

Agenda
Hightstown Borough Council

September 4, 2018

Hightstown Fire House

6:30 PM – Executive Session

7:30 PM – Public Session

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

Meeting called to order by Mayor Lawrence Quattrone.

STATEMENT: Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was provided to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office.

Roll Call

Executive Session **2018-162** Authorizing a Meeting that Excludes the Public

Contract Negotiations – Municipal Court and Police Department

Flag Salute

Approval of the Agenda

Minutes August 29, 2018 – Special Meeting Executive Session
August 29, 2018 – Special Meeting Public Session

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 Municipal Aid Grant 2019

Ordinances **2018-18 First Reading and Introduction** – Bond Ordinance Providing for Various Capital Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$189,600 Therefor and Authorizing the Issuance of \$180,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

2018-15 Final Reading and Public Hearing – Amending Chapter 7, Entitled “Traffic”, Section 7-20 Entitled “Stop Intersection” of the Revised General Ordinances of the Borough of Hightstown

2018-16 Final Reading and Public Hearing – Amending Chapter 3, Entitled “Police Regulations”, Section 3-9, Entitled “Bicycles, Skateboards, Scooters, Skates and Roller Blades” of the Revised General Ordinances of the Borough of Hightstown

Resolutions	2018-163	Payment of Bills
	2018-164	Authorizing the Borough Engineer to Prepare a Water System Asset Management Plan
	2018-165	Authorizing a Shared Services Agreement with Monmouth County for Truck Washing Facilities
	2018-166	Amending an Agreement with Republic Services of NJ, LLC for Dumpster Recycling Services
Consent Agenda	2018-167	Supporting the Safe Routes to School Program Grant Application
	2018-168	Authorizing a Sewer Charge Credit (Block 6/Lot 3)
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	Medical Cannabis Dispensary	
Subcommittee Reports		
Mayor/Council/Administrative Reports		
Adjournment		

Resolution 2018-162

*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 September 4, 2018 at 6:30 p.m. at the Hightstown Firehouse located at 140 N. Main Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Municipal Court and Police Department

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: December 4, 2018, or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 4, 2018.

Debra L. Sopronyi, RMC/CMC
Borough Clerk

**Meeting Minutes
Hightstown Borough Council
Special Meeting
August 29, 2018
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:30 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember 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: Debra L. Sopronyi, Administrator/Borough Clerk; and Frank Gendron, Police Chief.

APPROVAL OF AGENDA

Councilmember Musing moved the agenda as amended for approval; Council President Stults seconded.

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

Agenda approved, 4-0.

PUBLIC COMMENT

Mayor Quattrone opened public comment period I and there being no comments, the public comment period was closed.

EXECUTIVE SESSION

Resolution 2016-161 Authoring a Meeting that Excludes the Public

Council President Stults moved Resolution 2016-161; Councilmember Hansen seconded.

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

Resolution adopted 4-0.

Resolution 2016-161

*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 special

meeting on August 29, 2018 at 6:30 p.m. at the Hightstown Municipal Offices Building located at 156 Bank Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Municipal Court and Police Department

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: November 29, 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 returned to open session at 8:25 p.m.

Councilmember Montferrat arrived during executive session and was now present.

ADJOURNMENT

Councilmember Montferrat motioned to adjourn at 8:25 p.m.; Councilmember Bluth seconded. All ayes.

Respectfully Submitted,

Debra L. Sopronyi
Borough Clerk



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August 3, 2018

Mayor and Council
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: NJDOT Application for Municipal Aid Grant FY2019
Our File No.: H1603

Dear Mayor and Council:

The New Jersey Department of Transportation has announced that it will be accepting applications for the Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant programs. Applications must be submitted on or before October 8, 2018. I have reviewed the grant programs and recommend the Borough make application under the Municipal Aid Program this year. In consultation with Public Works Superintendent Ken Lewis, I am recommending that a grant application be submitted for one of the following projects:

1. Improvements to Railroad Avenue between Center Street and Outcalt Street, and to Dey Street between Summit Street and Center Street.
2. Improvements to Hausser Avenue, Bennet Place, and Prospect Drive.

In general, the roads outlined above require mill and overlay with base repairs as necessary. In addition, deteriorated curbs and sidewalks will be replaced as necessary, existing storm drain inlets will be upgraded to meet NJDOT Bicycle Safe Standards and NJDEP Stormwater Regulations, and curb ramps will be reconstructed to meet current ADA standards.

Should Council consider an application for Railroad Avenue and Dey Street, the proposed improvements would benefit and provide access to the rear of the existing YMCA building which would aid the future relocation of Borough Hall to the site.

Should Council determine that an application be submitted for Hausser Avenue, Bennet Place and Prospect Drive, it is also recommended that the water main on Hausser be replaced. The water main has had multiple breaks. The water main could be financed through the NJEIT as the Borough is currently doing for the First Avenue Project.

I am prepared to move forward with preparation of the application as outlined above and request authorization at your next Council Meeting. Our fee to prepare the application will be at a cost not to exceed \$3,750.00.

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

Very truly yours,

Carmela Roberts, PE, CME
Borough Engineer

cc: Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/Clerk
Kenneth Lewis, Superintendent of Public Works
Cameron Corini, P.E., Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



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November 1, 2017

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

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

Dear Debra:

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

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

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

1. Dutch Neck Road
2. West Ward Street

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

Very truly yours,

Carmela Roberts, PE, CME
Borough Engineer

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



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November 22, 2017

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

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

Dear Debra:

Attached with this letter, please find the following:

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

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

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

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

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

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

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

Very truly yours,



Carmela Roberts, PE, CME
Borough Engineer

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



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April 17, 2018

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

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

Dear Debra:

As requested by Council, we have prepared a list for a proposed Capital Improvement Program for pedestrian crosswalks throughout the Borough.

Crosswalks and curb ramps are used to delineate a path for pedestrians to cross a roadway and typically consist of five (5) components; curb depression, ramp, landing, detectable warning surface, and pavement markings (two-line crosswalk or 'piano key' crosswalk). In addition, depending on the location and orientation of a ramp and/or crosswalk, signage may be added to alert vehicular traffic of the pedestrian crossing. The layout of a curb ramp is governed by NJDOT Regulations and ADA Standards. Crosswalks are governed by the Manual on Uniform Traffic Control Devices (MUTCD).

The following is a listing of known crosswalks or intersections that require new pavement striping or do not have the required detectable warning surface in accordance with ADA standards. The locations have not been listed in a specific order. Council may reorganize/prioritize crosswalk improvements at their discretion.

Please note that ramp dimensions and slopes have not been measured to determine compliance with NJDOT Regulations and ADA Standards. Also, roads that do not currently have sidewalks have not been analyzed with this crosswalk review. It is assumed that crosswalks would be installed on these roads/intersections when sidewalks are constructed as has been Borough standard.

CAPITAL CROSSWALK IMPROVEMENTS			
Intersection		Requires New Crosswalk Striping	Requires Detectable Warning Surface
South Main Street	Leshin Lane	X	
	Sprince Crest Drive	X	X
	Etra Road	X	X
	South Street	X	X
	West Ward Street	X	X
Center Street	First Avenue**	X	X
	Second Avenue	X	X
Bank Street	North Academy Street	X	X
	Dept. of Public Works Garage	X	
	Mechanic Street	X	

CAPITAL CROSSWALK IMPROVEMENTS			
Intersection		Requires New Crosswalk Striping	Requires Detectable Warning Surface
North Main Street	Bank Street	X	X
	Monmouth Street	X	X
	William Street	X	X
	Wyckoffs Mills Road	X	
	Wilson Avenue	X	X
	Sunset Avenue**	X	X
	Van Rensellar Avenue	X	X
Monmouth Street	Broad Street	X	
	Maxwell Avenue	X	
	Manlove Avenue	X	
Franklin Street	Cole Avenue	X	
	Maxwell Avenue	X	X
South Street	Taylor Avenue	X	X
Joseph Street	Second Avenue**	X	X
Rogers Avenue	South Academy Street	X	X
Harron Avenue	Dutch Neck Road	X	X
Oak Lane	Lincoln Avenue**	X	
Sunset Avenue	Maple Avenue**	X	X

Note: Roads with ** have been allocated State or Federal Funding and include curb ramp and crosswalk improvements.

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

Very truly yours,



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

cc: Mayor and Council
 Cameron Corini, P.E., Roberts Engineering Group, LLC

ORDINANCE 2018-18

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL
IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN
THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING
\$189,600 THEREFOR AND AUTHORIZING THE ISSUANCE OF
\$180,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART
OF THE COST THEREOF.**

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

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$189,600, including the aggregate sum of \$9,100 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$180,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Police Department:</u>			
(i) Acquisition of a sports utility vehicle, including all related costs and expenditures incidental thereto.	\$56,500	\$53,780	5 years
(ii) Acquisition of various equipment, including a water tower repeater and radar units, including all related costs and			

expenditures incidental thereto.

	\$24,000	\$22,830	10 years
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(iii) Acquisition of various equipment, including a breathalyzer and speed trailers, including all related costs and expenditures incidental thereto.

	\$54,500	\$51,890	15 years
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TOTAL:	<u>\$135,000</u>	<u>\$128,500</u>	
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b) **Fire Department:**

Acquisition of equipment, including self-contained breathing apparatus cylinders and updates to the mobile air system, including all related costs and expenditures incidental thereto and further including all work and materials necessary therefor and incidental thereto.

	\$54,600	\$52,000	15 years
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GRAND TOTAL:	<u>\$189,600</u>	<u>\$180,500</u>	
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The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended

to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

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

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 11.38 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$180,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$8,600 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

(e) Any action taken prior to the date of adoption of this bond ordinance in furtherance of the several improvements or purposes described in Section 3, including but not limited to, expenditures of funds appropriated hereby, are hereby ratified, confirmed and approved.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the @Rule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails

to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

ORDINANCE 2018-15

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 7, ENTITLED “TRAFFIC”, SECTION 7-20, ENTITLED “STOP INTERSECTIONS” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN

WHEREAS, The Board of Education has requested that the Borough officially designate the two stop signs located in the Hightstown High School parking lot, so police enforcement can occur at these locations; and

WHEREAS, The Board of Education has also requested that the Borough install a stop sign on Leshin Lane, at Westerlea, to complete a four-way stop at the entrance to the High School parking lot; and

WHEREAS, The Hightstown Police Chief and Borough Administrator, in conjunction with the East Windsor Regional School Administrator, have reviewed the intersection and agree that placing a stop sign on Leshin Lane at Westerlea, and police enforcement at the stop signs in the Hightstown High School parking lot will increase public, pedestrian, and student safety at this intersection; 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”, Section 7-20, entitled “Stop Intersections” of the *Revised General Ordinances of the Borough of Hightstown* is hereby amended as follows (deletions are crossed out; additions are underlined):

Section 7-20

STOP INTERSECTIONS

Subsections:

7-20-1 Stop Intersections.

Subsection 7-20-1 Stop Intersections.

Pursuant to the provisions of N.J.S.A. 39:4-140, the intersections described are hereby designated as Stop Intersections. Stop signs shall be installed as provided therein.

Intersection(s)

STOP Sign(s) on:

Academy Street and
Morrison Avenue--
Railroad Avenue

Morrison
Avenue--Railroad
Avenue

Dutch Neck Road and
Gilman Place

Gilman Place

Grape Run Road and
Westerlea Avenue

Westerlea Avenue

Greeley Street and
Glen Brook Place

Glen Brook Place

Hagemount Avenue and
Rocky Brook Court

Rocky Brook Court

Harron Avenue and
Dutch Neck Road

Dutch Neck Road

Leshin Lane and
Westerlea Avenue

Leshin Lane

Lincoln Avenue and
Hagemount Avenue

Hagemount Avenue

Maxwell Avenue and
Clinton Street

Clinton Street

Meadow Drive and
Clover Lane

Clover Lane

Meadow Drive and
Clover Lane

Clover Lane

Morrison Avenue and
Harron

Morrison Avenue

Morrison Avenue and
Center Street

Morrison Avenue

Oak Lane and
Lincoln Avenue

Lincoln Avenue

Intersection(s)

STOP Sign(s) on:

Orchard Avenue and
Meadow Drive

Meadow Drive

Orchard Avenue and
Schuyler Avenue

Schuyler Avenue

Prospect Drive and
Bennett Place

Bennett Place

Reed Street and
Purdy Street

Purdy Street

Springcrest Avenue
and Glen Drive

Glen Drive

Sunset Avenue and
Maple Avenue

Maple Avenue

Westerlea Avenue and
Springcrest Avenue

Springcrest Avenue

Wilson Avenue and
Mechanic Street

Mechanic Street

7-20-2 Pursuant to the provisions of N.J.S.A. 39:4-140, the intersections described are hereby designated as Stop Intersections on East Windsor Regional Board of Education property in the High School parking lot and shall be enforced by the Hightsotwn Borough Police Department at the request of the Board of Education pursuant to their meeting of May 14, 2018:

1. In the bus loop at the intersection of Leshin Lane and Westerle Avenue
2. In the exiting lane of the student parking lot at the intersection of Leshin Lane and Westerlea Avenue

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: August 20, 2018

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

ORDINANCE 2018-16

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 3, ENTITLED “POLICE REGULATIONS”, SECTION 3-9, ENTITLED “BICYCLES, SKATEBOARDS, SCOOTERS, SKATES AND ROLLER BLADES” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN

WHEREAS, The Hightstown Police Chief finds the current ordinance regarding bicycles, skateboards, scooters, skates and roller blades unenforceable and in order for the Police Department to enforce said ordinance, recommends revisions be made; 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 3, entitled “Police Regulations”, Section 3-9, entitled “Bicycles, Skateboards, Scooters, Skates, and Roller Blades” of the *Revised General Ordinances of the Borough of Hightstown* is hereby amended as follows (deletions are crossed out; additions are underlined):

Section 3-9

BICYCLES, SKATEBOARDS, SCOOTERS, SKATES AND ROLLER BLADES*

Subsections:

3-9.1 Definitions.

3-9.2 Rules and Regulations.

3-9.3 Riding Prohibited on Certain Sidewalks.

3-9.4 Violations and Penalties.

*** Editor's Note:** Helmets are required when riding a bicycle pursuant to N.J.S. 39:4-14.3q.

3-9.1 Definitions.

As used in this section:

“Bicycle” shall mean a device, with tires connected by a frame and arranged to be propelled by human or electric power. This definition shall not apply to vehicles used by individuals with disabilities per ADA regulations.

“Roadway” shall mean that portion of a highway improved, designated or ordinarily used for vehicular travel, exclusive of the berm or shoulder.

“Sidewalk” shall mean that portion of a highway intended for the use of pedestrians between the curbline or the lateral line of a shoulder or, if none, the lateral line of the roadway and the adjacent right-of-way line. (1991 Code § 63-1; Ord. 2001-05, Amended, 06/04/2001)

3-9.2 Rules and Regulations.

a. The following rules and regulations shall be observed in the operation of bicycles, skateboards, scooters, skates and roller blades in the streets and public places of the Borough:

1. Every person operating a bicycle, skateboard, scooter, skates or roller blades shall at all times operate such vehicle with due regard for the safety of other persons and vehicles lawfully upon the streets, highways, parkways and public places, as well as for his own safety, and shall at all times and under all conditions yield the right-of-way to pedestrians on the streets, highways, public places and crosswalks.

2. No person shall operate a bicycle upon the streets, highways, parkways and public places of the Borough during the period of one (1) hour after sunset to one (1) hour before sunrise unless the bicycle is equipped with a front light casting a beam of white light in front of the bicycle visible for not less than five hundred (500) feet and also with a real signal, i.e., an official reflector or red light, visible for not less than three hundred (300) feet.

3. No person shall operate a bicycle upon the streets, highways, parkways and public places of the Borough that is not equipped with adequate brakes and warning signals, all of which shall be in proper working order during all the time of operation of the bicycle after police inspection and approval.

4. The hand signal shall be used to indicate that an operator is about to turn or change the direction of any bicycle.

5. No person operating a bicycle, skateboard, scooter, skates or roller blades upon any street, highway or parking or public place shall attach himself to any other moving vehicle.

6. No person operating a bicycle for carrying only the rider shall carry another person on the front or rear frame or handlebars of a bicycle.

b. These rules and regulations are intended to supplement the laws of the State of New Jersey and not to alter them. The laws of the State of New Jersey are incorporated herein as if set forth in detail. (1991 Code § 63-6; Ord. 2001-05, Amended, 06/04/2001)

3-9.3 Riding Prohibited on Certain Sidewalks.

In the following described areas, the riding of a bicycle, skateboard, scooter, skates or roller blades shall be prohibited on the sidewalks. In those areas, bicycles shall be walked on the sidewalk.

a. On Mercer Street from the intersection of Ward Street north to Main Street.

b. On South Main Street from the intersection of Ward Street north to Main Street.

c. On Main Street from the intersection of Mercer Street and South Main Street north to the intersection of Franklin Street.

d. On Stockton Street from the intersection of Academy Street to Main Street.

e. On Franklin Street from the intersection of Broad Street to Main Street.

f. On North Main Street from the intersection of Monmouth Street south to Main Street. (1991 Code § 63-7; Ord. 2001-05, Amended, 06/04/2001)

3-9.4 Violations and Penalties.

a. Bicycles

1. Any person under the age of eighteen (18) who violates any of the provisions of this section relating to vehicle and traffic laws or the bicycle safe-riding rules and regulations and the official police instructions for the safe operation of a bicycle shall be reprimanded for the first offense, in writing, by the Borough Police Department, addressed to the offender's parent or guardian, stating the nature of the violation and a warning that a repetition of the violation or any other violation shall cause the the violator's parent or guardian to be held responsible for additional offenses with penalties and fines as though the offender was over eighteen (18) years of age. On the second or any subsequent complaint the offender's parent or guardian shall receive a summons subject to penalties and fines as though the violator was eighteen (18) years of age. (1991 Code § 63-8)
2. Any person over the age of eighteen (18) who violates any of the provisions of this section relating to vehicle and traffic laws or the bicycle safe-riding rules and regulations and the official police instructions for the safe operation of a bicycle shall be subject to penalties as set forth in Section 1-5, "General Penalty," of the *Revised General Ordinances of the Borough of Hightstown*.

b. Skateboards, Scooters, Skates and Roller Blades

1. Any person under the age of eighteen (18) who violates any of the provisions of this section relating to skateboards, scooters, skates or roller blades shall be reprimanded for the first offense, in writing, by the Borough Police Department, addressed to the offender's parent or guardian, stating the nature of the violation and a warning that a repetition of the violation or any other violation shall cause the the violator's parent or guardian to be held responsible for additional offenses with penalties and fines as though the offender was eighteen (18) years of age. On the second or any subsequent complaint, the offender's parent or guardian shall receive a summons subject to penalties and fines as though the violator was eighteen (18) years of age.
2. Any person over the age of eighteen (18) who violates any of the provisions of this section relating to skateboards, scooters, skates or roller blades shall be subject to penalties as set forth in Section 1-5, "General Penalty," of the *Revised General Ordinances of the Borough of Hightstown*. (Ord. 2001-05, Amended, 06/04/2001)

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.

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2018-163

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 \$72,876.58 from the following accounts:

Current		\$46,420.94
W/S Operating		12,951.15
General Capital		9,188.50
Water/Sewer Capital		1,105.50
Grant		0.00
Trust		815.94
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>2,394.55</u>
Total		<u>\$72,876.58</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 September 4, 2018.

Debra L. Sopronyi, RMC/CMC
Borough Clerk

Date: Sept 4, 2017

To: Mayor and Council

From: Finance Office

Re: Manual Bill List

CURRENT ACCOUNT

	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
Mercer County Park Commission	18-01030	28259 \$	200.00
Kenneth Lewis	18-01031	28260 \$	49.86
Bank of America	18-01053	28261 \$	65.49
Larry Gunnell	18-01082	28262 \$	34.21
NJ Dept. of Transportation	18-01109	28263 \$	35.00
Larry Gunnell	18-01165	28268 \$	311.83
	TOTAL		<u><u>\$696.39</u></u>

TRUST ACCOUNT

Larry Gunnell	18-01013	28257 \$	54.44
NJ Dept. of Transportation	18-01110	28264 \$	165.00
Jenkinson's Boardwalk	18-00943	25265 \$	596.50
	TOTAL	\$	<u><u>815.94</u></u>

WATER & SEWER

State of NJ PWT	18-01002	28155 \$	504.32
Bank of America	18-01166	28269 \$	697.83
		\$	-
		\$	<u><u>1,202.15</u></u>

MANUAL TOTAL	\$	<u><u>2,714.48</u></u>
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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		First	Rcvd	Chk/Void		1099	
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
A0554 ALL INDUSTRIAL SAFETY PRODUCTS											
18-00008 01/16/18 QUOTE #219104											
2 PR #MEGN9690L (PALM/FINGER)		48.90	7-09-55-501-002-549	B MAXWELL AVE PUMPING STATION	R	01/16/18	08/29/18			N	
3 PR #MEGN9690XL (PALM/FINGER)		48.90	7-09-55-501-002-549	B MAXWELL AVE PUMPING STATION	R	01/16/18	08/29/18			N	
4 DZ BROWN JERSEY SMALL 100%		8.10	7-09-55-501-002-549	B MAXWELL AVE PUMPING STATION	R	01/16/18	08/29/18			N	
6 EA EAGLE SHOVEL SQ PT LONG		29.25	7-09-55-501-002-549	B MAXWELL AVE PUMPING STATION	R	01/16/18	08/29/18			N	
7 EA EAGLE SHOVEL RD PT LONG		29.25	7-09-55-501-002-549	B MAXWELL AVE PUMPING STATION	R	01/16/18	08/29/18		219104	N	
		164.40									
Vendor Total:		164.40									
A0787 AMERICAN TRAFFIC SAFETY SVC											
18-01145 08/08/18 2018 MEMBERSHIP											
1 INV. 90175874 -2018 MEMBERSHIP		79.00	8-01-26-290-001-044	B Professional Assoc. Dues	R	08/08/18	08/29/18		90175874	N	
Vendor Total:		79.00									
A0045 ANSELL, ZARO, GRIMM, P.C.											
18-01277 08/29/18 JULY BILLING 8/23/18											
1 JULY BILLING 8/23/18 426525		810.00	8-01-20-155-001-027	B General Matters	R	08/29/18	08/29/18		426525	N	
2 JULY BILLING 8/23/18 426527		94.50	8-01-20-155-001-027	B General Matters	R	08/29/18	08/29/18		426527	N	
3 JULY BILLING 8/23/18 426525		67.50	8-01-20-155-001-027	B General Matters	R	08/29/18	08/29/18		426528	N	
4 JULY BILLING 8/23/18 426529		94.50	8-01-20-155-001-031	B Labor,Personnel & Union Council	R	08/29/18	08/29/18		426529	N	
5 JULY BILLING 8/23/18 426530		472.50	8-01-20-155-001-029	B Attendance at Council Meetings	R	08/29/18	08/29/18		426530	N	
6 JULY BILLING 8/23/18 426531		297.00	8-01-20-155-001-027	B General Matters	R	08/29/18	08/29/18		426531	N	
7 JULY BILLING 8/23/18 426532		324.00	8-01-20-155-001-033	B Litigation	R	08/29/18	08/29/18		426532	N	
8 JULY BILLING 8/23/18 426533		74.72	8-01-20-155-001-027	B General Matters	R	08/29/18	08/29/18		426533	N	
9 JULY BILLING 8/23/18 426536		40.50	8-01-20-155-001-027	B General Matters	R	08/29/18	08/29/18		426536	N	
		2,275.22									
Vendor Total:		2,275.22									

August 30, 2018
10:43 AM

Borough of Hightstown
Bill List By Vendor Name

Page No: 2

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
A0054 AQUA PRO-TECH LABORATORIES											
18-01120	08/01/18	INVOICE #8060226M									
1	INVOICE #8060226M	6/6-6/20/18	442.90	8-09-55-501-002-532	B Outside Lab Testing	R	08/01/18	08/29/18		8060226M	N
Vendor Total:			442.90								
A0025 AT&T MOBILITY											
18-01276	08/29/18	287258726345 7/13 -8/12 HPD									
1	287258726345	7/13 -8/12 HPD	304.14	8-01-31-440-001-084	B POLICE PHONES	R	08/29/18	08/29/18		287258726345	N
2	287258726345	7/13 -8/12 DPW	212.57	8-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	08/29/18	08/29/18		287258726345	N
3	287258726345	7/13 -8/12 WTP	88.81	8-09-55-501-003-545	B Telephone-W/S-VERIZON	R	08/29/18	08/29/18		287258726345	N
4	287258726345	7/13 -8/12 AWWTP	115.11	8-09-55-501-003-548	B Telephone-	R	08/29/18	08/29/18		287258726345	N
			720.63								
Vendor Total:			720.63								
BEAUT005 BEAUTY & THE BEAST, LLC											
18-00482	03/28/18	SUN 7/22/18 ASSOCIATION PARK									
1	SUN 7/22/18	ASSOCIATION PARK	350.00	8-01-28-370-002-037	B Public Events	R	03/28/18	08/29/18		7/22/18 4-5 PM	N
Vendor Total:			350.00								
B0081 BOTACH TACTICAL											
17-01900	12/06/17	AMMO SUPPLIES									
1	AMMO SUPPLIES		239.60	7-01-25-240-001-117	B Ammunition & Target Practice	R	12/06/17	08/30/18			N
2	AMMO SUPPLIES		59.85	7-01-25-240-001-117	B Ammunition & Target Practice	R	12/06/17	08/30/18			N
			299.45								
Vendor Total:			299.45								
B0921 BRITTON INDUSTRIES, INC											
18-00821	06/06/18	YARD WASTE DISPOSAL									
1	INV. 0248557	- YRD WASTE DISP.	184.25	8-01-26-311-001-168	B Yardwaste	R	06/06/18	08/29/18		0248557	N
2	INV. 0254165	- YRD WASTE DISP.	214.75	8-01-26-311-001-168	B Yardwaste	R	06/06/18	08/29/18		0254165	N
3	INV. 0257664	- YRD WASTE DISP.	121.50	8-01-26-311-001-168	B Yardwaste	R	06/06/18	08/29/18		0257664	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	
B0921 BRITTON INDUSTRIES, INC Continued											
18-00821	06/06/18	YARD WASTE DISPOSAL	Continued								
4 INV. 0260593 - YRD WASTE DISP.		252.00	8-01-26-311-001-168	B Yardwaste	R	06/06/18	08/29/18		0260593	N	
		772.50									
Vendor Total:		772.50									
C0396 CAVANAUGH'S, INC.											
18-01187	08/09/18	MONTHLY PEST SERVICE									
1 INV 711250 - MONTHLY PEST SERV		20.00	8-01-26-310-001-029	B Maintenance Contracts	R	08/09/18	08/29/18		711250	N	
2 INV 711251 - MONTHLY PEST SERV		20.00	8-01-26-310-001-029	B Maintenance Contracts	R	08/09/18	08/29/18		711251	N	
		40.00									
Vendor Total:		40.00									
C0067 CENTRAL JERSEY POWER											
18-01256	08/28/18	STARTER ROPE AND ELEMENT									
1 INV. 147519 - ELEMENT FOR		5.06	8-01-28-369-001-139	B Mower Repairs	R	08/28/18	08/30/18		147519	N	
2 INV. 149286 - START ROPE/		110.85	8-01-28-369-001-139	B Mower Repairs	R	08/28/18	08/30/18		149286	N	
		115.91									
Vendor Total:		115.91									
C0742 CHARLES SOLANA & SONS											
18-00950	07/03/18	LAMINAR FLOW HOOD CERTIFICATIO									
1 LAMINAR FLOW HOOD		90.00	8-09-55-501-002-518	B Service Contracts - AWWTP	R	07/03/18	08/29/18			N	
Vendor Total:		90.00									
COMCA005 COMCAST BUSINESS											
18-01245	08/28/18	930909813 DATED 8/15/18									
1 930909813 DATED 8/15/18		207.33	8-01-20-140-001-060	B Internet Services and Web Services	R	08/28/18	08/29/18		930909813	N	
Vendor Total:		207.33									
C0087 CUSTOM BANDAG, INC											
18-01229	08/22/18	tIRE REPLACEMENT FORD PICKUP									
1 TIRE REPLACEMENT 1t-245/75R17		128.61	8-09-55-501-002-502	B Vehicle Maintenance	R	08/22/18	08/29/18		80140013	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 Continued										
18-01229	08/22/18	TIRE REPLACEMENT FORD PICKUP	Continued							
2 MOUNT/BALANCE INSTALL		28.89	8-09-55-501-002-502	B Vehicle Maintenance	R	08/22/18	08/29/18			N
		157.50								
18-01260	08/28/18	TIRES/TIRE REPAIR								
1 INV. 80138853 - TIRES FOR VAC		264.62	8-01-26-315-001-132	B Vehicle Maint. - Public Works	R	08/28/18	08/30/18		80138853	N
2 INV. 80138853 - TIRE DISPOSAL		12.00	8-01-26-311-001-199	B Miscellaneous	R	08/28/18	08/30/18		80138853	N
3 INV. 80138735 - TIRE REPAIR		24.50	8-01-26-315-001-132	B Vehicle Maint. - Public Works	R	08/28/18	08/30/18		80138735	N
		301.12								
Vendor Total:		458.62								
C0088 CUSTOM ENVIRONMENTAL TECH, INC										
18-00212	02/07/18	ZETA LYTE 2685 BLANKET	B							
8 INV 5014	8/20/18	6/55 GAL DRMS	3,349.50	8-09-55-501-002-544	B Zeta Lyte 2800CH-Custom Envir.Tech, Inc.	R	07/26/18	08/29/18	5014	N
Vendor Total:		3,349.50								
DRPUT005 DR PUTHENMADAM RADHAKRISHNAN										
18-01249	08/28/18	2018 CLINIC CONTRACT 8/6/18								
1 2018 CLINIC CONTRACT 8/6/18		343.32	8-01-27-330-001-031	B Contract-Professional Serv.(B)	R	08/28/18	08/29/18		8/6/18	N
Vendor Total:		343.32								
G0017 GALLAGHER CODE MANAGEMENT										
18-00973	07/10/18	CODIFICATION APRIL/MAY 2018								
1 CODIFICATION APRIL 2018		225.00	8-01-20-140-001-060	B Internet Services and Web Services	R	07/10/18	08/29/18			N
2 CODIFICATION MAY 2018		225.00	8-01-20-140-001-060	B Internet Services and Web Services	R	07/10/18	08/29/18			N
3 WEB CODE SET UP		300.00	8-01-20-140-001-060	B Internet Services and Web Services	R	07/10/18	08/29/18			N
		750.00								
18-01268	08/28/18	CODIFICATION JUNE - AUG 2018								
1 CODIFICATION SERVICES FOR		825.00	8-01-20-140-001-060	B Internet Services and Web Services	R	08/28/18	08/29/18			N
Vendor Total:		1,575.00								

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
M0714 GENSERVE, INC.												
18-01183	08/09/18	TYPE A SERVICE - GENERATORS										
1 INV.	0154217	- TYPE A	475.00	8-01-26-310-001-040	B Generator-Municipal Bldg	R	08/09/18	08/29/18		0154217		N
2 INV.	0154218	- TYPE A	585.00	8-09-55-501-001-511	B Generator/Engine Maintenance (B)	R	08/09/18	08/29/18		0154218		N
			1,060.00									
Vendor Total:			1,060.00									
G0171 GEORGE E. CONLEY ELECTRIC												
18-01272	08/28/18	ELECTRICAL WORK										
1 INV.	23999	- TROUBLE SHOOT	390.00	8-01-31-435-001-075	B Street Lighting	R	08/28/18	08/30/18		23999		N
2 INV.	24021	- REPLACE BALLASTS	518.00	8-01-31-435-001-075	B Street Lighting	R	08/28/18	08/30/18		24021		N
3 INV.	23827	- TROUBLE SHOOT	195.00	8-09-55-501-001-503	B Water Plant Maintenance	R	08/28/18	08/30/18		23827		N
			1,103.00									
Vendor Total:			1,103.00									
G0001 GPANJ												
18-01163	08/08/18	SEPT. 2018 MEETING										
1	REGISTRATION FOR DEBRA		35.00	8-01-20-100-001-041	B Conferences & Meetings	R	08/08/18	08/29/18				N
Vendor Total:			35.00									
G0186 GRAPHIC CONTROLS LLC												
18-00701	05/14/18	WATER PLANT CHARTS										
1	30755317-001	HONEYWELL CHARTS	934.30	8-09-55-501-001-503	B Water Plant Maintenance	R	05/14/18	08/29/18				N
2	B18019	- BRISTOL CHARTS	167.24	8-09-55-501-001-503	B Water Plant Maintenance	R	05/14/18	08/29/18				N
3	PW002138267D	- PARTLOW CHARTS	84.08	8-09-55-501-001-503	B Water Plant Maintenance	R	05/14/18	08/29/18				N
4	30683828	- CHART PENS	49.90	8-09-55-501-001-503	B Water Plant Maintenance	R	05/14/18	08/29/18				N
5	APPROXIMATE SHIPPING		17.27	8-09-55-501-001-503	B Water Plant Maintenance	R	05/14/18	08/29/18				N
			1,252.79									
Vendor Total:			1,252.79									

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	
GRETC005 GRETCHEN GILROY											
18-01289 08/29/18 MILEAGE REIMBURSEMENT											
1 MILEAGE REIMBURSEMENT	141.05	8-01-20-176-000-045	B	MILEAGE	R	08/29/18	08/30/18		GILROY MILEAGE	N	
Vendor Total:	141.05										
J0378 J.W. KENNEDY & SON INC WELDING											
18-01186 08/09/18 CYLINDER RENTAL											
1 INV. 1679399 - CYLINDER RENTAL	12.00	8-01-26-290-001-050	B	DPW Work Equipment	R	08/09/18	08/29/18		1679399	N	
Vendor Total:	12.00										
J0019 JCI JONES CHEMICALS, INC.											
18-00089 01/23/18 CHLORINE BLANKET		B									
7 INV 766850 8/22/18	534.00	8-09-55-501-001-526	B	Chlorine	R	01/23/18	08/30/18		766850	N	
Vendor Total:	534.00										
J0257 JCP&L											
18-01250 08/28/18 FIXED COST AGREEMENT											
1 FIXED COST AGREEMENT	2,000.00	8-01-31-435-001-075	B	Street Lighting	R	08/28/18	08/29/18			N	
Vendor Total:	2,000.00										
J0258 JCP&L (STREET LIGHTING)											
18-01288 08/29/18 100011415724 & 100011415765											
1 100011415724	388.39	8-01-31-435-001-075	B	Street Lighting	R	08/29/18	08/29/18		100011415724	N	
2 100011415765	1,666.33	8-01-31-435-001-075	B	Street Lighting	R	08/29/18	08/29/18		100011415765	N	
	2,054.72										
Vendor Total:	2,054.72										
L0037 LINCOLN FINANCIAL GROUP											
18-01242 08/28/18 SEPTEMBER LIFE INSURANCE											
1 SEPTEMBER LIFE INSURANCE	214.44	8-01-23-210-003-115	B	Medical Ins-Emp Grp Health	R	08/28/18	08/29/18		HIGHTSTOWN LIFE	N	
2 SEPTEMBER LIFE INSURANCE WTP	16.72	8-09-55-501-001-514	B	INSURANCE	R	08/28/18	08/29/18		HIGHTSTOWN LIFE	N	

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
L0037 LINCOLN FINANCIAL GROUP Continued													
18-01242 08/28/18 SEPTEMBER LIFE INSURANCE Continued													
3 SEPTEMBER LIFE INSURANCE WTP				58.52	8-09-55-501-002-514		B Insurance	R	08/28/18	08/29/18		HIGHTSTOWN LIFE N	
				289.68									
Vendor Total:				289.68									
LISAL005 LISA LANGLOIS													
18-01235 08/28/18 COURT SESSION 8/22/18 3 HRS													
1 COURT SESSION 8/22/18 3 HRS				60.00	8-01-20-176-000-114		B Court Assistance	R	08/28/18	08/29/18		8/22/18	N
Vendor Total:				60.00									
MAGL0005 MAGLOCLEN, INC.													
18-01178 08/09/18 ANNUAL USER FEES													
1 ANNUAL USER FEES				400.00	8-01-25-240-001-029		B Maint. Contracts - Other	R	08/09/18	08/29/18			N
Vendor Total:				400.00									
M0180 MCMASTER-CARR													
18-01141 08/08/18 PLANT SUPPLY													
1 ITEM #3891T1 BUNGEE CHORDS				59.58	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/08/18	08/29/18		71555275	N
2 ITEM #3891T15 BUNGEE CHORD				19.08	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/08/18	08/29/18			N
3 SHIPPING				7.44	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/28/18	08/29/18		71555275	N
				86.10									
18-01231 08/22/18 PLANT SUPPLY													
1 #4549K611 1"X 1.5"				31.30	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/22/18	08/29/18			N
2 ITEM #47865K25 1" VAVLES				64.32	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/22/18	08/29/18			N
3 ITEM #47865K28 2" VAVLE				63.66	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/22/18	08/29/18			N
4 SHIPPING				7.73	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/29/18	08/29/18		71666732	N
				167.01									
Vendor Total:				253.11									

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
MILRO005 MILROM COMPANIES LLC												
18-01117	08/01/18	RES 2018-134 BK 2,LOTS 18 & 19										
1	RES 2018-134 BK 2,LOTS 18 & 19	1,833.05	MILR13-02			P MINOR SUB./BULK VARIANCES	R	08/01/18	08/29/18		2018-134	N
Vendor Total:		1,833.05										
NJADV005 NJ Advance Media												
18-01266	08/28/18	LEGAL ADDS 7/25/18										
1	RFP - GRANT WRITER	14.50	8-01-20-120-001-021			B Advertisements	R	08/28/18	08/29/18		IO4576888-0725	N
Vendor Total:		14.50										
NJCRI005 NJ CRIMINAL INTERDICTION, LLC												
18-01223	08/21/18	TRAINING										
1	TRAINING	95.00	8-01-25-240-001-042			B Education & Training	R	08/21/18	08/30/18			N
2	TRAINING	298.00	8-01-25-240-001-042			B Education & Training	R	08/21/18	08/30/18			N
		393.00										
Vendor Total:		393.00										
N0275 NJ LEAGUE OF MUNICIPALITIES												
18-01224	08/21/18	LABOR NEGOTIATIONS SEMINAR										
1	REGISTRATION FOR DEBRA L	85.00	8-01-20-120-001-042			B Education & Training	R	08/21/18	08/30/18			N
18-01269	08/28/18	AD FOR ARCHITECT RFP										
1	AD FOR ARCHITECT RFP	115.00	8-01-20-120-001-021			B Advertisements	R	08/28/18	08/30/18			N
Vendor Total:		200.00										
P0005 PARIS AUTOMOTIVE SUPPLY												
18-01181	08/09/18	JULY 2018 BILLING										
1	JULY 2018 BILLING	536.76	8-01-26-290-001-034			B Motor Vehicle Parts & Access.	R	08/09/18	08/29/18			N
2	JULY 2018 BILLING	324.90	8-01-26-315-001-135			B Vehicle Maint.-Unif.Fire Off.	R	08/09/18	08/29/18			N
3	JULY 2018 BILLING	21.25	8-09-55-501-002-502			B Vehicle Maintenance	R	08/09/18	08/29/18		JULY 2018	N
		882.91										
Vendor Total:		882.91										

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
R0077		ROBERTS ENGINEERING GRP LLC								
	18-01217	08/16/18 Invoice #1859, 6/21/18								
	1	Review plot plan/ltr/PG ltr.	396.50	201802	P PRELIMINARY FINAL MINOR SUBDIV	R	08/16/18	08/29/18	#1859	N
	18-01218	08/16/18 Inv. #1933, 7/26/18								
	1	Plot Plan Review	165.00	2017-03	P 111 ORCHARD AVENUE	R	08/16/18	08/29/18	#1933	N
	18-01278	08/29/18 1955,1954,1951,1950 8/23/18								
	1	1955, SAFE ROUTE GRANT APPLICA	897.50	8-01-20-165-001-028	B General Engineering	R	08/29/18	08/29/18	1955	N
	2	1954,GRANT APP NJDOT	212.50	8-01-20-165-001-028	B General Engineering	R	08/29/18	08/29/18	1954	N
	3	1951 MISC REQUESTS	876.25	8-01-20-165-001-103	B Misc-Req For Info & Data(B)	R	08/29/18	08/29/18	1951	N
	4	1950 COUNCIL MEETINGS	396.50	8-01-20-165-001-104	B Attendance at Meetings (B)	R	08/29/18	08/29/18	1950	N
			2,382.75							
	18-01280	08/29/18 1961 MAPLE/SUNSET IMPROVEMENTS								
	1	1961 MAPLE/SUNSET IMPROVEMENTS	1,616.00	C-04-55-882-000-447	B MAPLE AVE & SUNSET DR 17-17 SECTION 20	R	08/29/18	08/29/18	1961	N
	18-01281	08/29/18 MISC PLANNING BOARD 1962								
	1	MISC PLANNING BOARD 1962	227.50	8-01-21-180-001-106	B Planning Board Engineer-General	R	08/29/18	08/29/18	1962	N
	18-01282	08/29/18 1960 1ST AVE RECONSTRUCTION								
	1	1960 1ST AVE RECONSTRUCTION	1,941.00	C-04-55-880-001-449	B FIRST AVENUE SEC 20 2017-09	R	08/29/18	08/29/18		N
	18-01283	08/29/18 1958 SECONDARY CLARIFIER UPGRD								
	1	1958 SECONDARY CLARIFIER UPGRD	393.00	C-08-55-952-001-544	B 2017-11 SECONDARY CLARIFIER SEC 20	R	08/29/18	08/29/18	1958	N
	18-01284	08/29/18 1959 STOCKTON ST WTR MN CLEAN								
	1	1959 STOCKTON ST WTR MN CLEAN	712.50	C-08-55-951-001-544	B WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	08/29/18	08/29/18	1959	N
	18-01285	08/29/18 1953 1ST AID RETAINING WALL								
	1	1953 1ST AID RETAINING WALL	727.00	C-04-55-880-001-447	B RETAINING WALL SEC 20 2017-09	R	08/29/18	08/29/18	1953	N
	18-01286	08/29/18 1952 WALKING BRIDGE BIDDING								
	1	1952 WALKING BRIDGE BIDDING	2,404.50	C-04-55-868-001-447	B PEDDIE LAKE DAM WALKING BRIDGE SOFT COST	R	08/29/18	08/29/18	1952	N
		Vendor Total:	10,965.75							

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	
W0156 SEARING, WILLIAM											
18-01211 08/15/18 REIMBURSEMENT FOR ALARM SYSTEM											
1 REIMBURSEMENT FOR TRIPP LITE 2	11.05	8-09-55-501-002-549		B MAXWELL AVE PUMPING STATION	R	08/15/18	08/29/18				N
18-01263 08/28/18 REIMBURSEMENT PLANT SUPPLY											
1 KITCHEN SUPPLY FROM AMAZON.COM	15.96	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/28/18	08/29/18				N
2 TELEPHONE LINE SUPPLY	8.84	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/28/18	08/29/18				N
3 DOLLAR TREE PLANT SUPPLY	5.33	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/28/18	08/29/18				N
	30.13										
Vendor Total:	41.18										
T0972 TIMBERWOLF TREE SERVICE											
18-01154 08/08/18 TREE WORK											
1 118 CENTER ST. - SAW TOOK OAK	400.00	8-01-26-290-001-129		B Maint.& Replace-Street Trees	R	08/08/18	08/29/18				N
2 121 CENTER ST. - HOUSE AND	400.00	8-01-26-290-001-129		B Maint.& Replace-Street Trees	R	08/08/18	08/29/18				N
3 242 STOCKTON ST. - ROOF	400.00	8-01-26-290-001-129		B Maint.& Replace-Street Trees	R	08/08/18	08/29/18				N
	1,200.00										
Vendor Total:	1,200.00										
T0060 TOWNSHIP OF ROBBINSVILLE											
18-01237 08/28/18 3RD QTR SHARED SERVICES											
1 3RD QTR SHARED SERVICES	15,000.00	8-01-26-310-001-025		B Building Rental	R	08/28/18	08/29/18		RES 2017-102 3D		N
Vendor Total:	15,000.00										
T0147 TRACTOR SUPPLY COMPANY											
18-01246 08/28/18 SCUFF MATS DAWES PARK											
1 SCUFF MATS DAWES PARK	167.96	8-01-28-370-002-194		B Misc-Safety Surface Install.	R	08/28/18	08/30/18		TCKT 19862 8/10		N
18-01274 08/29/18 8/23/18 HSK BELT											
1 8/23/18 HSK BELT	19.99	8-09-55-501-001-503		B Water Plant Maintenance	R	08/29/18	08/30/18		67933 TICKET#		N
2 8/23/18 HSK BELT	19.99	8-09-55-501-001-503		B Water Plant Maintenance	R	08/29/18	08/30/18		67933 TICKET#		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	
T0147 TRACTOR SUPPLY COMPANY Continued											
18-01274 08/29/18 8/23/18 HSK BELT			Continued								
3 8/23/18 HSK BELT RETURN		19.99	8-09-55-501-001-503	B Water Plant Maintenance	R	08/29/18	08/30/18		20549 TICKET#	N	
		19.99									
Vendor Total:		187.95									
U0013 USA BLUE BOOK											
18-00969 07/10/18 PLANT SUPPLY											
2 #24956 ALGAE BRUSH 12"		75.90	8-09-55-501-002-503	B Sewer Plant Maintenance	R	07/10/18	08/29/18			N	
3 #88488 2PC ADJI HANDLER 6-12'		46.95	8-09-55-501-002-503	B Sewer Plant Maintenance	R	07/10/18	08/29/18			N	
4 DRUM SYPHON PUMP		16.49	8-09-55-501-002-503	B Sewer Plant Maintenance	R	08/29/18	08/29/18			N	
5 FREIGHT		31.23	8-09-55-501-002-503	B Sewer Plant Maintenance	R	08/29/18	08/29/18			N	
		170.57									
18-01121 08/01/18 QUOTE #982768											
1 AMMONIUM MOLYBDATE		39.95	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	08/01/18	08/29/18			N	
2 SHIPPING		13.02	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	08/01/18	08/29/18		646757	N	
		52.97									
18-01161 08/08/18 QUOTE #985289											
1 ITEM #40475 PH 7 BUFFER		101.85	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	08/08/18	08/29/18			N	
2 ITEM #200428 SODIUM		27.95	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	08/08/18	08/29/18			N	
3 FREIGHT		29.57	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	08/29/18	08/29/18		662967	N	
		159.37									
18-01162 08/08/18 PLANT SUPPLY											
1 ITEM #61533 CHECK VALVE		306.96	8-09-55-501-002-503	B Sewer Plant Maintenance	R	08/08/18	08/29/18			N	
2 ITEM #61486 SEATS		145.20	8-09-55-501-002-503	B Sewer Plant Maintenance	R	08/08/18	08/29/18			N	
3 SHIPPING		23.24	8-09-55-501-002-503	B Sewer Plant Maintenance	R	08/29/18	08/29/18			N	
		475.40									
Vendor Total:		858.31									
V0504 VAN CLEEF ENGINEERING ASSOC.											
18-01194 08/10/18 RES 2018-141 4/1-5/31/18											
1 RES 2018-141 4/1-4/30/18		200.00	C-04-55-879-001-447	B REHAB OF EAST WARD ST SEC 20 2016-12	R	08/10/18	08/29/18		RES 2018-141	N	

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	
V0504 VAN CLEEF ENGINEERING ASSOC. Continued												
18-01194	08/10/18	RES 2018-141 4/1-5/31/18	Continued									
2	RES 2018-141 5/1-5/31/18	1,153.00	C-04-55-879-001-447	B REHAB OF EAST WARD ST SEC 20	2016-12	R	08/10/18	08/29/18		RES 2018-141	N	
		1,353.00										
18-01275	08/29/18	RES 2018-150 E WARD STREET										
1	RES 2018-150 E WARD STREET	1,147.00	C-04-55-879-001-447	B REHAB OF EAST WARD ST SEC 20	2016-12	R	08/29/18	08/29/18		2018-150	N	
		Vendor Total:	2,500.00									
VENTU005 VENTURA, MIESOWITZ, KEOUGH &												
18-01219	08/16/18	#20964 & 20965-Planning Bd Mtg										
1	#20964-Attend PB Mtg. 6-11-18	450.00	8-01-21-180-001-107	B Planning Board - Attorney		R	08/16/18	08/29/18		#20964	N	
2	#20965-Attend PB Mtg 7-9-18	450.00	8-01-21-180-001-107	B Planning Board - Attorney		R	08/16/18	08/29/18		20965	N	
		900.00										
		Vendor Total:	900.00									
V0019 VERIZON												
18-01239	08/28/18	201Z029320 & 201-X06-9366										
1	201Z029320	70.98	8-09-55-501-003-545	B Telephone-W/S-VERIZON		R	08/28/18	08/29/18		201Z02932023918	N	
2	201X06936614873Y	170.96	8-01-31-440-001-089	B Telephone-VERIZON		R	08/28/18	08/29/18		201X06936614873	N	
		241.94										
		Vendor Total:	241.94									
VERIZ015 VERIZON FIOS												
18-01236	08/28/18	155-504-140-001-53 HPD										
1	155-504-140-001-53 HPD	144.99	8-01-25-240-001-060	B INTERNET AND WEB SERVICES		R	08/28/18	08/29/18		15550414000153	N	
		Vendor Total:	144.99									
V0022 VERIZON WIRELESS												
18-01241	08/28/18	POLICE MDNS										
1	POLICE MDNS	200.18	8-01-31-440-001-079	B Telephone-VERIZON WIRELESS		R	08/28/18	08/29/18		9812520143	N	
		Vendor Total:	200.18									

Vendor # Name		PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
W0096 WATER WORKS SUPPLY CO., INC.														
18-01042	07/19/18	COUPLING/VALVE BOX												
1 INV.	IF92571	- COUPLING/VALVE	604.56	8-09-55-501-001-535	B Hydrants and Line Repair	R	07/19/18	08/29/18					IF92571	N
18-01258	08/28/18	TUBING/STIFFENER PLASTIC												
1 INV.	IF92991		236.55	8-09-55-501-001-535	B Hydrants and Line Repair	R	08/28/18	08/30/18					IF92991	N
Vendor Total:			841.11											
W0286 WEST WINDSOR TOWNSHIP														
18-01202	08/13/18	2018 HEALTH INTERLOCAL7/1-9/30												
1 2018	HEALTH INTERLOCAL7/1-9/30		7,436.75	8-01-43-511-001-026	B West Windsor Health Contract	R	08/13/18	08/29/18					7/1-9/30 HEALTH	N
Vendor Total:			7,436.75											
Total Purchase Orders:		72	Total P.O. Line Items:		144	Total List Amount:		70,162.10	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	299.45	0.00	299.45	0.00	0.00	0.00	299.45
	7-09	164.40	0.00	164.40	0.00	0.00	0.00	164.40
Year Total:		463.85	0.00	463.85	0.00	0.00	0.00	463.85
CURRENT FUND	8-01	45,425.10	0.00	45,425.10	0.00	0.00	0.00	45,425.10
	8-09	11,584.60	0.00	11,584.60	0.00	0.00	0.00	11,584.60
	8-21	0.00	0.00	0.00	0.00	0.00	2,394.55	2,394.55
Year Total:		57,009.70	0.00	57,009.70	0.00	0.00	2,394.55	59,404.25
GENERAL CAPITAL	C-04	9,188.50	0.00	9,188.50	0.00	0.00	0.00	9,188.50
WATER/SEWER CAPITAL	C-08	1,105.50	0.00	1,105.50	0.00	0.00	0.00	1,105.50
Year Total:		10,294.00	0.00	10,294.00	0.00	0.00	0.00	10,294.00
Total of All Funds:		67,767.55	0.00	67,767.55	0.00	0.00	2,394.55	70,162.10

Project Description	Project No.	Rcvd Total	Held Total	Project Total
111 ORCHARD AVENUE	2017-03	165.00	0.00	165.00
PRELIMINARY FINAL MINOR SUBDIV	201802	396.50	0.00	396.50
MINOR SUB./BULK VARIANCES	MILR13-02	1,833.05	0.00	1,833.05
Total of All Projects:		<u>2,394.55</u>	<u>0.00</u>	<u>2,394.55</u>

Resolution 2018-164

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

AUTHORIZING THE BOROUGH ENGINEER TO PREPARE A WATER SYSTEM ASSET MANAGEMENT PLAN

WHEREAS, the Water Accountability Act, NJSA 58:31-1 et seq, requires that the Borough prepare a Water System Asset Management Plan for the Borough; and

WHEREAS, the Borough Engineer has provided a proposal to perform the tasks and prepare the plan to bring the Hightstown Water Plant in compliance with the act at a cost not to exceed \$32,000.00; and

WHEREAS, the Mayor and Council find that it would be beneficial for the Borough Engineer to perform the tasks and prepare said plan as designated in the proposal.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that the Borough Engineer is authorized to complete the tasks and prepare a Water System Asset Management Plan at a cost not to exceed \$32,000.00.

BE IT FURTHER RESOLVED that the Borough Administrator/Clerk and other officials of the Borough are hereby authorized to execute documentation that may be necessary to complete the Water System Asset Management Plan as required pursuant to the Water Accountability Act, NJSA 58:31-1 et seq.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 4, 2018.

Debra L. Sopronyi, RMC/CMC
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

July 27, 2018

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

Re: Water System Asset Management Plan
Borough of Hightstown, Mercer County, New Jersey
Our File No: H1653

Dear Debra;

Roberts Engineering Group, LLC is pleased to provide this proposal to prepare a Water System Asset Management Plan for the Borough of Hightstown to comply with the Water Quality Accountability Act NJSA 58:31-1. This plan must be complete by April 2019.

Generally, the Asset Management Plan must include:

1. A schedule to inspect and maintain water system components.
2. A water main replacement schedule.
3. A water supply and treatment program, that will improve the system's supply and treatment infrastructure to comply with Federal and State regulations, as well as standards established by the American Water Works Association.
4. A triennial report describing completed and proposed infrastructure improvements.

Specifically, the Asset Management Plan (AMP) will be comprised of the following tasks:

TASK 1 - ASSET REGISTER

Roberts Engineering Group, LLC will prepare an asset register for all the assets for the water plant and the water distribution system.

List of Water Distribution Assets

1. There are water pipelines ranging from 4 to 16 inches. The total length of water lines is approximately 30 miles.
2. The total number of hydrants is approximately 250.
3. The total number of valves is approximately 400.
4. There are approximately 2,500 water services and meters (ranging from 5/8" to 3") serving the customers.
5. Elevated Water Tanks - 3

The list of water treatment plant assets is:

Plant No. 1

1. Wells 1, 2 and 3
2. Aerator (1)
3. Detention Tanks (2)
4. Backwash Tank (1)
5. 4 Cell Filter (2)

6. 3 Cell Filter (1)
7. Fluoride Feed System (1)
8. Sodium Bicarbonate System (1)
9. Chlorine Gas Feed System (1)
10. Lime Feed System (1)
11. High Service Pumps (2)
12. Piping and Valves

TASK 2 – CONDITIONAL ASSESSMENT

Each asset under the Asset Register will be evaluated as to its condition. The conditional assessment will record the age of the asset, maintenance history, repair history, breaks, and replacement. The assets will be prioritized based on the condition.

TASK 3 – LEVEL OF SERVICE

Level of service goals will be established for the Borough of Hightstown.

1. The level of service will be system related such as:
 - a. Maintenance scheduling
 - b. Safety and security
 - c. Proper certification
 - d. Reduction in number of pipe breaks per mile
 - e. Reduction in non-revenue water losses
2. Customer related service goals to be established for the Borough of Hightstown.
 - a. Cost of service/rates
 - b. Response time for water/sewer
 - c. Response time for customer backup compliance
 - d. Water pressure consistency
 - e. Water quality

TASK 4 – RISK/CRITICAL ASSESSMENT

Once the condition of the assets is evaluated, we will assess the risk and critical consequences of failure. A set of priorities will be developed in terms of costs and impact on the Borough's desired level of service. Critical assets will be identified early on to minimize these failures with a backup plan.

TASK 5 – LIFE CYCLE COST ANALYSIS

Life cycle costs will be evaluated for the process equipment to determine total costs over the asset life. This will help in evaluating investment alternatives.

1. Operating and maintenance program
2. Repair/replacement schedule
3. Capital Improvement Plan

TASK 6 – LONG TERM FUNDING STRATEGY

1. Prepare source of revenue such as NJEIT/iBank or internal funding derived from utility rates and fees.
2. Prepare estimated costs for each of the assets.

TASK 7 – ASSET MANAGEMENT PLAN

The Asset Management Plan will be prepared and will include all the above tasks. The plan will be an iterative document, which will need to be updated on a periodic basis. It identifies and ranks all the infrastructure needs, and determines the budget needed to meet the service goals.

Roberts Engineering Group, LLC will perform all the above tasks and prepare an Asset Management Plan at a cost not to exceed \$32,000.00.

Should you have any questions, please feel free to contact my office.

Very truly yours,



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

cc: Mayor and Council
George Lang, Borough CFO

Resolution 2018-165

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH MONMOUTH COUNTY FOR TRUCK WASHING FACILITIES

WHEREAS, the Hightstown Borough Public Works Superintendent is in need of a location in which to wash the Borough trucks within DEP compliance; and

WHEREAS, Hightstown Borough has a shared service agreement with Roosevelt Borough for trash collection; and

WHEREAS, Monmouth County has truck wash facilities which is in compliance with DEP regulations, and has agreed to permit Hightstown to utilize the facility as needed; and

WHEREAS, the parties desire to enter into a shared services agreement for the use of truck washing facilities; and

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

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for truck washing facilities effective October 1, 2018 through September 30, 2028; and

WHEREAS, the Borough shall be invoiced pursuant to use of the facility; and

WHEREAS the Treasurer has certified that funds are available for this expenditure in the 2018 budget, and it is the intention of the Mayor and Council to provide adequate funding for this expenditure in the future budgets;

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

1. The Shared Services Agreement with the County of Monmouth for truck washing facilities for the period ending September 30, 2028 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. The Mayor and Borough Clerk/Administrator are hereby authorized and directed to execute the agreement for same.
3. This agreement is approved subject to the provision of adequate funds in subsequent budgets 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 September 4, 2018.

Debra L. Sopronyi, RMC/CMC
Borough Clerk

**MUNICIPAL ASSISTANCE/SHARED SERVICES AGREEMENT
BETWEEN THE COUNTY OF MONMOUTH (the "COUNTY")
AND**

**_____ (the "LOCAL
GOVERNMENT ENTITY")**

The County and the Local Government Entity enter into this agreement pursuant to the New Jersey Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et seq.*).

IT IS AGREED:

1. **Services Offered.** The County will offer the municipal assistance/shared services listed on Exhibit "A" to the Local Government Entity.
2. **Amendment to Services Offered.** The County, in its discretion, may amend Exhibit "A" from time to time, upon written notice to the Local Government Entity.
3. **Request for Service.** The Local Government Entity will initiate a request for service by submitting a Request Form to the County.
4. **Cost of Services.** For those items on Exhibit "A" for which a fixed cost is not set, the estimated cost to the Local Government Entity will be determined by the County in advance and shall be subject to the approval of the Local Government Entity prior to the services being rendered.
5. **Payment of Reasonable Cost.** In the event that the Local Government Entity requests a service and prior approval of the cost has not been obtained, whether because of an emergency or some other reason, and the County provides the requested service, the Local Government Entity agrees to pay the County the reasonable cost of the service, with the understanding that the County will receive reimbursement for the County's costs in providing the service, including the cost of goods, expendables, labor and administrative costs.
6. **No Obligation by Local Government Entity.** The Local Government Entity is under no obligation to utilize any services offered by the County.
7. **No Obligation by County.** The County is under no obligation to provide a service requested by the Local Government Entity if the County is not in a position to honor the request.
8. **Workmanlike Services.** The County will render services to the Local Government Entity in a workmanlike manner.

9. **Care Required.** The County will exercise ordinary care in rendering services to the Local Government Entity.
10. **Total Cost Undetermined.** The total cost of the services to be rendered under this agreement cannot be estimated in advance, but will be determined by the extent to which the Local Government Entity avails itself of the services available.
11. **Effective Dates.** This agreement shall be in effect for a ten (10) year period from October 1, 2018 until September 30, 2028.
12. **Early Termination.** Either party may terminate this agreement, with or without cause, upon thirty (30) days written notice to the other party.
13. **County's Representative.** The County's Administrator or its Director of Public Works and Engineering, or his/her respective designee, will act on behalf of the County with regard to the services available to the Local Government Entity, the cost thereof and commitment to provide requested services.
14. **Local Government Entity's Representative.** The Local Government Entity's [indicate one or more authorized representative] _____, or his/her respective designee, will act on behalf of the Local Government Entity with regard to a request for services from the County and approval of cost estimates provided by the County.
15. **Payment of Invoices.** The Local Government Entity will pay the County for services rendered under this agreement within thirty (30) days of the County's invoice for those services. If the Local Government Entity disputes a County invoice, the Local Government Entity will pay the undisputed portion and attempt to resolve the remaining portion in accordance with the article below, entitled Disputes.
16. **Disputes.** If there is a dispute concerning either party's performance under this agreement, the parties will attempt to resolve the dispute amicably between them. If the parties cannot resolve the issue amicably, the parties will mediate the dispute before a third party mediator jointly agreed to by the parties. Each party will bear its own cost of participating in mediation and the parties will share the cost of the mediator equally. If the dispute is not resolved through mediation, either party may then pursue any available legal or equitable remedy to resolve the dispute.
17. **Indemnification.** Each party will indemnify the other party and hold the other party harmless for the negligent or intentional acts of the indemnifying party.

18. **Authority to Execute Agreement.** The execution of this agreement has been duly authorized by the governing bodies of the County and the Local Government Entity.
19. **Choice of Law.** This agreement shall be governed by and interpreted in accordance with the laws of the State of New Jersey.
20. **Filing of Agreement.** Monmouth's Clerk of the Board shall file a fully executed copy of this agreement with the Division of Local Government Services, New Jersey Department of Community Affairs in accordance with N.J.S.A. 40A:65-4(b).
21. **Counterparts.** This agreement may be fully executed in any number of counterparts, each of which shall be deemed to be an original and all of which taken together shall constitute one agreement binding upon all parties, notwithstanding that all parties have not signed the same counterpart. Such executions may be transmitted to the parties electronically or by facsimile, and such electronic or facsimile execution shall have the same force and effect as an original signature.
22. **Notices.** Any notices that are provided pursuant to this agreement shall be in writing (including facsimile and electronic transmissions) and mailed or transmitted or delivered as follows:

To Monmouth:

County of Monmouth
Address: 1 East Main Street, Freehold NJ 07728
Attn: Elizabeth Perez, Shared Services Coordinator
Email: Elizabeth.perez@co.monmouth.nj.us
Fax:

To the Local Government Entity:

Or to such other address or individual as any party may from time to time notify the other.

In Witness Whereof, the parties have executed this agreement.

ATTEST:

COUNTY OF MONMOUTH

Name: MARION MASNICK
Title: Clerk of the Board

By:

Name: THOMAS A. ARNONE
Title: Freeholder Director

LOCAL GOVERNMENT ENTITY

WITNESS OR ATTEST:

Entity Name

Name (Print):
Title (Print):

By:

Name:
Title:

EXHIBIT "A"

COUNTY OF MONMOUTH

MUNICIPAL ASSISTANCE/SHARED SERVICES AGREEMENT

Services available:

The municipal assistance/shared services available from the County include, but are not limited to, the following:

- Catch basin cleaning
- Culvert repairs
- Diesel inspections
- Equipment use (with equipment operator)
- Guiderail installation
- Mowing
- Plowing
- Salting and sanding
- Street sign installation
- Street sweeping
- Towing
- Traffic signal installation
- Vehicle painting
- Vehicle repairs
- Vehicle washing

Pricing:

It is the intent that the County will recoup its actual costs in providing the services, but no profit. Therefore, the cost of the services shall be the actual cost to the County for the requested (a) equipment, (b) materials and (c) labor, as quoted by the County, plus a modest administrative fee.

Procedure:

If the Local Government Entity is interested in procuring services through the Municipal Assistance/Shared Services Agreement, the Local Government Entity will submit a completed Request Form to the County. If the County is able to honor the request, the County will approve the request and issue either a fixed or an estimated price quotation. The Local Government Entity will then decide, at its option, whether or not to accept the services offered by the County.

Resolution 2018-166

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

AMENDING AN AGREEMENT WITH REPUBLIC SERVICES OF NJ, LLC FOR DUMPSTER RECYCLING SERVICES

WHEREAS, the Recycling Coordinator has recommended that the two cardboard only dumpsters in the municipal lot, that are provided for businesses in the Downtown District of the Borough to recycle, be changed to accept comingled recycling; and

WHEREAS, the Borough finds a need to amend the original agreement effective July 1, 2015 between the Borough and Republic Services of NJ, LLC to facilitate recycling by businesses in the Downtown District of the Borough; and

WHEREAS the Contractor has agreed that there will be no change in the rate or pick-up schedule as stated in the original contract; and.

WHEREAS, Paragraph 5.3 of the original Agreement, dated July 1, 2015, by and between the Borough and the Contractor, with regard to recycling dumpster containers located in the Municipal Parking Lot – Railroad Avenue in the Borough of Hightstown, shall be amended to read as follows:

5.3. SOLID WASTE COLLECTION – DUMPSTERS

A. The Contractor shall provide collection from dumpster containers as follows:

1. Hightstown Housing Authority
One 8-cubic yard container two times per week (behind Senior side)
Two 6-cubic yard containers two times per week (Bldg 4 side – behind RR Avenue)
2. Municipal Parking Lot - Railroad Avenue
Two 8-cubic yard containers three times per week
Two 8-cubic yard containers (RECYCLING ONLY: co-mingled recyclables), two times per week
3. Borough Hall/Fire House
One 6-cubic yard container two times per week

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Hightstown, County of Mercer, State of New Jersey hereby authorizes the amendment to the dumpster contract as stated herein; and,

BE IT FURTHER RESOLVED, that the appropriate Borough Officials are hereby authorized to execute said amendment to the agreement as is required to implement said change to the agreement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 4, 2018.

Debra L. Sopronyi, RMC/CMC
Borough Clerk

**1st AMENDMENT
TO
SERVICE AGREEMENT**

Made this 4th day of September, 2018, by and between

**THE BOROUGH OF HIGHTSTOWN,
a Municipal Corporation of the State of New Jersey,
156 BANK STREET
HIGHTSTOWN, NEW JERSEY 08520
(HEREINAFTER REFERRED TO AS "BOROUGH")**

AND

**REPUBLIC SERVICES OF NJ, LLC
5 INDUSTRIAL DRIVE
NEEW BRUNSWICK, NJ 08901
(HEREINAFTER REFERRED TO AS "CONTRACTOR")**

Whereas the Borough finds a need to amend the original agreement effective July 1, 2015 between the two parties above to facilitate recycling by businesses in the Downtown District of the Borough; and

Whereas, the Contractor has agreed that there will be no change in the rates of the original contract for this amendment.

Therefore, the following amendment shall be applicable to the original contract as signed by the parties above pursuant to Hightstown Borough Resolution 2018-____:

Paragraph 5.3 of the original Agreement, dated July 1, 2015, by and between the Borough and the Contractor, with regard to recycling dumpster containers located in the Municipal Parking Lot – Railroad Avenue in the Borough of Hightstown, shall be amended to read as follows:

5.3. SOLID WASTE COLLECTION – DUMPSTERS

A. The Contractor shall provide collection from dumpster containers as follows:

1. Hightstown Housing Authority
One 8-cubic yard container two times per week (behind Senior side)
Two 6-cubic yard containers two times per week (Bldg 4 side – behind RR Avenue)
2. Municipal Parking Lot - Railroad Avenue
Two 8-cubic yard containers three times per week
Two 8-cubic yard containers (RECYCLING ONLY: co-mingled recyclables), two times per week
3. Borough Hall/Fire House
One 6-cubic yard container two times per week

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

WITNESS:

BOROUGH OF HIGHTSTOWN

DEBRA L. SOPRONYI, CLERK

LAWRENCE D. QUATTRONE, MAYOR

WITNESS:

REPUBLIC SERVICES, LLC

BY:

Resolution 2018-167

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

SUPPORTING THE SAFE ROUTES TO SCHOOL PROGRAM GRANT APPLICATION

WHEREAS, there exists a need for infrastructure improvements to permit safe passage to and from schools located in the Borough of Hightstown; and

WHEREAS, such improvements to include the installation of new curb, sidewalks, and intersection improvements on Dutch Neck Road, from Stockton Street to the Borough Limits; and

WHEREAS, the Borough Council supports the application for the Safe Routes to School Program for funding of the project; and

WHEREAS, Hightstown Borough certifies continual ownership and maintenance for the useful life of the project which is projected to be a minimum of twenty years after project completion.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that full support for the Safe Routes to School Program is given and continual ownership and maintenance for the useful life of the project which is projected to be a minimum of twenty years after project completion is certified.

BE IT FURTHER RESOLVED that the Hightstown Borough Mayor and officials of the Borough are hereby authorized to execute all documentation required for this grant.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 4, 2018.

Debra L. Sopronyi, RMC/CMC
Borough Clerk

Resolution 2018-168

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

AUTHORIZING A SEWER CHARGE CREDIT (BLOCK 6/LOT 3)

WHEREAS, Mr. Jeff Bond, of 210 S. Main Street has requested that he receive a credit to his sewer account #1268-0 for the property located at 210 S. Main Street known as Block 6/Lot 3 in the Borough of Hightstown; and

WHEREAS, Mr. Bond had a water leak that was causing water to go into the ground and not the sewer system; and

WHEREAS, the Senior Water Operator and Collector have investigated the claim and are in concurrence that a sewer credit should be issued to the above account in the amount of \$106.60.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Collector is hereby authorized to issue a sewer credit in the amount of \$106.60 to account #1268-0, said owner being Mr. Jeff Bond, of 210 S. Main Street, Hightstown, NJ as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 4, 2018.

Debra L. Sopronyi, RMC/CMC
Borough Clerk