton Square Rd,
 Hamilton Township, NJ 08690
 Attention: Carmela Roberts, PE

Re: Replacement of Sanitary Sewer line on Bank Street, MC#863.2

Dear Ms. Roberts:

This correspondence follows up our phone conversation on Thursday, April 19, 2018 regarding the design of a proposed sanitary sewer over Mercer County Structure Number #863.2, which carries Bank Street over Rock Brook.

As I understand, your office designed a new sanitary sewer line which consisted of an 8" diameter ductile iron pipe (DIP) for the Borough of Hightstown. The proposed line would run over a county maintained culvert structure, Mercer County Structure #863.2. The County was contacted on April 4, 2018 by Ted Pivronneck of your office to review the proposed design. It was agreed by Roberts Engineering Group, LLC and Mercer County on April 19, 2018 that supports for the proposed sanitary sewer line would be constructed on both sides of the culvert to alleviate bypass pumping and replacement of the sanitary sewer line when the culvert is replaced in the future. However, on April 19, 2018 Basit Muzaffar of my staff was informed that you decided to eliminate the supports.

It is not known at this time when the structure will be replaced. However, please be advised that when the culvert is replaced, it shall be the Borough's responsibility to bear all design and construction costs associated with bypass pumping, and providing temporary supports for the sanitary line during construction. The Borough also has the option of relocating the sanitary sewer line so it is not affected as a result of replacing the structure. In any case, Mercer County shall not be responsible for any such costs when the culvert is replaced in the future.

Should you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,



Gregory Sandusky, PE, PLS
Director DOT/Mercer County Engineer

C: Aaron T. Watson, Deputy Administrator
✓ Debra L. Sopronyi, Hightstown Borough Administrator/Clerk
George Fallat, P.E., Traffic Engineer
Basit A. Muzaffar, P.E., Bridge Engineer
File (Bridge #863.2)

Resolution 2018-96

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

AWARDING A CONTRACT FOR AN EMERGENCY REPAIR TO SEWER LINES – EARLE ASPHALT COMPANY

WHEREAS, Pursuant to resolution 2018-80 the sanitary sewer line which ran from Bank Street along the Rocky Brook down to Glenbrook Drive was in dangerous condition and required emergency repair; and

WHEREAS, the Borough Administrator/Purchasing Agent concurred that the dangerous condition of this pipe affected the health, safety and welfare of the community and qualified as an emergency; and

WHEREAS, the Borough Engineer secured the services of Earle Asphalt Company of Farmingdale, New Jersey to perform the necessary emergency repairs at a cost of \$129,446.00; and

WHEREAS, the Borough Council must award the contract for said emergency services; and

WHEREAS, N.J.S.A. 40A:11-6 authorizes that any contract may be negotiated or awarded for a contracting unit without public advertising for bids and bidding therefor, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that an emergency contract is hereby awarded to Earle Asphalt Company of Farmingdale, New Jersey in the amount of \$129,446.00 for the emergency repairs noted above and in resolution 2018-80.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

May 1, 2018

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

Re: Three Way Stop Intersection at Wyckoffs Mill Road and Hights Boulevard
Four Way Stop Intersection at Wyckoffs Mill Road and Cranbury Station Road
Borough of Hightstown, Mercer County
Our File No.: H1606

Dear Debra:

I have researched the Manual on Uniform Traffic Control Devices (MUTCD) and the NJDOT Regulations for recommendations and requirements for when a three and four-way stop may be installed. The NJDOT regulations do not address this specifically except where a school or playground is adjacent to the intersection.

The MUTCD, however, has several sections of guidance for when a three and four-way stop intersection may be considered.

The MUTCD Section 2B.07, Multi-Way Stop Applications; provides the following in support for the installation:

Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

The MUTCD recommends the following guidance related to determining whether to install a multi-way stop intersection:

1. The decision to install multi-way stop control should be based on an engineering study.
2. The following criteria should be considered in the engineering study:
 - a. Crash data
 - b. Volumes of vehicles entering the intersection from the major and minor streets and an average of 300 vehicles per hour over the course of 8 hours should be determined and evaluated and the vehicular, pedestrian and bicycle volume entering the minor street should be determined and averaged over the same 8 hours.

Additionally, other criteria may be considered in an engineering study. These are:

1. The need to control left turn conflicts.
2. The need to control vehicle/pedestrian conflicts near locations with high pedestrian volumes.
3. Locations where a road user, after stopping cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting traffic is also required to stop.
4. In an intersection of two through streets of similar design and operating characteristics where multiple stop control would improve the traffic operation characteristics of the intersection.

Three Way Stop Intersection at Wyckoffs Mill Road and Heights Boulevard
Four Way Stop Intersection at Wyckoffs Mill Road and Cranbury Station Road
Borough of Hightstown, Mercer County
Our File No.: H1606
Page 2 of 2

The MUTCD additionally says the following factors should be considered and engineering judgement should be used to establish intersection control. These factors are as follows:

1. Vehicular, bicycle and pedestrian traffic volumes on all the approaches.
2. The number and angle of approaches.
3. The approach speeds.
4. Site distance available on each approach.
5. Reported crash experience.

Based upon on the MUTCD and based upon the information received from the Chief of Police in regard to a sizable increase over the last few years in vehicular, bicycle, and pedestrian traffic, it is my recommendation that the Borough move forward to have an engineering study performed. This study would include observation of the area during a typical day, determination of the volume of vehicular traffic, as well as bicycles and pedestrians, and evaluation of all the above factors to make determination of the need for a multi-way stop or intersection.

Very truly yours,



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

cc: Mayor and Council
Ken Lewis, Superintendent of Public Works
Chief Frank Gendron, Chief of Police
Cameron Corini, P.E., Roberts Engineering Group, LLC



Hightstown Police Department

415A Mercer Street
Hightstown, New Jersey 08520
609-448-1234 / Fax: 609-490-0310

To: Debra L. Sopronyi, RMC/QPA/CMR
Administrator/Borough Clerk

From: Chief Frank Gendron

Date: April 24, 2018

Reference: Request for the creation of a Three-Way Stop and a Four-Way stop at the following intersections:

- 1) Wyckoff Mills and Hights Boulevard (Three-Way Stop);
- 2) Wyckoff Mills Road and Cranbury Station Road (Four-Way Stop).

Mrs. Sopronyi,

I am forwarding you this letter so that the Hightstown Borough Council may consider the creation of a Three-Way stop at the intersection of Wyckoff Mills Road and Hights Boulevard and a Four-Way stop at the intersection of Wyckoff Mills Road and Cranbury Station Road as a means to improve pedestrian, bicyclist and vehicular safety.

Over the last few years we have seen a sizeable increase in the amount of vehicular traffic, that travels daily, on Wyckoff Mills Road, in part due to construction (residential and commercial) in the area, and also from drivers who are using Wyckoff Mills Road as a cut through to avoid the heavy traffic congestion in Hightstown and on Route 33. There has also been a significant increase in the amount of pedestrian and bicyclist traffic using Wyckoff Mills Road, and crossing at these intersections, from residents of the Enchantment and Wyckoff Mills developments, and surrounding neighborhoods.

With the increase activity on this roadway, and at these intersections, the creation of Multi-Way stops would be a good step towards increased pedestrian, bicyclist and vehicular traffic safety.



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08620
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

May 1, 2018

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

Re: Improvements to Sunset Avenue and Maple Avenue
Hightstown Borough, Mercer County, New Jersey
File No.: H1748

Dear Debra:

I received the attached from the Environmental Commission after their review of our design plans for Improvements to Sunset and Maple Avenues. The Environmental Commission is requesting the installation of an island within the cul-de-sac of Maple Avenue and the addition of 13 street trees. This letter is to provide you with comment about these requests for Council's decision about the best way to move forward.

In my discussions with the Superintendent of Public Works, he is not in favor of a cul-de-sac with an island in the middle. His reasons are that he will have nowhere to pile snow during snowstorms and he has insufficient staff to maintain the island.

We prepared a simple evaluation of an island and it will require a driving lane of at least 22 feet wide to allow fire trucks, garbage trucks and snow plows to drive the perimeter of the cul-de-sac. If parking is still to be allowed on the street, then the drive area must be closer to 30 feet wide to accommodate parallel parking plus the larger vehicles. This will leave an island size of 36-foot diameter.

Based on our review of existing conditions, an island in the cul-de-sac will have an impact on the existing sewer main and laterals, gas main and services, and water main and services. The existing sewer main is under the island, as well as the water main. The sewer main is 6 feet deep and the water main is 4 feet deep. We are concerned about any large trees being planted over the water, sewer or gas mains and we do not know depth of the existing services, so it is possible there may be some relocation. In addition to these items, we have estimated the cost of pavement removal, new curb, new storm sewer, landscaping, etc. at \$19,000.00.

The Environmental Commission has also requested 13 street trees and are recommending a variety of flowering cherries. Depending on the variety of tree, we have seen pricing of \$750.00 to \$1,000.00 per tree, so we estimate the additional cost of this to be \$13,000.00.

The combination of additional costs for these requests from the Environmental Commission is \$32,000.00.

When we began design, Council asked us to include alternates because of the anticipated cost of construction. As we have now completed the design, the total cost without including the items requested by the Environmental Commission is \$457,000.00. The grant received from the NJDOT is \$225,000.00. We have incorporated two (2) deduct Alternates into the project for curb and sidewalk; one to remove the proposed sidewalk at Sunset and Maple Avenue to North Main Street at \$33,000.00 and an additional deduct of proposed curb and concrete driveway repairs throughout the project area of \$80,000.00. At this point we are projecting total potential deductions at \$113,000.00. This reduces the overall price to \$344,000.00.

During design we were asked to make some modifications to the drainage system on the corner of Maple Avenue and the condition of the storm system was in worse condition than anticipated. The condition of the concrete curb has worsened over the winter and there is more concrete curb replacement than was expected in the original planning for the project. For these reasons, the projected cost is \$457,000.00.

Improvements to Sunset Avenue and Maple Avenue
Hightstown Borough, Mercer County, New Jersey
Our File No.: H1748
Page 2 of 2

I will be available to review this with Council at the meeting of May 7th, 2018 to discuss how to proceed. We have previously notified the NJDOT that we are in position to advertise this project and we have a tentative advertisement date of May 14th, 2018. Depending upon your direction, this advertisement date may change.

Should you have questions before the Council Meeting, please feel free to contact me.

Very truly yours,



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

cc: Mayor and Council
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
George Lang, Borough CFO
Cameron Corini, P.E., Roberts Engineering Group, LLC

The Borough of Hightstown Environmental Commission has reviewed the plans for the reconstruction of Sunset and Maple Avenues and offer the following comments:

1. Reduce the vast island of pavement on Maple Avenue by installing a rain garden/cul de sac island. There is more than adequate room in the cul de sac for the island with a substantial tree located in the center. We would recommend the island be designed with discontinuous curbing to allow the stormwater to naturally flow into the depressed planting area. The existing storm drain will handle any overflow from the island. We recommend leaving a travel lane of 15-18 feet around the island for emergency vehicles.
 - a. This will reduce the impervious surface and storm water runoff
 - b. Naturally cool the area by reducing the pavement area and provide visual interest and beauty on that street.
 - c. WE would recommend one substantial tree and several woody shrubs and ornamental grasses.



2. Infill areas where we do not have sufficient street trees, recommend one per residential lot. We have identified 13 locations where street trees can be planted. Recommending a variety of flowering cherries to compliment mature oaks and maples that currently exist.

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:

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 \$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: April 16, 2018

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Ordinance 2018-10

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

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

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

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

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 1.0% increase in the budget for said year, amounting to \$56,818.56 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

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

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and *N.J.S.A. 40A: 4-45.14*, be increased by 3.5%, amounting to \$198,864.96, and that the CY 2018 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

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

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

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

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

BOROUGH OF HIGHTSTOWN					
2018 BUDGET					
BUDGET AT A GLANCE					
		2017	2018	Inc / Dec	Inc / Dec
		ADOPTED	AMENDED	Amount	Percent
	APPROPRIATIONS				
20	General Government	\$ 1,146,287.00	\$ 1,015,664.00	(130,623.00)	-11.40%
21	Land Use Administration	54,215.00	60,435.00	6,220.00	11.47%
23	Insurance	691,000.00	701,000.00	10,000.00	1.45%
25	Public Safety	1,729,912.00	1,756,707.76	26,795.76	1.55%
26	Public Works	794,223.00	833,736.00	39,513.00	4.98%
27	Health & Human Services	64,317.00	73,621.00	9,304.00	14.47%
28	Park & Recreation	57,550.00	62,100.00	4,550.00	7.91%
30	Unclassified	69,100.00	111,700.00	42,600.00	61.65%
31	Utilities	201,000.00	194,000.00	(7,000.00)	-3.48%
32	Landfill/Solid Waste	206,000.00	201,000.00	(5,000.00)	-2.43%
33	Construction Code	175,134.00	183,318.00	8,184.00	4.67%
36	Statutory Expenditures	535,118.00	571,131.00	36,013.00	6.73%
41	Grants	29,546.23	17,801.79	(11,744.44)	-39.75%
43	Shared Services	333,648.00	376,751.00	43,103.00	12.92%
44	Capital Improvements	80,000.00	70,000.00	(10,000.00)	-12.50%
45	Debt Service	771,582.00	733,096.00	(38,486.00)	-4.99%
46	Deferred Charges	-	-	-	0.00%
47	Transfer to Board of Education	41,637.00	41,148.00	(489.00)	-1.17%
50	Reserve for Uncollected Taxes	485,000.00	490,000.00	5,000.00	1.03%
	TOTAL APPROPRIATIONS	\$ 7,465,269.23	\$ 7,493,209.55	\$ 27,940.32	0.37%
	REVENUES				
1	Surplus Anticipated	\$ 1,028,000.00	\$ 765,000.00	(263,000.00)	-25.58%
3A	Local Revenues	482,500.00	506,500.00	24,000.00	4.97%
3B	State Aid Without Offset Approp.	503,550.00	503,550.00	-	0.00%
3C	Uniform Construction Code	60,000.00	70,000.00	10,000.00	16.67%
3D	Shared Service Agreements	99,260.00	100,545.00	1,285.00	1.29%
3F	Public and Private - Grants	29,546.23	17,801.79	(11,744.44)	-39.75%
3G	Special Items of Revenue	196,863.00	208,825.90	11,962.90	6.08%
4	Receipts from Delinquent Taxes	265,000.00	250,000.00	(15,000.00)	-5.66%
	Subtotal General Revenues	\$ 2,664,719.23	\$ 2,422,222.69	\$ (242,496.54)	-9.10%
6A	Amount Raised by Taxation	4,800,550.00	5,070,986.86	270,436.86	5.63%
	TOTAL REVENUES	\$ 7,465,269.23	\$ 7,493,209.55	\$ 27,940.32	0.37%
	Total Net Assessed Valuation	392,180,396.00	393,095,356.00	914,960.00	
	Tax Rate per \$100 of Assessed	\$ 1.225	\$ 1.291	\$ 0.066	
	Average Residential Assessment	212,645.00	212,622.00		
	Taxes on Average Home	\$ 2,604.90	\$ 2,744.95	\$ 140.05	

**HIGHTSTOWN BOROUGH
2018 BUDGET WORKSHEET
ANTICIPATED REVENUES**

054

	<u>2017</u>	<u>2018</u>	<u>Increase (Decrease)</u>
1 Surplus Anticipated	<u>1,028,000.00</u>	<u>765,000.00</u>	<u>(263,000.00)</u>
Miscellaneous Revenues			
3A Alcoholic Beverages	7,500.00	7,500.00	-
3A Other Licenses	22,000.00	22,000.00	-
3A Fees and Permits	27,000.00	40,000.00	13,000.00
3A Municipal Court	280,000.00	295,000.00	15,000.00
3A Interest on Taxes	68,000.00	64,000.00	(4,000.00)
3A Interest on Investments	20,000.00	20,000.00	-
3A Lease of Borough Owned Property - Cell Tower	58,000.00	58,000.00	-
3B NET CMPTRA	59,130.00	45,924.00	(13,206.00)
3B Energy Tax Receipts	444,420.00	457,626.00	13,206.00
3B Extraordinary Aid			-
3C Uniform Construction Code	60,000.00	70,000.00	10,000.00
3D Shared Services - Roosevelt Trash Collection	64,260.00	65,545.00	1,285.00
3D Shared Services - Roosevelt Landfill Cost	35,000.00	35,000.00	-
3F Clean Communities Programs	9,625.29		(9,625.29)
3F Alcohol Education and Rehabilitation Fund	3,538.69		(3,538.69)
3F JIF Safety Grant	1,174.00	1,126.35	(47.65)
3F Recycling Tonnage Grant	8,208.25	4,897.95	(3,310.30)
3F Drunk Driving Enforcement Fund		3,677.49	3,677.49
3F Cultural Arts Grant	1,000.00	1,500.00	500.00
3F Distracted Driving Grant	5,500.00	6,600.00	1,100.00
3F Occupant Protection Prog.- Click It or Ticket	-	-	-
3F Sustainable NJ Green Team	500.00		(500.00)
3G Uniform Fire Safety Act	8,000.00	8,000.00	-
3G Reserve for Debt Service			-
3G CATV Franchise Fee	31,607.00	32,715.00	1,108.00
3G Peddie School Gift	23,000.00	23,000.00	-
3G Capital Fund Balance	30,000.00	-	(30,000.00)
3G FEMA/Insurance - Hurricane Irene	39,400.00	39,400.00	-
3G Sale of Municipal Assets		42,174.90	42,174.90
3G Hightstown Housing Authority In Lieu	27,000.00	27,000.00	-
3G Verizon Franchise Fee	37,856.00	36,536.00	(1,320.00)
	-	-	-
Total Miscellaneous Revenues	1,371,719.23	1,407,222.69	35,503.46
4 Delinquent Taxes	265,000.00	250,000.00	(15,000.00)
			-
6A Taxes	<u>4,800,550.00</u>	<u>5,070,986.86</u>	<u>270,436.86</u>
Total General Revenues	<u>7,465,269.23</u>	<u>7,493,209.55</u>	<u>27,940.32</u>

**HIGHTSTOWN BOROUGH
2018 BUDGET WORKSHEET**

		<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>	<u>Variance</u>
	GENERAL GOVERNMENT:			
	Administrative and Executive			
20-100	Salaries and Wages	44,200.00	27,200.00	(17,000.00)
20-100	Other Expenses	5,600.00	2,000.00	(3,600.00)
	Mayor and Council			
20-110	Salaries and Wages	26,400.00	26,400.00	-
20-110	Other Expenses	2,350.00	2,750.00	400.00
	Municipal Clerk			
20-120	Salaries and Wages	114,463.00	137,221.00	22,758.00
20-120	Other Expenses	18,050.00	12,800.00	(5,250.00)
	Elections			
20-122	Other Expenses	5,500.00	5,500.00	-
	Office Supplies/Paper Products			
20-125	Other Expenses	9,500.00	12,000.00	2,500.00
	Financial Administration			
20-130	Salaries and Wages	104,022.00	167,370.00	63,348.00
20-130	Other Expenses	11,750.00	10,650.00	(1,100.00)
	Audit Services			
20-135	Other Expenses	14,000.00	14,000.00	-
	Grant Writing			
20-136	Other Expenses	10,000.00	10,000.00	-
	Data Processing			
20-140	Salaries and Wages	5,200.00	5,304.00	104.00
20-140	Other Expenses	37,000.00	41,600.00	4,600.00
	Collection of Taxes			
20-145	Salaries and Wages	64,140.00	20,140.00	(44,000.00)
20-145	Other Expenses	7,900.00	7,900.00	-
	Assessment of Taxes			
20-150	Salaries and Wages	17,850.00	18,207.00	357.00
20-150	Other Expenses	11,500.00	11,500.00	-
	Interest on Tax Appeals			
20-152	Other Expenses	100.00	100.00	-
	Legal Services			
20-155	Other Expenses	150,000.00	135,000.00	(15,000.00)
	Legal Settlement			
20-156	Other Expenses	292,000.00	150,000.00	(142,000.00)
	Engineering			
20-165	Other Expenses	33,000.00	40,000.00	7,000.00
	Historical Sites Commission			
20-175	Other Expenses	4,000.00	4,000.00	-

**HIGHTSTOWN BOROUGH
2018 BUDGET WORKSHEET**

		<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>	<u>Variance</u>
	Municipal Court			
20-176	Salaries and Wages	143,537.00	136,857.00	(6,680.00)
20-176	Other Expenses	14,225.00	17,165.00	2,940.00
	Planning /Zoning Board			
21-180	Salaries and Wages	22,965.00	25,185.00	2,220.00
21-180	Other Expenses	31,250.00	35,250.00	4,000.00
	Insurance deductibles			
23-210	Other Expenses	3,000.00	3,000.00	-
	General Liability			
23-212	Other Expenses	51,000.00	51,000.00	-
	Workers Compensation			
23-213	Other Expenses	82,000.00	82,000.00	-
	Group Insurance			
23-215	Other Expenses	540,000.00	540,000.00	-
	Health Benefit Waiver			
23-221	Other Expenses	10,000.00	20,000.00	10,000.00
	Unemployment Comp. Insur.			
23-225	Other Expenses	5,000.00	5,000.00	-
	PUBLIC SAFETY FUNCTIONS			
	Police Department			
25-240	Salaries and Wages	1,402,760.00	1,438,858.40	36,098.40
25-240	Other Expenses	173,252.00	161,349.36	(11,902.64)
	Emergency Management			
25-252	Salaries and Wages	2,000.00	2,000.00	-
25-252	Other Expenses	4,000.00	4,000.00	-
	Fire Department			
25-253	Other Expenses	36,000.00	50,000.00	14,000.00
	Aid to Fire Department			
25-255	Other Expenses	5,000.00	5,000.00	-
	Uniform Fire Safety Act			
25-256	Salaries and Wages	14,000.00	14,000.00	-
25-256	Other Expenses	10,800.00	10,800.00	-
	First Aid Organization			
25-260	Other Expenses	30,000.00	18,500.00	(11,500.00)
	First Aid Contribution			
25-261	Other Expenses	1,500.00	1,500.00	-

**HIGHTSTOWN BOROUGH
2018 BUDGET WORKSHEET**

		<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>	<u>Variance</u>
	Municipal Prosecutor			
25-275	Other Expenses	14,600.00	14,700.00	100.00
	PUBLIC WORKS FUNCTIONS			
	Streets and Roads			
26-290	Salaries and Wages	205,000.00	230,000.00	25,000.00
26-290	Other Expenses	48,100.00	44,800.00	(3,300.00)
	Snow Removal			
26-291	Salaries and Wages	4,000.00	4,000.00	-
26-291	Other Expenses	5,000.00	5,000.00	-
	Sanitation/Solid Waste Coll.			
26-305	Salaries and Wages	51,700.00	54,400.00	2,700.00
26-305	Other Expenses	54,600.00	54,100.00	(500.00)
	Buildings and Grounds			
26-310	Salaries and Wages	50,500.00	44,300.00	(6,200.00)
26-310	Other Expenses	122,323.00	137,536.00	15,213.00
	Recycling			
26-311	Salaries and Wages	98,000.00	102,500.00	4,500.00
26-311	Other Expenses	74,900.00	76,100.00	1,200.00
	Vehicle Maintenance			
26-315	Other Expenses	40,100.00	41,000.00	900.00
	Community Services Act			
26-325	Other Expenses	40,000.00	40,000.00	-
	HEALTH AND HUMAN SERVICES			
	Board of Health			
27-330	Salaries and Wages	41,457.00	56,261.00	14,804.00
27-330	Other Expenses	13,950.00	13,950.00	-
	Environmental Commission			
27-335	Other Expenses	3,410.00	3,410.00	-
27-345	Better Beginnings Contract	4,000.00	-	(4,000.00)
27-346	RISE	1,500.00	-	(1,500.00)
	PARKS AND RECREATION			
	Maintenance of Parks			
28-369	Salaries and Wages	31,400.00	35,500.00	4,100.00
28-369	Other Expenses	4,300.00	4,600.00	300.00
	Recreation & Open Sp(Park Commission)			
28-370	Salaries and Wages	10,000.00	10,000.00	-
28-370	Other Expenses	10,350.00	10,500.00	150.00
	Cultural Arts Commission			
28-373	Other Expenses	1,500.00	1,500.00	-

**HIGHTSTOWN BOROUGH
2018 BUDGET WORKSHEET**

		<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>	<u>Variance</u>
	UNCLASSIFIED			
	Accumulated Sick & Vacation			
30-416	Other Expenses	55,000.00	95,000.00	40,000.00
	Celebration Public Events			
30-420	Other Expenses	5,900.00	8,500.00	2,600.00
	#			
30-421	Postage	8,200.00	8,200.00	-
31-430	Electricity	50,000.00	50,000.00	-
31-435	Street Lighting	35,000.00	32,000.00	(3,000.00)
31-440	Telephone	29,000.00	32,000.00	3,000.00
31-446	Natural Gas	14,000.00	14,000.00	-
31-460	Gasoline & Diesel Fuel	73,000.00	66,000.00	(7,000.00)
32-465	Landfill Disposal Costs	200,000.00	195,000.00	(5,000.00)
	State Uniform Construction Code			
33-195	Salaries and Wages	126,819.00	130,768.00	3,949.00
33-195	Other Expenses	5,615.00	5,790.00	175.00
	Housing Code Enforcement			
33-196	Salaries and Wages	40,000.00	43,060.00	3,060.00
33-196	Other Expenses	2,700.00	3,700.00	1,000.00
36-471	Public Employ. Retire. Sy	150,000.00	160,000.00	10,000.00
36-472	Social Security System	133,300.00	130,000.00	(3,300.00)
36-475	Police & Fire Ret. Sys.	246,818.00	276,131.00	29,313.00
36-477	Defined Contribution Retirement Plan	5,000.00	5,000.00	-
	TOTAL IN CAP	<u>5,681,856.00</u>	<u>5,722,412.76</u>	<u>40,556.76</u>
	Recycling Tax			
43-496	Other Expenses	6,000.00	6,000.00	-
	Length of Service - LOSAP			
43-500	Other Expenses	36,000.00	36,000.00	-
	Shared Service-County EMS Dispatch			
43-508	Other Expenses	2,140.00	2,640.00	500.00
	Shared Service Senior Citizens			
43-509	Other Expenses	36,179.00	45,943.00	9,764.00
	Shared Services -Sr Citizens Transp			
43-510	Other Expenses	2,180.00	2,180.00	-
	Shared Services- Health			
43-511	Salaries and Wages	28,050.00	28,611.00	561.00
43-511	Other Expenses	29,364.00	29,947.00	583.00

**HIGHTSTOWN BOROUGH
2018 BUDGET WORKSHEET**

		<u>2017</u> <u>Budget</u>	<u>2018</u> <u>Budget</u>	<u>Variance</u>
	Shared Services-EMS -			
43-512	Other Expenses	10,500.00	40,000.00	29,500.00
	Shared Services Vehicle Maint			
43-515	Other Expenses	18,560.00	15,000.00	(3,560.00)
	Shared Services Roosevelt			
43-516	Other Expenses	35,000.00	35,000.00	-
	Shared Services EW Dispatch			
43-517	Other Expenses	171,675.00	177,430.00	5,755.00
	Clean Communities Grant			
44-702	Other Expenses	9,625.29	-	(9,625.29)
	Distracted Driving Grant			
44-705	Other Expenses	5,500.00	6,600.00	1,100.00
	Drunk Driving Enforcement Grant			
44-703	Other Expenses	-	3,677.49	3,677.49
	Municipal Court Alcohol Ed and Rehab Fund			
44-709	Other Expenses	3,538.69	-	(3,538.69)
	Recycling Tonnage Grant			
44-701	Other Expenses	8,208.25	4,897.95	(3,310.30)
	JIF Safety Program			
44-711	Other Expenses	1,174.00	1,126.35	(47.65)
	Cultural Arts Grant			
44-720	Other Expenses	1,000.00	1,500.00	500.00
	Sustainable NJ Green Team			
44-821	Other Expenses	500.00	-	(500.00)
44-901	Capital Improvement Fund	25,000.00	40,000.00	15,000.00
44-905	Municipal Facility Imp/Feasibility	55,000.00	30,000.00	(25,000.00)
45-920	Bond Principal	360,000.00	375,000.00	15,000.00
45-925	Note Principal	243,966.00	195,820.00	(48,146.00)
45-930	Interest on Bonds	70,950.00	59,250.00	(11,700.00)
45-935	Interest on Notes	86,740.00	93,100.00	6,360.00
45-945	Dam Restoration Loan	9,926.00	9,926.00	-
46-872	Transfer to Board of Education	41,637.00	41,148.00	(489.00)
	TOTAL OUT CAP	1,298,413.23	1,280,796.79	(17,616.44)
50-899	Reserve for Uncollected Taxes	485,000.00	490,000.00	5,000.00
		-	-	-
	TOTAL BUDGET	<u>7,465,269.23</u>	<u>7,493,209.55</u>	<u>27,940.32</u>

**HIGHTSTOWN BOROUGH
WATER - SEWER UTILITY
2018 BUDGET WORKSHEET
ANTICIPATED REVENUES**

	<u>2017</u>	<u>2018</u>	<u>INCREASE (DECREASE)</u>
Surplus Anticipated	<u>146,169.00</u>	<u>240,000.00</u>	<u>93,831.00</u>
Miscellaneous Revenues			
Water Sewer Rents	2,510,000.00	2,510,000.00	-
			-
Miscellaneous	540,000.00	275,283.00	(264,717.00)
			-
Total Water / Sewer Utility Revenues	<u>3,196,169.00</u>	<u>3,025,283.00</u>	<u>(170,886.00)</u>

**HIGHTSTOWN BOROUGH
2018 BUDGET WORKSHEET**

		<u>2017</u>	<u>2018</u>	<u>Variance</u>
		<u>Budget</u>	<u>Budget</u>	
	Operating			
	Water Sewer Salaries			
500-0	Salaries and Wages	819,118.00	852,121.00	33,003.00
	Water Other Expenses			
501-1	Other Expenses	311,781.00	300,800.00	(10,981.00)
	Sewer Other Expenses			
501-2	Other Expenses	993,116.00	1,042,012.00	48,896.00
	Debt Service			
522-1	Bond Principal	570,000.00	310,000.00	(260,000.00)
522-2	Bond Interest	71,580.00	53,660.00	(17,920.00)
522-9	Note Principal	20,900.00	25,900.00	5,000.00
522-3	Note Interest	25,978.00	12,000.00	(13,978.00)
522-4	NJEIT 2012 Principal	103,939.00	104,133.00	194.00
522-5	NJEIT 2012 Interest	9,136.00	8,920.00	(216.00)
522-7	Water Main Loan Principal	97,746.00	102,746.00	5,000.00
522-8	Water Main Loan -Interest	15,059.00	13,450.00	(1,609.00)
523-1	NJEIT 2017 Principal	8,500.00	10,193.00	1,693.00
523-2	NJEIT 2017 Interest	-	3,103.00	3,103.00
524-1	NJEIT 2018 Principal	-	22,000.00	22,000.00
524-2	NJEIT 2018 Interest	-	6,719.00	6,719.00
	Statutory			
540-1	PERS	79,316.00	80,526.00	1,210.00
541-1	Social Security System	68,000.00	75,000.00	7,000.00
542-0	Unemployment	2,000.00	2,000.00	-
		-	-	-
		<u>3,196,169.00</u>	<u>3,025,283.00</u>	<u>(170,886.00)</u>

Resolution 2018-97

*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 \$211,394.42 from the following accounts:

Current		\$112,058.67
W/S Operating		72,711.60
General Capital		3,782.22
Water/Sewer Capital		14,363.00
Grant		0.00
Trust		545.00
Housing Trust		0.00
Animal Control		44.40
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>7,889.53</u>
Total		<u><u>\$211,394.42</u></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 May 7, 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	Exc
AMERI015 AMERICAN LEAK DETECTION, INC.										
	18-00362 03/12/18 LEAK DETECTION - FRANKLIN ST.									
	1 INV. NJ-00444	1,300.00	8-09-55-501-001-535	B Hydrants and Line Repair	R	03/12/18	05/01/18		NJ-00444	N
	Vendor Total:	1,300.00								
A0027 ANJEC										
	18-00572 04/17/18 2018 MEMBERSHIP DUES									
	1 2018 MEMBERSHIP DUES	350.00	8-01-27-335-001-042	B Seminars/Workshops/Conventions	R	04/17/18	05/01/18		18 MEMBERSHIP	N
	Vendor Total:	350.00								
ANNMA005 ANN MARIE MILLER										
	18-00587 04/24/18 REFUND OF EXPENSES/EMPTY BOWLS									
	1 REFUND OF EXPENSES/EMPTY BOWLS	545.00	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/24/18	05/01/18		EMPTY BOWL REIM	N
	Vendor Total:	545.00								
A0107 ANSELL GRIMM & ARRON, PC										
	18-00605 04/26/18 FEBRUARY 2018 BILLING.									
	1 GENERAL FILE INV 411124	837.00	8-01-20-155-001-027	B General Matters	R	04/26/18	05/01/18		411124	N
	2 ENGINEERING MATTERS 411125	27.00	8-01-20-165-001-028	B General Engineering	R	04/26/18	05/01/18		411125	N
	3 MEETINGS 2018 411126	918.00	8-01-20-155-001-029	B Attendance at Council Meetings	R	04/26/18	05/01/18		411126	N
	4 LITIGATION 411127	202.50	8-01-20-155-001-033	B Litigation	R	04/26/18	05/01/18		411127	N
	5 HURRICANE IRENE RECOV ISSUES	148.50	8-01-20-155-001-030	B Property Acquisition	R	04/26/18	05/01/18		411128	N
	6 AFFORDABLE HOUSING 411130	175.50	8-01-20-155-001-027	B General Matters	R	04/26/18	05/01/18		411128	N
	7 ACQUISITION OF PROPERTY 411131	837.00	8-01-20-155-001-030	B Property Acquisition	R	04/26/18	05/01/18		411131	N
	8 AFFORDABLE DEED RESTRICT411132	159.02	8-01-20-155-001-030	B Property Acquisition	R	04/26/18	05/01/18		411132	N
	9 TEMP U & O AGREEMENT 411133	27.00	8-01-20-155-001-027	B General Matters	R	04/26/18	05/01/18		411133	N
		3,331.52								
	18-00606 04/26/18 LEGAL BILLING FOR MARCH, 2018									
	1 GENERAL FILE 2018 412039	621.00	8-01-20-155-001-027	B General Matters	R	04/26/18	05/01/18		412039	N
	2 ORDINANCES 2018 412040	189.00	8-01-20-155-001-027	B General Matters	R	04/26/18	05/01/18		412040	N

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
A0107 ANSELL GRIMM & ARRON, PC Continued										
18-00606 04/26/18 LEGAL BILLING FOR MARCH, 2018 Continued										
	3	ENGINEERING MATTERS 18 412041	108.00	8-01-20-165-001-028	B General Engineering	R	04/26/18	05/01/18	412041	N
	4	MEETINGS 412042	945.00	8-01-20-155-001-029	B Attendance at Council Meetings	R	04/26/18	05/01/18	412042	N
	5	LITIGATION 412043	162.00	8-01-20-155-001-033	B Litigation	R	04/26/18	05/01/18	412043	N
	6	OPRA ISSUES 412044	297.00	8-01-20-155-001-027	B General Matters	R	04/26/18	05/01/18	412044	N
	7	HURRICANE IRENE RECOV 412045	459.00	8-01-20-155-001-030	B Property Acquisition	R	04/26/18	05/01/18	412045	N
	8	AFFORDABLE HOUSING 412047	162.00	8-01-20-155-001-027	B General Matters	R	04/26/18	05/01/18	412047	N
	9	BOROUGH FROM YMCA 412048	162.00	8-01-20-155-001-030	B Property Acquisition	R	04/26/18	05/01/18	412048	N
			3,105.00							
18-00623 04/30/18 Various PO/Redevel. Bank St.										
	1	#410175, 2/23/18	105.00	RBG-DEMO	P DEMO-BANK STREET PROPERTY	R	04/30/18	05/01/18	#410175	N
	2	#411129, 3/15/18	875.00	RBG-DEMO	P DEMO-BANK STREET PROPERTY	R	04/30/18	05/01/18	#411129	N
	3	#412046, 4/11/18	1,295.00	RBG-DEMO	P DEMO-BANK STREET PROPERTY	R	04/30/18	05/01/18	#412046	N
	4	#412050, 4/11/18	227.50	RBG-DEMO	P DEMO-BANK STREET PROPERTY	R	04/30/18	05/01/18	#412050	N
			2,502.50							
	Vendor Total:		8,939.02							
A0054 AQUA PRO-TECH LABORATORIES										
18-00510 04/10/18 INVOICE #8020050M										
	1	INV #8020040M	891.47	8-09-55-501-002-532	B Outside Lab Testing	R	04/10/18	05/01/18	8020040M	N
	Vendor Total:		891.47							
A0025 AT&T MOBILITY										
18-00611 04/26/18 WIRELESS PHONES 287258726345										
	1	WIRELESS 287258726345X04202018	330.32	8-01-31-440-001-084	B POLICE PHONES	R	04/26/18	05/01/18	287258726345	PD N
	2	WIRELESS 287258726345X04202018	212.51	8-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	04/26/18	05/01/18	287258726345	PW N
	3	WIRELESS 287258726345X04202018	115.18	8-09-55-501-003-545	B Telephone-w/s-VERIZON	R	04/26/18	05/01/18	287258726345	WP N
	4	WIRELESS 287258726345X04202018	91.29	8-09-55-501-003-545	B Telephone-w/s-VERIZON	R	04/26/18	05/01/18	287258726345	SP N
			749.30							
	Vendor Total:		749.30							

May 1, 2018
12:25 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 3
065

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
A0454 ATLANTIC TOMORROW'S OFFICE											
18-00579	04/19/18	QUARTERLY COPY FEES									
1	QUARTERLY COPY FEES		564.20	8-01-25-240-001-029	B Maint. Contracts - Other	R	04/19/18	05/01/18			N
Vendor Total:			564.20								
B0921 BRITTON INDUSTRIES, INC											
18-00577	04/19/18	MARCH 2018 YARD WASTE DISPOSAL									
1	INV. 0225186 - YD WASTE DISP		69.25	8-01-26-311-001-168	B Yardwaste	R	04/19/18	05/01/18		0225186	N
2	INV. 0227502 - YD WASTE DISP		188.00	8-01-26-311-001-168	B Yardwaste	R	04/19/18	05/01/18		0227502	N
			257.25								
Vendor Total:			257.25								
C1304 CAOLA AND COMPANY, INC.											
18-00545	04/16/18	KEY FOBS FOR HPD									
1	KEY FOBS FOR HPD		122.40	8-01-25-240-001-036	B Office Supplies & Equipment	R	04/16/18	05/01/18			N
Vendor Total:			122.40								
C0396 CAVANAUGH'S, INC.											
18-00561	04/16/18	RODENT INSPECTION/TREATMENT									
1	INV. 734586		295.00	8-01-26-310-001-024	B Building Maintenance	R	04/16/18	05/01/18		734586	N
18-00562	04/16/18	MONTHLY PEST SERVICE									
1	INV. 694973		20.00	8-01-26-310-001-029	B Maintenance Contracts	R	04/16/18	05/01/18		691973	N
2	INV. 694974		20.00	8-09-55-501-002-509	B Maintenance Contracts	R	04/16/18	05/01/18		691974	N
			40.00								
Vendor Total:			335.00								
C0058 CINTAS CORPORATION #061											
18-00204	02/05/18	JANUARY INVOICES AS FOLLOWS:		B							
12	INV 061596075 DATED 3/2/18		95.30	8-09-55-501-002-507	B Uniforms & Safety Equipment	R	02/05/18	05/01/18		061596075	N
13	INV 061600306 DATED 3/9/18		95.30	8-09-55-501-002-507	B Uniforms & Safety Equipment	R	02/05/18	05/01/18		061600306	N
14	INV 061604692 DATED 3/16/18		95.30	8-09-55-501-002-507	B Uniforms & Safety Equipment	R	02/05/18	05/01/18		061604692	N
15	INV 061609063 DATED 3/23/18		176.35	8-09-55-501-002-507	B Uniforms & Safety Equipment	R	02/05/18	05/01/18		061609063	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
C0087 CUSTOM BANDAG, INC											
18-00490	03/29/18	TIRE REPAIR - TRUCK 10									
1 INV.	80132099	50.67	8-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	03/29/18	05/01/18		80132099	N
18-00532	04/16/18	MARCH ELECTRIC HPD									
1 MARCH ELECTRIC HPD		841.30	8-01-31-430-001-071	B	Electric-Borough Hall	R	04/16/18	05/01/18		MARCH ELECTRIC	N
Vendor Total:		891.97									
C0088 CUSTOM ENVIRONMENTAL TECH, INC											
18-00212	02/07/18	ZETA LYTE 2685 BLANKET		B							
4 INV	4769 DATED 4/15/18	2,233.00	8-09-55-501-002-544	B	Zeta Lyte 2800CH-Custom Envir.Tech, Inc.	R	02/07/18	05/01/18		4769	N
Vendor Total:		2,233.00									
D0057 DETAIL MEDIC LLC											
18-00578	04/19/18	DETAIL HPD VEHICLES									
1 DETAIL HPD VEHICLES		810.00	8-01-26-315-001-131	B	Vehicle Maint. - Police	R	04/19/18	05/01/18			N
Vendor Total:		810.00									
EZ001 E Z PASS N.J.											
18-00507	04/10/18	NJ TURNPIKE TOLLS									
1 NJ TURNPIKE TOLLS		2.75	8-01-25-240-001-199	B	Miscellaneous	R	04/10/18	05/01/18			N
Vendor Total:		2.75									
E0210 EMERSON PROCESS MANAGEMENT											
18-00308	02/28/18	OFFER NO. WAS-AM-18DA0112									
1 PART #CWM-SEG 60-SEL 11		409.22	8-09-55-501-002-550	B	Scada Fees	R	02/28/18	05/01/18			N
2 PART #CWM-SEG 60-SEL 11		470.64	8-09-55-501-002-550	B	Scada Fees	R	02/28/18	05/01/18			N
3 PART #CWM-SEG 20- SEL 3		388.50	8-09-55-501-002-550	B	Scada Fees	R	02/28/18	05/01/18			N
4 FREIGHT		15.00	8-09-55-501-002-550	B	Scada Fees	R	02/28/18	05/01/18		8106826	N
		1,283.36									
Vendor Total:		1,283.36									

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		Exc
E0416 ENVIRONMENTAL RESOURCE ASSOC										
18-00175	02/02/18	QUOTE #1-6EZ26N								
1 CAT #577		pH WP 278	52.50	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
2 CAT #578		DEMAND WP 278	60.20	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
3 CAT #579		COMPLEX NUTRIENTS WP	47.60	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
4 CAT #580		HARDNESS WP 278	79.10	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
5 CAT #581		MINERALS WP 278	81.20	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
6 CAT #587		TOTAL RESIDUAL	47.60	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
7 CAT #977		PH, WASTEWATR	65.00	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
8 CAT #516		DEMAND WASTEWATR	85.00	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
9 CAT #525		COMPLEX NUTRIENTS	65.00	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
10 CAT #507		HARDNESS WASTEWATR	108.00	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
11 CAT #506		MINERALS WASTEWATR	110.00	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
12 CAT #501		TOTAL RESIDUAL	64.00	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
13		HANDLING	20.00	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
14		FREIGHT	30.24	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/02/18	05/01/18		N
15		MICROBE TESTING	250.52	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	04/16/18	05/01/18		N
			1,165.96							
Vendor Total:			1,165.96							
B0966 ERB'S GARAGE INC										
18-00557	04/16/18	REPAIR COOLANT LEAK- PETERBILT								
1 INV 11605		REPAIR COOLANT LEAK	827.45	8-01-26-315-001-132	B Vehicle Maint. - Public Works	R	04/16/18	05/01/18	11605	N
Vendor Total:			827.45							
Q0176 EUROFINS QC, INC										
18-00488	03/29/18	WATER ANALYSIS								
1 INV. 1926181		- WATER ANALYSIS	129.50	8-09-55-501-001-532	B Outside Testing/Labs	R	03/29/18	05/01/18	1926181	N
2 INV. 1926148		- WATER ANALYSIS	129.50	8-09-55-501-001-532	B Outside Testing/Labs	R	03/29/18	05/01/18	1926148	N
			259.00							
18-00566	04/16/18	WATER ANALYSIS								
1 INV. 1927795		- WATER ANALYSIS	129.50	8-09-55-501-001-532	B Outside Testing/Labs	R	04/16/18	05/01/18	1927795	N
Vendor Total:			388.50							

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
FANAR005 FANA REMODELING, LLC										
17-00400	03/10/17	FIREHOUSE ROOF REPLACEMENT								
1	11300.		11,300.00	7-01-44-906-001-162	B FIREHOUSE IMPROVEMENTS	R	03/10/17	05/01/18		N
Vendor Total:			11,300.00							
G0017 GALLAGHER CODE MANAGEMENT										
18-00593	04/24/18	CODIFICATION FEB/MARCH 2018								
1	CODIFICATION FEB/MARCH 2018		450.00	8-01-20-140-001-060	B Internet Services and Web Services	R	04/24/18	05/01/18	FEB/MARCH 2018	N
Vendor Total:			450.00							
GEETA005 GEETANJALI JAIN										
18-00535	04/16/18	MILEAGE JAN - MARCH								
1	MILEAGE JAN - MARCH		492.95	8-01-27-330-001-045	B Mileage/Travel	R	04/16/18	05/01/18	1ST QTR MLG	N
Vendor Total:			492.95							
G1077 GEORGE S. COYNE CO., INC.										
18-00088	01/23/18	LIME HI-CALC BLANKET		B						
4	INV 285379 DATED 3/26/18		955.00	8-09-55-501-002-553	B Calcium Hydroxide (Lime)	R	01/23/18	05/01/18	285379	N
18-00162	01/29/18	BLANKET FOR WATER PLANT LIME		B						
4	285601 DATED 3/29/18		1,432.50	8-09-55-501-001-527	B Calcium Hydroxide - Lime	R	01/29/18	05/01/18	285601	N
18-00163	01/29/18	FLUORIDE BLANKET- WATER PLANT		B						
4	INV 285602 DATED 3/29/18		798.63	8-09-55-501-001-528	B Fluorosilic Acid-	R	01/29/18	05/01/18	285602	N
Vendor Total:			3,186.13							
G0115 GILMARTIN, ROBERT D.										
18-00537	04/16/18	1/10/18 RECORDING SECRETARY BH								
1	1/10/18 RECORDING SECRETARY BH		96.76	8-01-27-330-001-039	B Recording Secty.	R	04/16/18	05/01/18	1/10/18 BOH	N
Vendor Total:			96.76							

[illegible]

Vendor # Name															
PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl		
H0276 HARTER EQUIPMENT, INC.															
18-00554	04/16/18	QUICK LOCK													
1 INV.	P56476	- QUICK LOCK	7.84	8-01-26-290-001-034		B Motor Vehicle Parts & Access.	R	04/16/18	05/01/18			P56476	N		
Vendor Total:			7.84												
H0124 HERR'S PLUMBING &															
18-00550	04/16/18	REPLACED 3/4" PEX WATER LINE													
1 INV	59275		142.92	8-09-55-501-001-503		B Water Plant Maintenance	R	04/16/18	05/01/18			59275	N		
Vendor Total:			142.92												
H0048 HIGHTS REALTY LLC															
18-00531	04/16/18	MAY RENTAL HPD 413 MERCER													
1 MAY RENTAL	HPD 413 MERCER		4,033.00	8-01-26-310-001-025		B Building Rental	R	04/16/18	05/01/18			MAY RENTAL	N		
Vendor Total:			4,033.00												
H0690 HIGHTSTOWN DINER															
18-00570	04/16/18	MEAL DURING 3/21/18 SNOWSTORM													
1 CHECK	574146		106.63	8-01-26-290-001-199		B Miscellaneous	R	04/16/18	05/01/18			574146	N		
2 CHECK	574146		6.63	8-01-26-290-001-199		B Miscellaneous	R	04/16/18	05/01/18			574146	N		
			100.00												
Vendor Total:			100.00												
H1100 HOME DEPOT CREDIT SERVICES															
18-00569	04/16/18	MARCH/APRIL 2018 INVOICES													
1 INV.	8031450	- PAINT SUPPLIES	27.28	8-09-55-501-002-503		B Sewer Plant Maintenance	R	04/16/18	05/01/18			8031450	N		
2 INV.	0020959	- CASTERS	11.92	8-01-28-369-001-141		B Parks & Playgrd Maintenance	R	04/16/18	05/01/18			0020959	N		
3 INV.	2033305	LEAF RAKES/LINES	48.38	8-01-28-369-001-141		B Parks & Playgrd Maintenance	R	04/16/18	05/01/18			2033305	N		
4 INV.	7045773	- ROPER	27.52	8-09-55-501-002-503		B Sewer Plant Maintenance	R	04/16/18	05/01/18			7045773	N		
			115.10												
Vendor Total:			115.10												

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
H0163	HUNTER JERSEY PETERBILT, INC.	18-00553	04/16/18	MODULE/JUMPER/SENSOR									
		1 INV.	X205034266		151.02	8-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	04/16/18	05/01/18		X205034266	N
		Vendor Total:			151.02								
H0161	HUNTER TECH.SOLUTIONS INC	18-00600	04/24/18	ANNUAL AVAYA SUPPORT CONTRACT									
		1 ANNUAL	AVAYA SUPPORT CONTRACT		1,400.00	8-01-20-140-001-094	B Computer Service & Support	R	04/24/18	05/01/18		72640	N
		Vendor Total:			1,400.00								
J0019	JCI JONES CHEMICALS, INC.	18-00089	01/23/18	CHLORINE BLANKET									
		4 INV	754521 DATED 4/25/18		400.50	8-09-55-501-001-526	B Chlorine	R	01/23/18	05/01/18		754521	N
		Vendor Total:			400.50								
J0257	JCP&L	18-00525	04/13/18	VARIOUS ACCOUNTS									
		1	100068401122		33.83	8-01-31-430-001-071	B Electric-Borough Hall	R	04/13/18	05/01/18		100068401122	N
		2	100029000310	BANK STREET	754.28	8-01-31-430-001-071	B Electric-Borough Hall	R	04/13/18	05/01/18		100029000310	N
		3	100079096689	GRANT ST PARK	3.59	8-01-31-430-001-071	B Electric-Borough Hall	R	04/13/18	05/01/18		100079096689	N
					791.70								
		Vendor Total:			791.70								
J0258	JCP&L (STREET LIGHTING)	18-00608	04/26/18	100011415724/100011415765 5/3									
		1	100011415724 5/3		393.60	8-01-31-435-001-075	B Street Lighting	R	04/26/18	05/01/18		100011415724	N
		2	100011415765		1,684.06	8-01-31-435-001-075	B Street Lighting	R	04/26/18	05/01/18		100011415765	N
					2,077.66								
		Vendor Total:			2,077.66								

[illegible]

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
L1085 LORCO PETROLEUM SERVICES											
18-00558	04/16/18	USED OIL RECYCLING									
1 INV	1268504	USED OIL RECYCLING	30.00	8-01-26-311-001-167	B Oil Disposal	R	04/16/18	05/01/18		1268504	N
Vendor Total:		30.00									
MARYK005 MARY KENNEDY											
18-00571	04/17/18	Court Session 4-11-18 4 hrs									
1 Court Session	4-11-18 4 hrs	80.00	8-01-20-176-000-114	B Court Assistance		R	04/17/18	05/01/18		4/11/18	N
Vendor Total:		80.00									
M0010 MARYLAND BIOCHEMICAL CO.											
18-00497	04/02/18	40 BAGS GREEN CLEAN PRO-PALLET									
1 40 BAGS GREEN CLEAN PRO-PALLET		3,880.00	8-09-55-501-002-556	B BACTERICIDE-UNIVAR		R	04/02/18	05/01/18			N
Vendor Total:		3,880.00									
M1076 MCMANIMON, SCOTLAND & BAUMANN											
18-00626	04/30/18	#153120 & 153545									
1 #153120,3/29/18/RBG Hightstown		2,145.00	RBG-DEMO	P DEMO-BANK STREET PROPERTY		R	04/30/18	05/01/18		#153120	N
2 #153545/4/19/18/RBG Hightstown		1,822.88	RBG-DEMO	P DEMO-BANK STREET PROPERTY		R	04/30/18	05/01/18		#153545	N
		3,967.88									
Vendor Total:		3,967.88									
M0180 MCMASTER-CARR											
18-00493	03/29/18	KING ROTOMETER									
1 ITEM #4351K84 KING ROTO METER		258.00	8-09-55-501-002-503	B Sewer Plant Maintenance		R	03/29/18	05/01/18			N
2 QUOTE 14007 VALVE ASSEMBLY KIT		122.00	8-09-55-501-002-503	B Sewer Plant Maintenance		R	04/02/18	05/01/18			N
3 SHIPPING		11.46	8-09-55-501-002-503	B Sewer Plant Maintenance		R	04/13/18	05/01/18		60054426	N
		391.46									
18-00508 04/10/18 PLANT SUPPLY											
1 #5655K43 3/12" SS BANDS 4PK		66.54	8-09-55-501-002-503	B Sewer Plant Maintenance		R	04/10/18	05/01/18			N
2 ITEM #5655K45 4 1/2" SS BANDS		44.88	8-09-55-501-002-503	B Sewer Plant Maintenance		R	04/10/18	05/01/18			N
3 ITEM #5655K39 2 1/2" BANDS 4PK		55.80	8-09-55-501-002-503	B Sewer Plant Maintenance		R	04/10/18	05/01/18			N
4 ITEM #5655K35 1/2" BANDS 4PK		32.64	8-09-55-501-002-503	B Sewer Plant Maintenance		R	04/10/18	05/01/18			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	
M0180	MCMaster-CARR		Continued									
18-00508	04/10/18	PLANT SUPPLY	Continued									
5	SHIPPING	7.19	8-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/17/18	05/01/18		60952475	N	
		207.05										
18-00560	04/16/18	TAPERED ROUND PLUG										
1	INV 60054915 - TAPERED PLUG	15.90	8-01-26-290-001-127	B	Street Repair & Maintenance	R	04/16/18	05/01/18		60054915	N	
Vendor Total:		614.41										
M0256	MERCER CO IMPROVEMT AUTHORITY											
18-00548	04/16/18	MARCH 2018 TIPPING										
1	MARCH 2018 TIPPING	14,064.59	8-01-32-465-001-165	B	Landfill Solid Waste Disposal-MCIA	R	04/16/18	05/01/18			N	
2	MARCH 2018 RECYCLING TAX	366.90	8-01-43-496-001-174	B	Recycling Tax	R	04/16/18	05/01/18		MARCH 2018	N	
		14,431.49										
Vendor Total:		14,431.49										
M0053	MES - PENNSYLVANIA											
18-00112	01/24/18	YEARLY SCBA FLOW TESTING										
1	YEARLY SCBA FLOW TESTING	746.50	8-01-25-252-002-123	B	Test Air Packs	R	01/24/18	05/01/18		1206744	N	
Vendor Total:		746.50										
M0127	MONMOUTH COUNTY											
18-00549	04/16/18	MARCH 2018 ROOSEVELT TIPPING										
1	MARCH 2018 ROOSEVELT TIPPING	1,862.03	8-01-43-513-001-171	B	Borough of Roosevelt-Tipping Fees	R	04/16/18	05/01/18		MARCH 2018	N	
Vendor Total:		1,862.03										
M0143	MSM SERVICE CO.											
18-00474	03/27/18	FIRST AID BOX REPLENISHMENT										
1	INV. D2159	65.67	7-01-26-290-001-032	B	Uniforms	R	03/27/18	05/01/18		D2159	N	
18-00503	04/10/18	HPD FIRST AID SUPPLIES										
1	HPD FIRST AID SUPPLIES	47.46	8-01-25-240-001-116	B	Traffic Bureau	R	04/10/18	05/01/18			N	
Vendor Total:		113.13										

May 1, 2018
12:25 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 14
076

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
NJADV005 NJ Advance Media												
18-00596 04/24/18 LEGAL ADS 2/27-04/06/2018												
1	NOTICE OF DECISION - PIRONE	46.40	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4503986-0227	N
2	COUNCIL 3/5 MEETING CHANGE	8.12	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4507536-0302	N
3	PLANNING BOARD RES2018-01	21.46	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO450705-0302	N
4	COUNCIL 3/5 MEETING CHANGE	9.86	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4506929-0302	N
5	PLANNING BOARD RES 2018-06	27.26	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4507904-0303	N
6	PLANNING BOARD RES2018-05	74.82	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO40507089-0303	N
7	PLANNING BOARD RES2018-04	26.68	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4507070-0303	N
8	PLANNING BOARD RES2018-03	21.46	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4507065-0303	N
9	PLANNING BOARD RES2018-02	12.18	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4507057-0303	N
10	PLANNING BOARD RES2018-01	19.72	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4508091-0306	N
11	PLANNING BOARD RES2018-04	24.36	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4508079-0306	N
12	PLANNING BOARD RES2018-05	37.70	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4058072-0306	N
13	PLANNING BOARD RES2018-03	19.72	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4508084-0306	N
14	PLANNING BOARD RES2018-02	10.44	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4508087-0306	N
15	PLANNING BOARD RES2018-06	26.10	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4508067-0306	N
16	ORD2018-01 - INTRO	23.78	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4509834-0309	N
17	PEDDIE LAKE BRIDGE MEETING	6.96	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516375-0322	N
18	PLANNING BOARD SPECIAL MEETING	13.34	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516361-0322	N
19	HOUSING REHAB BID 4/10/18	23.78	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516191-0322	N
20	ORD 2018-07 INTRO	26.68	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516612-0323	N
21	ORD 2018-06 INTRO	26.68	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516615-0323	N
22	ORD 2018-05 INTRO	28.42	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516623-0323	N
23	ORD 2018-04 INTRO	25.52	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516627-0323	N
24	ORD 2018-03 INTRO	24.36	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516631-0323	N
25	ORD 201-02 INTRO	24.94	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516635-0323	N
26	ORD 2018-01 ADOPT	15.66	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4516637-0323	N
27	HOUSING REHAB PROGRAM	26.97	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4519545-0329	N
28	SMALL CITIES PUBLIC HEARING	15.66	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4519541-0329	N
29	PLANNING BOARD REVISE 2018-10	64.38	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4519700-0329	N
30	COUCIL 4/2 MEETING CHANGE	9.86	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4520122-0330	N
31	BUDGET WORKSHOPS 4/9, 4/17	9.86	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4521320-0404	N
32	PLANNING BOARD MEETING CHANGE	10.44	8-01-21-180-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4523691-0405	N
33	2016 AUDIT SYNOPSIS & AFF.	143.32	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4521595-0406	N
34	ORD 2018-07 ADOPT	13.92	8-01-20-120-001-021	B	Advertisements	R	04/24/18	05/01/18			IO4524805-0406	N

May 1, 2018
12:25 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 17
079

Vendor # Name											
PO #	PO Date	Description	Amount	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item	Description			Charge	Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl
C0099 PETROCHOICE											
18-00487	03/29/18	5W-20 MOTOR OIL									
1	QUOTE 3168536 -	5 GALLON PAILS	227.75	8-01-26-290-001-034		B Motor Vehicle Parts & Access.	R	03/29/18	05/01/18	QUOTE 3168536	N
Vendor Total:			227.75								
P1155 PRIOR NAMI BUSINESS SYSTEMS											
18-00486	03/29/18	INVOICE #0000673632									
1	RENEWAL YEARLY	MAINTENANCE	300.00	8-09-55-501-002-518		B Service Contracts - AWWTP	R	03/29/18	05/01/18	0000673632	N
Vendor Total:			300.00								
P0044 PSE&G											
18-00609	04/26/18	VARIOUS ACCOUNTS APRIL									
1	7341583509	140 N MAIN STREET	538.75	8-01-31-446-001-143		B Gas/Heat - Fire House	R	04/26/18	05/01/18	7341583509	N
2	7341583606	148 N MAIN ST	796.66	8-01-31-446-001-070		B Gas Heat - Borough Hall	R	04/26/18	05/01/18	7341583606	N
3	7341583703	BANK STREET	307.58	8-09-55-501-001-505		B Gas Service	R	04/26/18	05/01/18	7341583703	N
4	7341583800	OAK LANE	1,893.49	8-09-55-501-002-505		B Gas Service	R	04/26/18	05/01/18	7341583800	N
			3,536.48								
18-00610	04/26/18	VARIOUS ACCOUNTS									
1	FIRE DEPT 6675946706	4/18/18	22.09	8-01-31-446-001-143		B Gas/Heat - Fire House	R	04/26/18	05/01/18	6675946706	N
2	168 BANK ST 6550326206		298.88	8-01-25-260-001-073		B Natural Gas Heat	R	04/26/18	05/01/18	6550326206	N
3	156 BANK ST 6687890808		138.52	8-01-31-446-001-070		B Gas Heat - Borough Hall	R	04/26/18	05/01/18	6687890808	N
4	1ST AVE W.T. 6503987609		12.60	8-09-55-501-001-505		B Gas Service	R	04/26/18	05/01/18	6503987609	N
			472.09								
Vendor Total:			4,008.57								
REPUB005 REPUBLIC SERVICES											
18-00084	01/23/18	ACCT 3-0689-0108950			B						
5	#3-0689-0108950/0689-002644907		2,884.29	8-01-26-305-001-029		B Contract-Republic Services, NJ-Dumpsters	R	01/23/18	05/01/18	0689-002649707	N
Vendor Total:			2,884.29								
R0077 ROBERTS ENGINEERING GRP LLC											
18-00585	04/24/18	replace ck 5850(1408,1381,1383									
1	1408 ULTRAVIOLET	DISINFECTION	2,076.75	C-08-55-950-001-544		B 2016-14 UV, WELL#2, DET TANK SEC 20 COST	R	04/24/18	05/01/18	1408	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
R0077 ROBERTS ENGINEERING GRP LLC Continued										
18-00585	04/24/18	replace ck 5850(1408,1381,1383	Continued							
2	1381	SECONDARY CLARIF UPGRADE	2,604.75	C-08-55-952-001-544	B	2017-11	SECONDARY CLARIFIER SEC 20	R	04/24/18 05/01/18	1381 N
3	1383	STOCKTON WATER MAIN CLEAN	9,681.50	C-08-55-951-001-544	B	WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	04/24/18 05/01/18	1383 N	
			14,363.00							
18-00617 04/26/18 #15289, 11/15/16-Peddie Dorm A										
1	#15289, 11/15/16-Peddie Dorm A	123.00	PEDD2-14IF	P	PEDDIE SCHOOL-NEW DORMS	R	04/26/18 05/01/18		#15289	N
18-00622 04/30/18 #1659, 3/24/18/Peddie Dorm A										
1	Rev CO status; req/ built draw	183.75	PEDD2-14IF	P	PEDDIE SCHOOL-NEW DORMS	R	04/30/18 05/01/18		#1659	N
18-00625 04/30/18 #1578, 3/1/18										
1	Redevelop/DRCC mtg,map Grant	738.00	RBG-DEMO	P	DEMO-BANK STREET PROPERTY	R	04/30/18 05/01/18		#1578	N
Vendor Total:		15,407.75								
R1145 RUTGERS UNIVERSITY										
18-00117	01/25/18	EDUCATION REGISTRATION								
1	REGISTRATION FOR:	150.00	8-01-20-100-001-042	B	Education & Training	R	01/25/18 05/01/18			N
Vendor Total:		150.00								
S0061 SEA BOX										
18-00489	03/29/18	CONTAINER RENTAL								
1	INV. SI53590 - CONTAINER	75.00	8-01-26-310-001-025	B	Building Rental	R	03/29/18 05/01/18		SI53590	N
18-00564 04/16/18 CONTAINER RENTAL										
1	INV. SI58043 CONTAINER RENTAL	75.00	8-01-26-310-001-025	B	Building Rental	R	04/16/18 05/01/18		SI58043	N
Vendor Total:		150.00								
SHERW005 SHERWIN WILLIAMS PAINT										
18-00576	04/19/18	PAINT SUPPLIES								
1	INV. 4184-1 - PAINT SUPPLIES	334.28	8-09-55-501-001-503	B	Water Plant Maintenance	R	04/19/18 05/01/18		4184-1	N
Vendor Total:		334.28								

May 1, 2018
12:25 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 19
081

Vendor # Name										
PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Exc
0028 SIGMA CONTROLS, INC										
17-01125	07/25/17	LABOR/R&R RAW PUMP #2 VFD								
1		LABOR/R&R RAW PUMP #2 VFD	2,635.00	7-09-55-501-002-503	B Sewer Plant Maintenance	R	07/25/17	05/01/18		N
Vendor Total:			2,635.00							
SPEAR005 SPEARHEAD NETWORKING/TECH SVC										
18-00601	04/24/18	MONTHLY SUPPORT MAY 2018								
1		TECH SUPPORT	1,319.70	8-01-20-140-001-094	B Computer Service & Support	R	04/24/18	05/01/18	17957	N
2		INTERNET & WEB	1,042.94	8-01-20-140-001-060	B Internet Services and Web Services	R	04/24/18	05/01/18	17957	N
3		TECH SUPPORT/INTERNET/WEB	257.96	8-09-55-501-002-530	B Computer Software/Maint/Equip	R	04/24/18	05/01/18	17957	N
4		TECH SUPPORT/INTERNET/WEB	257.96	8-09-55-501-001-530	B Computer Software/Maint/Equip	R	04/24/18	05/01/18	17957	N
			2,878.56							
Vendor Total:			2,878.56							
STATE005 STATEWIDE INSURANCE FUND										
18-00588	04/24/18	2ND INSTALLMENT								
1		CURRENT FUND GENERAL LIABILITY	10,720.75	8-01-23-210-003-112	B General Liability-JIF	R	04/24/18	05/01/18	2ND INSTALLMENT	N
2		CURRENT FUND WORKERS COMP	20,336.75	8-01-23-210-003-113	B Workers Compensation (JIF)	R	04/24/18	05/01/18	2ND INSTALLMENT	N
3		JIF WATER	7,018.00	8-09-55-501-001-515	B County Insurance - JIF	R	04/24/18	05/01/18	2ND INSTALLMENT	N
4		JIF SEWER	28,071.50	8-09-55-501-002-515	B County Insurance - JIF	R	04/24/18	05/01/18	2ND INSTALLMENT	N
			66,147.00							
Vendor Total:			66,147.00							
R0537 STITCHES N INK										
18-00232	02/12/18	HYDRANT RINGS/VEHICLE SIGNS								
1		INV. 8345 - HYDRANT RINGS	1,190.00	7-09-55-501-001-535	B Hydrants and Line Repair	R	02/12/18	05/01/18	8345	N
2		INV. 8533 - VEHICLE DOOR SIGNS	270.00	8-09-55-501-001-502	B Vehicle Maintenance	R	02/12/18	05/01/18	8533	N
			1,460.00							
Vendor Total:			1,460.00							
T0972 TIMBERWOLF TREE SERVICE										
18-00555	04/16/18	TREE WORK - VARIOUS LOCATIONS								
1		REMOVE UPROOTED ARBORVITAE OFF	375.00	8-01-26-290-001-129	B Maint.& Replace-Street Trees	R	04/16/18	05/01/18		N
2		REMOVE 2 ELM TREES - PARKING	800.00	8-01-26-290-001-129	B Maint.& Replace-Street Trees	R	04/16/18	05/01/18	.	N

May 1, 2018
12:25 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 20
082

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	
T0972 TIMBERWOLF TREE SERVICE Continued											
18-00555	04/16/18	TREE WORK - VARIOUS LOCATIONS	Continued								
3 TRIM ELM TREE ON MAIN ST.		150.00	8-01-26-290-001-129	B Maint.& Replace-Street Trees	R	04/16/18	05/01/18	.		N	
		1,325.00									
Vendor Total:		1,325.00									
U0007 UNIVAR USA											
18-00188	02/02/18	SODIUM BICARB BLANKET	B								
4 INV HB871161 DATED 4/27/18		3,795.00	8-09-55-501-002-552	B Sodium Bicarbonate	R	02/02/18	05/01/18		HB871161	N	
Vendor Total:		3,795.00									
U1141 US HEALTHWORKS											
18-00586	04/24/18	INV 0242549-NJ/ ACCT#8636									
1 INV 0242549-NJ/PAUL HARTZ, JR.		138.00	8-01-26-290-001-093	B Employee Physicals/Drug Tests	R	04/24/18	05/01/18		PAUL HARTZ, JR.	N	
Vendor Total:		138.00									
U0061 USALCO BALTIMORE PLANT, LLC											
18-00498	04/02/18	LIQUID ALUMINUM SULFATE LASIF									
1 LIQUID ALUMINUM SULFATE LASIF		4,171.64	8-09-55-501-002-542	B Aluminum Sulfate	R	04/02/18	05/01/18		1302611	N	
Vendor Total:		4,171.64									
V0007 VALLEY PHYSICIAN SERVICES, PC											
18-00552	04/16/18	1ST QUARTER CDL DOT TESTING									
1 INV 295763C5622		102.00	8-01-26-290-001-093	B Employee Physicals/Drug Tests	R	04/16/18	05/01/18		295763C5622	N	
Vendor Total:		102.00									
V0019 VERIZON											
18-00607	04/26/18	201Z029320 & 201X069366									
1 201Z02932023918Y		65.98	8-09-55-501-003-545	B Telephone-w/S-VERIZON	R	04/26/18	05/01/18		201Z02932023918	N	

May 1, 2018
12:25 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 21
083

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	
V0019 VERIZON Continued											
18-00607 04/26/18 201Z029320 & 201X069366			Continued								
2 201X06936614873Y		165.96	8-01-31-440-001-089	B Telephone-VERIZON	R	04/26/18	05/01/18		201X06936614873	N	
		231.94									
Vendor Total:		231.94									
VERIZ015 VERIZON FIOS											
18-00574 04/18/18 155504140000153 DATED 3/9/18											
1 155504140000153 DATED 4/9/18		279.98	8-01-25-240-001-060	B INTERNET AND WEB SERVICES	R	04/18/18	05/01/18		155504140000153	N	
Vendor Total:		279.98									
V0022 VERIZON WIRELESS											
18-00573 04/18/18 HPD MD'S 3/33-4/10/18											
1 HPD MD'S 3/33-4/10/18		200.22	8-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	04/18/18	05/01/18		9805110625	N	
Vendor Total:		200.22									
W0002 W.B. MASON CO., INC.											
18-00502 04/10/18 OFFICE SUPPLY											
1 ITEM #BICWOTAPP21 WHITE OUT EZ		0.42	8-01-33-195-001-036	B Office Supplies	R	04/10/18	05/01/18			N	
2 SD CARD READER		12.99	8-01-33-195-001-036	B Office Supplies	R	04/10/18	05/01/18			N	
3 ITEM #UNV722209AZ SMOOTH PAPER		2.83	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
4 ITEM #CASMP2201SN SALMON PAPER		20.34	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
5 ITEM #GOJ301212 HAND SANITIZER		4.46	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
6 ITEM #BICVCG11BE RETRACTABLE		8.71	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
7 ITEM #BICWOECGP21 WHITE OUT		4.48	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
8 ITEM #SAN28025 HIGHLIGHTER		13.52	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
9 ITEM #MMM654AST 3X3 100SHEET		14.35	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
10 ITEM #MMM65414AN PADS CAPE		15.87	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
11 ITEM #DURMN1500B20Z BATTERIES		22.99	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
12 ITEM #PFX15213BGR FILE FOLDERS		27.72	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
13 ITEM #PFX15213BLU COLOR FILE		27.72	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
14 ITEM #HEWCF281A BLACK LASER		168.99	8-01-20-176-000-036	B Office Supplies	R	04/10/18	05/01/18			N	
15 ITEM #VER97709 SD READER		12.99	8-01-20-125-001-036	B Office Supplies	R	04/10/18	05/01/18			N	
16 ITEM #QUA37855 6X9 ENVELOPES		3.05	8-01-20-125-001-036	B Office Supplies	R	04/10/18	05/01/18			N	
17 ITEM #TOP1256 SIMPLEX TIME		39.52	8-09-55-501-002-509	B Office Supplies - Admin.	R	04/10/18	05/01/18			N	

Vendor # Name															
PO #	PO Date	Description	Amount	Contract	PO Type	Acct Type	Description	Stat/Chk	First	Rcvd	Chk/Void	1099			
Item	Description			Charge	Account				Enc	Date	Date	Date	Invoice	Excl	
w0286 WEST WINDSOR TOWNSHIP															
18-00086	01/23/18	2018 INTERLOCAL HEALTH SVC AGR													
1	2018	INTERLOCAL HEALTH SVC AGR	7,436.75	8-01-43-511-001-026	B	West Windsor Health Contract	R	01/23/18	05/01/18				1ST QTR CONTRACT N		
Vendor Total:			7,436.75												
wIREL005 WIRELESS ELECTRONICS, INC.															
18-00542	04/16/18	MONTHLY SVC CONTRACT APR 2017													
1	MONTHLY SVC CONTRACT APR 2017		415.00	8-01-25-240-001-029	B	Maint. Contracts - Other	R	04/16/18	05/01/18					N	
Vendor Total:			415.00												
Total Purchase Orders:		113	Total P.O. Line Items:		262	Total List Amount:		211,394.42	Total Void Amount:		0.00				

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	7-01	11,488.57	0.00	11,488.57	0.00	0.00	0.00	11,488.57
	7-09	3,908.60	0.00	3,908.60	0.00	0.00	0.00	3,908.60
Year Total:		15,397.17	0.00	15,397.17	0.00	0.00	0.00	15,397.17
CURRENT FUND	8-01	100,570.10	0.00	100,570.10	0.00	0.00	0.00	100,570.10
	8-09	68,803.00	0.00	68,803.00	0.00	0.00	0.00	68,803.00
	8-21	0.00	0.00	0.00	0.00	0.00	7,889.53	7,889.53
Year Total:		169,373.10	0.00	169,373.10	0.00	0.00	7,889.53	177,262.63
GENERAL CAPITAL	C-04	3,782.22	0.00	3,782.22	0.00	0.00	0.00	3,782.22
WATER/SEWER CAPITAL	C-08	14,363.00	0.00	14,363.00	0.00	0.00	0.00	14,363.00
Year Total:		18,145.22	0.00	18,145.22	0.00	0.00	0.00	18,145.22
TRUST OTHER - FUND #12	T-12	545.00	0.00	545.00	0.00	0.00	0.00	545.00
ANIMAL CONTROL TRUST FUND #13	T-13	44.40	0.00	44.40	0.00	0.00	0.00	44.40
Year Total:		589.40	0.00	589.40	0.00	0.00	0.00	589.40
Total of All Funds:		203,504.89	0.00	203,504.89	0.00	0.00	7,889.53	211,394.42

Project Description	Project No.	Rcvd Total	Held Total	Project Total
111 ORCHARD AVENUE	2017-03	43.05	0.00	43.05
PEDDIE SCHOOL-NEW DORMS	PEDD2-14IF	306.75	0.00	306.75
DEMO-BANK STREET PROPERTY	RBG-DEMO	7,539.73	0.00	7,539.73
Total Of All Projects:		<u>7,889.53</u>	<u>0.00</u>	<u>7,889.53</u>

Resolution 2018-98

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

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL LABOR COUNSEL SERVICES – ERIC M. BERNSTEIN

WHEREAS, four (4) proposals were opened on December 14, 2017 for the professional Labor Counsel services for the year 2018; and

WHEREAS, there exists the need for specialized legal services relative to personnel matters during 2018; and

WHEREAS, the proposals were reviewed and evaluated by a sub-committee of the Borough Council; and

WHEREAS, the Borough Council wishes to appoint Eric M. Bernstein, Esq. of Eric M. Bernstein & Associates, LLC of Warren, New Jersey as Labor Counsel effective May 7, 2018; and

WHEREAS, the cost for the proposed services shall not exceed \$40,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2018 budget; and,

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

WHEREAS, the anticipated term of this contract is for the remainder of 2018 and until the appointment of a successor, and it may only be renewed upon further action of the Borough Council; and

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

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Borough Council of the Borough of Hightstown that the Mayor is authorized to execute and the Borough Clerk to attest an agreement between the Borough of Hightstown and Eric M. Bernstein, Esq. for professional labor counsel services for the year 2018.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk

AGREEMENT TO PROVIDE LEGAL SERVICES

THIS AGREEMENT, made this ____ day of _____, 2018 by and between the BOROUGH OF HIGHTSTOWN, 156 Bank Street, Hightstown, New Jersey 08520 (hereinafter referred to as "Borough") and Eric Martin Bernstein, Esq., and the Law Firm of ERIC M. BERNSTEIN & ASSOCIATES, L.L.C., 34 Mountain Boulevard, Building A, P.O. Box 4922, Warren, New Jersey 07059-4922 (hereinafter referred to as "Bernstein" or "Law Firm");

WITNESSETH:

WHEREAS, the Borough wishes to retain labor counsel to handle personnel matters, including, but not limited to, disciplinary matters, litigation before the courts, PERC and other Federal/State agencies, as well as and general advice and assistance and Eric Martin Bernstein, Esq. and the Law Firm are agreeable to perform all the necessary services for the Borough, its officers and employees, in regard to such labor relations matters affecting said Borough.

WHEREAS, the Borough of Hightstown has passed a resolution to retain the Law Firm as Labor Relations Counsel for the Borough.

NOW, THEREFORE, in consideration of the terms and conditions set forth herein, it is agreed, as follows:

1. Bernstein agrees to undertake all representations and services as labor relations counsel, as requested by the Borough, for the term of this Agreement, including, but not limited to, representing the Borough in regard to all aspects of all personnel matters, as well as, drafting necessary papers/briefs in regard to said personnel matters, representing the Borough in disciplinary matters regarding Borough employees, drafting all

necessary papers in regard to such, representing the Borough in any appeals of any discipline and/or litigation given to any Borough employees or any other labor relations matters, drafting opinions, provide advice and assistance to the Borough and its officers/officials, employees, as well as any and all other labor relations services as desired/assigned by the Borough.

2. That the Borough agrees to compensate Bernstein/Law Firm for such legal services as follows: For all legal services provided:

One Hundred Thirty-Five (\$135.00) Dollars per hour for all partners; and,

One Hundred Twenty (\$120.00) Dollars per hour for all associates.

The rate shall be exclusive of all out-of-pocket expenses, as permitted to the Borough. The Borough shall be responsible for such items as experts retained by the Law Firm for the Borough, stenographic services, filing fees and court costs, overnight mail and other approved costs.

3. Payment for services rendered by Eric Martin Bernstein, Esq. and the Law Firm shall be due upon presentation on official voucher with attached, detailed itemization which shall include a description of services rendered, hours expended, as well as disbursements claimed. It is agreed that all vouchers must be accepted by the Borough as to form and documentation before payment will be made. All statements for services rendered will be presented to the Borough on a monthly basis and will be received by the Borough no later than the last working day of the month following the month for which the services are rendered. The total payments hereunder shall in no event exceed the lawful appropriations made therefore from time to time without approval of the Borough.

4. During the performance of this contract, the Law Firm agrees as follows:

a. The Law Firm will not discriminate against any applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectational or sexual orientation, gender identity or expression, disability, nationality or sex. The Law Firm will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status affectational or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and, selection for training, including apprenticeship. The Law Firm agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the public agency compliance officer setting forth provisions of this non-discrimination cause;

b. The Law Firm will, in all solicitations or advertisements for employees placed by or on behalf of the Law Firm, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectational or sexual orientation, gender identity or expression, disability, nationality or sex;

c. The Law Firm will send each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the Law Firm's commitments under this Act and shall post copies of the notice in conspicuous places available for employees and applicants for employment.

d. The Law Firm agrees to comply with any regulations promulgated by the State Treasurer, pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

5. The Law Firm agrees to attempt in good faith to employ minority and female workers consistent with applicable county employment goals prescribed by N.J.A.C. 17:27-5.2, promulgated by the State Treasurer, pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with the binding determination of the applicable county employment goals of the affirmative action office, pursuant to N.J.A.C. 17:27-5.2, promulgated by the State Treasurer, pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

6. The Law Firm agrees to inform, in writing, appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectational or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in any direct or indirect discriminatory practices.

7. The Law Firm agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principals of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

8. The Law Firm agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectational or sexual orientation,

gender identity or expression, disability, nationality or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey and applicable Federal law and applicable Federal court decisions.

9. The failure of the Borough at any time to insist upon a strict performance of any terms, conditions and covenants herein shall not be deemed a waiver of any subsequent breach or default in terms, conditions and covenants herein contained.

10. This Agreement shall be binding on the heirs, successors and assigns of each party hereto.

11. The term of the Agreement shall be for the period through December 31, 2018 commencing on the date hereof and until the appointment of a successor. Bernstein shall continue to represent the Borough in any and all matters assigned to Bernstein prior to the end of the term to their completion, until the appointment of a successor or until notified otherwise by the Borough.

12. The Borough represents that it has and will have sufficient funds available to the Borough in its applicable budgets to pay all the bills of the Law Firm for the services rendered by the Law Firm to the Borough to the extent of, and this contract shall be limited to, such amounts as may be from time to time appropriated by the Borough, in accordance with the not to exceed amount in the Borough's hiring resolution of the Law Firm, if applicable, and any subsequent resolutions.

13. All notices given pursuant to this Agreement shall be in writing and delivered by mailing same, by regular mail, to the respective parties at the addresses set forth below:

Eric Martin Bernstein, Esq.
 ERIC M. BERNSTEIN & ASSOCIATES, L.L.C.
 34 Mountain Boulevard, Building A
 P.O. Box 4922
 Warren, New Jersey 07059-4922

Mayor Lawrence D. Quattrone
 Debra L. Sopronyi, RMC/CMC, QPA, CMR,
 Administrator/Clerk
 BOROUGH OF HIGHTSTOWN
 156 Bank Street
 Hightstown, New Jersey 08520

14. This Agreement contains all the terms and conditions agreed upon by the parties hereto, and there are no other agreements, all or otherwise, between the parties regarding the subject matter of this Agreement.

15. No alterations, changes, modifications or variations of this Agreement or the terms thereof shall be valid unless in writing and signed by the both the parties hereto or their duly authorized representative.

16. This Agreement is made subject to and shall be construed and governed by the laws of the State of New Jersey.

17. Eric M. Bernstein & Associates, L.L.C. is advised that the responsibility to file an annual disclosure statement on potential contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44-20.13. (P.L. 2005, c. 271) rests with Eric M. Bernstein & Associates, L.L.C., if Eric M. Bernstein & Associates, L.L.C. receives contracts in excess of \$50,000 from public entities in a calendar year. It is Eric M. Bernstein & Associates, L.L.C.'s responsibility to determine if filing is necessary.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have hereunto affixed their hands and seals the day and year first written above.

ATTEST:

BOROUGH OF HIGHTSTOWN

Debra L. Sopronyi, RMC/CMC,QPA,CMR
Borough Administrator/Clerk

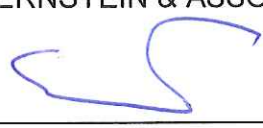
By: _____
Lawrence D. Quattrone, Mayor

Dated: _____

ATTEST:



ERIC M. BERNSTEIN & ASSOCIATES, L.L.C.

By: 
Eric Martin Bernstein, Esq.

Dated: 5/2/18

Resolution 2018-99

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

RECOGNIZING MUNICIPAL CLERKS' WEEK MAY 6 – MAY 12, 2018

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government that exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, county and international professional organizations; and

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of Hightstown Borough that we recognize the week of May 6 – May 12, 2018, as Municipal Clerks' Week, and further extend appreciation to our Municipal Clerk, Debra L. Sopronyi, and our Deputy Municipal Clerk, Margaret Riggio, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk

Resolution 2018-100

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

PROCLAIMING THE MONTH OF MAY AS POLICE APPRECIATION MONTH

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

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

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

WHEREAS, the Hightstown Borough Mayor and Council wish to proclaim the month of May 2018 as Police Appreciation Month to recognize the Hightstown Borough Police Officers and their service to the residents.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that we hereby proclaim the month of May 2018, as Police Appreciation Month in the Borough of Hightstown and call upon its citizens to honor police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk

Resolution 2018-101

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

RESOLUTION ACKNOWLEDGING CONTINUED PARTICIPATION IN THE HOME INVESTMENT PARTNERSHIP PROGRAM CONSORTIUM WITH THE COUNTY OF MERCER

WHEREAS, the Hightstown Borough Governing Body previously adopted Resolution 2015-72 which authorized the Borough of Hightstown to enter into an Agreement with The County of Mercer, regarding Hightstown Borough's participation in the Home Consortium Investment Partnership Program; and

WHEREAS, the Agreement was executed by the parties on February 17, 2015; and

WHEREAS, on May 28, 2015, the parties executed a revised Recertification Agreement which added language previously omitted, as required by the Department of Housing and Urban Development; and

WHEREAS, pursuant to the revised Recertification Agreement, the County of Mercer must notify participants of their right to participate in the next three (3) year HOME Consortium qualification period and Hightstown Borough must affirmatively acknowledge its desire continue to be a member of the Consortium; and

WHEREAS, on April 12, 2018, the County of Mercer notified Hightstown Borough of its right to participate in the next three (3) year HOME Consortium period which will run from July 1, 2018 through June 30, 2021.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that the Borough of Hightstown desires to continue to be a member of the Mercer County Consortium HOME Investment Partnership Program for the next three (3) year period which will run from July 1, 2018 through June 30, 2021.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk



COUNTY OF MERCER
HOUSING AND COMMUNITY DEVELOPMENT
McDADE ADMINISTRATION BUILDING
640 SOUTH BROAD STREET
P.O. BOX 8068
TRENTON, NEW JERSEY 08650-0068

TELEPHONE: (609) 989-6858
 Fax: (609) 989-0306
 housing@mercercounty.org

RECEIVED

APR 16 2018

MUNICIPAL CLERK'S OFFICE

BRIAN M. HUGHES

County Executive

KELVIN S. GANGES

Chief of Staff

ANDREW A. MAIR

County Administrator

ANTHONY P. CARABELLI, Jr.

Acting Director

Economic Development & Sustainability

EDWARD M. PATTIK

Director

Housing & Community Development

April 12, 2018

Lawrence D. Quattrone, Mayor
 Borough of Hightstown
 156 Bank Street
 Hightstown, NJ 08520

Dear Mayor Quattrone,

Mercer County is in the process of renewing the Mercer County Consortium Agreement for the HOME Investment Partnerships Program. I am hopeful the Borough of Hightstown will choose to continue to be a member of the Consortium. The Borough's participation allows the Consortium to provide funds for affordable housing production activities.

The HOME Consortium Agreement, approved May 15, 2015, is a self-renewing agreement. However, we must notify you ever three (3) years of your right to participate in the next three (3) year HOME Consortium qualification period. This period will run from July 1, 2018 through June 30, 2021. This letter serves as the notice.

Furthermore, all members of the Consortium have agreed to adopt any amendments to the Agreement that are necessary to meet HUD requirements for automatic renewal. According to HUD's recent Notice on HOME Consortia (Notice CPD-13-002), it is not anticipated that any amendments will be necessary.

Please forward a letter affirmatively acknowledging your desire to continue to be a member of the Mercer County Consortium to Rick Johnson, HOME Program Manager by May 4, 2018. No additional action will be required from East Windsor Township in order for our existing agreement to be renewed for another three (3) years. However, if you decide not to participate for the next three (3) years, you must indicate in the letter that you wish not to continue.

Thank you for your commitment to the HOME Program and we look forward to continuing our working relationship. Please call me at (609) 989-6858 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Pattik".

Edward M. Pattik, Director
 Housing & Community Development

Resolution 2018-102

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ADOPTING A SOCIAL MEDIA POLICY FOR THE BOROUGH OF HIGHTSTOWN

WHEREAS, there is a need for Hightstown Borough to implement a Social Media Policy in conjunction with the use of various forms of Social Media by municipal agencies and departments, as well as any affiliated government or non-government agency, official and/or representative, boards, committees, commissions of the Borough; and

WHEREAS, said policy shall set forth guidelines for the establishment and use by the Borough of Hightstown and/or municipal agencies and departments, as well as any affiliated government or non-government agency, official and/or boards, committees, commissions of the Borough of all social media sites as a means of conveying borough-related information to its residents, employees and visitors; and

WHEREAS, the Borough has an over-riding interest and expectation in deciding what is “spoken” on behalf of the Borough on its social media sites; and

WHEREAS, for purposes of this policy, “social media” is understood to be content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the Internet. Examples of social media include, but are not restricted to Facebook, blogs, Instagram, MySpace, RSS, YouTube, Second Life, Twitter, LinkedIn, SnapChat, Delicious, Tumblr and Flickr. For purposes of this policy, “comments” include information, articles and pictures. It also includes other communication mediums created by the Borough and the Hightstown Office of Emergency Management (OEM), including but not limited to Nixle and reverse 911; and

WHEREAS, this policy shall apply to all municipal agencies and departments, as well as any affiliated government or non-government agency, official and/or boards, committees, commissions permitted by the Borough to post on Hightstown Borough social media sites.

WHEREAS, the Hightstown Borough Mayor and Council wishes to establish a Social Media Policy for the above purposes.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that the attached Social Media Policy shall be applicable to all municipal agencies and departments, as well as any affiliated government or non-government agency, official and/or boards, committees, commissions of the Borough.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk

SOCIAL MEDIA POLICY OF THE BOROUGH OF HIGHTSTOWN

Purpose:

This policy sets forth guidelines for the establishment and use by the Borough of Hightstown of all social media sites as a means of conveying borough-related information to its residents, employees and visitors. The Borough has an over-riding interest and expectation in deciding what is “spoken” on behalf of the Borough on its social media sites.

For purposes of this policy, “social media” is understood to be content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the Internet. Examples of social media include, but are not restricted to Facebook, blogs, Instagram, MySpace, RSS, YouTube, Second Life, Twitter, LinkedIn, SnapChat, Delicious, Tumblr and Flickr. For purposes of this policy, “comments” include information, articles and pictures. It also includes other communication mediums created by the Borough and the Hightstown Office of Emergency Management (OEM), including but not limited to Nixle and reverse 911.

Scope:

This policy shall apply to all municipal agencies, and departments, as well as any affiliated government or non-government agency, official and/or representative, board, committee, commission of the Borough permitted by the Borough to post on Hightstown Borough social media sites.

General Policy:

1. These guidelines must be displayed to users or made available by hyperlink.
2. The Hightstown Borough website at <http://www.hightstownborough.com> is and will remain the primary and official internet presence for information.
3. Borough social media sites and this policy are subject to all applicable federal and NJ laws and regulations, as well as applicable record-retention requirements.
4. Employees/Representatives representing the Borough via its social media sites must conduct themselves at all times as a representative of the Borough and in accordance with all of its policies.
5. This Social Media Policy may be revised at any time by recommendation of the Borough Business Administrator and approval of the Borough Council.
6. Items submitted for use in the Borough’s weekly Newsfeed must be approved in advance by the Business Administrator.

Public Relations & Information:

- Although the Borough does not copyright its content, proper attribution for any content reproduced in any public forum or news publication must be given to the Borough, unless otherwise waived by the Borough.
- Following any Grand Opening announcement for a local business, unless there is a change of ownership, location change, a substantial remodeling or restructuring of the business, the Borough cannot directly promote that business. This is done to keep a level playing field among all competing businesses. The lone exception to this guideline is if the business or sponsored endeavor is used to promote a non-profit or non-political fundraising/charity event.
- It is the responsibility of the East Windsor School District to secure all necessary parental permissions before submitting photographs of children for use on any of the Borough’s media portals. Since the school district and the Borough are two separate and distinct entities, the Business Administrator reserves the right to disqualify any photographs containing unauthorized images of children, district employees, board members or other officials in order to prevent preferential treatment to any one person or group.

Social Media:

The sole purpose of social media sites used by the Borough is to present information concerning Hightstown Borough and its government to its residents, businesses and visitors. Please note these are moderated online discussion sites and a limited public forum. The Borough's social media sites are not intended for comments that do not relate to the purpose or topic posted. User comments should directly relate to the comments posted or displayed by the Borough on this site, and the site is not meant for comments that do not relate directly to the purpose or topic established by the Borough. General inquiries, comments, communications and service requests should be submitted directly to the Borough. The information on the Borough's social media sites does not constitute the official record of any agency or entity within the Borough. To request official records, you must contact the Borough Clerk at 609-490-5100 or visit <http://www.hightstownborough.com>.

Comments, media, or other information posted to or displayed on the sites are subject to monitoring and review at any time. Users of the site(s) should have no expectation of privacy with respect to any such comments, media or other information. Hightstown Borough disclaims all responsibility and/or liability for any materials the Borough deems inappropriate that cannot be removed in an expeditious and otherwise timely manner.

Certain categories of speech, including obscenity and direct threats, are not entitled to full protection under the First Amendment of the United States Constitution. Commercial speech is also subject to different treatment under the law, and can be excluded from a government page. Privacy laws can be invoked to justify the removal or personally identifiable information such as phone numbers, home addresses, and social security numbers.

Moderation of Third Party Content:

Hightstown Borough social media sites serve as a limited public forum and all content published is subject to monitoring. Although Hightstown Borough will not edit or re-write comments or posts in any forum, it reserves the right to reject, block, delete (if possible) or hide user-generated submissions when the content contains:

1. Vulgar, profane, racist, violent, threatening, obscene language or rhetoric;
2. Defamatory or disparaging content;
3. Conduct in violation of any federal, state or local law;
4. Sexual content or links to sexual content;
5. False, misleading or deceptive information or media;
6. Personal attacks or threatening or harassing activity of any kind;
7. Clearly off-topic comments, and/or comments not related to the original topic, including random or unintelligible comments;
8. Spam or links to other sites of any nature;
9. Comments or content that constitutes, promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, genetics, status with regard to public assistance, national origin, physical or intellectual disability or sexual orientation, or any other classification protected by applicable federal, state, or local law or regulation;
10. Content that will compromise public safety or advocate or encourage illegal activity;
11. Commerce solicitations (ads) that promote particular services, commercial transactions, products, or political organization;
12. Opposition or promotion of any person campaigning for election to a political office;
13. Non-public information concerning securities, or that constitutes insider-trading or forwarding looking statements;
14. Infringement on intellectual property, or legal ownership interest of any other party;
15. Personally identifiable or protected medical (HIPAA) or personal information such as home addresses, phone numbers, social security numbers or driver's license numbers;
16. Information that may compromise the safety, security or proceedings of the public or public systems, or any criminal or civil investigations;

17. Comments that do not directly relate to the information or comments posted or displayed by Hightstown Borough on its site(s).

The foregoing is an incomplete list and Hightstown Borough reserves the right to ban or block any user in violation of the above rules. Users also must comply with all Terms of Use established by their Internet Service Providers (ISP).

Oversight and Enforcement:

Employees and/or representatives of Hightstown Borough through social media outlets or participating in social media features on agency websites must maintain a high level of ethical conduct and professional decorum at all times. Failure to do so is grounds for revoking the privilege to participate in agency social media sites, blogs, or other social media features. Information must be presented following professional standards for good grammar, spelling, brevity, clarity and accuracy, and avoid jargon, obscure terminology, or acronyms. Borough employees/representatives recognize that the content and messages they post on social media websites are public and may be cited as official Borough statements. Social media should not be used to circumvent other agency communication policies, including news media policy requirements.

Borough employees/representatives may not publish information on agency social media sites that includes:

- Confidential information
- Copyright violations
- Profanity, racist, sexist, or derogatory content or comments
- Partisan political views
- Commercial endorsements or SPAM

Any social media site created by a Borough employee/representative, Borough official and/or Borough entity remains the property of the Borough, including all followers, 'Likes' and 'Friends' generated by the site. If the person who created the site leaves the employment/representation of the Borough, they must relinquish everything related to the site, including user names, passwords and/or access codes or information.

Records Retention:

Social media sites contain communications sent to or received by Hightstown Borough and its employees/representatives, and such communications are therefore public records subject to applicable public records statute. These retention requirements apply regardless of the form of the record (e.g. digital text, photos, audio, and video). The employee/representative maintaining a site shall preserve records pursuant to a relevant records retention schedule for the required retention period in a format that preserves the integrity of the original record and is easily accessible. Furthermore, retention of social media records shall fulfill the following requirements:

- Social media records are captured in a continuous, automated fashion throughout the day to minimize a potential loss of data due to deletion and/or changes on the social networking site.
- Social media records are maintained in an authentic format (i.e. ideally the native technical format provided by the social network, such as XML or JSON) along with complete metadata.
- Social media records are archived in a system that preserves the context of communications, including conversation threads and rich media, to ensure completeness and availability of relevant information when records are accessed.
- Social media records are indexed based on specific criteria such as date, content type, and keywords to ensure that records can be quickly located and produced in an appropriate format for distribution (e.g. PDF).
- Each employee/representative who administers one or more social networking sites on behalf of the Borough has self-service, read-only access to search and produce relevant social media records to fulfill public information and legal discovery requests as needed.

- Agency utilizes an automated archiving solution provided by ArchiveSocial to comply with applicable public records law and fulfill the above record retention requirements. The Borough archive is available at: archivesocial.com.

Terms of Use Disclosure:

Hightstown Borough government makes every effort to provide accurate and complete information on its website. The information contained herein is not official, nor in any way shall it be deemed to constitute legal notice where such legal notice is required by law. The information contained in this site is provided as a service and convenience to people needing information about Hightstown Borough government. Portions of the information on the site may be incorrect or not current. Hightstown Borough government, its officers, employees or agents shall not be liable for damages or losses of any kind arising out of or in connection with the use or performance of information, including but not limited to damages or losses caused by reliance upon the accuracy or timeliness of any such information, or damages incurred from the viewing, distributing, or copying of those materials.

Amendments or Modifications:

This policy is subject to amendment or modification at any time by Resolution of the Hightstown Borough Council.

Resolution 2018-103

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

CONFIRMING THE RECREATION AND OPEN SPACE INVENTORY FOR HIGHTSTOWN BOROUGH

WHEREAS, the Mayor and Council of Hightstown Borough wishes to officially confirm Hightstown Borough's Recreation and Open Space Inventory; and

WHEREAS, Hightstown Borough's Recreation and Open Space Inventory consists of the following properties within the Borough:

Rocky Brook Park	Block 4.01/Lots 1, 6 & 7	8.53 acres
Dawes Park	Block 60/Lot 19	1.069 acres
Memorial Park	Block 28/Lots 1, 56 & 57	1.24 acres
Association Park	Block 20/Lot 1	1.73 acres
Peddie Lake	Block 28/Lot 58 & Block 53/Lot25	18.05 acres

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, County of Mercer, State of New Jersey that the property listed herein is hereby officially recognized as the Recreation and Open Space Inventory of the Borough of Hightstown.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk

Resolution 2018-104

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

AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, the Borough of Hightstown has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Borough of Hightstown intends to utilize the online auction services of GovDeals.com located at www.GovDeal.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local requirements by a vendor approved by the Division of Local Government Services; and

WHEREAS, a notice shall be published in the Borough approved newspaper and on the Borough website announcing the auction, the web address where the auction will take place, the date(s) and time(s) for the auction and a description of the items to be sold with such publication being at least 10 days, but no more than 14 days prior to the auction.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hightstown in the County of Mercer, State of New Jersey, that the Borough is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled www.GovDeal.com; and

BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered into between GovDeals.com and the Borough of Hightstown shall be made available at www.GovDeal.com and in the Borough Clerk's office.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 7, 2018.

Debra L. Sopronyi
Borough Clerk

SURPLUS SCHEDULE SCHEDULE A

RESOLUTION 2018-XXX

DESCRIPTION	Vin/Serial
1988 Ford F-700 Dump Truck	1FDPF70K8JVA31615
1982 Chevy C-30 Truck	1GBG6D1FXCV127678
1994 Chevy School Bus 14500 (GVW) with hydraulic wheelchair lift	1GBKH32K2R3321958
Wooden Pews	
Whelen Ultra Edge 9000 series light bars with traffic advisers	
Computers for Police Vehicles	
Table Saw	
Extractor	
Misc. Electric Motors	
Desks	
Misc. File Cabinets	
Room Dividers (w/o hardware)	
Blower	
Generac Generator	
Misc. Office Equipment/Printers	
Gun Safe	
Communication Units	

Debra Sopronyi

From: Frank Gendron <FGendron@hightstownpd.org>
Sent: Wednesday, April 25, 2018 2:38 PM
To: Debra Sopronyi
Subject: Adding Joseph Street to Borough Ordinance 7-14-1 "Parking Prohibited During Certain Hours on Certain Streets"

Debbie,

With this year's change in location of the school crossing post on Stock Street from Stockton Street & Oak Lane to Stockton Street & Joseph Street, I am requesting borough ordinance 7-14-1 be amended to restrict parking on both sides of Joseph Street (Monday-Friday 7:30AM to 3:30PM). Due to the change in the crossing post's location, students attending the Walter C. Black School will now have to accessing the school through an entrance which is located on Second Street. During conversations with the EWRSD superintendent and the principals of the Walter C. Black School and Grace N. Rodgers School, they expressed concerns about the narrowness of Joseph Street with vehicles parked on both sides of the road and also the parked vehicles would obstruct the visibility of the students walking on the sidewalk.

Please let me know if you need something more formal to bring this request to council.

Thank you,

Frank

(1971 Code § 11-3.4; New; Ord. No. 1998-29 § 2)

Chief Frank Gendron
 Hightstown Police Department
 415A Mercer Street
 Hightstown, NJ 08520
 609-448-1234, Ext 507
 Cellphone- 609-619-2273
 Fax:609-490-0581
 Email: Fgendron@HightstownPD.org



249th Session

WARNING: Email received by or sent to Borough Officials are subject to the Open Public Records Act [OPRA]. If you are in anyway concerned about the contents of your email being read by someone other than the person(s) you are contacting, you should consider alternate ways of contacting them.

ORDINANCE 2018-XX

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 7, ENTITLED “TRAFFIC”, SUBSECTION 7-14-1, ENTITLED “PARKING PROHIBITED DURING CERTAIN HOURS ON CERTAIN STREETS” OF THE *REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN*

WHEREAS, It has been determined by the Borough Administrator, Police Chief, East Windsor Regional School Superintendent, and East Windsor Regional School Administrator in conjunction with the Mercer County Engineer, that the crosswalk at the intersection of Stockton Street and Oak Lane, which contains a school crossing post for both Walter C. Black School and Grace N. Rogers School, will be moved to the intersection of Stockton Street and Joseph Street for the safety of students and pedestrians; and

WHEREAS, this change in crosswalk location will effectuate more pedestrian and student traffic on Joseph Street during school hours; and

WHEREAS, The Hightstown Police Chief and East Windsor Regional School Superintendent, as well as the Principals of both schools, have expressed concern with the narrowness of Joseph Street and the obstruction of visibility of the students when using the sidewalk, as well as the ability of busses to pass when vehicles are parked on Joseph Street; and

WHEREAS, the Hightstown Police Chief has recommended that parking on both sides of Joseph Street be restricted Monday through Friday from 7:30am to 3:30pm, to assure the safety of the students and permit bus traffic to pass without incident; 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 7, entitled “Traffic”, Subsection 7-14-1, entitled “Parking” of the *Revised General Ordinances of the Borough of Hightstown* is hereby amended as follows (deletions are crossed out; additions are underlined):

Section 7-14

PARKING PROHIBITED DURING CERTAIN HOURS ON CERTAIN STREETS

Subsections:

7-14-1 **Parking Prohibited During Certain Hours on Certain Streets.**

Subsection 7-14-1 **Parking Prohibited During Certain Hours on Certain Streets.**

No person shall park a vehicle between the hours specified any day (except Sundays and public holidays) upon any of the streets or parts of streets described.

Name of Street	Side	Hours/Days	Location
Glen Drive	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From Spring Crest Drive to end

<u>Joseph Street</u>	<u>Both</u>	<u>8:30 a.m. to 3:30 p.m./ Monday thru Friday</u>	<u>Entire Length</u>
Leshin Lane	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From South Main Street to Westerlea Avenue
Monmouth Street	South	8:00 a.m. to 6:00 p.m.	From North Main Street to Pennsylvania Railroad tracks
Rogers Avenue	South	8:00 a.m. to 6:00 p.m.	From Stockton Street to Railroad Avenue
Spring Crest Drive	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From South Main Street to Westerlea Avenue
Spruce Court	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From Leshin Lane to end of Spruce Court, including the cul-de-sac

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



STATEWIDE INSURANCE FUND

A JOINT INSURANCE FUND SERVING NEW JERSEY'S COMMUNITIES SINCE 1994

ONE SYLVAN WAY
PARSIPPANY, NJ 07054
862-260-2050 FAX 862-260-2058

To: Statewide Insurance Fund Members

From: Statewide Insurance Fund Executive Committee

Date: April 27, 2018

Re: Opposition of Senate Bill 1597 which revises workers' compensation coverage for certain injuries to volunteer and professional public safety and law enforcement personnel.

Statewide Insurance Fund, the joint insurance Fund that covers your employees and emergency volunteers for workers compensation, is opposing Senate Bill 1597 (Oroho/Cryan) and is asking Fund members to join us in opposition. The Fund is a public entity formed when towns and other local units came together to self insure for workers compensation. The monies used to pay claims are your taxpayer dollars. This bill seeks to eliminate the ability to rebut certain claims filed by emergency personnel which could result in a major financial impact to the towns resulting in increased insurance costs.

Current workers compensation law provides that volunteer and professional public safety and law enforcement personnel are entitled to the benefits available to injured workers. The workers' compensation system requires employees who allege work injuries or conditions to prove compensability of their claim. This includes the initial threshold question that it "arose out of" and occurred within the "course of" their employment activities.

While this threshold question applies to all employees equally, there are various presumptions that allow firefighters, police officers and other emergency personal to obtain compensation for heart attacks or other exposures with a lesser degree of evidence. This "line of duty" doctrine applies when the emergency service provider is actually in the course of his/her duties; it is not applied when the heart attack occurs while the emergency service provider is not on duty, or the cardiac event was unrelated to the activities of the service. To be eligible for compensability, the employee must be able to meet employment status, there must be some medical evidence that demonstrates a connection between the heart attack and the employee's work activity, and that connection must be rational or reasonable.

Because employees that work in emergency situations deal with a flow of stressful situations during the course of their duties, the current statute recognizes that these individuals should receive additional protections that while rebuttable, allow them to



STATEWIDE INSURANCE FUND

A JOINT INSURANCE FUND SERVING NEW JERSEY'S COMMUNITIES SINCE 1994

ONE SYLVAN WAY

PARSIPPANY, NJ 07054

862-260-2050

FAX 862-260-2058

Page 2

pursue legitimate claims without having to prove issues of causation to the extent that other employees are required. It is important to note that the occurrence of a heart attack by a firefighter, police officer or other emergency responders does not automatically trigger compensability under the current law. Along with the statutory presumptions, the Fund or entity is entitled to rebut it with evidence to the contrary. When reviewing any workers' compensation claims, the Fund has a duty to the member, and other Fund members, to investigate fully the allegations made before rendering an opinion on compensability.

According to the Bill Statement contained within SB 1597, *"this bill expands the individuals that are covered by the presumption to include any recognized emergency management member doing volunteer duty."* This permits any party participating in any manner access to compensation, regardless of their level of activity. Essentially, this removes the ability to rebut claims where there is a preexisting condition.

"It is also removes the requirement that the individual must be responding to orders under competent authority in order to recover, and provides that individuals are covered by the presumption when remediating from an emergency." The bill expands the eligibility for the presumption beyond the actual period of responding to 24 hours after an emergency. The ability to question the relationship between work effort and the health event, and whether the party was authorized to respond is negated by this revision.

Additionally, *"the bill provides that the presumption of compensability is rebuttable by use of casual factors such as horseplay, skylarking, self-infliction, voluntary intoxication, and illicit drug use."* This language eliminates any current "line of duty" requirements outlined in the statute and allows for any and all claims, except those emanating from a very limited number of factors. Inherently, it provides for a very wide expansion of eligibility.

The proposed change that *"provides that any cardiovascular or cerebrovascular injury or death-related incident resulting in a dispute as to compensability is to be decided coincidentally with the United States Department of Justice, Public Safety Officers' Benefits Program findings."* It is unclear what the intent of this language is, but the result is that any decision rendered by the NJ Workers Compensation courts could be nullified by the findings of the federal Public Safety Benefits Program. It removes the claims from the jurisdiction of the NJ courts and gives it to a federal agency.



STATEWIDE INSURANCE FUND

A JOINT INSURANCE FUND SERVING NEW JERSEY'S COMMUNITIES SINCE 1994

ONE SYLVAN WAY

PARSIPPANY, NJ 07054

862-260-2050

FAX 862-260-2058

Page 3

So, what is the impact to public entities across the state of these changes? These proposed revisions could open up the Fund and therefore its members, to paying potentially millions of dollars for health events that are not related to actual emergency service activities. Local units have the responsibility to preserve the long-term financial health of their communities, and the financial pressure of this legislation on towns is significant. Any increase in costs has a direct impact on the same local funds that are utilized to provide services to our residents. It also usurps the rights and powers of the state courts of NJ.

We believe that the current laws that apply to this class of employees is an optimal balance between providing fair treatment and benefits to injured workers and maintaining a stable fiscal situation for local governments and the additional, unnecessary expansion of benefits in Senate Bill 1587 will lead to unprecedented and unpredictable costs to public agencies.

We encourage you to contact your legislators and voice your opposition to the bill.

SENATE, No. 1597

STATE OF NEW JERSEY

218th LEGISLATURE

INTRODUCED FEBRUARY 5, 2018

Sponsored by:

Senator STEVEN V. OROHO

District 24 (Morris, Sussex and Warren)

Senator JOSEPH P. CRYAN

District 20 (Union)

SYNOPSIS

Revises workers' compensation coverage for certain injuries to volunteer and professional public safety and law enforcement personnel.

CURRENT VERSION OF TEXT

As introduced.



S1597 OROHO, CRYAN

2

1 AN ACT concerning workers' compensation coverage and amending
2 P.L.1987, c.382.

3

4 **BE IT ENACTED** *by the Senate and General Assembly of the State*
5 *of New Jersey:*

6

7 1. Section 1 of P.L.1987, c.382 (C.34:15-7.3) is amended to
8 read as follows:

9 1. a. For any cardiovascular or cerebrovascular injury or death
10 which occurs to an individual covered by subsection b. of this
11 section while that individual is engaged in a response to an
12 emergency, there shall be a rebuttable presumption that the injury
13 or death is fully compensable under R.S. 34:15-1 et seq., if that
14 injury or death occurs while the individual is responding **],** under
15 orders from competent authority, **]** to or remediating from a law
16 enforcement, public safety or medical emergency as defined in
17 subsection c. of this section.

18 b. This section shall apply to:

19 (1) Any permanent or temporary member of a paid or part-paid
20 fire or police department and force;

21 (2) Any member of a volunteer fire company;

22 (3) Any member of a volunteer first aid or rescue squad; **[and]**

23 (4) Any special, reserve, or auxiliary policeman doing volunteer
24 duty; and

25 (5) Any recognized emergency management member doing
26 volunteer duty.

27 c. As used in this section **[,]** :

28 "**[law]** Law enforcement, public safety or medical emergency"
29 means any combination of circumstances requiring immediate
30 action to prevent the loss of human life, the destruction of property,
31 or the violation of the criminal laws of this State or its political
32 subdivisions, and includes, but is not limited to, the suppression of
33 a fire, a firemanic drill, the apprehension of a criminal, or medical
34 and rescue service.

35 "Remediating from" means leaving an emergency in a reasonable
36 period of time, not to exceed 24 hours from the end of the
37 emergency, to carry out post-incident agency protocols and
38 decompression including measures such as critical incident stress
39 debriefings.

40 d. The presumption of compensability pursuant to subsection a.
41 of this section shall be rebuttable by use of casual factors such as
42 horseplay, skylarking, self-infliction, voluntary intoxication, and
43 illicit drug use.

44 e. Any cardiovascular or cerebrovascular injury or death-
45 related incident resulting in a dispute as to compensability shall be

EXPLANATION – Matter enclosed in bold-faced brackets **[thus]** in the above bill is
not enacted and is intended to be omitted in the law.

Matter underlined thus is new matter.

S1597 OROHO, CRYAN

3

1 decided coincidentally with the United States Department of
2 Justice, Public Safety Officers' Benefits Program findings.
3 (cf: P.L.1987, c.382, s.1)
4

5 2. This act shall take effect immediately, and shall apply to all
6 applicable injuries and deaths pending on the date of enactment.
7

8

9

STATEMENT

10

11 This bill revises the law governing workers' compensation
12 coverage for certain injuries to volunteer and professional public
13 safety and law enforcement personnel.

14 Under current law, there is a rebuttable presumption that any
15 cardiovascular or cerebrovascular injury or death which occurs to
16 individuals who are volunteer and professional public safety and
17 law enforcement personnel while those individuals are engaged in a
18 response to an emergency is compensable if that injury or death
19 occurs while the individual is responding, under orders from
20 competent authority, to an emergency.

21 This bill expands the individuals that are covered by the
22 presumption to include any recognized emergency management
23 member doing volunteer duty. It is also removes the requirement
24 that the individual must be responding to orders under competent
25 authority in order to recover, and provides that individuals are
26 covered by the presumption when remediating from an emergency.

27 The bill provides that the presumption of compensability is
28 rebuttable by use of casual factors such as horseplay, skylarking,
29 self-infliction, voluntary intoxication, and illicit drug use.

30 The bill provides that any cardiovascular or cerebrovascular
31 injury or death-related incident resulting in a dispute as to
32 compensability is to be decided coincidentally with the United
33 States Department of Justice, Public Safety Officers' Benefits
34 Program findings.

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