

Agenda
Hightstown Borough Council

September 17, 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 August 20, 2018 – Executive Session
 August 20, 2018 – Public Session
 September 4, 2018 – Executive Session
 September 4, 2018 – Public Session

Presentation Community Landmark Sign

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.

Ordinances **2018-16 First Reading and Introduction** – 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

2018-18 Final Reading and Public Hearing – 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

Resolutions **2018-169** Payment of Bills

2018-170 Authorizing a Shared Services Agreement Between Hightstown Borough and East Windsor Township for Contribution of the Matching Local Share for Bus Service

Consent Agenda

- 2018-171** Authorizing a Shared Services Agreement with Mercer County for Use of “Swiftreach” 9-1-1 System
- 2018-172** Authorizing Payment to Van Cleef Engineering Associates (Construction Administration and Inspection for the Rehabilitation of East Ward Street)
- 2018-173** Authorizing Receipt of Bids for Chemicals
- 2018-174** Authorizing a Refund of Permit Fees for ICare and Instituting a Waiver of all Future Permit Fees

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

Halloween
Pay Period Change for 2019

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

**Meeting Minutes
Hightstown Borough Council
August 20, 2018
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:35 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; Fred Raffetto, Borough Attorney; George Lang, CFO; Monika Pate, Deputy CFO and Kevin McManimon, Bond Counsel.

EXECUTIVE SESSION

2018-147 Authorizing a Meeting that Excludes the Public

Moved by Council President Stults; Seconded by Councilmember Hansen.

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

Resolution adopted 4-0.

Resolution 2018-147

*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 August 20, 2018 at 6:30 p.m. at the Hightstown Engine Co. #1 Fire House Hall located at 140 North Main Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

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

Contract Negotiations – 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 20, 2018, or when the need for

confidentiality no longer exists.

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

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

Kevin McManimon departed during Executive Session and is no longer present. Carmela Roberts, Borough Engineer, arrived after executive session and is now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Mayor Quattrone requested that Public Comment I be moved to before Engineering Items. He also requested that Resolutions 158 and 159 be added to the consent agenda.

Moved by Council President Stults; Seconded by Councilmember Musing.

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

Agenda approved as amended 4-0.

APPROVAL OF MINUTES

May 21, 2018 – Executive Session

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

Roll Call Vote: Councilmembers Hansen, Misiura and Musing voted yes; Council President Stults abstained.

Minutes approved 3-0 with 1 abstention.

June 4, 2018 – Executive Session

Councilmember Misiura stated that there were two typos in the minutes and asked Deputy Clerk, Peggy Riggio, to make the appropriate corrections.

Moved by Councilmember Misiura as amended; Seconded by Councilmember Musing.

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

Minutes approved as amended 4-0.

July 16, 2018 – Executive Session

Moved by Councilmember Misiura; Seconded by Councilmember Hansen.

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

Minutes approved 4-0.

July 16, 2018 – Public Session

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

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

Minutes approved 4-0.

July 24, 2018 – Special Meeting, Executive Session

Moved by Council President Stults; Seconded by Councilmember Hansen.

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

Minutes approved 4-0.

July 24, 2018 – Special Meeting, Public Session

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

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

Minutes approved 4-0.

PUBLIC COMMENT I

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

Tory Watkins, 68 Meadow Drive – Stated that he is happy to see that Council is dealing with traffic items. He hopes this ordinance has some teeth. Police need to enforce the ordinances.

Scott Caster, 12 Clover Lane – Stated that the staff in the municipal offices are always very accommodating. There is a need for the bicycle ordinance. Asked Council to change the definition in the ordinance to include adult tricycles, not just children's bicycles. Congratulated Mayor and Council for sticking with the bridge.

Darek Hahn, 18 Cranbury Neck Road, Cranbury – Chair of the Walking Bridge Committee. Thanked Carmela Roberts, Debra Sopronyi, Gary Grubb and the whole committee for sticking with the bridge project from the beginning. It was pointed out that Mr. Hahn no longer lives in town but continues to work on this project.

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

ENGINEERING ITEMS

Water Accountability Act

Carmela Roberts, Borough Engineer, reviewed her letter to Council dated July 27, 2018. In order for Hightstown Borough to comply with the Water Quality Accountability Act, a Water System Asset Management Plan must be prepared. This needs to be completed by April 2019. The cost for Ms. Roberts to prepare said plan will not exceed \$32,000.00. Ms. Roberts also explained to Council that NJDEP has proposed reducing the amount of water that Hightstown removes from the wells by 20%. Ms. Roberts asked Council for permission to go to the DEP regarding Hightstown's water allocation. After discussion, Council agreed to grant Ms. Roberts permission to move forward with both the Water System Asset Management Plan and contacting NJDEP regarding water allocation.

NJDOT Municipal Aid Grant 2019 Recommendation

Carmela Roberts, Borough Engineer, reviewed her letter to Council dated August 3, 2018. Ms. Roberts recommended an application for improvements to Hausser Avenue, Bennet Place and Prospect Drive be submitted. The work would include mill and overlay with base repairs as necessary, deteriorated curbs and sidewalks will be replaced as necessary, existing storm drain inlets will be upgraded and curb ramps will be reconstructed to meet current ADA standards. Ms. Roberts also recommended that the water main on Hausser be replaced at this time. The watermain portion of the project would be financed through NJEIT. Discussion ensued. Councilmember Misiura stated that the sidewalk subcommittee had higher priority streets to be redone as walkability in the Borough is a priority. Councilmember Misiura suggested the following streets be looked at: 1) Springcrest to Westerlea; There are no sidewalks, no crosswalks and the road is in terrible condition. 2) Maxwell between Franklin and Ward; 3) Summit Street only has partial sidewalks. After discussion, Council instructed Ms. Roberts to move forward with two project applications. One for Springcrest and one for Maxwell.

Retaining Wall Project Update

Carmela Roberts, Borough Engineer, stated that she met with DEP regarding the replacement of the retaining wall behind the First Aid Squad. There will be permitting required. According to DEP, the wall needs to remain where it is today. We may need to hire a Geo-engineer to determine alternative methods.

Bid Recommendation – Sunset & Maple

Carmela Roberts, Borough Engineer, reviewed her letter to Council dated July 31, 2018. Bids were received for Improvements to Maple Avenue and Sunset Avenue. S. Brothers, Inc. was found to be the apparent low bid. Ms. Roberts explained that there were alternatives in the bid specifications and Council needed to decide what alternatives they would like to move forward with. Discussion ensued. Council agreed to move forward to award the contract to S. Brothers for base amount of \$429,756.25 along with Alternate 'A-1' (+\$12,700) and Alternate 'A-2' (-\$31,600) for a total contract amount of \$410,856.25.

Resolution 2018-160 Awarding a Contract for Improvements to Maple Avenue and Sunset Avenue – S. Brothers, Inc.

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

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

Resolution adopted 4-0.

Resolution 2018-160

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

**AWARDING A CONTRACT FOR IMPROVEMENTS TO MAPLE AVENUE AND
SUNSET AVENUE – S. BROTHERS, INC.**

WHEREAS, six (6) bids were received on July 26, 2018, for Improvements to Maple Avenue and Sunset Avenue; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a contract for the base bid (\$429,756.25) and Alternate 'A-1' (additional \$12,748.00) and Alternate 'A-2' (a reduction of \$31,640.00) for Improvements to Maple Avenue and Sunset Avenue be awarded to S. Brothers, Inc. of South River, NJ in the amount of \$410,864.25; and

WHEREAS, this project is partially funded by the New Jersey Department of Transportation Municipal Aid Grant program, the award of this contract is conditional upon approval by the New Jersey Department of Transportation; and

WHEREAS, the Borough Attorney has reviewed and approved the bid submitted by S. Brothers, Inc. with respect to legal compliance; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for the Improvements to Maple Avenue and Sunset Avenue is hereby awarded to S. Brothers, Inc. of South River, New Jersey in the amount of \$410,864.25.

Resolution 2018-148 Awarding a Contract for the Construction of the Peddie Lake Dam Walking Bridge Replacement – Assuncao Brothers, Inc.

Moved by Councilmember Misiura; Seconded by Councilmember Musing.

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

Resolution adopted 4-0.

ORDINANCES

2013-14 Final Reading and Public Hearing – 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

Mayor Quattrone opened the Public Hearing and the following individuals spoke:

Gary Evers, 101 Joseph Street – Questions why the residents of Stockton Street were not notified. Also asked when this ordinance would go into effect.

Patricio Quezda, 365 Stockton Street – Spoke in opposition of the ordinance. There is no parking on Stockton Street so he and his family have nowhere to park.

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

Moved by Councilmember Misiura; Seconded by Council President Stults.

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

Ordinance adopted 4-0.

ORDINANCE 2018-14

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 the west side 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
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Glen Drive	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From Spring Crest Drive to end
Joseph Street	West	7:30 a.m. to 3:30 p.m./ Monday thru Friday	Entire Length
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.

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

Borough Administrator/Clerk, Debra Sopronyi, explained that this ordinance will add a stop sign at Leshin Lane to complete the 4-way stop. This also gives the Police the authority to enforce the stop signs on Board of Education property.

Moved by Councilmember Misiura; Seconded by Council President Stults.

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

Ordinance introduced 4-0.

Public hearing scheduled for September 4, 2018.

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:

2. 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

Morrison Avenue--

Avenue--Railroad

Railroad Avenue

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 Hightstown 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.

2018-16 First Reading and Introduction – 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

Moved by Councilmember Musing; Seconded by Councilmember Hansen

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

Ordinance introduced 4-0.

Public hearing scheduled for September 4, 2018.

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:

3. 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 License Required for Bicycles.~~

~~3-9.3 Bicycle License Application; License Issuance or Denial; Records.~~

~~3-9.4 Inspection of Bicycle; Testing of Applicant.~~

~~3-9.5 Bicycle Registration Decal.~~

~~3-9.6~~ **2 Rules and Regulations.**

~~3-9.7~~ **3 Riding Prohibited on Certain Sidewalks.**

~~3-9.8~~ **4 Violations and Penalties.**

~~3-9.9 Hearing Officer.~~

* **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 ~~having two (2) wheels~~, with tires connected by a frame and arranged to be propelled by human or electric power. This definition shall not apply to ~~toy bicycles or velocipedes~~ 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 curblineline 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 License Required for Bicycles.~~

~~No person who resides within the Borough shall ride or propel a bicycle on any street or upon any public path set aside for the exclusive use of bicycles unless the bicycle has been licensed and a license decal is attached thereto as provided in this section. This section shall also apply to a person who resides outside the Borough but who operates a bicycle within the limits of the Borough more than casually or on a transient basis. (1991 Code § 63-2; Ord. 2001-~~

3-9.3 — Bicycle License Application; License Issuance or Denial; Records.

~~— a. — Application for a bicycle license and license plate shall be made upon a form provided by the Borough and shall be made to the Chief of Police.~~

~~— b. — The Chief of Police, upon receiving proper application from the parent or guardian or, if an adult, from the adult shall issue a bicycle license. Licenses shall be issued annually during April, to be effective from May 1 to April 30. Any license obtained during the license year shall be effective only until the end of that license year, and a new license shall be obtained at that time. A newly acquired bicycle shall be licensed within fourteen (14) days of acquisition.~~

~~— c. — The Chief of Police shall not issue a license for any bicycle when he knows or has reasonable ground to believe that the applicant is not the owner of or entitled to the possession of such bicycle.~~

~~— d. — The Chief of Police shall keep a record of the number of each license, the date issued, the name and address of the person to whom issued and the number on the frame of the bicycle for which issued. (1991 Code § 63-3; Ord. 2001-05, Amended, 06/04/2001)~~

3-9.4 — Inspection of Bicycle; Testing of Applicant.

~~— The applicant shall demonstrate to the Chief of Police that the bicycle is in a safe mechanical condition and that he is capable of operating the same and is familiar with the traffic laws of the State of New Jersey, as well as the provisions of this section, relative to the operation and equipment of the bicycle. Before issuing a bicycle license to an applicant, the Chief of Police shall first provide the applicant with a copy of this section. (1991 Code § 63-4; Ord. 2001-05, Amended, 06/04/2001)~~

3-9.5 — Bicycle Registration Decal.

~~— Upon compliance by the applicant with the requirements herein set forth, the Police Department shall issue to the applicant a registration decal, which shall be fastened to the frame of the bicycle in a conspicuous place. Removal of the tag shall be grounds for revocation of the license. (1991 Code § 63-5; Ord. 2001-05, Amended, 06/04/2001)~~

3-9.62 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 rear 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)

3-9.73 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)

3-9.84 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 ~~be prevented or cause the~~ the violator's parent or guardian ~~shall to be penalized by removal and detention of the license decal from his bicycle for a period not to exceed thirty (30) days or by impounding his bicycle for a period of time not to exceed thirty (30) days; and during that period of time, the offender shall not ride any bicycle on the streets, 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 be summoned to appear at police headquarters with his bicycle, accompanied by his parent or guardian, and, after a hearing on the violation, may be punished by removal and detention of the license decal from his bicycle for a period not to exceed thirty (30) days or by impounding of the bicycle for a period not to exceed thirty (30) days by the hearing officer with~~

~~the approval, if possible, of the parent or guardian, but the decision of the hearing officer shall prevail.~~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 ~~be prevented or cause the~~ the violator's parent or guardian shall to be penalized by impounding his skateboard, scooter, skates or roller blades for a period of time not to exceed thirty (30) days; and during that period of time, the offender shall not ride any such vehicle on the streets. On the second complaint, the offender shall be summoned to appear at police headquarters with his skateboard, scooter, skates or roller blades, accompanied by his parent or guardian, and, after a hearing on the violation, may be punished by impounding of the skateboard, scooter, skates or roller blades for a period not to exceed thirty (30) days by the hearing officer with the approval, if possible, of the parent or guardian, but the decision of the hearing officer shall prevail. 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)

~~3-9.9 — Hearing Officer.~~

~~—The hearing officer shall be appointed by the Chief of Police subject to confirmation by the Council. The Chief of Police shall consult with the Police Commissioner with reference to the appointment, and the Council shall only act after recommendation is made on the appointment by the Commissioner. The hearing officer shall perform his duties during hours that shall be fixed, having in mind the convenience of the public. (1991 Code § 63-9; 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.

2018-17 First Reading and Introduction – An Ordinance Amending and Supplementing Chapter 15, Entitled "Fire Prevention and Protection," of the Revised General Ordinances of the Borough of Hightstown, New Jersey," in Order to Establish a New Section thereof to be Known as Section 15-11, Entitled "Knox Box"

Moved by Councilmember Hansen; Seconded by Councilmember Misiura.

Discussion ensued. Councilmember Misiura stated that this ordinance does not address mixed use. He also suggested that maybe we can add a square footage requirement. Councilmember Stults stated that in speaking with business owners, they would rather have the firefighters knock the door down if there was a fire than to worry about the Knox box being broken into. Councilmember Hansen asked if we could make this optional for business owners. Councilmember Musing stated that he is against this ordinance and read the following statement into the record.

“All Americans cherish their freedom. Or they should cherish their freedom. Whether we are aware of it or not, we enjoy a degree of personal, social and political freedom unrivalled and unparalleled in human history. Therefore, it’s ironic and even tragic that some are willing to forfeit this freedom in pursuit of another value: safety.

Question that always has to be asked is safety from what? Too often we needlessly sacrifice freedom for safety. The problem is that every time a law is passed which sacrifices freedom for safety we are slowly undermining the very construct that has made the United States of America the best country in the world; ever. That what has made us uniquely different to other countries in the world and which has made this country the greatest in the world is the Constitution and the Bill of Rights. I have had the opportunity to live in many countries in the world and travel to even more. I have seen different cultures and governments and I must tell you that the day I became an American citizen was both the proudest and happiest day of my life. For as a US citizen, we are “endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness. That to secure these rights, Governments are instituted among Men, deriving their just Powers from the consent of the governed.

The mass media has done a great job of creating a conception of the world as a dangerous place and this narrative is depicted and reinforced every day. This is where the disconnect between reality and perception occur. Adding to this message are companies whose business it is to literally scare American’s into buying their products. Ordinance 2018-17 plays nicely into this and wants you to believe that and I quote: “The health, safety, and welfare of the residents of the Borough of Hightstown are promoted by requiring certain structures to have a key lock box or rapid entry box, referenced herein as a Knox box installed on the exterior of the structure to aid the Borough’s Fire Department in gaining access to the structure when responding to calls for emergency service”. According to that argument why not place it in every home. The answer is simple and that is that our constitution prevents these sort of egregious assaults on our freedoms.

We must always remember that freedom is profoundly precious. Too many young men and woman have given their lives for us to have this unique inalienable right. Freedom has been costly and is too precious to be cast off needlessly or lightly.

I ask my fellow members of council to not forfeit freedom in pursuit of safety and either amend this ordinance to make it voluntary for the businesses who will be affected or to vote the whole piece down. Let the business owners decide if they want to have this system installed or if they are complacent with the possibility, and that is all it is, a possibility that their door will be broken down if the fire department sees either fire or smoke.”

Roll Call Vote: Councilmembers Hansen, Misiura, Musing and Stults voted no.

Ordinance introduction defeated. 0-4.

ORDINANCE 2018-17

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 15, ENTITLED “FIRE PREVENTION AND PROTECTION,”
OF THE “REVISED GENERAL ORDINANCES OF THE
BOROUGH OF HIGHTSTOWN, NEW JERSEY,”
IN ORDER TO ESTABLISH A NEW SECTION THEREOF
TO BE KNOWN AS SECTION 15-11, ENTITLED “KNOX BOX.”**

WHEREAS, the health, safety, and welfare of the residents of the Borough of Hightstown (the “Borough”)

are promoted by requiring certain structures to have a key lock box or rapid entry box (referenced herein as a “Knox Box”) installed on the exterior of the structure to aid the Borough’s Fire Department in gaining access to the structure when responding to calls for emergency service; and

WHEREAS, many buildings are equipped with automatic systems that may cause the Borough’s Fire Department to be summoned at a time of emergency when the building or business is not occupied or when the occupant is not available to provide the Borough’s Fire Department with entry into the building; and

WHEREAS, the Knox Box emergency system will eliminate costly damage from forcible entry into buildings equipped with automatic systems by the Borough’s Fire Department checking for fire or other dangerous conditions; and

WHEREAS, the Borough’s Fire Department can reduce the potential for rapid expansion of fire and other hazardous conditions by quick access and decrease dangers for firefighters; and

WHEREAS, the Knox Box emergency access system has been adopted by Section 506 of the International Fire Code 2006, New Jersey Edition; and

WHEREAS, the Knox Box emergency access system will operate on a controlled master key basis by the Borough’s Fire Department; and

WHEREAS, the Borough is authorized to pass this Ordinance pursuant to N.J.S.A. 40:48-2, and pursuant to the Borough’s police powers.

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

Section 1. Chapter 15, entitled “Fire Prevention and Protection,” of the Revised General Ordinances of the Borough of Hightstown,” is hereby amended and supplemented in order to establish a new Section thereof, to be known as Section 15-11 and entitled “Knox Box,” as follows:

Section 15-11

KNOX BOX

Subsections:

15-11-1	Definition(s).
15-11-2	Where Required; Continuing Responsibility; Exemptions.
15-11-3	Installation in Specific Location.
15-11-4	Cabinet-Style Vault.
15-11-5	Controlled Vehicle Parking Areas.
15-11-6	Key Lock Boxes/Keys Required.
15-11-7	Specifications.
15-11-8	Security.
15-11-9	Notification of Lock Change; Fine.
15-11-10	Applicability to New Structures; Renovations.
15-11-11	Existing Buildings.
15-11-12	Cost of Compliance.
15-11-13	Violations/Penalties.
15-11-14	Enforcement.

Subsection 15-11-1 Definition(s).

The following term(s) shall have the meaning(s) indicated below:

Knox box (also referenced as “key lock box” or “rapid entry box”) shall refer to a secure rapid entry system that is designed to be used by Fire Department Personnel in the event of an emergency to gain entry into a structure by using the enclosed owner-provided key(s). The box involves a locking vault-like container that is usually mounted on the exterior of the building on a location that is specified by the Fire Official, and which is able to be opened through the central lock system. All boxes shall be UL (Underwriters Laboratories) certified, Knox Box brand, and approved by the Fire Official. The box shall contain a key(s) that will allow

for full entrance into all parts of the structure or building for life-saving or fire-fighting purposes.

Subsection 15-11-2 Where Required; Continuing Responsibility; Exemptions.

a. In all non-residential buildings or structures, the owners and/or management agents shall install a Knox box, of a type and in a location approved by the Fire Official.

b. Once the Knox box is installed, the property owners and/or management agents shall keep the immediate area of the Knox box free and clear of any and all obstructions.

c. The following are exempt from the requirements set forth in this Subsection:

(1) All properties protected by an on-site, 24 hours per day/7 days per week guard service; and

(2) All properties having employees on duty and/or on site 24 hours per day/7 days per week.

d. For all buildings or structures where installation is not required per the provisions of this Subsection, such installation shall be permissible but not required. If the owner or management agent of a property which is not required to install a Knox box elects to do so, said owner or management agent shall be obligated to meet all criteria specified for buildings where Knox box installation is required.

Subsection 15-11-3 Installation in Specific Location.

Upon examination of the physical condition and characteristics of any property subject to this Section, and upon written notice to the owner and/or principal occupant thereof, the Fire Official may require a key lock box to be installed in a specific location whenever access to or within a building or structure or an area is unduly difficult because of secured openings or where immediate access is necessary for life saving or firefighting purposes.

Subsection 15-11-4 Cabinet-Style Vault.

Cabinet-style vaults shall be required when deemed necessary by the Fire Official at premises containing hazardous materials or as otherwise required by the Fire Official, per MSDS data sheets, site plans and/or floor plans.

Subsection 15-11-5 Controlled Vehicle Parking Areas.

Owners and operators of controlled vehicle parking areas which use mechanical parking gates to control motor vehicle ingress and egress shall install and maintain an emergency override control on each gate. Said emergency override control devices shall contain a master key-operated type switch approved by the Fire Official.

Subsection 15-11-6 Key Lock Boxes/Keys Required.

a. Key lock boxes shall include two separate sets of keys. Each set shall contain the following individually labeled keys:

(1) Keys to the locked point of egress whether on the interior or exterior of such buildings;

(2) Keys to locked mechanical rooms;

(3) Keys to locked electrical rooms;

(4) Keys to fire alarm panels;

(5) Keys to elevator controls, if elevators are present and equipped with a fire department bypass switch;

(6) Keys to other areas in the building as directed by the fire marshal.

b. In addition, the key lock box shall contain the following:

(1) A current list of personnel and telephone numbers for call back purposes in the event of an emergency;

- (2) All right to know records and MSDS data sheets pertinent to the subject premises;
- (3) In the alternative, a written direction card shall be located in the key box, indicating the location of those records for facilities having more MSDS sheets than the key box is capable of holding.

Subsection 15-11-7 Specifications.

The lock or key lock box to be installed in the structure shall meet at least one of the following specifications:

- a. UL 437--Standard for safety keylock;
- b. UL 1610--Standard for central station alarm units for use with UL listed alarm systems; or
- c. UL 1037--Standard for anti-theft alarms and devices.

Subsection 15-11-8 Security.

The Fire Department shall adopt procedures for protecting the integrity and security of the master keys system which allow access to Knox boxes within the Borough. Procedures shall include, but not be limited to:

- a. A definition of authorized uses and users of the system; specific means of access to the system;
- b. Protection against unauthorized or uncontrolled use of master keys or master key systems; secure storage systems for master keys;
- c. A system for release and control of master keys from a central dispatch location;
- d. The recording of individuals having access to the master key, including date, time and location of access; and
- e. Protections and safeguards against unauthorized duplication of master keys or access systems.

Subsection 15-11-9 Notification of Lock Change; Fine.

In the event that locks on the subject building are changed after the installation of the key lock box, the Fire Official shall be notified of such change in writing, and a key(s) to the new lock(s) shall be provided immediately. Failure to provide this written notification and new key(s) may result in the imposition of a fine of not less than Five Hundred Dollars (\$500.00) per violation.

Subsection 15-11-10 Applicability to New Structures; Renovations.

The requirements of this Section shall apply to all new construction in the Borough, and to all buildings or structures undergoing renovations in the Borough where the total cost of the renovations exceeds Ten Thousand Dollars (\$10,000.00).

Subsection 15-11-11 Existing Buildings.

All existing buildings or structures as described in Subsection 15-11-2 shall be required to comply with the installation of the Knox box system within six (6) months of the effective date of this Section.

Subsection 15-11-12 Cost of Compliance.

The cost of purchasing and installing the Knox box, along with any associated cost(s), shall be the responsibility of the property owner.

Subsection 15-11-13 Violations/Penalties.

For any violation of this Section, the penalties set forth in Section 1-5 of the Borough Code shall apply, except that the minimum penalty shall be not less than Five Hundred Dollars (\$500.00) per violation.

Subsection 15-11-14 Enforcement.

Enforcement of this Section shall be performed by the Fire Official or Construction Official pursuant to the provisions of N.J.A.C. 5:70-1.2, *et seq.*

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.

RESOLUTIONS

2018-149 Payment of Bills

Moved by Councilmember Hansen; Seconded by Councilmember Musing.

Roll Call Vote: Councilmembers Hansen, Misiura and Musing voted yes; Council President Stults abstained.

Resolution adopted 3-0 with 1 abstention.

Resolution 2018-149

*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 \$403,505.57 from the following accounts:

Current		\$164,303.92
W/S Operating		100,193.74
General Capital		12,007.35
Water/Sewer Capital		104,173.33
Grant		15,000.00
Trust		1,304.90
Housing Trust		0.00
Animal Control		12.60
Law Enforcement Trust		1,535.31
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>4,974.42</u>
Total		<u>\$403,505.57</u>

2018-150 Authorizing Payment to Van Cleef Engineering Associates (Construction Administration and Inspection for the Rehabilitation of East Ward Street)

Moved by Councilmember Hansen; Seconded by Council President Stults.

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

Resolution adopted 4-0.

Resolution 2018-150

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

**AUTHORIZING PAYMENT TO VAN CLEEF ENGINEERING ASSOCIATES
(CONSTRUCTION ADMINISTRATION AND INSPECTION FOR THE
REHABILITATION OF EAST WARD STREET)**

WHEREAS, on March 21, 2016, the Borough Council awarded a contract for the Engineering Design and Inspection Services for the Rehabilitation of East Ward Street to Van Cleef Engineering of Hamilton, New Jersey at a 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 contractor has submitted a request payment in the amount of \$1,147.00 for construction administration and inspection services from June 1, 2018 – June 30, 2018; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown a payment in the amount of \$1,147.0000 to Van Cleef Engineering of Hamilton, New Jersey is hereby approved as detailed herein.

2018-117 Authorizing Payment to USA Architects for Architectural Services for Possible Joint Police and Municipal Court Complex with Robbinsville Township

Moved by Council President Stults; Seconded by Councilmember Musing

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

Resolution adopted 4-0.

Resolution 2018-117

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

**AUTHORIZING PAYMENT TO USA ARCHITECTS FOR ARCHITECTURAL
SERVICES FOR POSSIBLE JOINT POLICE AND MUNICIPAL COURT COMPLEX
WITH ROBBINSVILLE TOWNSHIP**

WHEREAS, on December 4, 2017, the Borough Council awarded a contract for architectural services to produce designs and cost estimates for a possible joint police and municipal court complex with Robbinsville Township to USA Architects of Somerville, New Jersey; and

WHEREAS, the total amount of said contract shall not exceed \$21,360.00 and shall be split evenly divided between Hightstown Borough and Robbinsville Township, each paying their portion of \$10,680.00 plus expenses; and

WHEREAS, the architect has submitted invoice #27964 in the amount of \$7,944.00 for work completed April 1, 2018 – April 30, 2018 which included a space needs assessment and concept planning for phase 1 of said project; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown payment in the amount of \$7,944.00 to USA Architects of Somerville, New is hereby approved as detailed herein.

2018-156 Resolution Providing for the Combination of \$5,154,000 Aggregate Principal Amount of General Improvement Bonds and \$903,000 Aggregate Principal Amount of Water Utility/Sewer Utility Bonds of the Borough of Hightstown, in the County of Mercer, New Jersey into Single Issues of General Improvements Bonds and Water Utility Bonds Respectively

Moved by Council President Stults; Seconded by Councilmember Hansen.

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

Resolution adopted 4-0.

Resolution 2018-156

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

RESOLUTION PROVIDING FOR THE COMBINATION OF \$5,154,000 AGGREGATE PRINCIPAL AMOUNT OF GENERAL IMPROVEMENT BONDS AND \$903,000 AGGREGATE PRINCIPAL AMOUNT OF WATER UTILITY/SEWER UTILITY BONDS OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY INTO SINGLE ISSUES OF GENERAL IMPROVEMENT BONDS AND WATER UTILITY BONDS, RESPECTIVELY.

BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY AS FOLLOWS:

Pursuant to the provisions of N.J.S.A. 40A:2-26(f), the General Improvement Bonds (as defined herein) of the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"), authorized pursuant to the bond ordinances of the Borough heretofore adopted and described in Section 2 hereof shall be combined into a single and combined issue of General Improvement Bonds in the aggregate principal amount of \$5,154,000 (the "General Improvement Bonds").

The principal amount of General Improvement Bonds authorized by each bond ordinance to be combined into a single issue as provided in Section 1 hereof, the bond ordinances authorizing the General Improvement Bonds described by reference to the number, the improvement description and the date of adoption, and the period or average period of usefulness determined in each of the bond ordinances are respectively as follows:

Principal Amount of Bonds	Bond Ordinance Number	Description of Improvement and Date of Adoption of Bond Ordinance	Useful Life
\$39,000	2005-24, as supplemented by 2009-13	Peddie Lake dam improvements, finally adopted July 5, 2005, as supplemented August 3, 2009.	15 years
\$29,000	2008-01	Improvements to Westerlea Avenue, finally adopted January 22, 2008.	15 years
\$36,000	2009-01	Reconstruction of Morrison Avenue, finally adopted February 2, 2009.	10 years
\$29,200	2009-10	Improvements to Memorial Park parking lot, finally adopted May 18, 2009.	10 years
\$66,400	2009-20	Stockton Street Historic District Streetscape Infrastructure Project and improvements to surrounding areas, finally adopted September 21, 2009.	15 years
\$31,000	2010-16	Summit Street sidewalk improvements, finally adopted September 20, 2010.	20 years
\$90,000	2011-05	Milling and paving program for various roads, finally adopted June 6, 2011.	10 years

Principal Amount of Bonds	Bond Ordinance Number	Description of Improvement and Date of Adoption of Bond Ordinance	Useful Life
\$224,100	2011-11	Various capital improvements, finally adopted December 5, 2011.	8.29 years
\$589,400	2012-04	Funding an emergency authorization for damage incurred as a result of Hurricane Irene, finally adopted April 16, 2012.	10 years
\$224,600	2012-13	Various capital improvements, finally adopted September 18, 2012.	10.76 years
\$27,900	2012-15	Acquisition and installation of equipment, finally adopted September 18, 2012.	10 years
\$133,200	2013-04	Various capital improvements, finally adopted February 19, 2013.	10 years
\$179,000	2013-07	Improvements to Peddie Lake Dam walking bridge, finally adopted April 1, 2013.	15 years
\$136,300	2013-22	Various capital improvements, finally adopted September 3, 2013.	12.12 years
\$552,114	2013-23, as supplemented by 2015-6	Various capital improvements, finally adopted November 18, 2013, as supplemented May 20, 2015.	10 years
\$192,966	2014-06	Various capital improvements, finally adopted June 15, 2015.	14.85 years
\$148,700	2014-13	Various capital improvements, finally adopted July 21, 2014.	6.64 years
\$180,000	2015-07	Various capital improvements, finally adopted April 20, 2015.	10 years
\$952,000	2015-11	Acquisition of an aerial ladder truck, finally adopted June 1, 2015.	10 years
\$309,500	2015-20	Acquisition of an automated garbage truck finally adopted September 8, 2015.	5 years
\$75,800	2016-08	Various capital improvements, finally adopted March 7, 2016.	7.88 years
\$160,000	2016-12	Rehabilitation of East Ward Street finally adopted April 18, 2016.	10 years
\$248,820	2017-12	Various capital improvements, finally adopted September 5, 2017.	5.09 years

Principal Amount of Bonds	Bond Ordinance Number	Description of Improvement and Date of Adoption of Bond Ordinance	Useful Life
\$500,000	2018-12	Various capital improvements, finally adopted June 18, 2018.	30 years

The following matters are hereby determined with respect to the combined issue of General Improvement Bonds:

The average period of usefulness, computed on the basis of the respective amounts of General Improvement Bonds presently authorized to be issued pursuant to each of the bond ordinances set forth in Section 2 hereof and the respective periods or average period of usefulness therein determined, is not less than 12.02 years.

The General Improvement Bonds of the combined issue shall mature within the average period of usefulness set forth in Section 3(a) hereof.

The General Improvement Bonds of the combined issue shall be sold and issued in accordance with the provisions of the Local Bond Law applicable to the sale and the issuance of bonds authorized by a single bond ordinance and accordingly may be sold with other issues of bonds.

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

None of the General Improvement Bonds described in Section 2 hereof have been sold or issued heretofore, and the several bond ordinances described in Section 2 hereof have not been rescinded and now remain in full force and effect as authorizations for the respective amounts of General Improvement Bonds set opposite the descriptions of the bond ordinances set forth in Section 2 hereof.

The several purposes or improvements authorized by the respective bond ordinances described in Section 2 hereof are purposes for which bonds may be issued lawfully pursuant to the Local Bond Law and are all purposes for which no deduction may be taken in any annual or supplemental debt statement.

Pursuant to the provisions of N.J.S.A. 40A:2-26(f), the Water/Sewer Utility Bonds (as defined herein) of the Borough, authorized pursuant to the bond ordinances of the Borough heretofore adopted and described in Section 6 hereof shall be combined into a single and combined issue of Water Utility Bonds in the aggregate principal amount of \$903,000 (the "Water/Sewer Utility Bonds").

The principal amount of Water/Sewer Utility Bonds authorized by each bond ordinance to be combined into a single issue as provided in Section 5 hereof, the bond ordinances authorizing the Water/Sewer Utility Bonds described by reference to the number, the improvement description and the date of adoption, and the period or average period

of usefulness determined in each of the bond ordinances are respectively as follows:

Principal Amount of Bonds	Bond Ordinance Number	Description of Improvement and Date of Adoption of Bond Ordinance	Useful Life
\$100,000	2008-10, as amended by 2008-19	Various capital improvements, finally adopted June 2, 2008, as amended October 20, 2008.	13.04 years
\$28,300	2009-02	Morrison Avenue water and sewer capital improvements, finally adopted February 2, 2009.	40 years
\$250,000	2009-15	Water main extension improvements to roads, finally adopted September 8, 2009.	40 years
\$156,700	2011-03	Acquisition, construction and installation of various facilities, structures and equipment, finally adopted June 6, 2011.	20 years
\$92,500	2011-04	Refurbishment of water tanks for the water utility, finally adopted June 6, 2011.	40 years
\$109,100	2012-14	Water and sewer improvements, finally adopted September 8, 2012.	15 years
\$71,400	2013-19	Water and sewer improvements for Frape Run Road and the Pershing Avenue for the water utility, finally adopted August 19, 2013.	10 years
\$95,000	2014-12	Improvements to water plants, finally adopted July 21, 2014.	40 years

The following matters are hereby determined with respect to the combined issue of Water/Sewer Utility Bonds:

The average period of usefulness, computed on the basis of the respective amounts of Water/Sewer Utility Bonds presently authorized to be issued pursuant to each of the bond ordinances set forth in Section 6 hereof and the respective periods or average period of usefulness therein determined, is not less than 28.15 years.

The Water/Sewer Utility Bonds of the combined issue shall mature within the average period of usefulness set forth in Section 7(a) hereof.

The Water/Sewer Utility Bonds of the combined issue shall be sold and issued in accordance with the provisions of the Local Bond Law applicable to the sale and the issuance of bonds authorized by a single bond ordinance and accordingly may be sold with other issues of bonds.

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

None of the Water/Sewer Utility Bonds described in Section 6 hereof have been sold or issued heretofore, and the

several bond ordinances described in Section 6 hereof have not been rescinded and now remain in full force and effect as authorizations for the respective amounts of Water/Sewer Utility Bonds set opposite the descriptions of the bond ordinances set forth in Section 6 hereof.

The several purposes or improvements authorized by the respective bond ordinances described in Section 6 hereof are purposes for which bonds may be issued lawfully pursuant to the Local Bond Law and are all purposes for which a deduction may be taken in any annual or supplemental debt statement.

This resolution shall take effect immediately.

2018-157 Resolution Determining the Form Other Details of \$6,057, 000 General Obligation Bonds, Consisting of \$5,154,000 General Improvement Bonds and \$903,000 Water/Sewer Utility Bonds of the Borough of Hightstown, in the County of Mercer, New Jersey and Providing for their Sale

Moved by Councilmember Musing; seconded by Councilmember Hansen.

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

Resolution adopted 4-0.

Resolution 2018-157
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF
\$6,057,000 GENERAL OBLIGATION BONDS, CONSISTING OF
\$5,154,000 GENERAL IMPROVEMENT BONDS AND \$903,000
WATER/SEWER UTILITY BONDS OF THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY AND
PROVIDING FOR THEIR SALE.**

BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY AS FOLLOWS:

Section 1. The \$6,057,000 General Improvement Bonds (the “General Improvement Bonds”) and the \$903,000 Water/Sewer Utility Bonds (the “Water/Sewer Utility Bonds” and, together with the General Improvement Bonds, the “Bonds”) of the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"), referred to and described in a resolution of the Borough adopted on August 20, 2018, and entitled, "Resolution Providing for the Combination of \$5,154,000 Aggregate Principal Amount of General Improvement Bonds and \$903,000 Aggregate Principal Amount of Water/Sewer Utility Bonds of the Township of Hightstown, in the County of Mercer, New Jersey Into Single Issues of General Improvement Bonds and Water Utility Bonds, Respectively" and in the bond ordinances

referred to therein, each in all respects duly approved and published as required by law, shall be issued as "General Improvement Bonds" and "Water/Sewer Utility Bonds", respectively.

Section 2. The General Improvement Bonds shall mature in the principal amounts on April 1 as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2019	\$250,000	2025	\$500,000
2020	\$250,000	2026	\$500,000
2021	\$250,000	2027	\$500,000
2022	\$500,000	2028	\$500,000
2023	\$500,000	2029	\$500,000
2024	\$500,000	2030	\$404,000

(c) The actual principal amounts may be adjusted by the Borough, at its option, in accordance with N.J.S.A. 40A:2-26(g). Any such adjustment shall not exceed 10% of the principal for any maturity with the aggregate adjustment to maturity not to exceed 10% of the principal for the overall issue.

(d) The General Improvement Bonds shall be subject to redemption prior to their stated maturity in accordance with the Notice of Sale attached hereto as Exhibit A.

(e) The General Improvement Bonds shall be 12, with one certificate being issued for each year of maturity, and shall be numbered GI-1 to GI-12, inclusive.

(f) The General Improvement Bonds shall be dated their date of issuance and shall bear interest payable semiannually on the first day of April and October in each year until maturity or earlier redemption, commencing on April 1, 2019, at a rate or rates per annum, expressed in a multiple of 1/8 or 1/20 of 1% and proposed by the successful bidder in accordance with the Notice of Sale authorized herein.

(g) The General Improvements Bonds shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under the official seal (or facsimile thereof) affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Borough Clerk.

Section 3. The Water/Sewer Utility Bonds shall mature in the principal amounts on April 1 as

follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2019	\$75,000	2025	\$75,000
2020	\$75,000	2026	\$75,000
2021	\$75,000	2027	\$75,000
2022	\$75,000	2028	\$75,000
2023	\$75,000	2029	\$75,000
2024	\$75,000	2030	\$78,000

(c) The actual principal amounts may be adjusted by the Borough, at its option, in accordance with N.J.S.A. 40A:2-26(g). Any such adjustment shall not exceed 10% of the principal for any maturity with the aggregate adjustment to maturity not to exceed 10% of the principal for the overall issue.

(d) The Water/Sewer Utility Bonds shall not subject to redemption prior to their stated maturity.

(e) The Water/Sewer Utility Bonds shall be 13, with one certificate being issued for each year of maturity, and shall be numbered WSUB-101 to WSUB-113, inclusive.

(f) The Water/Sewer Utility Bonds shall be dated their date of issuance and shall bear interest payable semiannually on the first day of April and October in each year until maturity or earlier redemption, commencing on April 1, 2019, at a rate or rates per annum, expressed in a multiple of 1/8 or 1/20 of 1% and proposed by the successful bidder in accordance with the Notice of Sale authorized herein.

(g) The Water/Sewer Utility Bonds shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under the official seal (or facsimile thereof) affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Borough Clerk

Section 4. (a) The Bonds will be issued in fully registered form. One certificate shall be issued for the aggregate principal amount of each series of Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York, which will act as securities depository (the "Securities Depository"). The certificates will be on deposit with the Securities Depository. The Securities Depository will be responsible for maintaining a book-entry system for recording the interests of its

participants or the transfers of the interests among its participants. The participants will be responsible for maintaining records recording the beneficial ownership interests in the Bonds on behalf of individual purchasers. Individual purchases may be made in denominations of \$5,000 or any integral multiple of \$1,000 in excess thereof through book-entries made on the books and the records of the Securities Depository and its participants.

(b) The principal of and the interest on the Bonds will be paid to the Securities Depository by the Borough on the respective maturity dates and due dates and will be credited on the respective maturity dates and due dates to the participants of the Securities Depository as listed on the records of the Securities Depository as of each next preceding March 15 and September 15 (the "Record Dates" for the Bonds).

Section 5. The Bonds shall be substantially in the following form with such additions, deletions and omissions as may be necessary for the Borough to market the Bonds, including in accordance with the requirements of the Securities Depository:

[Form of Bond begins on next page]

REGISTERED

NUMBER A. ____

REGISTERED

\$_____

UNITED STATES OF AMERICA

STATE OF NEW JERSEY

COUNTY OF MERCER

BOROUGH OF HIGHTSTOWN

B. _____

REGISTERED OWNER:

PRINCIPAL AMOUNT:

DATED DATE:

MATURITY DATE:

RATE OF INTEREST PER ANNUM:

INTEREST PAYMENT DATES:

INITIAL INTEREST PAYMENT DATE:

RECORD DATES:

CUSIP NUMBER:

BOROUGH OF HIGHTSTOWN, a body politic and corporate of the State of New Jersey (the "Borough"), hereby acknowledges itself indebted and for value received promises to pay to the REGISTERED OWNER, or registered assigns, on the MATURITY DATE, upon presentation and surrender of this bond, the PRINCIPAL AMOUNT, and to pay interest on such sum from the DATED DATE until it matures at the RATE OF INTEREST PER ANNUM specified above semiannually on the INTEREST PAYMENT DATES in each year until maturity, commencing on the INITIAL INTEREST PAYMENT DATE. Principal of and interest due on this bond will be paid to the REGISTERED OWNER by the Borough or its designated paying agent and will be credited to the participants of The Depository Trust Company as listed on the records of The Depository Trust Company as of the RECORD DATES next preceding the respective INTEREST PAYMENT DATES (the "Record Dates"). The principal of and interest on this bond are payable in lawful money of the United States of America.

This bond is not transferable as to principal or interest except to an authorized nominee of The Depository Trust Company. The Depository Trust Company shall be responsible for maintaining the book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants are responsible for maintaining records regarding the beneficial ownership interests in the bonds on behalf of individual purchasers.

The bonds of this issue maturing prior to April 1, 2026, are not subject to redemption prior to their stated maturities. The bonds of this issue maturing on or after April 1, 2026 are redeemable at the option of the Borough in whole or in part on any date on or after April 1, 2025 at 100% of the principal amount outstanding (the "Redemption Price") plus interest accrued to the date of redemption upon notice as required herein.

Notice of redemption shall be given by mailing by first class mail in a sealed envelope with postage prepaid to the registered owners of the bonds not less than thirty (30) days, nor more than sixty (60) days prior to the date fixed for redemption. Such mailing shall be to the owners of such bonds at their respective addresses as they last appear on the registration books kept for that purpose by the Borough or a duly appointed Bond Registrar. Any failure of the depository to advise any of its participants or any failure of any participant to notify any beneficial owner of any Notice of Redemption shall not affect the validity of the redemption proceedings. If the Borough determines to redeem a portion of the bonds prior to maturity, the bonds to be redeemed shall be selected by the Borough; the bonds to be redeemed having the same maturity shall be selected by the Securities Depository in accordance with its regulations.

If notice of redemption has been given as provided herein, the bonds or the portion thereof called for redemption shall be due and payable on the date fixed for redemption at the Redemption Price, together with accrued interest to the date fixed for redemption. Interest shall cease to accrue on the bonds after the date fixed for redemption and no further interest shall accrue beyond the redemption date. Payment shall be made upon surrender of the bonds redeemed.

So long as Cede & Co., as nominee of DTC, is the registered owner of the Bonds, the Borough shall send redemption notices only to Cede & Co.

This bond is one of an authorized issue of bonds issued pursuant to the Local Bond Law of the State of New Jersey, a resolution of the Borough adopted on August 20, 2018, and entitled, "Resolution Providing for the Combination of \$5,154,000 Aggregate Principal Amount of General Improvement Bonds and \$903,000 Aggregate Principal Amount of Water/Sewer Utility Bonds of the Township of Hightstown, in the County of Mercer, New Jersey Into Single Issues of General Improvement Bonds and Water/Sewer Utility Bonds, Respectively" and the bond ordinances referred to therein, each in all respects duly approved and published as required by law.

The full faith and credit of the Borough are hereby irrevocably pledged for the punctual payment of the principal of and the interest on this bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the constitution or the statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this bond exist, have happened and have been performed and that the issue of bonds of which this is one, together with all other indebtedness of the Borough, is within every debt and other limit prescribed by such constitution or statutes.

IN WITNESS WHEREOF, the BOROUGH OF HIGHTSTOWN has caused this bond to be executed in its name by the manual or facsimile signatures of its Mayor and its Chief Financial Officer, its corporate seal to be hereunto imprinted or affixed, this bond and the seal to be attested by the manual signature of its Borough Clerk, and this bond to be dated the DATED DATE as specified above.

BOROUGH OF HIGHTSTOWN

[SEAL]

By [executed upon issuance]

Mayor

ATTEST:

By [executed upon issuance]

Clerk Chief Financial Officer

By [executed upon issuance]

[End of Form of Bond]

Section 6. In each of the General Improvement Bonds the following language should be

inserted in the places indicated by the corresponding letter in form of the General Improvement Bonds.

A. GIB-__.

B. GENERAL IMPROVEMENT BOND

Section 7. In each of the Water/Sewer Utility Bonds the following language should be inserted in the places indicated by the corresponding letter in form of the Water Utility Bonds.

A. WSUB-__.

B. WATER/SEWER UTILITY BOND

Section 8. (a) The Bonds shall be sold on September 11, 2018, or such other date as may be determined by the Chief Financial Officer, via the "PARITY Electronic Bid System" ("PARITY") upon the terms and the conditions set forth and described in the Full Notice of Sale for the Bonds set forth in Exhibit A attached hereto and authorized below. The Full Notice of Sale shall be posted on PARITY.

(b) Pursuant to N.J.S.A. 40A:2-34, the Borough hereby designates the Chief Financial Officer to sell and to award the Bonds in accordance with the Full Notice of Sale authorized herein with such changes as to date or the terms as deemed advisable or necessary by Phoenix Advisors, LLC, the Borough's Municipal Advisor and McManimon, Scotland & Baumann, LLC, the Borough's Bond Counsel to effectively access the market for the sale of the Bonds, and such Chief Financial Officer shall report in writing the results of the sale to this Borough Council as required by law. The Chief Financial Officer is hereby authorized and directed, consistent with the terms of the Full Notice of Sale, to retain the good faith deposit of the successful bidder and to immediately return such good faith deposits, whether by wire or check, to the unsuccessful bidders.

Section 9. The Full Notice of Sale shall be substantially in the form attached hereto as Exhibit A with additions, deletions and omissions as may be necessary for the Borough to market the Bonds, including in accordance with the requirements of the Securities Depository and PARITY. The Short Notice of Sale shall be substantially in the form attached hereto as Exhibit B with such additions, deletions and omissions as may be necessary for the Borough to market the Bonds, including in accordance with the requirements of the Securities Depository and PARITY. The Summary Notice of Sale shall be substantially in the form attached hereto as Exhibit C with such additions, deletions and omissions as may be necessary for the Borough to market the Bonds, including in accordance

with the requirements of the Securities Depository and PARITY. The Borough Clerk is hereby directed to arrange for the publication of the Short Notice of Sale authorized in Exhibit B in the form provided herein in The Trenton Times or such other authorized newspaper of the Borough and any actions taken by the Clerk prior to the date of adoption of this resolution in connection with the publication of the Short Notice of Sale are hereby ratified, confirmed and approved. McManimon, Scotland & Baumann, LLC, is hereby directed to arrange for the publication of the Summary Notice of Sale authorized in Exhibit C in the form provided herein in The Bond Buyer, a financial newspaper published and circulating in the Borough of New York, New York, such publications to be not less than seven days prior to the date of sale.

Section 10. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by the law firm of McManimon, Scotland & Baumann, LLC, complete except for omission of its date.

Section 11. The law firm of McManimon, Scotland & Baumann, LLC is authorized to arrange for the printing of the Bonds and is authorized to arrange for the printing of the Official Statement to be prepared by McManimon, Scotland & Baumann, LLC, Phoenix Advisors, LLC, Bowman & Company, LLC and Borough officials. The Mayor and the Chief Financial Officer are authorized to execute any certificates necessary in connection with the distribution of the Official Statement. Such Official Statement may be distributed in preliminary form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission on behalf of the Borough by the Chief Financial Officer or by the Mayor. Final Official Statements shall be delivered to the purchaser of the Bonds within the earlier of seven business days following the sale of the Bonds or to accompany the purchaser's confirmations that request payment for the Bonds.

Section 12. The Borough hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds, if necessary.

Section 13. (a) The Chief Financial Officer is hereby authorized to make representations and warranties, to enter into agreements and to make all arrangements with the Securities Depository, as may be necessary

in order to provide that the Bonds will be eligible for deposit with the Securities Depository and to satisfy any obligation undertaken in connection therewith.

(b) In the event that the Securities Depository may determine to discontinue providing its service with respect to the Bonds or is removed by the Borough and if no successor securities depository is appointed, the Bonds which were previously issued in book-entry form shall be converted to Registered Bonds in denominations of \$5,000 or any integral multiple of \$1,000 in excess thereof. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of the Registered Bonds. The Borough shall be obligated to provide for the execution and delivery of the Registered Bonds in certified form.

Section 14. Solely for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), and provided that the Bonds are not exempt from the Rule and provided that the Bonds are not exempt from the following requirements in accordance with paragraph (d) of the Rule, for so long as the Bonds remain outstanding (unless the Bonds have been wholly defeased), the Borough shall provide for the benefit of the holders of the Bonds and the beneficial owners thereof:

(a) On or prior to 270 days from the end of each fiscal year, beginning with the fiscal year ending December 31 of the year in which the Bonds are issued, to the Municipal Securities Rulemaking Board through the Electronic Municipal Market Access Data Port (the "MSRB"), annual financial information with respect to the Borough consisting of the audited financial statements (or unaudited financial statements if audited financial statements are not then available, which audited financial statements will be delivered when and if available) of the Borough and certain financial information and operating data consisting of (i) the Borough and overlapping indebtedness including a schedule of outstanding debt issued by the Borough, (ii) property valuation information, and (iii) tax rate, levy and collection data. The audited financial information will be prepared in accordance with modified cash accounting as mandated by State of New Jersey statutory principles in effect from time to time or with generally accepted accounting principles as modified by governmental accounting standards as may be required by New Jersey law and shall be filed electronically and accompanied by identifying information with the MSRB;

(b) in a timely manner not in excess of ten business days after the occurrence of the event, to the MSRB notice of any of the following events with respect to the Bonds:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
- (7) Modifications to rights of Bondholders, if material;
- (8) Bond calls, if material, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property securing repayment of the Bonds, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership or similar event of the Bonds;
- (13) The consummation of a merger, consolidation, or acquisition involving the County or the sale of all or substantially all of the assets of the County, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

(c) In a timely manner to the MSRB notice of failure of the Borough to provide required annual financial information on or before the date specified in this resolution.

(d) If all or any part of the Rule ceases to be in effect for any reason, then the information required to be provided under this resolution, insofar as the provisions of the Rule no longer in effect required the provision of such information, shall no longer be required to be provided.

(e) The Chief Financial Officer shall determine, in consultation with Bond Counsel, the application of the Rule or the exemption from the Rule for each issue of obligations of the Borough prior to their offering. Such officer is hereby authorized to enter into additional written contracts or undertakings to implement the Rule and is further authorized to amend such contracts or undertakings or the undertakings set forth in this resolution, provided such amendment is, in the opinion of nationally recognized bond counsel, in compliance with the Rule.

(f) In the event that the Borough fails to comply with the Rule requirements or the written contracts or undertakings specified in this certificate, the Borough shall not be liable for monetary damages. The sole remedy is hereby specifically limited to specific performance of the Rule requirements or the written contracts or undertakings therefor.

Section 15. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

AYES: Hansen, Misiura, Musing and Stults

ABSENT: Bluth and Montferrat

CONSENT AGENDA

Councilmember Musing moved Resolutions 2018-151; 2018-152; 2018-153; 2018-154; 2018-155; 2018-158 and 2018-159 as a Consent Agenda; Council President Stults seconded.

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

Resolutions adopted as a consent agenda 4-0.

Resolution 2018-151

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

RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR THE CULTURAL ARTS COMMISSION

BE IT RESOLVED that the following appointments to the Cultural Arts Commission are hereby made and confirmed by the Mayor and Council of the Borough of Hightstown:

Daniel Trent (Artist)

Ux. 3 year

December 31, 2018

Resolution 2018-152

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

**REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE
IN THE 2018 BUDGET**

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

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

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby request the Director of the Division of Local Government Services to approve the insertion of a special item of revenue and equal appropriation in the budget of the Borough of Hightstown for the year 2018 as follows:

Source	Amount	Revenue Title	Appropriation Title
JIF Statewide Insurance Fund – Safety Grant Program	\$2,648.88	Safety Grant Program	Safety Grant Program

Resolution 2018-153

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

**EXTENDING THE GRACE PERIOD FOR PAYMENT OF 2018 THIRD QUARTER
TAXES**

WHEREAS, 2018 Third Quarter Taxes were due on August 1, 2018, with a ten-day grace period; and

WHEREAS, due to the late receipt of the tax rate from the County, the mailing of the tax bills was delayed; and

WHEREAS, the Mayor and Borough Council finds it to be equitable and proper that the grace period for payment of the 2018 third quarter tax be extended until the 31st day of August 2018; and

WHEREAS, if the 2018 third quarter tax payment is not received by August 31, 2018, late fees shall be effective from the due date of August 1, 2018 as is required.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the grace period for payment of 2018 third quarter taxes be extended until the 31st day of August 2018.

Resolution 2018-154

BOROUGH OF HIGHTSTOWN

*COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING A WAIVER AND REFUND OF PERMIT FEES FOR ICARE

WHEREAS, on August 3, 2018, ICARE of East Windsor Hightstown was issued Construction Permit 20180273; and

WHEREAS, the fees associated for said permit totaled \$156.00, which was paid for in full by ICARE; and

WHEREAS, given the financial constraints of the organization and the benefit the organization provides to the community, the Construction Office has requested that the permit fees be waived; and

WHEREAS, said waiver does not include fees charged by the State of New Jersey; and

WHEREAS, all inspections and other requirements associated with this modification shall be conducted and/or completed as required; and

WHEREAS, the Construction Officer further requests that the \$156.00 permit fee be refunded to ICARE.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown, that the Construction Permit fees associated with Permit 20180273 be waived and \$156.00 be refunded to ICARE of East Windsor Hightstown.

Resolution 2018-155
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING USE OF THE MUNICIPAL PARKING LOT FOR THE TRIATHLON

WHEREAS, the Parks & Recreation Commission will require the use of the Memorial Parking Lot as a staging area for Triathlon to be held on September 9, 2018; and

WHEREAS, this event is sponsored by the Hightstown Borough Parks & Recreation Commission and will be held at no cost to the taxpayers; and

WHEREAS, the Borough Council is responsible for issuing permission for use of the municipal parking lot; and

WHEREAS, the Borough Council finds that such an event would benefit the residents of Hightstown Borough.

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that permission is hereby granted to the Hightstown Borough Parks & Recreation Commission for the use of the Memorial Parking Lot for the Hightstown Triathlon to be held on September 9, 2018.

Resolution 2018-158
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, COUNTY OF MERCER,
STATE OF NEW JERSEY, SUPPORTS THE TOWNSHIP OF EAST WINDSOR'S
GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF
TRANSPORTATION FOR FUNDING FOR THE DUTCH NECK ROAD SIDEWALK
IMPROVEMENTS, THROUGH THE SAFE ROUTES TO SCHOOL PROGRAM
(SRTS)**

WHEREAS, the Township of East Windsor is preparing a Grant Application to the New Jersey Department of Transportation (NJDOT) for funding through the Safe Routes to School Program (SRTS); and,

WHEREAS, the Township of East Windsor is seeking funding through the SRTS for transportation infrastructure improvements within the Township, including new concrete curb, 4-ft. wide sidewalk, and curb ramps at Dutch Neck Road, and will bring the public spaces into compliance with the Americans with Disabilities Act (ADA); and

WHEREAS, the improvements proposed by the Township of East Windsor at Dutch Neck Road will connect to those improvements proposed by the Borough of Hightstown at Dutch Neck Road between the intersection with Harron Avenue and the municipal boundary to the west; and

WHEREAS, this project area accommodates pedestrian access to area elementary schools; and

WHEREAS, all traffic education, enforcement and infrastructure projects funded under the program must be located within two miles of a school; and

WHEREAS, these improvements will enable and encourage children to walk or bicycle to school and will ensure the safety of pedestrians in the community-at-large; and

BE IT RESOLVED, that the governing body of the Borough of Hightstown, County of Mercer, State of New Jersey supports the Township of East Windsor's Grant Application to the NJDOT for funding for curbs, sidewalks, and crosswalks at Dutch Neck Road to the municipal boundary with the Township of East Windsor, through the SRTS; and,

BE IT FURTHER RESOLVED, that the Borough Clerk shall forward a certified copy of this Resolution to: The Municipal Clerk of the Township of East Windsor and the Municipal Engineer of the Borough of Hightstown.

Resolution 2018-159

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

AUTHORIZING REQUEST FOR PROPOSAL FOR ARCHITECTURAL SERVICES

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Administrator/Purchasing Agent is hereby authorized to advertise a Request for Proposal for Architectural Services for 230 Mercer Street and that the Borough is authorized to receive same after proper advertisement.

PUBLIC COMMENT PERIOD II

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

Scott Caster, 12 Clover Lane – Stated that with the bridge being completed, the Police need to be prepared for more enforcement at the lake. He also stated that life preservers are needed at Peddie Lake. Questioned what the Borough is doing about the homeless problem in downtown.

Keith LePrevost, 213 Greely Street - Stated that he disagrees with not introducing the Knox box ordinance. The Knox box contains important information and saves the firefighters time. He is disappointed about eliminating trees on the new road project.

Cornelia Moyer, 553 North Main Street – Spoke regarding a border tree on her neighbors property that she is afraid will damage her property because it has not been taken care of correctly.

Milton Matamoros, 135 Purdy Street, - Stated that the Fire Department's first priority is to save lives and that the Hightstown Fire Department follows the New Jersey Fire Code.

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

DISCUSSION

Fleet Inventory – Sustainable Jersey

Keith LePrevost, Chair Environmental Commission, reviewed and explained Hightstown Borough's Fleet Inventory, mileage and fuel consumption. He stated that he will need the help of Borough staff for odometer readings yearly. He also stated that we need to make better purchasing decisions going forward.

Capital Budget

There was discussion for items for the capital budget. George Lang, CFO, stated that we are requesting approximately \$200,000 more debt that we can issue notes for. This will not affect our debt significantly.

After discussion, Council agreed to move forward with Capital Purchases in the amount of \$199,600.00. The Bond Ordinance will be introduced at the meeting September 4, 2018.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Musing

HPC met last week. They are looking at ordering plaques for the Stewardship Program. Placement of the banners have been approved through JCP&L.

Councilmember Misiura

The Planning Board approved the Rug Mill Project application; variances were granted and conditions need to be met. Thanked St. Anthony's for use of the auditorium as a rain location for Theatre in the Park. Requested that Clerk's office provide meeting information earlier for Council to review.

Council President Stults

The Housing Authority will meet September 5, 2018. National Night Out was well attended and great as always. Thank you to our Police Department. Downtown Hightstown Business Group will meet September 17th at 8:30 a.m. At their last meeting they spoke about working with the churches and banks for use of their parking lots after hours. They also discussed having screens with slide shows in the businesses downtown. It would show Borough events and the other businesses.

Borough Administrator/Clerk, Debra Sopronyi

There will be a presentation at the September 17, 2018 meeting regarding the placement of a Community Board. She has spoken with George Chin, Construction Official, regarding the deli securing the building. The building is being left unsecured since the fire.

Deputy Clerk, Peggy Riggio

The Harvest Fair Committee will be meeting tomorrow evening. The auditors are finishing up in the office and the State will be in Wednesday auditing the Borough's contracts from the last 3 years.

Mayor Quattrone

He is also disappointed about losing trees in the Borough but there is no room for more trees on Sunset. Thinks it is great that the Rug Mill application has been approved and that we have awarded the contract for the Peddie Lake Walking Bridge. He had taken Assemblyman Benson through Hightstown showing him traffic problems. Assemblyman Benson will work with us and the DOT to resolve our issues.

ADJOURNMENT

Council President Stults moved to adjourn at 10:43 p.m.; Councilmember Hansen seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

**Meeting Minutes
Hightstown Borough Council
September 4, 2018
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:32 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>	Arrived at 6:40 p.m.	
<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 George Lang, CFO, Monika Patel, Deputy CFO and Fred Raffetto, Borough Attorney.

EXECUTIVE SESSION

Resolution 2018-162 Authorizing a Meeting That Excludes the Public

Moved by Councilmember Bluth; Seconded by Councilmember Hansen.

Roll Call Vote: Councilmember Bluth, Hansen, Misiura and Musing voted yet.

Resolution adopted 4-0.

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.

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

Carmela Roberts, Borough Engineer arrived after Executive Session and is now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Montferrat; seconded by Councilmember Hansen.

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

Agenda approved 5-0.

APPROVAL OF MINUTES

August 29, 2018 Special Meeting Executive Session

Moved by Councilmember Bluth; Seconded by Councilmember Musing.

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

Minutes approved 4-0 with 1 abstention.

August 29, 2018 Special Meeting Public Session

Moved by Councilmember Bluth; Seconded by Councilmember Hansen.

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

Minutes approved 4-0 with 1 abstention.

PUBLIC COMMENT I

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

Keith LePrevost, 213 Greely Street – Spoke regarding the purchase of new police vehicle. Suggested that in the future, Council considers looking into the purchase of an electric or hybrid vehicle. This would save over \$1,000 per year in gas.

Eugene Sarafin, 628 South Main Street – Agrees with Mr. LePrevost.

Doug Mair, 536 South Main Street – Questioned why the Borough is just coming into compliance with the Water System Asset Management plan if this has been in effect since October 2017. Also asked where the Safe Routes to School Grant Money has been spent for Joseph Street. Borough Administrator/Clerk, Debra Sopronyi, stated that the SRTS grant for Joseph Street project is not completed. This grant uses federal money and the process is long.

JP Gibbons, 602 South Main Street – Expressed concern regarding the Safe Routes to School Grant Application for Dutch Neck Road. Also had several questions regarding bills on the Bill List.

Scott Caster, 12 Clover Lane – Spoke about the streets included in Ordinance 2018-16.

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

ENGINEERING ITEMS

Municipal Aid Grant 2019

At the August 20, 2018 meeting, Council instructed the Borough Engineer to move forward with submitting two separate applications for the 2019 Grant. Mayor Quattrone has decided to bring this back to Council because there are other roads in town that need work sooner. Borough Engineer, Carmela Roberts, stated that she would like to submit one solid application. To maximize the amount from DOT, Ms. Roberts and Ken Lewis, Superintendent of Public Works, proposed milling, overlay and sidewalks on Springcrest Drive along with incorporating Spruce Court, Glen Road and Taylor Avenue into the application. Ms. Roberts concluded by stating that Maxwell Avenue should be held for a future grant. After discussion, Council instructed Ms. Roberts to move forward with the application to include Springcrest Drive, Spruce Court, Glen Road and Taylor Avenue.

Ms. Roberts left the meeting at this time.

ORDINANCES

Ordinance 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

Debra Sopronyi, Borough Administrator/Clerk informed Council that this Bond Ordinance is for the purchase of Police and Fire equipment.

Moved for Introduction by Councilmember Misiura; Seconded by Councilmember Hansen.

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

Ordinance Introduced 5-0.

Public Hearing – September 17, 2018.

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:

Estimated Maximum
Amount of Bonds &
Notes

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Period of Usefulness</u>
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a) Police Department:

(i) Acquisition of a sports utility vehicle, including all related costs and expenditures incidental thereto.

	\$56,500	\$53,780	5 years
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(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.

	<u>\$54,500</u>	<u>\$51,890</u>	15 years
TOTAL:	<u>\$135,000</u>	<u>\$128,500</u>	

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.

	<u>\$54,600</u>	<u>\$52,000</u>	15 years
GRAND TOTAL:	<u>\$189,600</u>	<u>\$180,500</u>	

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.

Ordinance 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

Mayor Quattrone opened the Public Hearing for Ordinance 2018-15 and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Stated that he thinks this Ordinance is a good idea.

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

Moved for adoption by Councilmember Misiura; Seconded by Councilmember Montferrat.

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

Ordinance adopted 5-0.

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
Meadow Drive and
Clover Lane
Meadow Drive and
Clover Lane
Morrison Avenue and
Harron Morrison Avenue
Morrison Avenue and
Center Street

Oak Lane and
Lincoln Avenue
Intersection(s)
Orchard Avenue and
Meadow Drive
Orchard Avenue and
Schuyler Avenue
Prospect Drive and
Bennett Place
Reed Street and
Purdy Street
Springcrest Avenue
and Glen Drive
Sunset Avenue and
Maple Avenue
Westerlea Avenue and
Springcrest Avenue
Wilson Avenue and
Mechanic Street

Clinton Street

Clover Lane
Clover Lane

Morrison Avenue

Lincoln Avenue
STOP Sign(s) on:

Meadow Drive

Schuyler Avenue

Bennett Place

Purdy Street

Glen Drive

Maple Avenue

Springcrest Avenue

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 Hightstown 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.

Ordinance 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

Fred Raffetto, Borough Attorney, stated that concerns were brought to his attention regarding the ordinance and he is looking into making several changes.

Moved to table by Councilmember Misiura; Seconded by Councilmember Hansen.

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

Ordinance tabled 5-0.

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:

2. 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 License Required for Bicycles.~~
- ~~3-9.3 Bicycle License Application; License Issuance or Denial; Records.~~
- ~~3-9.4 Inspection of Bicycle; Testing of Applicant.~~
- ~~3-9.5 Bicycle Registration Decal.~~
- 3-9.62 Rules and Regulations.
- 3-9.73 Riding Prohibited on Certain Sidewalks.
- 3-9.84 Violations and Penalties.
- ~~3-9.9 Hearing Officer.~~

* **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 ~~having two (2) wheels~~, with tires connected by a frame and arranged to be propelled by human or electric power. This definition shall not apply to ~~toy bicycles or velocipedes~~ 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 License Required for Bicycles.~~

~~No person who resides within the Borough shall ride or propel a bicycle on any street or upon any public path set aside for the exclusive use of bicycles unless the bicycle has been licensed and a license decal is attached thereto as provided in this section. This section shall also apply to a person who resides outside the Borough but who operates a bicycle within the limits of the Borough more than casually or on a transient basis. (1991 Code § 63-2; Ord. 2001-05, Renamed, 06/04/2001)~~

~~3-9.3 Bicycle License Application; License Issuance or Denial; Records.~~

~~a. Application for a bicycle license and license plate shall be made upon a form provided by the Borough and shall be made to the Chief of Police.~~

~~b. The Chief of Police, upon receiving proper application from the parent or guardian or, if an adult, from the adult shall issue a bicycle license. Licenses shall be issued annually during April, to be effective from May 1 to April 30. Any license obtained during the license year shall be effective only until the end of that license year, and a new license shall be obtained at that time. A newly acquired bicycle shall be licensed within fourteen (14) days of acquisition.~~

~~c. The Chief of Police shall not issue a license for any bicycle when he knows or has reasonable ground to believe that the applicant is not the owner of or entitled to the possession of such bicycle.~~

~~d. The Chief of Police shall keep a record of the number of each license, the date issued, the name and address of the person to whom issued and the number on the frame of the bicycle for which issued. (1991 Code § 63-3; Ord. 2001-05, Amended, 06/04/2001)~~

~~3-9.4 — Inspection of Bicycle; Testing of Applicant.~~

~~—The applicant shall demonstrate to the Chief of Police that the bicycle is in a safe mechanical condition and that he is capable of operating the same and is familiar with the traffic laws of the State of New Jersey, as well as the provisions of this section, relative to the operation and equipment of the bicycle. Before issuing a bicycle license to an applicant, the Chief of Police shall first provide the applicant with a copy of this section. (1991 Code § 63-4; Ord. 2001-05, Amended, 06/04/2001)~~

~~3-9.5 — Bicycle Registration Decal.~~

~~—Upon compliance by the applicant with the requirements herein set forth, the Police Department shall issue to the applicant a registration decal, which shall be fastened to the frame of the bicycle in a conspicuous place. Removal of the tag shall be grounds for revocation of the license. (1991 Code § 63-5; Ord. 2001-05, Amended, 06/04/2001)~~

3-9.62 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)

3-9.73 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)

3-9.84 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 ~~be prevented or cause the~~ the violator's parent or guardian ~~shall to~~ be penalized by removal and detention of the license decal from his bicycle for a period not to exceed thirty (30) days or by impounding his bicycle for a period of time not to exceed thirty (30) days; and during that period of time, the offender shall not ride any bicycle on the streets, 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 be summoned to appear at police headquarters with his bicycle, accompanied by his parent or guardian, and, after a hearing on the violation, may be punished by removal and detention of the license decal from his bicycle for a period not to exceed thirty (30) days or by impounding of the bicycle for a period not to exceed thirty (30) days by the hearing officer with the approval, if possible, of the parent or guardian, but the decision of the hearing officer shall prevail. ~~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 ~~be prevented or cause the~~ the violator's parent or guardian ~~shall to~~ be penalized by impounding his skateboard, scooter, skates or roller blades for a period of time not to exceed thirty (30) days; and during that period of time, the offender shall not ride any such vehicle on the streets. On the second complaint, the offender shall be summoned to appear at police headquarters with his skateboard, scooter, skates or roller blades, accompanied by his parent or guardian, and, after a hearing on the violation, may be punished by impounding of the skateboard, scooter, skates or roller blades for a period not to exceed thirty (30) days by the hearing officer with the approval, if possible, of the parent or guardian, but the decision of the hearing officer shall prevail. ~~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)

~~3-9.9 Hearing Officer.~~

~~—The hearing officer shall be appointed by the Chief of Police subject to confirmation by the Council. The Chief of Police shall consult with the Police Commissioner with reference to the appointment, and the Council shall only act after recommendation is made on the appointment by the Commissioner. The hearing officer shall perform his duties during hours that shall be fixed, having in mind the convenience of the public. (1991 Code § 63-9; 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.

RESOLUTIONS

Resolution 2018-163 Payment of Bills

Moved by Councilmember Hansen; Seconded by Councilmember Bluth.

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

Resolution adopted 5-0.

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>

Resolution 2018-164 Authorizing the Borough Engineer to Prepare a Water System Asset Management Plan

Moved by Councilmember Musing; Seconded by Councilmember Bluth.

Discussion ensued. Councilmember Musing questioned why we are delinquent in putting this plan into place. Borough Administrator/Clerk, Debra Sopronyi, explained that we are not delinquent. Municipalities were not given guidance until October of 2017. We have until April of 2019 to become compliant.

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

Resolution adopted 5-0.

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.

Resolution 2018-165 Authorizing a Shared Services Agreement with Monmouth County for Truck Washing Facilities

Borough Administrator/Clerk, Debra Sopronyi, explained that this agreement with Monmouth County is made possible because of our shared services agreement with Roosevelt Borough.

Moved by Councilmember Montferrat; Seconded by Councilmember Musing.

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

Resolution adopted 5-0.

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.

Resolution 2018-166 Amending an Agreement with Republic Services of NJ, LLC for Dumpster Recycling Service

Borough Administrator/Clerk, Debra Sopronyi, explained that this amendment changes the dumpsters to comingled recycling.

Moved by Councilmember Hansen; Seconded by Councilmember Bluth.

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

Resolution adopted 5-0.

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.

CONSENT AGENDA

Councilmember Misiura moved Resolutions 2018-167 and 2018-168 a Consent Agenda; Councilmember Hansen seconded.

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

Resolutions adopted 5-0.

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.

Resolution 2018-168

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

AUTHORIZING A SEWER CHARGE CREDIT (BLOCK 56/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 56/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.

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Stated this little community is well managed. Expressed a complaint regarding the EMS service from Robbinsville; 2 EMT's are needed on the bus, especially if we are paying for this service.

Scott Caster, 12 Clover Lane – Stated that there is a drinking and homeless issue downtown and no one is doing anything about it and no one has answers for it.

Doug Mair, 536 South Main Street – Stated that Officer Mark Niro retired some time ago and Council has yet to honor him with a proclamation. Officer Frank Marchione has retired and has not been honored with a proclamation from Council. Furthermore, administration is stating that Mr. Marchione is not entitled to his accrued sick time. Doesn't understand why Council will not answer the public's questions. This is a disservice to the public.

JP Gibbons, 602 North Main Street – Questioned if there was a traffic study done before adding the stop sign to Leshin Lane. Also asked if there will be a warning period for people to become accustomed to the new traffic pattern. We do not want to be alienating the high school students. Expressed concern regarding the construction going on in town. Houses are being built and renovated and no one cares how they're being worked on.

Jordan Adler, 2 Fryer Court – Stated that crosswalks in town need to be repainted. Questioned where the police presence in town is.

Lefty Grimes, East Hanover NJ – Spoke regarding the benefits of medical cannabis and shared his experience.

Don Carpovitch, Morristown, NJ – Spoke regarding the benefits of medical cannabis and shared his experience.

Jeffrey Oaks, Oceanport, NJ – Spoke regarding the benefits of medical cannabis and shared his experience. Stated that dispensaries are fully regulated with 24-hour security.

Jeff King, Eatontown, NJ – Spoke regarding the benefits of medical cannabis and shared his experience.

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

DISCUSSION

Medical Cannabis Dispensary

Mayor Quattrone explained to Council that himself, Borough Administrator/Clerk Debra Sopronyi and Police Chief Gendron had met with an individual regarding a growing facility in Hightstown. Recently, an owner of a property in town had a party interested in purchasing their location for possible growing and dispensary of medical cannabis. Ms. Sopronyi explained that the State has begun the process to open 6 more dispensaries throughout the State. She also explained that some municipalities have prohibited the dispensing, growing or manufacturing of medical cannabis. Mayor Quattrone opened a conversation asking if this would fit in Hightstown. Discussion ensued. There were questions regarding zoning and how this would affect the town. Council decided that more information is needed before any decision is made. They look forward to presentation and more information and discussion in the future.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Montferrat

Environmental Commission met last week and are working on Stormwater Management Ordinance and Tree Ordinance. Discussed the new Borough Hall and LEAD certification. May need an environmental engineer for projects going on in the Borough.

Councilmember Bluth

Triathlon is this Sunday, September 9th. Parks and Rec will meet this Thursday. Friday, September 14th is the last Fun Friday at Memorial Park

Councilmember Musing

HPC received approval from JCP&L for the historic district banners. Will work with Public Works regarding putting the banners up. Stated that he things using hybrid vehicles is an interesting idea. Regarding the stop sign at the High School – the Police Department requested this and he doesn't think a traffic study was needed.

Councilmember Hansen

There will be a Water/Sewer Meeting tomorrow.

Borough Administrator/Clerk

The Board of Health meeting scheduled for September 12th has been moved to the basement in the Borough Offices due to a double booking at the Fire House. The meeting at the Fire House on September 12th is not a Borough sponsored event.

Deputy Clerk, Peggy Riggio

The Harvest Fair will hold their next meeting September 18th. Registration is closed.

Collector/Deputy CFO, Monika Patel

The Tax Sale has been scheduled for October 12th.

CFO, George Lane

The Bond Sale is scheduled for September 11th. We maintained our A1 credit rating with our Moody's Rating. The Borough is in good financial shape.

Borough Attorney, Fred Raffetto

There was a situation last week regarding the easement to one of our water towers. The situation has been rectified.

Mayor Quattrone

Stated that he will speak with Chief Gendron regarding police presence in town. In regards to Mr. Caster's statement about homeless in downtown, it is not against the law to be homeless. The police are doing what they can by law in this situation. Regarding the stop sign on Leshin Lane; this was a request by the school district and the police department. He thinks the discussion regarding medial cannabis is a good start. Sidewalks are always a priority but some grants do not cover the installation of sidewalks. Phase 1 of the Mill Project will be memorialized at the Planning Board meeting on Monday.

ADJOURNMENT

Councilmember Montferrat moved to adjourn at 10:11 p.m.; Councilmember Misiura seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

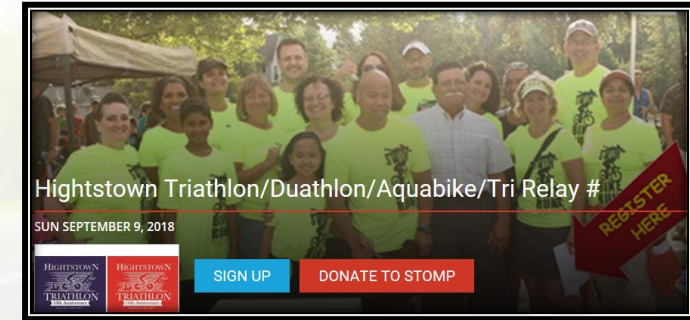


Hightstown Borough

Benefits – Hightstown Borough

- Designs would uniquely identify *Hightstown Borough*
 - Provide a constant communication platform for Borough information
 - Public safety information
 - Weather alerts & road closings
 - Local fundraising and sporting events
 - Holiday, school function or community announcements

(i.e. Hightstown's 11th Annual Sprint Triathlon Sunday September 9, 2018)
 - Local Non-Profits & Community Groups can use the display at no cost
- ✓ **100%** of the Design, Engineering & Approval expenses incurred by us
 - ✓ **100%** of the Maintenance & Operation incurred by us
 - ✓ **100%** of insurance of displays in both public liability and property damage incurred by us



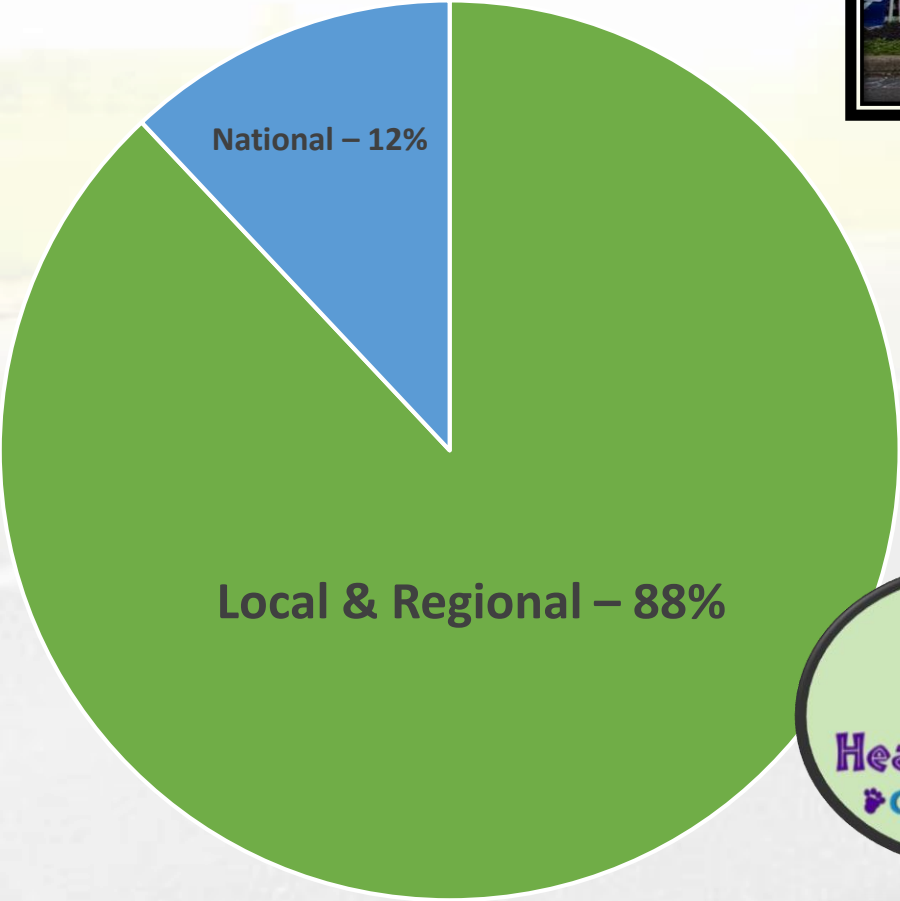
Borough Financial Benefits

TERM OF LEASE	AMOUNT PER YEAR	AMOUNT PER MONTH
YRS 1-5	\$20,000.00	\$1,666.67
YRS 6-10	\$22,000.00	\$1,833.33
YRS 11-15	\$24,200.00	\$2,016.67
YRS 16-20	\$26,620.00	\$2,218.33
YRS 21-25	\$29,282.00	\$2,440.17

*10% escalators applied every 5 years

Total: \$610,510.00

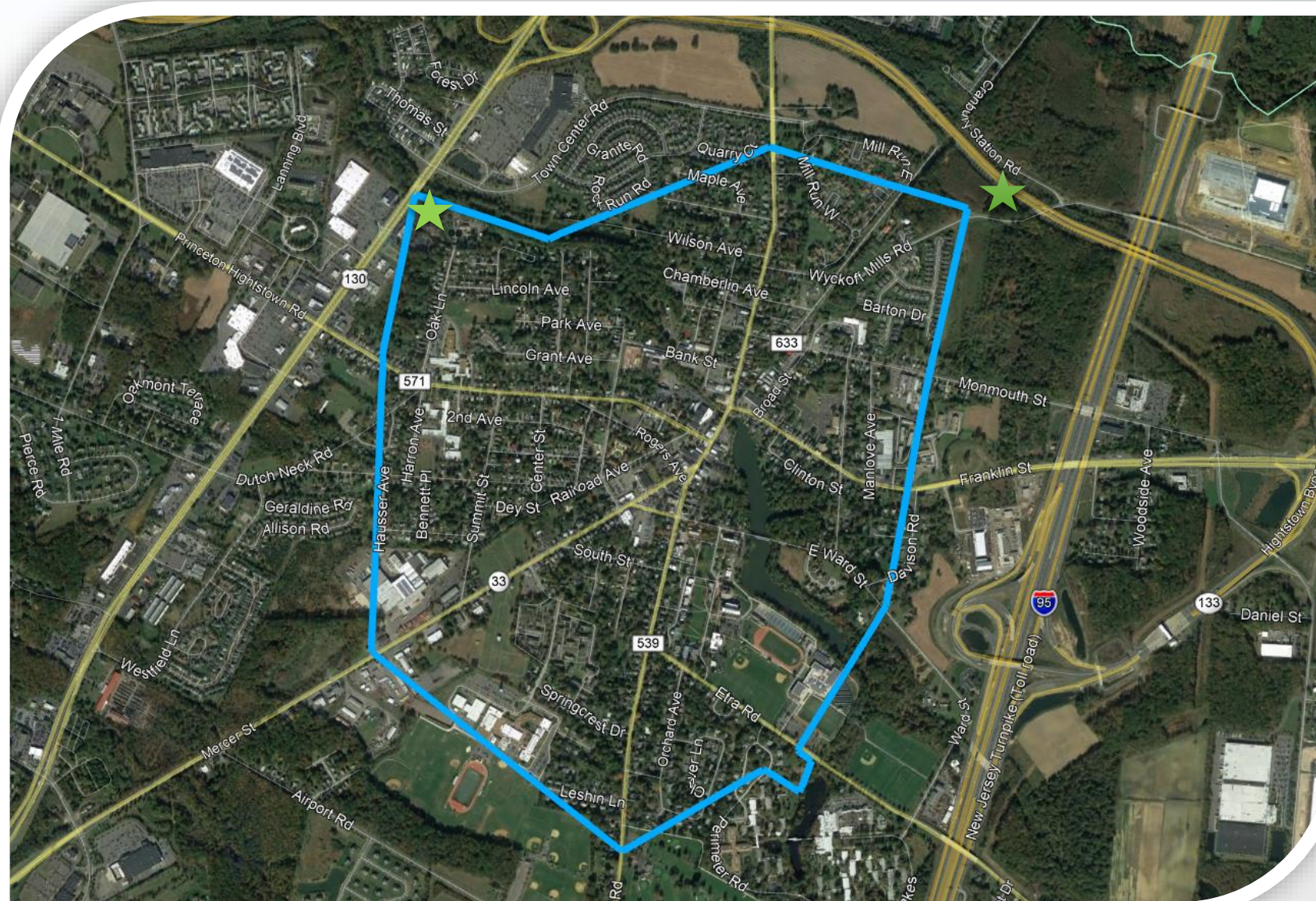
Client Overview



DR. JOSEPH CARUSO, DDS
Nightstown Family Dentistry



Proposed Landmark Sign Location



Highlights:

- “Gateway” roadway
- Approx. 30K+ traffic
- Away from residential
- Commercial & retail presence nearby
- Borough owned land

Proposed Landmark Sign Location – Waste Water Treatment Facility

Approx. 183 feet of frontage; 78 feet of usable frontage (non-leased by *Americana Diner*)



Proposed Landmark Sign Location – Waste Water Treatment Facility

Current Zoning R3; Applicable NJ State Zoning would require 'Commercial' or 'Industrial' in nature (i.e. CC-1, CC-2 or HC)



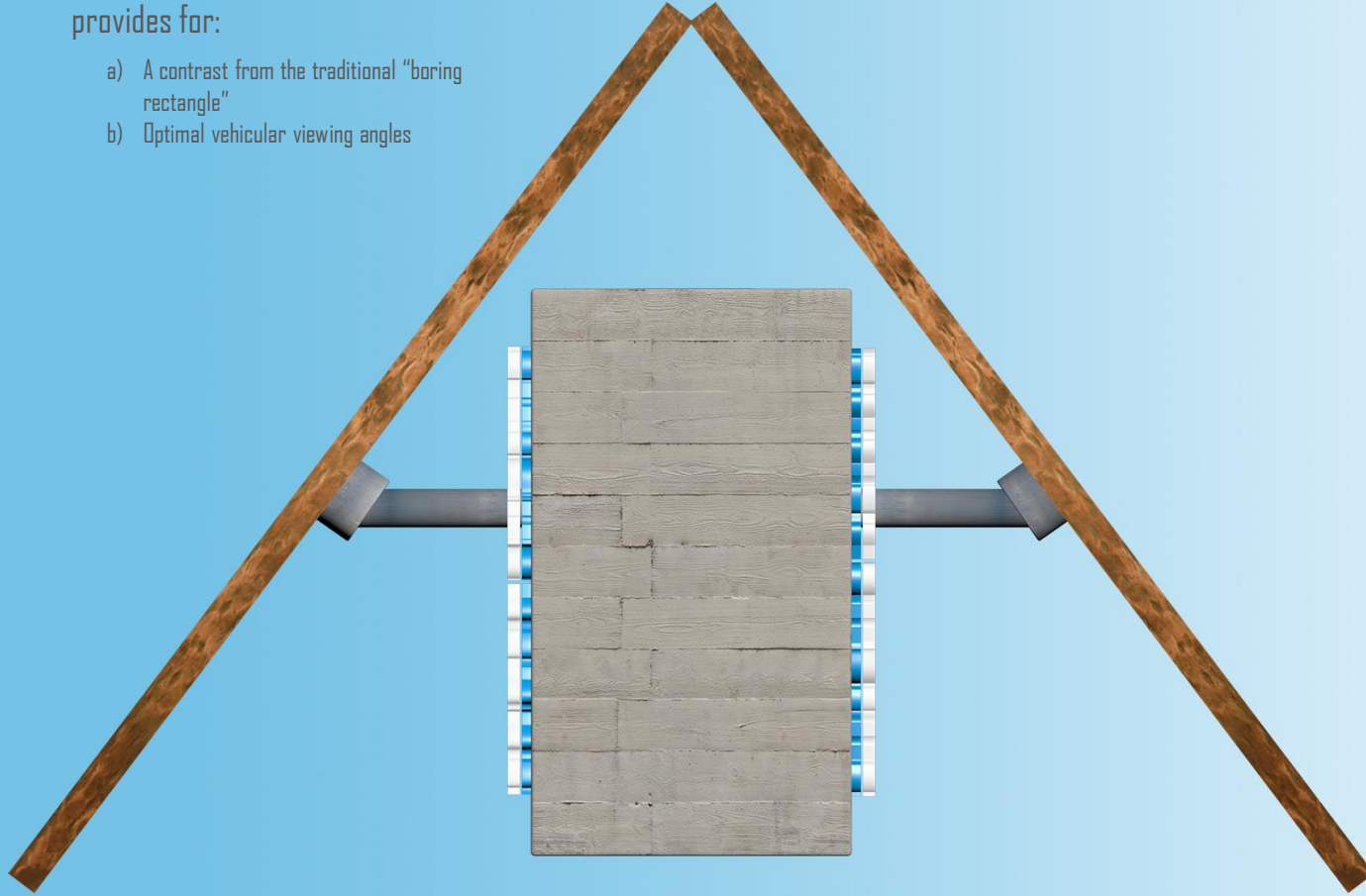
Design Concept – *Landmark Column*

- Uniquely angled infinity-edged display screen
- Interior-illuminated vertical color bar that can be programmed to match the display content (i.e. Red/White/Blue for Memorial Day, Green for St. Patrick's Day, etc.)
- Stone column shows a more organic natural look and complements materials used on *Historic Main Street*



Design Concept – *Landmark Column*

- Unique orientation of display faces provides for:
 - a) A contrast from the traditional "boring rectangle"
 - b) Optimal vehicular viewing angles



Proposed Landmark Sign Location — Waste Water Treatment Facility



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 License Required for Bicycles.~~
- ~~3-9.3 Bicycle License Application; License Issuance or Denial; Records.~~
- ~~3-9.4 Inspection of Bicycle; Testing of Applicant.~~
- ~~3-9.5 Bicycle Registration Decal.~~
- 3-9.62 Rules and Regulations.
- 3-9.73 Riding Prohibited on Certain Sidewalks.
- 3-9.84 Violations and Penalties.
- ~~3-9.9 Hearing Officer.~~

* **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 ~~having two (2) wheels~~, with tires connected by a frame and arranged to be propelled by human or electric power. This definition shall not apply to ~~toy bicycles or velocipedes~~ 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 curblineline 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—License Required for Bicycles.~~

~~No person who resides within the Borough shall ride or propel a bicycle on any street or upon any public path set aside for the exclusive use of bicycles unless the bicycle has been licensed and a license decal is attached thereto as provided in this section. This section shall also apply to a person who resides outside the Borough but who operates a bicycle within the limits of the Borough more than casually or on a transient basis. (1991 Code § 63-2; Ord. 2001-05, Renamed, 06/04/2001)~~

~~3-9.3—Bicycle License Application; License Issuance or Denial; Records.~~

~~—a.—Application for a bicycle license and license plate shall be made upon a form provided by the Borough and shall be made to the Chief of Police.~~

~~—b.—The Chief of Police, upon receiving proper application from the parent or guardian or, if an adult, from the adult shall issue a bicycle license. Licenses shall be issued annually during April, to be effective from May 1 to April 30. Any license obtained during the license year shall be effective only until the end of that license year, and a new license shall be obtained at that time. A newly acquired bicycle shall be licensed within fourteen (14) days of acquisition.~~

~~—c.—The Chief of Police shall not issue a license for any bicycle when he knows or has reasonable ground to believe that the applicant is not the owner of or entitled to the possession of such bicycle.~~

~~—d.—The Chief of Police shall keep a record of the number of each license, the date issued, the name and address of the person to whom issued and the number on the frame of the bicycle for which issued. (1991 Code § 63-3; Ord. 2001-05, Amended, 06/04/2001)~~

~~3-9.4—Inspection of Bicycle; Testing of Applicant.~~

~~—The applicant shall demonstrate to the Chief of Police that the bicycle is in a safe mechanical condition and that he is capable of operating the same and is familiar with the traffic laws of the State of New Jersey, as well as the provisions of this section, relative to the operation and equipment of the bicycle. Before issuing a bicycle license to an applicant, the Chief of Police shall first provide the applicant with a copy of this section. (1991 Code § 63-4; Ord. 2001-05, Amended, 06/04/2001)~~

~~3-9.5—Bicycle Registration Decal.~~

~~—Upon compliance by the applicant with the requirements herein set forth, the Police Department shall issue to the applicant a registration decal, which shall be fastened to the frame of the bicycle in a conspicuous place. Removal of the tag shall be grounds for revocation of the license. (1991 Code § 63-5; Ord. 2001-05, Amended, 06/04/2001)~~

3-9.6² 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)

3-9.73 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)

g. On Rogers Avenue from the intersection of Railroad Avenue to Mercer Street.

3-9.84 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 of this section shall ~~be prevented or cause~~ the violator's parent or guardian ~~shall to be penalized by removal and detention of the license decal from his bicycle for a period not to exceed thirty (30) days or by impounding his bicycle for a period of time not to exceed thirty (30) days; and during that period of time, the offender shall not ride any bicycle on the streets, subject to 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 be summoned to appear at police headquarters with his bicycle, accompanied by his parent or guardian, and, after a hearing on the violation, may be punished by removal and detention of the license decal from his bicycle for a period not to exceed thirty (30) days or by impounding of the bicycle for a period not to exceed thirty (30) days by the hearing officer with the approval, if possible, of the parent or guardian, but the decision of the hearing officer shall prevail.~~ 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 of this section shall ~~be prevented or cause~~ the violator's parent or guardian ~~shall to be penalized by impounding his skateboard, scooter, skates or roller blades for a period of time not to exceed thirty (30) days; and during that period of time, the offender shall not ride any such vehicle on the streets. On the second complaint, the offender shall be summoned to appear at police headquarters with his skateboard, scooter, skates or roller blades, accompanied by his parent or guardian, and, after a hearing on the violation, may be punished by impounding of the skateboard, scooter, skates or roller blades for a period not to exceed thirty (30) days by the hearing officer with the approval, if possible, of the parent or guardian, but the decision of the hearing officer shall prevail.~~ subject to 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)

3-9.9—Hearing Officer.

~~—The hearing officer shall be appointed by the Chief of Police subject to confirmation by the Council. The Chief of Police shall consult with the Police Commissioner with reference to the appointment, and the Council shall only act after recommendation is made on the appointment by the Commissioner. The hearing officer shall perform his duties during hours that shall be fixed, having in mind the convenience of the public. (1991 Code § 63-9; 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.

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

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:	\$135,000	\$128,500	
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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:	\$189,600	\$180,500	
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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: September 4, 2018

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2018-169

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

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$1,711,555.16 from the following accounts:

Current		\$908,173.41
W/S Operating		54,760.13
General Capital		684,389.00
Water/Sewer Capital		1,221.90
Grant		0.00
Trust		63,010.72
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$1,711,555.16</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 17, 2018.

Debra L. Sopronyi
Borough Clerk

	A	B	C	D	E	F	G
1	Date: September 17, 2017						
2							
3	To:	Mayor and Council					
4							
5	From:	Finance Office					
6							
7	Re:	Manual Bill List					
8							
9							
10	<u>CURRENT ACCOUNT</u>		<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>		<u>Amount</u>
11							
12	County of Mercer County Tax		8/15/2018	18-01216	1406		691441.71
13	East Windsor Regional School		8/15/2018	18-01215	1407	\$	819,867.00
14	State of NJ - Dept of Treasury		8/15/2018	18-01097	1408	\$	50,053.70
15							
16							
17							
18		TOTAL					\$869,920.70
19							
20							
21	<u>TRUST ACCOUNT</u>						
22							
23	NJ Dept of Transportation		8/29/2018	18-01273	28396	\$	35.00
24	East Windsor Regional School		9/4/2018	18-01302	1410	\$	57,885.00
25							
26							
27		TOTAL					\$ 57,920.00
28							
29							
30	<u>WATER & SEWER OPERATING</u>						
31							
32	State of NJ - Dept of Treasury		8/15/2018	18-01216	1305	\$	16,302.81
33	NJ Dept of Transportation		8/22/2018	18-01225	28395	\$	500.00
34	NJ Dept of Transportation		8/22/2018	18-01212	28396	\$	725.00
35		TOTAL					\$ 17,527.81
36							
37							
38	<u>GENERAL CAPITAL</u>						
39							
40	Ansell, Zaro & Grimm		8/9/2018	18-01190	200	\$	670,028.00
41							
42							
43							
44		TOTAL					\$ 670,028.00
45							
52							
53							
54	MANUAL TOTAL						\$ 1,615,396.51
55							

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

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

ALLAM005 ALL AMERICAN TEES

18-01314 09/07/18 300 T SHIRTS FOR TRIATHLON

1 340 T SHIRTS FOR TRIATHLON	2,465.00	T-12-56-286-000-876	B PARKS & RECREATION/ TRIATHLON	R	09/07/18	09/11/18	9/9/18 TRIATHLN	N
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Vendor Total: 2,465.00

A0164 ALLIED BOILER REPAIR CORP.

18-01126 08/01/18 HEAT EXCHANGER CLEANING

1 HEAT EXCHANGER CLEANING	800.00	8-09-55-501-002-503	B Sewer Plant Maintenance	R	08/01/18	09/11/18	16511	N
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Vendor Total: 800.00

BANK0005 BANK OF AMERICA

18-01316 09/07/18 BILLING DATE 8/1 - 8/31/18

1 DOOR LATCHES FOR PD GENERATOR	95.95	8-01-26-310-001-024	B Building Maintenance	R	09/07/18	09/11/18		N
2 ENVELOPES	256.84	8-01-20-125-001-023	B Printing & Stationary	R	09/07/18	09/11/18		N
3 ENVELOPES	67.28	8-01-20-176-000-036	B Office Supplies	R	09/07/18	09/11/18		N
4 PAPER	132.93	8-01-20-125-001-036	B Office Supplies	R	09/07/18	09/11/18		N
5 CALENDAR WIZ	99.00	8-01-20-140-001-060	B Internet Services and Web Services	R	09/07/18	09/11/18	471529120648057	N
	652.00							

Vendor Total: 652.00

C0067 CENTRAL JERSEY POWER

18-01265 08/28/18 INVOICE #149536

1 ITEM #505298901 SPRING- BT2000	1.05	8-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/28/18	09/11/18	149536	N
2 LABOR CHARGE	45.00	8-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/28/18	09/11/18	149536	N
3 SHOP SUPPLIES/HAZARDOUS MAT	4.00	8-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/28/18	09/11/18	149536	N
	50.05							

Vendor Total: 50.05

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
C0058 CINTAS CORPORATION #061										
18-00204 02/05/18 JANUARY INVOICES AS FOLLOWS:		B								
35 INV 061689791 DATED 8/03/18	147.76	8-09-55-501-002-507		B Uniforms & Safety Equipment	R	06/07/18	09/11/18		061694099	N
36 061698636 DATED 8/10/18	105.86	8-09-55-501-002-507		B Uniforms & Safety Equipment	R	09/11/18	09/11/18		061698636	N
37 INV 061703011 DATED 8/17/18	105.86	8-09-55-501-002-507		B Uniforms & Safety Equipment	R	09/11/18	09/11/18		061703011	N
38 INV 061707375 DATED 8/24/18	105.86	8-09-55-501-002-507		B Uniforms & Safety Equipment	R	09/11/18	09/11/18		061707375	N
39 INV 061711609 DATED 8/31/18	105.86	8-09-55-501-002-507		B Uniforms & Safety Equipment	R	09/11/18	09/11/18		061711609	N
	571.20									
Vendor Total:	571.20									
C0023 COMCAST										
18-01311 09/06/18 8499052440157826 8/23/18										
1 8499052440157826 8/23/18	105.84	8-09-55-501-002-545		B Internet Services	R	09/06/18	09/11/18		849905244015782	N
Vendor Total:	105.84									
C0222 CONTINENTAL FIRE & SAFETY, INC.										
18-01204 08/13/18 DEWALT SAW & EXTRA BATTERY										
1 DEWALT SAW & EXTRA BATTERY	488.00	8-01-25-252-002-056		B Fire & Other Safety Equipment	R	08/13/18	09/11/18		H3604	N
Vendor Total:	488.00									
COREM005 CORE & MAIN LP										
18-01050 07/19/18 PARTS FOR METERS										
1 QUOTE/BID #644647	1,240.00	8-09-55-501-001-524		B Meter & Meter Parts	R	07/19/18	09/11/18		644647	N
Vendor Total:	1,240.00									
COUNT015 COUNTY OF MONMOUTH-										
18-01298 08/30/18 USE OF TRUCK WASH FACILITY										
1 USE OF TRUCK WASH FACILITY	70.00	8-01-26-305-001-034		B Motor Vehicle Parts & Access.	R	08/30/18	09/12/18		HTB 07-18-09	N
Vendor Total:	70.00									
C0087 CUSTOM BANDAG, INC										
18-01222 08/16/18 WORK ORDER #80139139										
1 WORK ORDER #80139139	3,498.90	8-01-26-315-001-133		B Vehicle Maint. - Fire Dept.	R	08/16/18	09/11/18			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
C0087 CUSTOM BANDAG, INC Continued											
18-01320	09/07/18 TIRES/TIRE REPAIR										
1 INV.	80140092 - TIRES FOR	1,158.30	8-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	09/07/18	09/11/18		80140092	N
18-01351	09/11/18 ELECTRIC 8/4 - 9/5/18 HPD										
1 ELECTRIC	8/4 - 9/5/18 HPD	1,144.21	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		8/4-9/5/18 HPD	N
Vendor Total:		5,801.41									
DRPUT005 DR PUTHENMADAM RADHAKRISHNAN											
18-01310	09/06/18 SEPTEMBER 4 CLINIC										
1 SEPTEMBER	4 CLINIC	343.32	8-01-27-330-001-031	B	Contract-Professional Serv.(B)	R	09/06/18	09/11/18		9/4/18 CLINIC	N
Vendor Total:		343.32									
B0966 ERB'S GARAGE INC											
18-01356	09/12/18 PETERBILT REPAIRS										
1 INV	12096 - REPAIR SPEEDOMETER	585.92	8-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	09/12/18	09/12/18		12096	N
2 INV.	12097 - REPLACE TURBO	1,477.50	8-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	09/12/18	09/12/18		12097	N
		2,063.42									
Vendor Total:		2,063.42									
E0054 ERIC M. BERNSTEIN & ASSOC.,LLC											
18-01348	09/11/18 inv 54963 & 64 dated 9/5/18										
1 inv	54963 dated 9/5/18	135.00	8-01-20-155-001-031	B	Labor,Personnel & Union Council	R	09/11/18	09/11/18		54963	N
2	54964	486.00	8-01-20-155-001-031	B	Labor,Personnel & Union Council	R	09/11/18	09/11/18		54964	N
		621.00									
Vendor Total:		621.00									
Q0176 EUROFINS QC, INC											
18-01296	08/30/18 WATER ANALYSIS										
1 INV.	1945548 - WATER ANALYSIS	591.00	8-09-55-501-001-532	B	Outside Testing/Labs	R	08/30/18	09/11/18		1945548	N
2 INV.	1946805 - WATER ANALYSIS	179.75	8-09-55-501-001-532	B	Outside Testing/Labs	R	08/30/18	09/11/18		1946805	N
		770.75									

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
Q0176 EUROFINs QC, INC Continued											
18-01319	09/07/18	WATER ANALYSIS									
1 INV.	1917392 - WATER ANALYSIS	140.50	8-09-55-501-001-532	B	Outside Testing/Labs	R	09/07/18	09/11/18		1917392	N
2 INV.	1917592 - WATER ANALYSIS	128.00	8-09-55-501-001-532	B	Outside Testing/Labs	R	09/07/18	09/11/18		1917592	N
3 INV.	1947507 - WATER ANALYSIS	108.75	8-09-55-501-001-532	B	Outside Testing/Labs	R	09/07/18	09/11/18		1947507	N
4 INV.	1947509 - WATER ANALYSIS	108.75	8-09-55-501-001-532	B	Outside Testing/Labs	R	09/07/18	09/11/18		1947509	N
5 INV.	1949420 - WATER ANALYSIS	50.00	8-09-55-501-001-532	B	Outside Testing/Labs	R	09/07/18	09/11/18		1949420	N
		536.00									
Vendor Total:		1,306.75									
FIREA005 FIRE APPARATUS REPAIR, INC.											
18-01243	08/28/18	INV 14220 DATED 8/17/18									
1 INV	14220 DATED 8/17/18	3,838.00	8-01-26-315-001-133	B	Vehicle Maint. - Fire Dept.	R	08/28/18	09/11/18		14220	N
Vendor Total:		3,838.00									
G0204 GARY GRUBB											
18-01307	09/06/18	REIMBURSEMENT ANJEC CLASS									
1 REIMBURSEMENT	ANJEC CLASS	70.00	8-01-27-335-001-042	B	Seminars/Workshops/Conventions	R	09/06/18	09/11/18		REIMBURSE ANJEC	N
Vendor Total:		70.00									
G1077 GEORGE S. COYNE CO., INC.											
18-00162	01/29/18	BLANKET FOR WATER PLANT LIME	B								
10 INV	296618 8/27/18	1,432.50	8-09-55-501-001-527	B	Calcium Hydroxide - Lime	R	07/03/18	09/11/18		296618	N
18-00163	01/29/18	FLUORIDE BLANKET- WATER PLANT	B								
8 INV	296617 8/27/18	798.63	8-09-55-501-001-528	B	Fluorosilic Acid-	R	08/10/18	09/11/18		296617	N
Vendor Total:		2,231.13									
H0278 HASTY AWARDS											
18-01226	08/22/18	TRIATHLON AWARDS									
1 TRIATHLON AWARDS		627.00	T-12-56-286-000-876	B	PARKS & RECREATION/ TRIATHLON	R	08/22/18	09/11/18			N
18-01228	08/22/18	ORDER #08181407 DATED 8/22/18									
1 ORDER #08181407	DATED 8/22/18	419.30	T-12-56-286-000-876	B	PARKS & RECREATION/ TRIATHLON	R	08/22/18	09/11/18			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	
H0278 HASTY AWARDS Continued												
18-01228	08/22/18 ORDER #08181407 DATED 8/22/18	Continued										
2	SHIPPING	37.54	T-12-56-286-000-876	B	PARKS & RECREATION/ TRIATHLON	R	08/22/18	09/11/18			N	
		456.84										
	Vendor Total:	1,083.84										
H0048 HIGHTS REALTY LLC												
18-01350	09/11/18 SEPTEMBER RENT FOR HPD											
1	SEPTEMBER RENT FOR HPD	4,033.00	8-01-26-310-001-025	B	Building Rental	R	09/11/18	09/11/18		SEPTEMBER RENT	N	
	Vendor Total:	4,033.00										
H1100 HOME DEPOT CREDIT SERVICES												
18-01257	08/28/18 PARTIAL AUGUST 2018 INVOICES											
1	INV. 4033528 - DEHUMIDIFIER	279.00	8-01-26-310-001-024	B	Building Maintenance	R	08/28/18	09/11/18		4033528	N	
2	INV. 4033543 - EXTENSION CORD	20.97	8-01-26-310-001-024	B	Building Maintenance	R	08/28/18	09/11/18		4033543	N	
3	INV. 8042954 - LUBRICANT/	87.59	8-09-55-501-002-503	B	Sewer Plant Maintenance	R	08/28/18	09/11/18		8042954	N	
4	INV. 7043066 - COUPLING/SIGN	11.70	8-01-26-310-001-024	B	Building Maintenance	R	08/28/18	09/11/18		7043066	N	
5	INV. 2030303 - 250V CONNECTOR	16.28	8-09-55-501-001-503	B	Water Plant Maintenance	R	08/28/18	09/11/18		2030303	N	
6	INV. 0043988 - 250V CONNECTOR/	22.75	8-01-26-290-001-128	B	Maint.-Downtn Irrigation Sys.	R	08/28/18	09/11/18		0043988	N	
7	CREDIT 9150438 - RETURN	16.28	8-09-55-501-001-503	B	Water Plant Maintenance	R	08/28/18	09/11/18		9150438	N	
8	INV. 9030699 - STRAIGHT BLADE	37.56	8-09-55-501-001-503	B	Water Plant Maintenance	R	08/28/18	09/11/18		9030699	N	
		459.57										
	Vendor Total:	459.57										
H0163 HUNTER JERSEY PETERBILT, INC.												
18-01259	08/28/18 TURBO CHARGER PARTS											
1	INV. X205049599 - TURBO	5,786.98	8-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	08/28/18	09/11/18		x205049599	N	
2	CREDIT X205049599 - CORE	1,185.94	8-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	08/28/18	09/11/18		x205049599	N	
		4,601.04										
	Vendor Total:	4,601.04										

00010	JAMMER DOORS
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Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
J0257 JCP&L										
18-01304 09/06/18 MASTER 200 000 055 364 AUGUST										
1 125 S MAIN ST	3.61	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/06/18	09/11/18		100008438010	N
2 MAIN STOCKTON T.L.	26.56	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/06/18	09/11/18		100008438283	N
3 RT 33 & MAXWELL	24.56	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/06/18	09/11/18		100008482018	N
4 FRANKLIN & N MAIN	30.58	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/06/18	09/11/18		100010898904	N
5 148 N MAIN	532.44	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/06/18	09/11/18		100012487714	N
6 FIRE HOUSE	1,026.43	8-01-31-430-001-072	B	Electric-Fire House	R	09/06/18	09/11/18		100012487862	N
7 EQUIPMENT OUTLET 174 OAK LANE	55.77	8-09-55-501-002-504	B	Electricity	R	09/06/18	09/11/18		100012529457	N
	1,699.95									
18-01305 09/06/18 MASTER 200 000 055 315										
1 MAXWELL AVE	19.76	8-09-55-501-002-504	B	Electricity	R	09/06/18	09/11/18		100008482778	N
2 WESTERLEA AVE	19.67	8-09-55-501-001-504	B	Electricity	R	09/06/18	09/11/18		100009294701	N
3 SPRINGCREST	15.41	8-09-55-501-002-504	B	Electricity	R	09/06/18	09/11/18		100009296102	N
4 BANK STREET	4,042.85	8-09-55-501-001-504	B	Electricity	R	09/06/18	09/11/18		100012445746	N
5 OAK LANE	7,202.31	8-09-55-501-002-504	B	Electricity	R	09/06/18	09/11/18		100012529309	N
	11,300.00									
18-01345 09/11/18 MISC ELECTRIC 9/7/18										
1 100081608240	41.52	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100081608240	N
2 230 MERCER STREET	192.03	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100131110379	N
3 MAIN STREET	34.60	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100100104247	N
4 GRANT STREET PARK	3.45	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100079096689	N
5 MAIN STREET	181.73	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100051508677	N
6 156 BANK STREET	573.45	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100029000310	N
7 ROBERT S & MERCER	84.78	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100072968868	N
8 BANK STREET PARK	4.16	8-01-31-430-001-071	B	Electric-Borough Hall	R	09/11/18	09/11/18		100077953188	N
	1,115.72									
Vendor Total:	14,115.67									
J0258 JCP&L (STREET LIGHTING)										
18-01346 09/11/18 100086395041 100051508750										
1 100086395041	33.36	8-01-31-435-001-075	B	Street Lighting	R	09/11/18	09/11/18		100086395041	N

Vendor # Name										
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Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
J0258 JCP&L (STREET LIGHTING) Continued										
18-01346 09/11/18 100086395041 100051508750			Continued							
2 100051508750		207.45	8-01-31-435-001-075	B Street Lighting	R	09/11/18	09/11/18		100051508750	N
		240.81								
Vendor Total:		240.81								
KAPPE005 KAPPE ASSOCIATES, INC										
18-01122 08/01/18 QUOTE #850560										
1 SSII 9" MEMBRANE		2,893.50	8-09-55-501-002-503	B Sewer Plant Maintenance	R	08/01/18	09/11/18			N
2 FREIGHT		144.50	8-09-55-501-002-503	B Sewer Plant Maintenance	R	09/07/18	09/11/18		18-4223-J8	N
		3,038.00								
Vendor Total:		3,038.00								
M1076 MCMANIMON, SCOTLAND & BAUMANN										
18-01338 09/11/18 153119 DATED 3/29/18										
1 153119 DATED 3/29/18		60.00	C-04-55-851-001-446	B IMPROV-WESTERLEA AVE UNF 2008-01	R	09/11/18	09/11/18		153119	N
2 153119 DATED 3/29/18		70.00	C-04-55-854-001-447	B RECONSTR-MORRISON AVE SEC 20 UNF 2009-01	R	09/11/18	09/11/18		153119	N
3 153119 DATED 3/29/18		130.00	C-04-55-858-001-447	B Stockton St Hist Dist Sec 20 Unf.	R	09/11/18	09/11/18		153119	N
4 153119 DATED 3/29/18		160.00	C-04-55-861-001-447	B MILLING & PAVING RDS 2011-05 SOFT COSTS	R	09/11/18	09/11/18		153119	N
5 153119 DATED 3/29/18		380.00	C-04-55-864-004-447	B MILLING PAVING SOFT COSTS 2012-13	R	09/11/18	09/11/18		153119	N
6 153119 DATED 3/29/18		50.00	C-04-55-865-001-447	B FIRST AID ANT/ FIRE COMM EQ SOFT COSTS	R	09/11/18	09/11/18		153119	N
7 153119 DATED 3/29/18		230.00	C-04-55-866-001-447	B ROAD IMP-GRAPE RUN/PERSHING SOFT COSTS	R	09/11/18	09/11/18		153119	N
8 153119 DATED 3/29/18		300.00	C-04-55-868-001-447	B PEDDIE LAKE DAM WALKING BRIDGE SOFT COST	R	09/11/18	09/11/18		153119	N
9 153119 DATED 3/29/18		225.00	C-04-55-870-004-447	B PUBLIC SAFETY EQUIP SECTION 20 SOFT	R	09/11/18	09/11/18		153119	N
10 153119 DATED 3/29/18		930.00	C-04-55-871-001-447	B ROAD IMP PARK, GREELEY GLEN BROOK SEC 20	R	09/11/18	09/11/18		153119	N
11 153119 DATED 3/29/18		326.00	C-04-55-872-001-447	B Section 20 Costs	R	09/11/18	09/11/18		153119	N
12 153119 DATED 3/29/18		230.74	C-04-55-873-001-447	B SECTION 20 EXPENSES	R	09/11/18	09/11/18		153119	N
13 153119 DATED 3/29/18		65.00	C-04-55-873-001-447	B SECTION 20 EXPENSES	R	09/11/18	09/11/18		153119	N
14 153119 DATED 3/29/18		48.00	C-08-55-942-001-544	B Sec 20 2009-02 Morrison Ave	R	09/11/18	09/11/18		153119	N
15 153119 DATED 3/29/18		430.00	C-08-55-943-001-544	B Water Main Extension Sec 20 2009-15	R	09/11/18	09/11/18		153119	N
16 153119 DATED 3/29/18		168.56	C-08-55-945-003-544	B Sewer Projects 2011-03 Sec 20	R	09/11/18	09/11/18		153119	N
		3,803.30								
18-01339 09/11/18 154681 DATED 6/15/18										
1 154681 DATED 6/15/18		300.00	C-04-55-874-001-447	B ROAD PARK WAY, GRANT, HUTCH 15-07 SEC 20	R	09/11/18	09/11/18		154681	N
2 154681 DATED 6/15/18		1,650.00	C-04-55-875-001-447	B ACQ OF AERIAL LADDER TRUCK 15-11 SEC 20	R	09/11/18	09/11/18		154681	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
M1076 MCMANIMON, SCOTLAND & BAUMANN Continued											
18-01339	09/11/18 154681 DATED 6/15/18		Continued								
3	154681 DATED 6/15/18	500.00	C-04-55-877-001-447	B	ACQ/AUTOMATED GARBAGE TRUCK 15-20 SEC 20	R	09/11/18	09/11/18		154681	N
4	154681 DATED 6/15/18	125.00	C-04-55-878-001-447	B	POLICE VEHICLES, DISPATCH,RADIO EQ SEC20	R	09/11/18	09/11/18		154681	N
5	154681 DATED 6/15/18	270.00	C-04-55-879-001-447	B	REHAB OF EAST WARD ST SEC 20 2016-12	R	09/11/18	09/11/18		154681	N
6	154681 DATED 6/15/18	415.26	C-04-55-881-004-447	B	MUNICIPAL COURT FILE CAB SEC 20 17-12	R	09/11/18	09/11/18		154681	N
7	154681 DATED 6/15/18	100.00	C-08-55-945-003-544	B	Sewer Projects 2011-03 Sec 20	R	09/11/18	09/11/18		154681	N
8	154681 DATED 6/15/18	188.00	C-08-55-947-002-544	B	MITIGATION WATER PLANT SOFT COSTS 12-14	R	09/11/18	09/11/18		154681	N
9	154681 DATED 6/15/18	125.00	C-08-55-948-001-544	B	WATER SEWER GRAPE RUN/PERSHING SECT 20	R	09/11/18	09/11/18		154681	N
10	154681 DATED 6/15/18	162.34	C-08-55-949-001-545	B	2014-12 SECTION 20 COSTS	R	09/11/18	09/11/18		154681	N
		3,835.60									
18-01340 09/11/18 149386 DATED SEPTEMBER 25,2017											
1	149386 DATED SEPTEMBER 25,2017	3,143.70	7-01-20-155-001-028	B	Bond Council	R	09/11/18	09/11/18		149386	N
2	149386 DATED SEPTEMBER 25,2017	643.89	7-09-55-501-001-521	B	Legal	R	09/11/18	09/11/18		149386	N
		3,787.59									
Vendor Total:		11,426.49									
M0180 MCMASTER-CARR											
18-01299 08/30/18 AUGUST 2018 INVOICES											
1	INV. 70752578 - STRAIGHT BLADE	22.92	8-01-28-369-001-140	B	Landscape Maintenance	R	08/30/18	09/11/18		70752578	N
2	CREDIT 70810607 - RETURN	22.92	8-01-28-369-001-140	B	Landscape Maintenance	R	08/30/18	09/11/18		70810607	N
3	INV. 70896357 - STRAIGHT BLADE	20.14	8-01-28-369-001-140	B	Landscape Maintenance	R	08/30/18	09/11/18		70896357	N
4	INV. 70895206 - CARRIAGE BOLTS	74.67	8-01-26-290-001-126	B	Signs & Posts	R	08/30/18	09/11/18		70895206	N
5	INV. 70893788 - BREAKAWAY NUTS	33.13	8-01-26-290-001-126	B	Signs & Posts	R	08/30/18	09/11/18		70893788	N
		127.94									
Vendor Total:		127.94									
M0053 MES - PENNSYLVANIA											
18-01168 08/08/18 INV DATED 7/11/18 SCBA REPAIR											
1	INV DATED 7/11/18 SCBA REPAIR	1,059.97	8-01-25-252-002-125	B	Respiratory Protection	R	08/08/18	09/11/18		1243727	N
Vendor Total:		1,059.97									

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
M0065 METTLER-TOLEDO										
18-00949 07/03/18 INV #654620485										
1 PREVENTATIVE MAINTENANCE	79.04	8-09-55-501-002-518		B Service Contracts - AWWTP	R	07/03/18	09/11/18		654620485	N
2 CALIBRATE LOCAL BALANCE	100.88	8-09-55-501-002-518		B Service Contracts - AWWTP	R	07/03/18	09/11/18		654620485	N
3 FUEL SURCHARGE	8.65	8-09-55-501-002-518		B Service Contracts - AWWTP	R	07/03/18	09/11/18		654620485	N
	188.57									
Vendor Total:	188.57									
A0300 ONE CALL SYSTEMS, INC.										
18-01321 09/07/18 AUGUST 2018 MARK OUT REQUESTS										
1 AUGUST 2018 MARK OUT REQUESTS	40.00	8-09-55-501-001-535		B Hydrants and Line Repair	R	09/07/18	09/12/18		8085085	N
Vendor Total:	40.00									
P0348 PUMPING SERVICES, INC.										
18-01264 08/28/18 QUOTE #027161										
1 ITEM #423-3975 GASKET, INTAKE	27.50	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/28/18	09/11/18			N
2 ITEM #423-3529 GASKET EXHAUST	37.10	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/28/18	09/11/18			N
3 FREIGHT	10.06	8-09-55-501-002-503		B Sewer Plant Maintenance	R	08/31/18	09/11/18		1104775	N
	74.66									
Vendor Total:	74.66									
P0739 PYRZ WATER SUPPLY CO., INC.										
18-01158 08/08/18 MCCROMETER CIRCUIT BOARD										
1 EB7000-000 - MCCROMETER	431.00	8-09-55-501-001-503		B Water Plant Maintenance	R	08/08/18	09/12/18			N
2 30756150-001 - CHART HUB KIT	226.50	8-09-55-501-001-503		B Water Plant Maintenance	R	08/08/18	09/12/18			N
3 SHIPPING	24.00	8-09-55-501-001-503		B Water Plant Maintenance	R	09/12/18	09/12/18			N
	681.50									
Vendor Total:	681.50									
REDAR005 RED ARROW TECHNOLOGIES, LLC										
18-01267 08/28/18 MONTHLY SUPPORT SEPT 2018										
1 TECH SUPPORT	1,319.70	8-01-20-140-001-094		B Computer Service & Support	R	08/28/18	09/11/18		1148	N
2 INTERNET & WEB	1,042.94	8-01-20-140-001-060		B Internet Services and Web Services	R	08/28/18	09/11/18		1148	N
3 TECH SUPPORT/INTERNET/WEB	257.96	8-09-55-501-002-530		B Computer Software/Maint/Equip	R	08/28/18	09/11/18		1148	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
REDAR005 RED ARROW TECHNOLOGIES, LLC Continued										
18-01267	08/28/18	MONTHLY SUPPORT SEPT 2018	Continued							
4		TECH SUPPORT/INTERNET/WEB	257.96	8-09-55-501-001-530	B Computer Software/Maint/Equip	R	08/28/18	09/11/18	1148	N
5		AWWTP SERVER ISSUES 8/17/18	150.00	8-09-55-501-002-530	B Computer Software/Maint/Equip	R	08/28/18	09/11/18	1128	N
			3,028.56							
Vendor Total:		3,028.56								
R1054 RONALD STEPHENSEN										
18-01318	09/07/18	REIMBURSEMENT - STEPHENSEN								
1		REIMBURSEMENT - STEPHENSEN	140.00	8-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	09/07/18	09/11/18		N
Vendor Total:		140.00								
S0746 SAMZIES UNIFORMS, INC										
18-00732	05/17/18	CLOTHING ALLOWANCE - ESPOSITO								
1		CLOTHING ALLOWANCE - ESPOSITO	207.96	8-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	05/17/18	09/11/18	109366	N
Vendor Total:		207.96								
S0061 SEA BOX										
18-01293	08/30/18	CONTAINER RENTAL								
1		INV SI65720 - CONTAINER RENTAL	75.00	8-01-26-310-001-025	B Building Rental	R	08/30/18	09/11/18	SI65720	N
Vendor Total:		75.00								
W0156 SEARING, WILLIAM										
18-01329	09/07/18	REIMBURSEMENT FOR BIFF								
1		CELL PHONE CHARGING CABLE	10.47	8-09-55-501-002-503	B Sewer Plant Maintenance	R	09/07/18	09/11/18		N
2		LG 32LJ500 B LED TV FOR	154.60	8-09-55-501-002-503	B Sewer Plant Maintenance	R	09/07/18	09/11/18		N
			165.07							
Vendor Total:		165.07								
SHERW010 SHERWIN WILLIAMS PAINT										
18-01254	08/28/18	TRANS #8649-9								
1		5 GALLONS MINERAL SPIRITS	514.75	8-09-55-501-002-535	B Chemicals Miscellaneous	R	08/28/18	09/11/18	9108-5	N
2		PACK OF (2) 6" ROLLERS	20.21	8-09-55-501-002-535	B Chemicals Miscellaneous	R	08/28/18	09/11/18		N

September 12, 2018
11:45 AM

Borough of Hightstown
Bill List By Vendor Name

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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
T01C TREASURER STATE OF NEW JERSEY												
18-01330	09/07/18	NJEMS BILL ID 000000177012200										
1		NJEMS BILL ID 000000177012200	400.00	8-09-55-501-002-520		B Discharge Permits/Licenses	R	09/07/18	09/11/18			N
Vendor Total:			400.00									
T0130 TRIANGLE COPY/												
18-01312	09/06/18	2018 PROGRAM PARKWAY PLAYERS										
1		2018 PROGRAM PARKWAY PLAYERS	21.00	T-12-56-286-000-885		B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	09/06/18	09/11/18		22063 8/28/18	N
Vendor Total:			21.00									
U0007 UNIVAR USA												
18-00188	02/02/18	SODIUM BICARB BLANKET			B							
6		INV HB881586 DATED 8/31/18	2,846.25	8-09-55-501-002-552		B Sodium Bicarbonate	R	07/10/18	09/11/18		HB881586	N
Vendor Total:			2,846.25									
USA A005 USA ARCHITECTS PLANNERS AND												
18-01251	08/28/18	RES 2018-117										
1		RES 2018-117 INV 27964	7,944.00	C-04-55-883-000-447		B ACQ OF YMCA BUILDING 2018-12 SOFT COST	R	08/28/18	09/12/18			N
Vendor Total:			7,944.00									
V0290 VITAL COMMUNICATIONS INC.												
18-01240	08/28/18	VPN TAX ASSESSMENT MONTHLY CHG										
1		VPN TAX ASSESSMENT MONTHLY CHG	210.00	8-01-20-150-001-029		B Maintenance Contracts	R	08/28/18	09/11/18		v72059	N
Vendor Total:			210.00									
W0002 W.B. MASON CO., INC.												
18-01213	08/15/18	OFFICE SUPPLIES										
1		CENTRAL OFFICE SUPPLIES	182.48	8-01-20-125-001-036		B Office Supplies	R	08/15/18	09/11/18			N
2		WATER PLANT OFFICE SUPPLIES	48.90	8-09-55-501-001-509		B Office Supplies/Downtown	R	08/15/18	09/11/18			N

Vendor # Name										
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Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
w0002 W.B. MASON CO., INC. Continued										
18-01213	08/15/18	OFFICE SUPPLIES	Continued							
3 COURT OFFICE SUPPLIES		38.69	8-01-20-176-000-036	B Office Supplies	R	08/15/18	09/11/18			N
		270.07								
Vendor Total:		270.07								
w0099 WATCHUNG SPRING WATER CO., INC										
18-01291	08/30/18	INVOICE #8824527								
1 DISTILLED WATER		69.93	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	08/30/18	09/11/18		882457	N
2 DELIVERY FEE		5.99	8-09-55-501-002-506	B Lab. Equipment & Supplies	R	08/30/18	09/11/18		8824527	N
		75.92								
Vendor Total:		75.92								
w0096 WATER WORKS SUPPLY CO., INC.										
18-01357	09/12/18	6" QUICK SLEEVE BELL JOINT REP								
1 INV IF93202 - 6" QUICK SLEEVE		1,075.00	8-09-55-501-001-535	B Hydrants and Line Repair	R	09/12/18	09/12/18		IF93202	N
Vendor Total:		1,075.00								
w0005 WEB OUTBACK										
18-01309	09/06/18	INV 61552, 62271, 62184								
1 61552 UNIT 6/13 - 9/13		420.00	T-12-56-286-000-876	B PARKS & RECREATION/ TRIATHLON	R	09/06/18	09/11/18		61552	N
2 62271 UNIT 9/13 - 10/13/18		140.00	T-12-56-286-000-876	B PARKS & RECREATION/ TRIATHLON	R	09/06/18	09/11/18		62271	N
3 LATINO FESTIVAL UNIT 62184		380.00	T-12-56-286-000-876	B PARKS & RECREATION/ TRIATHLON	R	09/06/18	09/11/18		62184	N
		940.00								
Vendor Total:		940.00								
WESTE005 WESTECH ENGINEERING, INC.										
18-00635	05/07/18	QUOTE #Q26175-129995								
1 ITEM #51787 BEARING, SPHERICAL		2,139.00	8-09-55-501-002-503	B Sewer Plant Maintenance	R	05/07/18	09/11/18			N
2 ITEM #39169 CLEAN OUT GATE PER		750.00	8-09-55-501-002-503	B Sewer Plant Maintenance	R	05/07/18	09/11/18			N

Total Purchase Orders:	65	Total P.O. Line Items:	176	Total List Amount:	96,158.65	Total Void Amount:	0.00
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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	7-01	3,143.70	0.00	3,143.70	0.00	0.00	3,143.70
	7-09	643.89	0.00	643.89	0.00	0.00	643.89
Year Total:		3,787.59	0.00	3,787.59	0.00	0.00	3,787.59
CURRENT FUND	8-01	35,109.01	0.00	35,109.01	0.00	0.00	35,109.01
	8-09	36,588.43	0.00	36,588.43	0.00	0.00	36,588.43
Year Total:		71,697.44	0.00	71,697.44	0.00	0.00	71,697.44
GENERAL CAPITAL	C-04	14,361.00	0.00	14,361.00	0.00	0.00	14,361.00
WATER/SEWER CAPITAL	C-08	1,221.90	0.00	1,221.90	0.00	0.00	1,221.90
Year Total:		15,582.90	0.00	15,582.90	0.00	0.00	15,582.90
TRUST OTHER - FUND #12	T-12	5,090.72	0.00	5,090.72	0.00	0.00	5,090.72
Total of All Funds:		96,158.65	0.00	96,158.65	0.00	0.00	96,158.65

Resolution 2018-170

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

**AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN HIGHTSTOWN
BOROUGH AND EAST WINDSOR TOWNSHIP FOR CONTRIBUTION OF THE
MATCHING LOCAL SHARE FOR BUS SERVICES**

WHEREAS, the Borough of Hightstown is desirous of entering into a renewed shared services agreement with the Township of East Windsor for the purpose of providing public transportation services for its citizens; and

WHEREAS, the term of said agreement shall be from July 1, 2018 through June 30, 2019; and

WHEREAS, the Borough's share of the cost of this service, by the terms of the agreement, is \$2,180.00, representing no increase from prior years; and

WHEREAS, the CFO has certified the availability of funds for this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Mayor and Borough Clerk are hereby authorized and directed to execute a Shared Services Agreement for Contribution of the Matching Local Share for Bus Services with East Windsor Township in the amount of \$2,180.00.

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 17, 2018.

Debra L. Sopronyi
Borough Clerk

RESOLUTION R2018-148

**EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, the Township of East Windsor and the Borough of Hightstown are desirous of providing public transportation services for their citizens; and

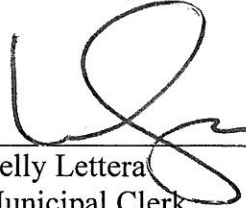
WHEREAS, the Township of East Windsor and the Borough of Hightstown have agreed to provide matching local shares for bus services.

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. authorizes any municipality to enter into a contract with any other municipality for the joint provision of any service which either party is empowered to render within its own jurisdiction; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The attached "Shared Services Agreement for Contribution of the Matching Local Share for Bus Services", between the Township of East Windsor and the Borough of Hightstown, for the term of July 1, 2018 through June 30, 2019, is approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on September 4, 2018.



Kelly Lettera
Municipal Clerk

**SHARED SERVICES AGREEMENT
FOR CONTRIBUTION OF THE
MATCHING LOCAL SHARE FOR
BUS SERVICES.**

THIS AGREEMENT, made this _____ day of _____, 2018, by and between the ***TOWNSHIP OF EAST WINDSOR***, located at 16 Lanning Boulevard, East Windsor, New Jersey 08520-1999, hereinafter, the "Township" and the ***BOROUGH OF HIGHTSTOWN***, located at 156 Bank Street, Hightstown, New Jersey 08520, hereinafter the "Borough."

WITNESSETH:

WHEREAS, N.J. Transit has offered funding to East Windsor Township of transportation services for **Fiscal Year 2018 beginning July 1, 2018**; and

WHEREAS, The Township of East Windsor, the Borough of Hightstown, and the County of Mercer have jointly agreed to provide the matching local share: and

WHEREAS, a good public transportation system decreases gasoline consumption, decreases traffic and parking congestion, improves air quality, provides mobility for residents who do not drive or cannot afford a taxi, decreases road maintenance costs and provides greater accessibility to the public, especially the elderly and the handicapped, to medical offices, shopping areas, and places of interest; and

WHEREAS, the Township of East Windsor, the Borough of Hightstown and the County of Mercer are desirous of providing public transportation services; and

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

NOW, THEREFORE, in consideration of the mutual agreements and covenants herein contained, the parties agree as follows:

1. Purpose. This agreement is to allocate expenses and responsibilities for the operation of transportation services as hereinafter described.

2. Commuter Bus Services. It is agreed and understood between the parties that the Township shall execute an agreement with a bus operator to provide a weekday commuter bus service to the Princeton Junction train station from East Windsor Township and Hightstown Borough.
3. Change in Service. The parties may agree in writing at any time to request that the Township modify the commuter bus schedule.
4. Community Bus Schedule. It is agreed and understood between the parties that the Township's Senior Center shall provide transportation services for senior citizens, the handicapped, and other residents of East Windsor Township and Hightstown Borough.
5. Term. This agreement shall be effective from **July 1, 2018 and shall continue through June 30, 2019**.
6. Transportation Costs. The estimated cost of bus services during the term of this agreement is approximately \$213,000.00. All contributions from Hightstown Borough will go toward this cost.
7. Contribution. The Borough agrees to contribute **\$2,180.00** toward a minimum total local share of \$50,000.00 for transportation costs.
8. Authorization and Certification of Funds. Simultaneously, with the execution and delivery hereof, each party hereto shall deliver to each other party a true and complete copy of an ordinance or resolution, as appropriate, authorizing such party to enter in to this Agreement, together with a certificate showing the availability of funds for such party's contributions required by this Agreement.
9. Project Account. Non-Township cash contributions shall be given to the Township within sixty (60) days of the execution of this agreement, to be maintained in a separate account to be known as Project Account and to be disbursed solely for the costs of this project.
10. Accounting. The Borough may submit a written request to the Township for an accounting of monies disbursed for this project. The Township shall provide an accounting within forty-five (45) days receipt of such written request.
11. Termination. In the event the agreement with N.J. Transit or with the bus company is cancelled or terminated for any reason whatsoever, this agreement shall be null and

void. If this agreement is terminated prior to its term, the Township shall make payment for the Project Account for the amount of any costs incurred to the effective date of the notice of termination. If the agreement is terminated for any reason, any unexpended funds contributed by the Borough shall be returned to the Borough within forty-five (45) days in proportion to each parties' contributions.

12. Modifications. Except as otherwise provided in this agreement, this agreement may be modified only by prior written agreement of all parties.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals of the respective dates indicated below:

TOWNSHIP OF EAST WINDSOR

Kelly Lettera
Municipal Clerk

JANICE S. MIRONOV
Mayor

Date: _____

BOROUGH OF HIGHTSTOWN

Debra Sopronyi
Borough Clerk

LAWRENCE QUATTRONE
Mayor

Date: _____

Resolution 2018-171

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH MERCER COUNTY FOR USE OF “SWIFTREACH” 9-1-1 SYSTEM

WHEREAS, Mercer County has established a public service announcement system to provide for the transmission of authorized public service announcements, including mass emergency notifications, entitled the “SwiftReach” system; and,

WHEREAS, the Borough wishes to access and utilize the SwiftReach system to provide important announcements to its residents; and,

WHEREAS, Mercer County has agreed to permit the Borough to utilize the SwiftReach system; and

WHEREAS, the parties desire to enter into a shared services agreement for the use of the SwiftReach system; 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 the SwiftReach system effective January 1, 2018 through December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Mayor and Borough Clerk are hereby authorized and directed to execute a Shared Services Agreement for use of the SwiftReach system with Mercer County.

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 17, 2018.

Debra L. Sopronyi, RMC/CMC
Borough Clerk

**SHARED SERVICE AGREEMENT
BETWEEN COUNTY OF MERCER AND
BOROUGH OF HIGHTSTOWN; “SWIFTREACH” SYSTEM**

This AGREEMENT made this _____ day of _____, 2018, by and between the County of Mercer, a body politic of the State of New Jersey, with principal offices located at the McDade Administration Building, 640 S. Broad Street, Trenton, NJ 08650 (“County”) and the Borough of Hightstown, a municipal corporation of the State of New Jersey, with principal offices located at 156 Bank Street, Hightstown, New Jersey 08520 (“Borough”).

WITNESSETH:

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

WHEREAS, the County has established a public service announcement system to provide for the transmission of authorized public service announcements, including mass emergency notifications, entitled the “SwiftReach” system; and,

WHEREAS, the Borough wishes to access and utilize the SwiftReach system to provide important announcements to its citizens; and,

WHEREAS, the County has agreed to permit the Borough to utilize the SwiftReach system, subject to the terms and conditions set forth herein;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the County and the Borough hereby agree as follows:

1. The Borough shall be permitted to access and utilize the SwiftReach system effective the date the parties have signed this Agreement. The term of this Agreement shall be for three (3) years for the period of January 1, 2018 through December 31, 2020 unless terminated as provided herein, and can be extended by written agreement entered into by the parties.
2. Prior to the Borough activating and utilizing the SwiftReach system, and so as to avoid said utilization interfering with, or being redundant of, any other activation in process on said system, the Borough shall notify the County's Emergency Notification Coordinator ("ENC"), and shall provide the ENC with a copy of the proposed content of the Borough's notification or message. Said notice of activation shall be made to the County's ENC prior to activation. A copy of the notification or message shall be provided to the ENC prior to the activation if possible, or within twelve (12) hours of the activation.
3. The parties expressly agree that the Borough is prohibited from using the SwiftReach system for the dissemination of any political or commercial announcements of any kind. Failure to abide by this prohibition shall constitute cause for the County to terminate this Agreement.
4. The County reserves the right to terminate the Borough's access to and utilization of the SwiftReach system at any time with or without cause. The termination will be effective upon thirty (30) days written notice to the Borough.
5. The Borough shall indemnify and hold the County harmless from any claims of any nature whatsoever, including but not limited to damages to person and/or property, resulting from the Borough's use or attempted use of the SwiftReach system, and/or the content of the Borough's emergency notification announcements disseminated by or through said system.
6. This Agreement may be amended, supplemented or revised only in writing which has been duly authorized by the parties and signed by the proper authorized representatives thereof.

7. Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.
8. A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed the day and year aforesaid.

ATTEST:

COUNTY OF MERCER

JERLENE H. WORTHY,
CLERK MERCER COUNTY
BOARD OF CHOSEN FREEHOLDERS

BRIAN M. HUGHES,
COUNTY EXECUTIVE

ATTEST:

BOROUGH OF HIGHTSTOWN

DEBRA L. SOPRONYI
CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2018-172

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

**AUTHORIZING PAYMENT TO VAN CLEEF ENGINEERING ASSOCIATES
(CONSTRUCTION ADMINISTRATION AND INSPECTION FOR THE
REHABILITATION OF EAST WARD STREET)**

WHEREAS, on March 21, 2016, the Borough Council awarded a contract for the Engineering Design and Inspection Services for the Rehabilitation of East Ward Street to Van Cleef Engineering of Hamilton, New Jersey at a 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 contractor has submitted a request payment in the amount of \$342.00 for construction administration and inspection services from July 1, 2018 – July 31, 2018; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown a payment in the amount of \$342.00 to Van Cleef Engineering of Hamilton, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 17, 2018.

Debra L. Sopronyi
Borough Clerk



32 Brower Lane, PO Box 5877 • Hillsborough, NJ 08844 • 908.359.8291 • Fax: 908.359.1580 • www.vcea.org

RECEIVED

SEP 12 2018

MUNICIPAL CLERK'S OFFICE

Debra Sopronyi, Borough Clerk
Borough of Hightstown
156 Bank Street
Hightstown, NJ 08520

August 15, 2018

Invoice No: 1601HG - 12

Project Manager James Bash

PROJECT NAME:

Rehabilitation of East Ward Avenue
Hightstown Borough, Mercer County, NJ

Resolution 2016-78 and 2018-74

Professional Services from July 1, 2018 to July 31, 2018

For review of payment application and estimate preparation and for coordination with contractor on punchlist items in accordance with contract dated March 2, 2016 and Resolution 2016-78 dated March 21, 2016.

	Hours	Rate	Amount	
Senior Project Manager	3.00	114.00	342.00	
Total Labor				342.00
BILLING LIMITS	Current	Prior	To-Date	
Total Billings	342.00	21,588.00	21,930.00	
Limit			22,750.00	
Remaining			820.00	
TOTAL DUE THIS INVOICE				\$342.00

OUTSTANDING INVOICES

Number	Date	Balance
9	5/18/2018	200.00
10	6/8/2018	1,153.00
11	7/17/2018	1,147.00
Total		2,500.00

TOTAL NOW DUE \$2,842.00

Please refer to our Invoice Number when remitting. Thank you.
TERMS: Due Upon Receipt

VCEA now accepts credit card payments through PayPal.
Please visit our website at www.vcea.org to pay this invoice through PayPal.
If you have any questions please call us at 908-359-8291

Resolution 2018-173

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

AUTHORIZING RECEIPT OF BIDS FOR CHEMICALS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Engineer is hereby authorized to prepare specifications and advertise for bids for Chemicals for the Water and Waste Water Treatment Plants, and that the Borough is authorized to receive same after proper advertisement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 17, 2018.

Debra L. Sopronyi
Borough Clerk

Resolution 2018-174

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

AUTHORIZING A REFUND OF PERMIT FEES FOR ICARE AND INSTITUTING A WAIVER OF ALL FUTURE PERMIT FEES

WHEREAS, ICARE of East Windsor Hightstown was issued various permits related to the opening of their new facility in the Hightstown Borough; and

WHEREAS, the fees associated for said permits totaled \$95.00, which was paid for in full by David Coates, 444 S. Main Street, Hightstown, NJ; and

WHEREAS, given the financial constraints of the organization and the benefit the organization provides to the community, the Construction Office has requested that the all Borough permit fees be waived for the organization; and

WHEREAS, said waiver does not include fees charged by the State of New Jersey; and

WHEREAS, all inspections and other requirements associated with this modification shall be conducted and/or completed as required; and

WHEREAS, the Construction Officer further requests that the \$95.00 in permit fees previously paid by the Mr. Coates for this facility be refunded.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown, that the Borough Permit fees associated with ICare be waived and that the \$95.00 previously paid for such fees be refunded to David Coates, 444 S. Main Street, Hightstown, NJ.

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 17, 2018.

Debra L. Sopronyi
Borough Clerk

Resolution 2018-XXX

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING THE PERSONNEL POLICY MANUAL OF THE BOROUGH OF HIGHTSTOWN

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following section of the *Personnel Policy Manual of the Borough of Hightstown* is hereby amended as follows (additions underlined, deletions in ~~strikeout text~~):

5-1. Pay periods; computation of daily and hourly rates; Direct Deposit.

- A. The Borough normally shall pay all employees ~~on a bi-weekly payroll schedule, that is, every other week, for a usual total of 26~~twice per month, on the 15th and 30th of each, 24 times annually beginning January 1, 2019; provided, however, that if a payday falls on a holiday or other non-business day, then payment shall be made on the preceding business day.
- B. The hourly rate shall be computed by dividing the weekly rate by the number of hours in the employee's prescribed work week.
- C. Employees subject to the Federal Fair Labor Standards Act shall be paid in accordance with its provisions for all hours worked during the work week. In general, hours worked include all the time an employee is required to be on duty on Borough premises or at other prescribed places of work and any additional time an employee is required or permitted to work.
- D. Employees are expected to be at their work stations at the starting time of the work day, to leave and return from lunch promptly and to work to the end of the work day.
- E. Employees must notify their supervisor or dispatcher at least one (1) hour prior to reporting time if they will be delayed or absent from work. Any tardiness and the reason therefore will be noted on time records.
- F. Employees who are "habitually tardy," as used in this Article, means those who establish a pattern of tardiness with frequent repetition. When a department head becomes aware of the beginning of a pattern of tardiness, said department head shall advise the employee in writing and shall make specific reference to this paragraph. Further habitual tardiness shall subject the employee to appropriate disciplinary action, in addition to loss of pay for the tardiness. A department head, with the approval of the Borough Administrator, will indicate on the time sheet of the employee the time lost which shall be chargeable as a deduction from regular pay.
- G. The control and implementation of this policy is the responsibility of each department head, who shall personally review and signed time sheets for all employees in his/her department. Failure of a department head to submit properly signed time sheets may result in non-payment for the department head and the employees of the department. Upon request, such time sheets shall be submitted to the Borough Administrator for his review.
- H. Direct Deposit service shall be available to employees for payroll checks subject to the following:

1. The Borough cannot guarantee the date at which direct deposited funds will become available to the employee, as the crediting of certain direct deposits can take from one to three working days, depending upon the bank and its procedures.
2. Employees will be permitted to change Direct Deposit information only two times per calendar year. This includes changes in depository, account number, amount, stopping/starting the service, or any other change to the information on file in the Payroll office.

BE IT FURTHER RESOLVED that each employee of the Borough shall be issued a copy of the revised personnel policy, and proof of same shall be placed in each employee personnel file.

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 17, 2018.

Debra L. Sopronyi
Borough Clerk