

Agenda

Hightstown Borough Council

April 15, 2019

Hightstown Fire House

7:00 PM – Executive Session

7:30 PM – Public Session

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

Meeting called to order by Mayor Lawrence Quattrone.

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

Roll Call

Flag Salute

Approval of the Agenda

Executive Session

2019-84 Authorizing a Meeting that Excludes the Public
Contract Negotiations – Local 32 Unions

Minutes

March 28, 2019 – Visioning Workshop
April 1, 2019 – Public Session

Public Comment I

Any person wishing to address the Mayor and Council regarding matters on the agenda will be allowed a maximum of three minutes for his or her comments.

Engineering Items

Improvements to Maple Avenue and Sunset Avenue
Improvements to First Avenue – Update

Resolutions

- 2019-85** Payment of Bills
- 2019-86** Authorizing Payment #6 – WSP USA, Inc. (NJDOT Safe Routes to Schools – Improvements to Stockton Street & Joseph Street
- 2019-87** Authorizing Renewed Shared Services Agreement with East Windsor Township for Senior Services
- 2019-88** Resolution Authorizing a 3rd Amendment to the Lease Agreement for the Borough's Continued Use of Portion of the Property Known and Designated as Block 61.01, Lots 43, 44 & 45, Commonly Known as 415A Mercer Street, Hightstown, New Jersey

Consent Agenda

2019-89 Authorizing Release of Performance Bond Funds – Hanover Construction

- 2019-90** Authorizing Application for a Recycling Tonnage Grant
- 2019-91** Resolution Authorizing Mayor & Clerk to Sign Cancellation of Tax Lien for Block 61.01 Lot 34
- 2019-92** Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2019 Budget

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 Zoning Changes; Downtown Gateway (DTG) and Downtown Core (DTC)
Harvest Fair Liaison

Subcommittee Reports

Mayor/Council/Administrative Reports

Adjournment

Resolution 2019-84

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

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on April 15, 2019 at the Hightstown Fire House 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 – Local 32

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: July 15, 2019, or when the need for confidentiality no longer exists.

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

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 15, 2019.

Debra L. Sopronyi
Borough Clerk

**Meeting Minutes
Hightstown Borough Council
March 28, 2019
Visioning Workshop
7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:00 p.m. and he read the Open Public Meetings Act statement which stated, “Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk’s office.”

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Egan</i>		✓
<i>Councilmember Jackson</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Musing</i>	✓	
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk and Debra Sopronyi Borough Clerk/Administrator.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Council President Misiura; Seconded by Councilmember Stults.

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

Agenda approved 5-0.

Mayor Quattrone turned the meeting over to Council President Misiura. Council President Misiura gave a history of the purchase of the YMCA located at 230 Mercer Street and the RFP process for an architect. He then introduced the architects for the project from the Musial Group, p.a. Architects. Noel S. Musial, Noel Musial, II and Larry Lane. Mr. Lane gave the history of Hurricane Irene and the temporary facilities. He spoke about the feasibility study that was done before the purchase of the YMCA to ascertain the space needed for a new facility. His presentation (attached hereto) went on to describe the YMCA building and its history. He reviewed the objectives and stated that they are looking for public input.

BOARDS AND COMMITTEE COMMENTS

At this time, Council President Misiura asked if there were any representatives from the various boards and committees that had comments and the following individuals spoke:

Keith LePrevost, Environmental Commission – read the following statement:

- “Commission meeting space with built in AV projector (approximately 16 seats)
- Some sort of dedicated storage area for each commission (Boxes, files, materials and supplies)
- Gallery, dedicated public display and demonstration space for EC projects and materials (other commissions also)
- Overall design of building should be a demonstration of latest generation weatherization/energy efficiency and green design- with public displays, mock ups and signage promoting energy efficient adaptive reuse.
- Solar, wind and stormwater demonstration site with signage and information for the public.
- As we are well aware, our town has a storm water and flooding problem. We should make this building an example of what can be done to existing structures. We should have dedicated space on the property to create a green infrastructure demonstration site to provide homeowners with a functional and attractive example that they can set up on their own property. Not sure if fencing will still separate the two properties, but the yard behind the building can easily be seen from Dawes Park and the greenway trail so it's a good public space for showing off sustainable practices .
- Pervious paving demonstration site in new parking lots with educational signage
- Rain Garden with display signage.
- Cistern with ability to reuse water for irrigation.

The building should be designed to meet LEED certification standards. We have one opportunity to renovate and restore this old building, and we should take advantage of this opportunity and make it an example of what can be done with a historic property to bring it up to modern codes.”

Gary Grubb, Parks and Recreation Commission – Spoke about the history of the YMCA building. Stated that there are wonderful possibilities.

Debra Sopronyi, Borough Administrator/Clerk – read the following statement on behalf of the Board of Health:

“Board of Health Recommendations for Consideration

- *A shared meeting room for conducting official business for public and private sessions such as Board of Health meetings, public education/health screening, and employee health sessions.*
- *A smaller, private, shared meeting room to accommodate professional meetings for staff conducting business with local businesses and residents.*
- *Clinic space for holding the Child Health Conference. The Child Health Conference has moved locations several times over the past decade. The Board of Health has recognized the importance of finding a location that is conveniently located within the Borough of Hightstown to accommodate individuals that lack transportation. The clinic is currently located at the Apollo Masonic Lodge and medical exams are conducted three days a month using the foyer space of the women’s restroom. The Lodge has welcomed the clinic and the staff are making this site function. However, there are challenges with the site. Residents would benefit from an area better suited for clinic visits. While a dedicated space is not required during the off hours, the following are a list of needs: a room that provides privacy for exams, a hand wash sink, a waiting area for clients, dedicated space for securing supplies/files during non-clinic hours, space to accommodate a vaccine refrigerator and separate freezer. Generator back-up to power the*

refrigeration units during power outages and wireless connectivity would be advantageous to the clinic operations.

- *Back-up generators for power outages.*
- *Charging stations conveniently located for public access that could be activated and made available to the public during long-term or widespread power outages.*
- *Permanent file storage space for archived Board of Health boxed records. Long-term storage would not likely exceed 6 boxes.*
- *A Board of Health display case or board for education and promotions to the public.”*

John Hostetler, Historic Presentation Commission – Stated that the HPC is very excited for the project. They will support the project any way they can. They have previously submitted their written opinion on the project.

Ann Marie Miller, Cultural Arts Commission – Echoed Mr. LePrevost from the Environmental Commission. Stated that they would like to see: meeting space, storage space, gallery space for local artists and students, glass showcase, a handwash sink and public art sculptures on premises.

PUBLIC COMMENT I

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

Joe Cicalese, 136 Broad Street – Stated that he would like to see meeting space and storage space for committees.

Dale Grubb, 302 Morrison Avenue – Representing the Rocky Brook Garden Club. Would like to see a large meeting space for the club to use to redecorate their wreaths at Christmas.

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

ADJOURNMENT

Councilmember Musing moved to adjourn at 7:43 p.m.; Councilmember Stults seconded. All ayes.

Residents were asked to participate in a vision activity following adjournment.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
April 1, 2019
7:30 p.m.

The meeting was called to order by Mayor Quattrone at 7:30 p.m. and he read the Open Public Meetings Act statement which stated, “Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk’s office.”

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Egan</i>	✓	
<i>Councilmember Jackson</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Musing</i>	✓	
<i>Councilmember Stults</i>		✓
<i>Mayor Quattrone</i>	✓	

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

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Misiura asked that the First Aid Update be removed from the presentation portion of the meeting.

Council President Misiura moved the agenda as amended; Councilmember Musing seconded.

Roll Call Vote: Councilmembers Bluth, Egan, Jackson, Misiura and Musing voted yes.

Agenda approved as amended 5-0.

APPROVAL OF MINUTES

March 19, 2019 – Executive Session

Moved by Councilmember Bluth; Seconded by Councilmember Musing.

Roll Call Vote: Councilmembers Bluth, Misiura and Musing voted yes; Councilmembers Egan and Jackson abstained.

Minutes approved 3-0 with 2 abstentions.

March 18, 2019 – Public Session

Moved by Council President Misiura; Seconded by Councilmember Bluth.

Roll Call Vote: Councilmembers Bluth, Jackson, Misiura and Musing voted yes. Councilmember Egan abstained.

Minutes approved 4-0 with 1 abstention.

PUBLIC COMMENT I

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

Charles Harlick, 309 Lincoln Avenue – Had questions regarding the renovations on Lincoln and Haegmont. Stated that no residents have been consulted regarding the project. The residents had previously submitted a petition regarding removal of trees. Borough Administrator/Clerk, Debra Sopronyi, stated that the bond ordinance for this project was just recently adopted. The engineer is working on a design and then discussion can take place.

Chip, Mercer County Department of Human Services – Thanked Mayor and Council for supporting the Stigma Free Mercer Campaign.

Scott Caster, 12 Clover Lane – Spoke regarding the adjournment of the meeting. Adjournment means to leave, not stay and discuss matters further.

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

RESOLUTIONS

Resolution 2019-76 Payment of Bills

Moved by Councilmember Bluth; Seconded by Councilmember Egan.

Roll Call Vote: Councilmember Bluth, Egan, Jackson, Misiura and Musing voted yes.

Resolution adopted 5-0.

Resolution 2019-76

*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 \$137,881.45 from the following accounts:

Current		\$72,146.64
W/S Operating		45,504.71
General Capital		8,500.00
Water/Sewer Capital		11,271.50
Grant		179.00
Trust		0.00
Housing Trust		0.00
Animal Control		279.60
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$137,881.45</u>

Resolution 2019-77 Endorsing the Complete Street Committee, Appointed by the Mayor, to Advise the Borough of Hightstown on Implementing Complete Streets Policies

Moved by Council President Misiura; Seconded by Councilmember Musing.

Roll Call Vote: Councilmember Bluth, Egan, Jackson, Misiura and Musing voted yes.

Resolution adopted 5-0.

Resolution 2019-77

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

**ENDORISING THE COMPLETE STREETS COMMITTEE, APPOINTED BY
THE MAYOR, TO ADVISE THE BOROUGH OF HIGHTSTOWN ON
IMPLEMENTING COMPLETE STREETS POLICIES**

WHEREAS, the Borough of Hightstown adopted Resolution 2017-49 entitled “Resolution in Support of a Mercer County Complete Streets Policy”.

WHEREAS, the Borough of Hightstown adopted a Master Plan in 1998 with Reexaminations in 2005 and 2014.

WHEREAS, many of the goals and objectives in the Master Plan and Reexaminations address the need to focus on pedestrian accessibility and the importance of improving safety and reducing the impact of traffic in order to

improve the quality of life and revitalize the downtown area.

WHEREAS, there have been a number of traffic accidents over the past several years involving pedestrians and bicyclists being struck by vehicles in the Borough.

WHEREAS, the mayor and council appointed an ad-hoc committee, referred to as the Streets and Sidewalks Sub-committee to study street and sidewalk conditions for the purpose of prioritizing capital projects.

WHEREAS, the appointed committee conducted a Downtown Hightstown Walk Audit in 2018.

WHEREAS, the appointed committee helped prepare and submit a grant application with the New Jersey Department of Transportation's Office of Local Bicycle and Pedestrian Assistance Program for technical assistance in preparing a Mobility Master Plan.

WHEREAS, the appointed committee has had representation from the Borough Council, Planning Board and Environmental Commission.

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

1. That the Borough hereby endorses the appointed committee which will henceforth be named the Complete Streets Committee as an official Committee of the Borough for the purpose of implementing Complete Streets policies throughout the Borough.
2. The Committee shall consist of at least one member of the Borough Council, The Planning Board and the Environmental Commission. Additional members may be appointed by the Mayor at the recommendation of the Committee.
3. The Borough Engineer shall work with the Complete Streets Committee in determining which capital projects will be recommended to be undertaken by the Borough.
4. The Committee may provide comments on Planning Board applications relating to street and sidewalk improvements.
5. The Committee shall research, review and make recommendations regarding grant opportunities relating to Complete Streets policies.
6. The Committee may meet with County and State DOT officials to encourage them to follow complete the Complete Streets guidelines, which they have adopted, when making any improvements to County and State owned roadways in the Borough.
7. The Council of the Borough of Hightstown will consider any recommendations presented by this committee and implement those recommendations if they are determined to be in the public interest and the best interest of Borough as a whole.
8. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Chair of the Complete Streets Committee
 - b. Borough Administrator
 - c. Borough Clerk
 - d. Borough Engineer
 - e. Frederick C. Raffetto, Esquire, Borough Attorney

Resolution 2019-78 Authorizing Payment #2 – The Earle Asphalt Company (First Avenue and Forman Street Water Main Extension)

Moved by Councilmember Musing; Seconded by Councilmember Bluth.

Roll Call Vote: Councilmember Bluth, Egan, Jackson, Misiura and Musing voted yes.

Resolution adopted 5-0.

Resolution 2019-78

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

AUTHORIZING PAYMENT #2 – THE EARLE ASPHALT COMPANY (FIRST AVENUE AND FORMAN STREET WATER MAIN EXTENSION)

WHEREAS, on November 5, 2018, the Borough Council awarded a contract for the First Avenue and Forman Street Water Main Extension to Earle Asphalt Company of Farmingdale, New Jersey at the price of \$299, 113.13; and

WHEREAS, the contractor has submitted payment request #2 for partial payment through March 15, 2019 for site clearing, traffic control, police traffic directors, soil erosion and settlement control, test holes, water main and service installation, fire hydrant assembly, concrete curb and sidewalk construction, and placement of fertilizer, seed and mulch at First Avenue, Church Street and Forman Street in the total amount of \$113, 483.68; and

WHEREAS, the Borough Engineer has recommended approval of payment #2 to Earle Asphalt Company in the amount of \$113, 483.68; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Payment Request #2 to Earle Asphalt Company of Farmingdale, New Jersey in the amount of \$113, 483.68, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2019-79 Supporting Stigma Free Mercer Campaign

Moved by Councilmember Bluth; Seconded by Councilmember Egan.

Roll Call Vote: Councilmember Bluth, Egan, Jackson, Misiura and Musing voted yes.

Resolution adopted 5-0.

Resolution 2019-79

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

SUPPORTING STIGMA FREE MERCER CAMPAIGN

WHEREAS, there is a proven connection between good mental health and overall personal health; and

WHEREAS, mental illnesses affect almost every family in America; and

WHEREAS, people with mental illnesses recover if given the necessary services and supports in their communities; and

WHEREAS, people with mental illnesses make important contributions to our families and our communities; and

WHEREAS, millions of adults and children are disabled by mental illnesses every year; and

WHEREAS, only one out of two people with a serious form of mental illness seeks treatment for their mental illness; and

WHEREAS, stigma and fear of discrimination keep many who would benefit from mental health services from seeking help; and

WHEREAS, research shows that the most effective way to reduce stigma is through personal contact with someone with a mental illness; and

WHEREAS, good mental health is critical to the well-being of our families, communities, schools, and businesses; and

WHEREAS, greater public awareness about mental illnesses can change negative attitudes and behaviors toward people with mental illnesses; and

WHEREAS, the Mayor of the Borough of Hightstown is dedicating his April 27, 2019, Wellness Walk to supporting and promoting good mental health in Hightstown Borough and throughout Mercer County.

NOW, THEREFORE, BE IT RESOLED that the Mayor and Council of the Borough of Hightstown do hereby call upon all Hightstown citizens, government agencies, public and private institutions, businesses and schools to recommit our community to increasing awareness and understanding of mental illnesses, reducing stigma and discrimination, and promoting appropriate and accessible services for all people with mental illnesses.

Resolution 2019-80 Proclaiming Hightstown Volunteer Appreciation Week and Recognizing, Honoring and Thanking Hightstown's Volunteers

Moved by Councilmember Jackson; Seconded by Councilmember Egan.

Roll Call Vote: Councilmember Bluth, Egan, Jackson, Misiura and Musing voted yes.

Resolution adopted 5-0.

Resolution 2019-80

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

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

WHEREAS, the week of April 7 to 13, 2019 has been proclaimed National Volunteer Week to recognize and celebrate the efforts of volunteers at the local, state, and national levels; and

WHEREAS, the Borough of Hightstown and its residents have benefited greatly from hundreds of

volunteers who each year give tirelessly and selflessly to the service of others; and

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

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

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

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown hereby proclaims the week of April 7 to 13, 2019, as Hightstown Volunteer Week and expresses its sincere appreciation and gratitude for the dedication and untiring efforts of all those who volunteer to help make our community a better place to live and work.

CONSENT AGENDA

Council President Misiura moved Resolutions 2019-81; 2019-82 and 2019-83 as a Consent Agenda; Councilmember Bluth seconded.

Roll Call Vote: Councilmember Bluth, Egan, Jackson, Misiura and Musing voted yes.

Resolutions adopted 5-0.

Resolution 2019-81

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

DESIGNATING SATURDAY, APRIL 13, 2019 AS ARBOR DAY IN THE BOROUGH OF HIGHTSTOWN

WHEREAS, it is widely reported as historical fact that, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, the Borough is a designated Tree City USA by the Arbor Foundation; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, raw material for sculpture and painting and limitless works of art, and source materials for countless other wood products; and

WHEREAS, trees in our Borough increase property values, enhance the economic vitality of business areas, and beautify our community and spiritual renewal; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown hereby does proclaim and designate Saturday, April 13, 2019, as **ARBOR DAY** in the Borough of Hightstown and to observe this occasion a tree planting ceremony will take place on this day in Association Park.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Hightstown, that all residents and members of our community are urged and encouraged to support efforts to protect our trees, walkways, riparian banks and woodlands throughout our Borough and our surrounding environment;

BE IT FURTHER RESOLVED that all residents and members of our community are urged and encouraged to plant trees where appropriate, to gladden hearts and promote the well-being of present and future generations.

Resolution 2019-82

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

**SUPPORTING THE 2019 UDRIVE. UTEXT. UPAY. DISTRACTED DRIVING
CRACKDOWN APRIL 1 – 21, 2019**

WHEREAS, distracted driving is a serious, life-threatening practice that is preventable; and

WHEREAS, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

WHEREAS, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

WHEREAS, in 2015 alone distracted driving-related crashes resulted in 3,477 deaths and 391,000 injuries on our nation's roads; and

WHEREAS, in New Jersey distracted driving was listed as a contributing circumstance in nearly 750,000 crashes between 2011-2015; and

WHEREAS, the State of New Jersey will participate in the nationwide *Distracted Driving 2019 Crackdown* from April 1 - 21, 2019 in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

WHEREAS, the national slogan for the campaign is UDrive. UText. UPay; and

WHEREAS, a reduction in distracted driving in New Jersey will save lives on our roadways;

THEREFORE, BE IT RESOLVED that the Mayor and Council of Hightstown Borough declares its support for the *Distracted Driving 2019 Crackdown* both locally and nationally from April 1 - 21, 2019 and pledges to increase awareness of the dangers of distracted driving.

Resolution 2019-83

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
PRIOR TO ADOPTION OF THE 2019 BUDGET**

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2019 temporary budget; and

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

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

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2019 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	855,065.00	15,500.00	870,565.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	144,093.00	0.00	144,093.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	999,158.00	15,500.00	1,014,658.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2019 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

PUBLIC COMMENT PERIOD II

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

Joe Cicalese, 136 Broad Street – Stated that Councilmember Montferrat was an asset to the Harvest Fair Committee and the Committee is requesting a new Council Liaison.

Keith LePrevost, 213 Greely Street – Happy that the Tree Ordinance is getting revisited. The house on the corner of Bank Street has been stripped of all its trees. Suggested an electronic newsletter to residents. Spoke about idling cars at bus stops. The police need to enforce the ordinance.

Scott Caster, 12 Clover Lane – Spoke about taxi stands. Taxis idle waiting for passengers. People call for a taxi nowadays. Taxi stands are not needed in town. Council is still letting State Aid slip through their fingers.

Joe Cicalese, 136 Broad Street – Stated that taxis are parked on Broad Street in front of the furniture store and moving company and he would much rather them park at the taxi stands.

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

DISCUSSION

Ordinance – Parking on Academy Street

Mayor Quattrone recused himself at this time turning the meeting over to Council President Misiura. Police Chief Gendron stated that there has been complaints about driving out of the Post Office driveway. There are too many cars parked along Academy Street obstructing the site line. Chief Gendron suggested eliminating two (2) parking spots closest to the post office driveway. After discussion, Council agreed to move forward with this revision. Borough Administrator/Clerk, Debra Sopronyi, stated that there are some discrepancies in the ordinance as it is written. She will research and correct said discrepancies before introduction of the ordinance.

Rise – Council Board Member

Mayor Quattrone returned at this time. It was stated that there is no Hightstown Council representation on the Board of Directors at Rise. There is one (1) councilmember from East Windsor, which seems unbalanced. Nancy Laudenberger stated that they would welcome a Hightstown Councilmember on the Board. Councilmember Musing stated that he thinks having a Councilmember on the Rise Board is important and he is interested in being the representative. A resolution will be adopted at the next meeting appointing Councilmember Musing as the Borough representative to the Rise board for the remainder of the year.

Budget Meeting Dates

There was discussion regarding meeting dates for the 2019 Budget Workshop. It was agreed to schedule two (2) budget workshops; April 11th and April 25th, both at 6:30. Deputy Clerk, Peggy Riggio, will secure either the Historic Society or the First Aid Squad.

SUBCOMMITTEE REPORTS

Council President Misiura spoke regarding the Complete Streets Committee. The County and State have adopted complete streets policies. If complete streets were implemented everywhere, we would have beautiful streets. Affordable Housing Committee will be meeting with the Housing Authority to discuss the RAD Conversion.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Jackson

Parks and Rec will be meeting next week.

Councilmember Bluth

Empty Bowls was attended by approximately 320 people. The event grossed \$17,000. Thanked the Peddie School for all of their help. Arbor Day is April 13th. The Environmental Commission is sponsoring the stream clean up, shredding event and will be planting a tree in Association Park.

Councilmember Egan

Board of Health meets next week. She will be attending a Trends, Transformation Strategy and the Main Street Approach training. Training on trends that are impacting downtowns.

Councilmember Musing

The HPC wrote an opinion for the YMCA building. Thanked them for doing an amazing job. He will attend the Rise meeting on Wednesday. Thanked the Cultural Arts Commission for an excellent job at Empty Bowls.

Council President Misiura

Empty Bowls was a great event. Hightstown High School had their spring musical, The Wiz. All the kids did an amazing job. At the Visioning Workshop for the new Municipal Building the residents were able to have their voices heard. We received a \$600,000 Municipal Aid Grant for work on Springcrest Drive, Glen Drive, Taylor Avenue and Spruce Street. Thanked Councilmember Musing for agreeing to represent Council on the Rise Board. Was fortunate to present a proclamation to a local Eagle Scout for a project he completed at Hightstown High School.

Mayor Quattrone

Read the following Statement from Police Chief Gendron:

“On 2/26/19, at 9:59 pm, Sgt. Stephensen and Off. Doell responded to an apartment at Westerlea Arms Apartment Complex for a 52 year old male who was unresponsive. The officers evaluated the scene, determined the subject overdosed on an opiate, and administered a dose of Narcan, rendering the person responsive after the administration of such and rescue breaths. The actions of Sgt. Stephensen and Ptl. Doell saved the male’s life, who was later transported to a local hospital for continued care.

On 3/18/19, at 7:28 p.m., Sgt. Jimenez and Off. Abbatemarco responded to a residence on Church Street for a medical emergency. Upon the officers’ arrival, they found a 28 year old male with shallow breathing and a weak pulse from an opiate overdose. Ptl. Abbatemarco administered a dose of Narcan, which rendered the person responsive and with adequate breathing. Sgt. Jimenez’s and Off. Abbatemarco’s action saved the male’s life. The male subject was later transported to a local hospital for continued care.

On 3/19/19, at 6:31 p.m., Sgt. Miller, Sgt. Jimenez and Off. Abbatemarco were dispatched to a residence in the 200 block of Franklin Street on a report of a person choking. Upon arrival officers found a 52 year old female who’s was choking and unable to breath. Sgt. Jimenez and Sgt. Miller took turns administering the Heimlich maneuver on the victim and after several attempts they were able to dislodge the object from her airway. The successful application of the Heimlich maneuver allowed for the object to dislodge and the female to swallow a piece of food that had fully obstructed the airway. The actions of the officers saved the woman’s life, who later refused further treatment.

On another note, I happy to report that the police department has been awarded a \$1000.00 grant through the Wawa Foundation for the purchase of a new a Defibtech Automated External Defibrillator (AED). This grant will

not only cover the cost of the AED, but also the cost of the carrying case, battery and chest pads. The purchase of this unit will not only help us replace one of our older units (12-15 year old), but it will greatly benefit both residents and visitors of Hightstown. I also would like to point out that Sgt. Miller was not only instrumental in applying for this grant and its award, but he also was able to negotiate with Defibtech into lowering the overall cost of the AED and the other components to \$1000.00 so the entire cost of the AED purchase would be covered by the grant.”

Deputy Clerk, Peggy Riggio

Petitions received for Primary Election on June 4, 2019

Democrats: Steven Misiura and Joshua Jackson for three-year term and Joseph Cicalese for the unexpired term 12/31/2020.

Republicans: Patricia Jackson for three-year term and James Eufemia for the unexpired term 12/31/2020.

Dog licenses will now have a \$15 late fee on renewals. 15 OPRA requests were completed in the Month of March.

Borough Administrator/Clerk, Debra Sopronyi

Peddie Bridge designer and contractor of the bridge have been communicating and pending any unforeseen circumstances, the project should be completed by the first week of September. Received the NJDOT Municipal Aid Grant for \$600,000. Spoke with DOT regarding Wycoffs Mill Road. According to statute, we do not need East Windsor's approval to mark roads as no trucks. That road already has weight restrictions since it is not on our truck route. We need to get proper signage to enforce.

CFO, George Lang

Budget binders should be ready by next Monday in anticipation for the budget workshop meetings.

Borough Attorney, Fred Raffetto

He is working on amendments to the Cranbury Station Road Water Tower Lease; the extension to the Police Department lease and the Stockton and Joseph Street project.

ADJOURNMENT

Council President Misiura moved to adjourn at 9:01 pm; Seconded by Councilmember Musing. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

April 9, 2019

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

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

Dear Mayor and Council:

As you know, the above reference project is nearing completion with milling and paving operations anticipated to take place during the week of April 22, 2019. At this time, nearly all concrete curb, sidewalks, and driveways have been completed in accordance with the contract documents.

You may recall, I provided a letter to the Borough in June 2017 outlining the scope of work, which included milling and overlay of pavement, replacement of deteriorated curbs and sidewalks, and new sidewalk where none existed. In a letter dated April 13, 2018, I outlined the estimated construction costs for various items within the contract. The letter also included alternative pay items that could be included in the contract in an effort to reduce construction costs.

Ultimately, Council awarded a contract which included curb replacement only as needed, driveway apron replacement, new sidewalk on Sunset Avenue between Main Street and Maple Avenue, storm sewer improvements, and milling and paving of asphalt. Replacement of existing deteriorated sidewalk was not awarded.

I am writing to ask the Borough to consider the possibility of including sidewalk replacement in the scope of work. Based on bid pricing submitted by the Contractor, S. Brothers Construction, the cost to replace existing deteriorated sidewalks (450± SY) will be approximately \$35,000.00 (+9%).

Alternatively, the cost to replace all sidewalks within the project area (800± SY) would be approximately \$60,000.00 (+15%).

We are projecting that the project, without this request, will be \$5,000.00 to \$10,000.00 below the current contract amount.

In addition to the above, increased inspection will be required by Roberts Engineering Group as this will increase the time for completion. The additional inspection fees would be \$6,000.00.

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

Very truly yours,

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

cc: Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
George Lang, Borough CFO
Ken Lewis, Borough Superintendent of Public Works
Cameron Corini, PE, Roberts Engineering Group, LLC
Giovanni Zangrilli, Roberts Engineering Group, LLC



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

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Hamilton, New Jersey 08690
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www.RobertsEngineeringGroup.com

June 12, 2017

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

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

Dear Debbie:

As you may recall, the NJDOT recently awarded the Borough a Municipal Aid Grant in the amount of \$225,000.00. The application submitted to the NJDOT was in the total amount of \$459,000.00. The project includes road improvements that consist of milling and overlay with pavement repairs if necessary, along with replacement of deteriorated curbs and sidewalks and the addition of sidewalk where none currently exist. As an example, there is no sidewalk between Maple Avenue and North Main Street and this is included as part of the proposed improvements.

Understanding that the grant amount is less than the estimated costs, I propose that Council consider including bid item Alternates in the proposal of the bid specifications. These alternates would be for items such as curb, sidewalk and drainage. If Council is in agreement, we will incorporate as much as possible into alternate items so that Council can determine which improvements should be included at the time of a contract award.

I will be available to discuss this with you at the Council meeting on June 19, 2017.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts".

Carmela Roberts, P.E., CME
Borough Engineer

cc: Mayor and Council
George Lang, CFO
Kenneth Lewis, Public Works Superintendent



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ENGINEERING GROUP LLC
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 Hamilton, New Jersey 08620
 609-586-1141 fax 609-586-1143
 www.RobertsEngineeringGroup.com

April 13, 2018

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

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

Dear Debra:

Enclosed with this letter, please find the following:

1. Engineer's Estimate dated April 10, 2018.
2. One set of specifications dated April 2018.
3. Three sets of plans entitled, "Improvements to Sunset Avenue and Maple Avenue, Borough of Hightstown, Mercer County, New Jersey. Dated April 10, 2018." The set consists of 8 sheets.

As you know, the Borough was awarded a grant through the NJDOT Transportation Trust Fund in the amount of \$225,000.00. This grant is for milling and paving, base repairs as necessary, and limited curb and sidewalk. In addition, the application requested new sidewalk where none currently exists on Sunset Avenue between Maple Avenue and North Main Street. The amount of funding requested during the initial grant application process was for \$459,540.00.

In completing the plans and specifications, in consultation with the Borough Superintendent of Public Works, the estimated construction cost to complete the work as requested is \$456,522.75. This is for milling and paving, storm sewer improvements which were not originally anticipated during the grant application process, and curb and sidewalk improvements as necessary.

The estimated construction cost of \$456,522.75 has the following breakdown:

- Additional Storm Sewer Improvements	\$ 25,990.00
- Water Improvements	\$ 9,000.00
- Sewer Improvements	\$ 4,500.00
- Pavement Improvements	\$218,036.75
- Curb, Sidewalk, and Driveway Improvements	\$162,921.00
- Miscellaneous Contract Requirements (mobilization, traffic control, etc.)	\$ 36,075.00

In an effort to limit construction costs, we have included a number of alternatives in the contract as follows:

1. Alternate 'A-1' - New Sidewalk at Sunset Avenue between Maple Avenue and North Main Street
 This alternate includes all proposed concrete sidewalk and driveway aprons on Sunset Avenue between Maple Avenue and North Main Street. The estimated construction cost for this work is \$13,801.00.

Should Council choose to award a contract which includes Alternate 'A-1', the total estimated construction cost would be \$470,323.75.

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

2. Alternate 'A-2' - Deduct Proposed Sidewalk Replacement

Alternate 'A-2' reduces the estimated construction cost by \$32,966.00 and eliminates nearly all proposed sidewalk replacement within the project limits. Concrete sidewalk would only be replaced at curb ramps, in accordance with NJDOT requirements.

3. Alternate 'A-3' - Deduct Proposed Curb and Driveway Replacement

Alternate 'A-3' reduces the estimated construction cost by \$80,489.00 and eliminates nearly all proposed curb and driveway replacement within the project limits. Concrete curb would only be replaced at curb ramps, in accordance with NJDOT requirements. No driveway aprons would be improved if Alternate 'A-3' is awarded.

In addition to the above, please note that the proposed improvements include the removal of one (1) existing tree located adjacent to an existing inlet and the curb line at #241 Sunset Avenue. The tree is in a poor location that we expect to adversely affect the curb and inlet in the future. We have included four (4) new trees in the contract which we intend to be located during construction in consultation with Borough Officials.

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

Very truly yours,



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

cc: Mayor and Council
Borough Planning Board
Borough Environmental Commission
George Lang, Borough CFO
Ken Lewis, Borough Superintendent of Public Works
Cameron Corini, P.E., Roberts Engineering Group, LLC

Resolution 2019-85

*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 \$235862.20 from the following accounts:

Current		\$108,852.83
W/S Operating		93,074.48
General Capital		17,228.95
Water/Sewer Capital		12,666.50
Grant		700.00
Trust		1,379.69
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>1,959.75</u>
Total		<u>\$235,862.20</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 11, 2019.

Debra L. Sopronyi
Borough Clerk

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

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Exc
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ADAMW005 ADAM WELCH

19-00448 04/01/19 REIMBURSE EMPTY BOWL EXPENSES

1	PARKING IN NYC-BOWL PICKUP	32.25	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19				N
2	TARGET-DISP CHAFFING DISHES	35.91	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19			REIMBURSE	N
3	WALMART-DRINKS	51.58	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19				N
4	REYNOLDS CHAFFING DISHES	44.99	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19				N
5	EXTRA SPOONS FOR EVENT	33.87	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19				N
6	CLIPBOARDS & PLASTIC FRAMES	77.75	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19				N
7	TOLLS 2 TRIPS TO NYC	53.20	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19				N
8	MILEAGE 2 X TO NYC	119.48	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/01/19	04/11/19				N
		449.03									

Vendor Total: 449.03

AGINS005 AGIN SIGNS & DESIGNS

18-01718 11/13/18 ESTIMATE 5897 CUSTOM DECALS

1	CUSTOM PRINTED 1"X2"SCBA	38.50	8-01-25-252-002-056	B Fire & Other Safety Equipment	R	11/13/18	04/11/19				N
2	LINEAR FOOT PRICING FOR CUSTOM	22.75	8-01-25-252-002-056	B Fire & Other Safety Equipment	R	11/13/18	04/11/19				N
		61.25									

Vendor Total: 61.25

A0554 ALL INDUSTRIAL SAFETY PRODUCTS

19-00393 03/26/19 RAVEN NITRILE GLOVES

1	QUOTE 223584 - CS SAS RAVEN	146.00	9-01-26-290-001-050	B DPW Work Equipment	R	03/26/19	04/11/19				N
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Vendor Total: 146.00

A0054 AQUA PRO-TECH LABORATORIES

19-00405 03/26/19 INVOICE #9020199M

1	ITEM #9020199-01 OIL & GREASE	45.00	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19			90920199M	N
2	ITEM #9020199-02 AMMONIA	40.00	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19			9020199M	N
3	ITEM #9020199-03 FECAL COLIFOR	45.00	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19			90920199M	N
4	ITEM #9020310-01 VO+15	150.00	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19			9020199M	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
A0054 AQUA PRO-TECH LABORATORIES Continued										
19-00405	03/26/19	INVOICE #9020199M	Continued							
5 ITEM #9020310-02		AMMONIA	40.00	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19	9020199M	N
6 ITEM #9020783-01		AMMONIA	40.00	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19	9020199M	N
7 ITEM #9020783-02		FECAL COLIFOR	45.00	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19	9020199M	N
8 HANDLING CHARGE			12.15	9-09-55-501-002-532	B Outside Lab Testing	R	03/26/19	04/11/19	9020199M	N
			417.15							
Vendor Total:			417.15							
C0396 CAVANAUGH'S, INC.										
19-00329	03/18/19	MONTHLY PEST SERVICE								
1 INV. 733876		MONTHLY PEST SERV	20.00	9-01-26-310-001-029	B Maintenance Contracts	R	03/18/19	04/11/19	733876	N
2 INV. 733877		MONTHLY PEST SERV	20.00	9-01-26-310-001-029	B Maintenance Contracts	R	03/18/19	04/11/19	733877	N
			40.00							
Vendor Total:			40.00							
C0752 CHAD REED										
19-00446	04/01/19	REIMBURSE ARSON CONFERENCE								
1 REIMBURSE ARSON CONFERENCE			250.84	9-01-25-256-002-042	B Education & Training	R	04/01/19	04/11/19	3/8 ARSON CONFR	N
Vendor Total:			250.84							
CLARK005 CLARKE CATON HINTZ										
19-00458	04/05/19	#74693, March 15, 2019								
1 rev amended site plan			725.25	2018-04	P Senior Living Facility	R	04/05/19	04/11/19	#74693	N
19-00459	04/05/19	#74691 & 74692, 3/15/2019								
1 Housing Plan-conver Council			57.75	9-01-21-180-001-105	B General Planning-Consulting	R	04/05/19	04/11/19	#74691	N
2 #74692 Attend Feb. mtg/prep			652.38	9-01-21-180-001-105	B General Planning-Consulting	R	04/05/19	04/11/19	#74692	N
			710.13							
Vendor Total:			1,435.38							
COMCA005 COMCAST BUSINESS										
19-00452	04/03/19	8499052440157826 3/23/19								
1 8499052440157826 3/23/19			107.97	9-09-55-501-002-545	B Internet Services	R	04/03/19	04/11/19	499052440157826	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
COMCA005 COMCAST BUSINESS Continued											
19-00494	04/09/19	8499052430036659	DATED 4/1/19								
1	8499052430036659	DATED 4/1/19	221.85	9-01-20-140-001-060	B Internet Services and Web Services	R	04/09/19	04/11/19	499052430036659	N	
Vendor Total:		329.82									
COUNT015 COUNTY OF MONMOUTH-											
19-00396	03/26/19	USE OF TRUCK WASH FACILITY									
1	USE OF TRUCK WASH FACILITY	25.00	9-01-26-305-001-199	B Miscellaneous	R	03/26/19	04/11/19		HTB 02-19-09	N	
Vendor Total:		25.00									
C0087 CUSTOM BANDAG, INC											
19-00311	03/08/19	TIRE REPAIR - TRUCK 10									
1	INV. 80147675	621.05	9-01-26-315-001-132	B Vehicle Maint. - Public Works	R	03/08/19	04/11/19		80147675	N	
19-00416	03/26/19	TIRE REPAIR/REPLACEMENT									
1	INV. 80148353 - TIRE TRUCK 10	556.62	9-01-26-315-001-132	B Vehicle Maint. - Public Works	R	03/26/19	04/11/19		80148353	N	
2	INV. 80148080 - TIRE TRUCK 20	669.08	9-01-26-315-001-132	B Vehicle Maint. - Public Works	R	03/26/19	04/11/19		80148080	N	
3	INV. 80147944 - TIRE REPAIR	26.00	9-01-26-315-001-132	B Vehicle Maint. - Public Works	R	03/26/19	04/11/19		80147944	N	
		1,251.70									
Vendor Total:		1,872.75									
DRAEG005 DRAEGER, INC.											
19-00394	03/26/19	ALCOTEST UNIT SUPPLIES									
1	ALCOTEST UNIT SUPPLIES	120.00	9-01-25-240-001-116	B Traffic Bureau	R	03/26/19	04/11/19			N	
2	ALCOTEST UNIT SUPPLIES	54.00	9-01-25-240-001-116	B Traffic Bureau	R	03/26/19	04/11/19			N	
		174.00									
Vendor Total:		174.00									
Q0176 EUROFINS QC, INC											
19-00419	03/26/19	WATER ANALYSIS									
1	INV. 1969899 - WATER ANALYSIS	195.00	9-09-55-501-001-532	B Outside Testing/Labs	R	03/26/19	04/11/19		1969899	N	

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
	Item	Description	Amount	Charge Account	Acct Type Description		Enc Date	Date	Date Invoice	Excl
J0069 JERSEY ELEVATOR SERVICE										
	19-00410	03/26/19 MARCH 2019 ELEVATOR SERVICER								
	1	MARCH 2019 ELEVATOR SERVICER	172.82	9-01-26-310-001-029	B Maintenance Contracts	R	03/26/19	04/11/19	215024	N
		Vendor Total:	172.82							
K0054 K & A EXCAVATING CO., INC.										
	19-00318	03/08/19 ASPHALT AND CONCRETE RECYCLING								
	1	INV. 56209	514.75	9-01-26-311-001-199	B Miscellaneous	R	03/08/19	04/11/19	56209	N
		Vendor Total:	514.75							
KELLY005 KELLI A. HAND										
	19-00444	04/01/19 COURT SESSION 3/27/19 4 HRS								
	1	COURT SESSION 3/27/19 4 HRS	80.00	9-01-20-176-000-114	B Court Assistance	R	04/01/19	04/11/19	3/27/19 4 HRS	N
		Vendor Total:	80.00							
K0146 KOMLINE-SANDERSON										
	19-00044	01/16/19 QUOTE #AMQ22969								
	1	ITEM #37A1636 PILLOW BLOCK	458.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	01/16/19	04/11/19		N
	2	ITEM #Z27U0042 PACKING "SL"	220.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	01/16/19	04/11/19		N
	3	8 HOUR LABOR	3,990.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	01/16/19	04/11/19	42042211	N
	4	WRIST PIN	122.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	04/03/19	04/11/19	42042095	N
	5	2 PK BUSHING	32.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	04/03/19	04/11/19	42042095	N
	6	TRAVEL EXPENSES	191.61	9-09-55-501-002-503	B Sewer Plant Maintenance	R	04/03/19	04/11/19	42042211	N
			5,013.61							
		Vendor Total:	5,013.61							
L0205 LANGUAGE LINE SERVICES										
	19-00375	03/21/19 INV 4490291/ACCT#9020510354								
	1	INV 4490291/ACCT#9020510354	87.14	9-01-20-176-000-111	B Interpretor/Outside Help	R	03/21/19	04/11/19	9020510354/ACCT N	
		Vendor Total:	87.14							

April 11, 2019
11:01 AM

Borough of Hightstown
Bill List By Vendor Name

Page No: 9
032

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
L0727 LARRY BLAKE											
19-00414	03/26/19	WEATHERBELL REIMBURSEMENT									
1	WEATHERBELL REIMBURSEMENT	24.99	9-01-26-290-001-199	B	Miscellaneous	R	03/26/19	04/11/19			N
Vendor Total:		24.99									
L0210 LARRY GUNNELL											
19-00450	04/02/19	REQUIRED ID REIMBURSEMENT									
1	REQUIRED ID REIMBURSEMENT	40.66	T-12-56-286-000-823	B	RES-DAWES PARK/DONATIONS	R	04/02/19	04/11/19			N
Vendor Total:		40.66									
L0037 LINCOLN FINANCIAL GROUP											
19-00451	04/03/19	APRIL LIFE INSURANCE									
1	APRIL LIFE INSURANCE	18.16	9-09-55-501-001-514	B	INSURANCE	R	04/03/19	04/11/19			N
2	APRIL LIFE INSURANCE	54.48	9-09-55-501-002-514	B	Insurance	R	04/03/19	04/11/19			N
3	APRIL LIFE INSURANCE	269.23	9-01-23-210-003-115	B	Medical Ins-Emp1 Grp Health	R	04/03/19	04/11/19		BHIGHTS1485737	N
		341.87									
Vendor Total:		341.87									
M0180 MCMASTER-CARR											
19-00402	03/26/19	MISC PLANT SUPPLY									
1	ITEM #91247A888 7/2"x4 CAP	273.60	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	04/11/19			N
2	ITEM #94485A037 7/8X9 HEX NUT	121.20	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	04/11/19			N
3	LOW SCRATCH TUBE BRUSH	9.03	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/10/19	04/11/19		90588342	N
4	SHIPPING	43.06	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/10/19	04/11/19		90588342	N
		446.89									
19-00412	03/26/19	LOW PROFILE BAND CLAMPS									
1	LOW PROFILE BAND CLAMPS	18.75	9-09-55-501-001-535	B	Hydrants and Line Repair	R	03/26/19	04/11/19		88297993	N
Vendor Total:		465.64									
M0256 MERCER CO IMPROVEMT AUTHORITY											
19-00310	03/08/19	FEB 2019 TIPPING									
1	FEB 2019 TIPPING	12,022.15	9-01-32-465-001-165	B	Landfill Solid Waste Disposal-MCIA	R	03/08/19	04/11/19			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
M0256 MERCER CO IMPROVEMT AUTHORITY Continued										
19-00310	03/08/19	FEB 2019 TIPPING	Continued							
2 FEB 2019 RECYCLING TAX		313.62	9-01-43-496-001-174	B Recycling Tax	R	03/08/19	04/11/19		.	N
		12,335.77								
Vendor Total:		12,335.77								
M0053 MES - PENNSYLVANIA										
19-00438	03/29/19	INV IN1312809 & IN1309374								
1 IN1312809 HYDROTEST AIR CYLIND		850.00	9-01-25-252-002-123	B Test Air Packs	R	03/29/19	04/11/19		IN1312809	N
2 IN1309374 SCBA FLOW TEST		2,285.35	9-01-25-252-002-123	B Test Air Packs	R	03/29/19	04/11/19		IN1309374	N
		3,135.35								
Vendor Total:		3,135.35								
M0086 MICHAEL'S KWIK PRINT D/B/A/										
19-00374	03/21/19	INV 5659 EMPTY BOWLS FLIER								
1 INV 5659 EMPTY BOWLS FLIER		325.00	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	03/21/19	04/11/19		5659	N
Vendor Total:		325.00								
M0127 MONMOUTH COUNTY										
19-00420	03/26/19	FEB 2019 ROOSEVELT TIPPING								
1 FEB 2019 ROOSEVELT TIPPING		1,788.14	9-01-43-513-001-171	B Borough of Roosevelt-Tipping Fees	R	03/26/19	04/11/19			N
Vendor Total:		1,788.14								
N0275 NJ LEAGUE OF MUNICIPALITIES										
19-00118	01/28/19	BUDGETING FOR ELECTED OFFICIAL								
1 BUDGETING FOR ELECTED OFFICIAL		75.00	9-01-20-110-001-042	B Education & Training	R	01/28/19	04/11/19		S. MISIURA	N
2 BUDGETING FOR ELECTED OFFICIAL		75.00	9-01-20-110-001-042	B Education & Training	R	01/28/19	04/11/19		L. STULTS	N
		150.00								
19-00435	03/29/19	FINANCE ADS								
1 AD FOR ACCOUNTS PAYABLE		115.00	9-01-20-120-001-021	B Advertisements	R	03/29/19	04/11/19			N

Vendor # Name														
PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl		
00050 ONE CALL CONCEPT INC														
19-00328	03/18/19	FEB 2019 MARK OUT REQUESTS												
1	FEB 2019	MARK OUT REQUESTS	44.22	9-09-55-501-001-535	B	Hydrants and Line Repair	R	03/18/19	04/11/19		9025086	N		
Vendor Total:			44.22											
P0102 PEMBERTON ELECTRICAL SUPPLY CO														
18-01815	11/30/18	LED LIGHT TUBES												
1	1-	CASE LED 25 LIGHT TUBES	200.00	8-09-55-501-002-503	B	Sewer Plant Maintenance	R	11/30/18	04/11/19			N		
2	4'	LED REFURBISHED LIGHT KITS	220.00	8-09-55-501-002-503	B	Sewer Plant Maintenance	R	11/30/18	04/11/19			N		
			420.00											
Vendor Total:			420.00											
P0063 PREMIER MAGNESIA, LLC														
19-00032	01/15/19	MAGNESIA/THIOGUARD			B									
3	INV 573539	DATED 3/28/19	8,457.70	9-09-55-501-002-541	B	Magnesium Hydroxide (Flomag H)	R	01/15/19	04/11/19		573539	N		
Vendor Total:			8,457.70											
P0016 PRINCETON ONE THIRTY SUPPLY														
19-00406	03/26/19	INVOICE #043293												
1	ITEM #06042217	TISSUE-TOILET	80.90	9-09-55-501-002-523	B	Paper Products/Janitorial	R	03/26/19	04/11/19		043293	N		
2	item #06054323	TOWEL-ROLL	74.10	9-09-55-501-002-523	B	Paper Products/Janitorial	R	03/26/19	04/11/19		043293	N		
			155.00											
Vendor Total:			155.00											
REMIN005 REMINGTON & VERNICK ENGINEERS														
19-00437	03/29/19	INV 1104T001-4 3/8/19												
1	INV 1104T001-4	3/8/19	4,223.95	C-04-55-868-001-447	B	PEDDIE LAKE DAM WALKING BRIDGE SOFT COST	R	03/29/19	04/11/19		1104T001-4	N		
Vendor Total:			4,223.95											

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
REPUB005 REPUBLIC SERVICES											
19-00148	01/31/19	BLANKET PO - DUMPSTERS		B							
4	INV 0689-002880663	3/12/19	3,096.04	9-01-26-305-001-029	B Contract-Republic Services, NJ-Dumpsters	R	01/31/19	04/11/19		0689002880663	N
Vendor Total:		3,096.04									
RITAR005 RITA R. BICE											
19-00500	04/09/19	COURT 4/3/19 4.5 HRS									
1	COURT 4/3/19 4.5 HRS	90.00	9-01-20-176-000-114	B	Court Assistance	R	04/09/19	04/11/19		4/3/19 4.5 HRS	N
Vendor Total:		90.00									
R0077 ROBERTS ENGINEERING GRP LLC											
19-00456	04/05/19	#2421, Feb. 28, 2019									
1	rev plans; onsite meeting	853.50	2018-04	P	Senior Living Facility	R	04/05/19	04/11/19		#2421	N
19-00457	04/05/19	#2426, Feb. 28, 2019									
1	rev appl., prep review letter	381.00	2019-01	P	133 WILLIAM STREET	R	04/05/19	04/11/19		#2426	N
19-00504	04/10/19	INV 2502 GENERAL SEWER									
1	INV 2502 GENERAL SEWER	1,185.00	9-09-55-501-002-508	B	Engineer	R	04/10/19	04/11/19		2502	N
19-00505	04/10/19	INV 2503 FIRST/FORMAN WTR MAIN									
1	INV 2503 FIRST/FORMAN WTR MAIN	11,328.00	C-08-55-951-001-544	B	WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	04/10/19	04/11/19		2503	N
19-00506	04/10/19	INV 2504 STOCKTON WATER MAIN									
1	INV 2504 STOCKTON WATER MAIN	1,338.50	C-08-55-951-001-544	B	WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	04/10/19	04/11/19		2504	N
19-00507	04/10/19	INV 2505 STOCKTON/JOSEPH SDWLK									
1	INV 2505 STOCKTON/JOSEPH SDWLK	553.00	C-04-55-876-001-447	B	IMP STOCKTON ST & JOSEPH ST 15-15 SEC 20	R	04/10/19	04/11/19		2505	N
19-00508	04/10/19	2506 FIRST AVE RECONSTRUCTION									
1	2506 FIRST AVE RECONSTRUCTION	2,491.00	C-04-55-880-001-449	B	FIRST AVENUE SEC 20 2017-09	R	04/10/19	04/11/19		2506	N
19-00509	04/10/19	2507 IMPROVEMENTS MAPLE/SUNSET									
1	2507 IMPROVEMENTS MAPLE/SUNSET	2,838.00	C-04-55-882-000-447	B	MAPLE AVE & SUNSET DR 17-17 SECTION 20	R	04/10/19	04/11/19		2507	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	
SHERW010 SHERWIN WILLIAMS PAINT											
19-00404 03/26/19 MINERAL SPIRITS 5 GALLON											
1 (6) MINERAL SPIRITS 5 GALLON	430.75	9-09-55-501-002-535		B Chemicals Miscellaneous	R	03/26/19	04/11/19		5115-9080-4	N	
Vendor Total:	430.75										
SHRED005 SHRED-IT											
19-00455 04/04/19 BOROUGHWIDE EVENT 4/13/19											
1 BOROUGHWIDE EVENT 4/13/19	600.00	9-01-27-335-001-042		B Seminars/Workshops/Conventions	R	04/04/19	04/11/19		4/13/19	N	
Vendor Total:	600.00										
S0208 SIGNIFICANT DIGITS, INC											
19-00301 03/07/19 INV 19H-156-108 DATED 3/1/19											
1 INV 19H-156-108 DATED 3/1/19	550.00	9-09-55-501-001-517		B Maint. Contracts - Office	R	03/07/19	04/11/19		19H-156-108	N	
Vendor Total:	550.00										
S0039 SOUTH BRUNSWICK RECYCLING											
19-00319 03/08/19 PURCHASE OF RECY CONCRETE											
1 PURCHASE OF RECY CONCRETE	60.00	9-09-55-501-001-535		B Hydrants and Line Repair	R	03/08/19	04/11/19		15060	N	
Vendor Total:	60.00										
STATE005 STATEWIDE INSURANCE FUND											
19-00517 04/10/19 PAYT #2 INSURANCE ASSESSMENTS											
1 PAYT #2 INSURANCE ASSESSMENTS	10,813.50	9-01-23-210-003-112		B General Liability-JIF	R	04/10/19	04/11/19		19B33 2019	N	
2 CURRENT FUND WORKERS COMP	20,578.00	9-01-23-210-003-113		B Workers Compensation (JIF)	R	04/10/19	04/11/19		19B33 2019	N	
3 CURRENT FUND JIF WATER	7,083.25	9-09-55-501-001-515		B County Insurance - JIF	R	04/10/19	04/11/19		19B33 2019	N	
4 CURRENT FUND JIF SEWER	28,333.50	9-09-55-501-002-515		B County Insurance - JIF	R	04/10/19	04/11/19		19B33 2019	N	
	66,808.25										
Vendor Total:	66,808.25										
R0537 STITCHES N INK											
19-00389 03/22/19 EMPTY BOWLS FLYERS INV 10949											
1 EMPTY BOWLS FLYERS INV 10949	325.00	T-12-56-286-000-889		B RESERVE FOR CULTURAL ARTS DONATIONS	R	03/22/19	04/11/19		10949	N	

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
R0537	STITCHES N INK	Continued												
19-00432	03/29/19	INV	11061	EMPTY BOWLS COPIES										
1	INV	11061	EMPTY BOWLS COPIES	240.00	T-12-56-286-000-889		B RESERVE FOR CULTURAL ARTS DONATIONS	R	03/29/19	04/11/19		11061		N
Vendor Total:				565.00										
T0224	TORNQUIST GARAGE													
19-00387	03/22/19	FLATBED TOW-HPD TO ROBBINS DPW												
1	FLATBED TO-HPD TO ROBBINS DPW	85.00	9-01-26-315-001-131		B Vehicle Maint. - Police	R	03/22/19	04/11/19		CAR 2 HPD 2 DPW				N
Vendor Total:				85.00										
T0110	TURF EQUIPMENT & SUPPLY CO LLC													
19-00409	03/26/19	CARBURETOR REBUILD KIT												
1	CARBURETOR REBUILD KIT	60.86	9-01-28-369-001-139		B Mower Repairs	R	03/26/19	04/11/19		1030208				N
Vendor Total:				60.86										
V0504	VAN CLEEF ENGINEERING ASSOC.													
19-00436	03/29/19	RES 2019-69 PAYT 1/1-1/31/19												
1	RES 2019-69 PAYT 1/1-1/31/19	334.50	C-04-55-879-001-447		B REHAB OF EAST WARD ST SEC 20 2016-12	R	03/29/19	04/11/19		2019-69 1/1-31				N
Vendor Total:				334.50										
V0012	VERMEER NORTH ATLANTIC													
19-00411	03/26/19	4 BUTTON CONTROLLER												
1	4 BUTTON CONTROLLER	407.80	9-01-26-311-001-034		B Equipment Parts & Accessories	R	03/26/19	04/11/19		10317169				N
Vendor Total:				407.80										
V0290	VITAL COMMUNICATIONS INC.													
19-00386	03/22/19	MONTHLY CHARGE VPN V73735 2/25												
1	MONTHLY CHARGE VPN V73735 2/25	210.00	9-01-20-150-001-029		B Maintenance Contracts	R	03/22/19	04/11/19		V73735				N
Vendor Total:				210.00										

April 11, 2019
11:01 AM

Borough of Hightstown
Bill List By Vendor Name

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Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item Description			Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
W0073 WASTE MANAGEMENT OF NJ, INC.											
19-00259	02/25/19	RECYCLING		B							
2	10-41496-33008	JANUARY RECYCLE	4,547.58	9-01-26-311-001-029	B Recycling Contract co-mingle-paper/cdbd	R	02/25/19	04/11/19		2846866-0502-3	N
3	FEBRUARY RECYCLE	285151805022	4,547.58	9-01-26-311-001-029	B Recycling Contract co-mingle-paper/cdbd	R	02/25/19	04/11/19		2851518-0502-2	N
			9,095.16								
Vendor Total:			9,095.16								
W0071 WASTE MGMT OF NEW JERSEY, INC.											
19-00260	02/25/19	SLUDGE BLANKET		B							
2	2852352-0502-5	1/31-2/27	12,022.52	9-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	02/25/19	04/11/19		285235205025	N
19-00261	02/25/19	GRIT & SCREENING BLANKET		B							
2	2846586-0502-7	12/31-1/30/19	1,228.65	9-09-55-501-002-540	B Grit/Screening Disposal-Waste Mgmt	R	02/25/19	04/11/19		2846586-0502-7	N
Vendor Total:			13,251.17								
W0099 WATCHUNG SPRING WATER CO., INC											
19-00462	04/08/19	INV 9346815									
1	INV 9346815		69.93	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	04/08/19	04/11/19		99346815	N
Vendor Total:			69.93								
W0891 WINNER FORD OF CHERRY HILL											
19-00381	03/21/19	REAR CAMERA, LIGHT & LIGHT CR									
1	REAR CAMERA, LIGHT & LIGHT CR		585.00	C-04-55-884-001-444	B SUV, REPEATER, RADAR, BREATHALYZER, TRAILER	R	03/21/19	04/11/19			N
Vendor Total:			585.00								
Y0025 YOSTEMBSKI, ROBERT											
19-00423	03/26/19	MONTHLY PROSECUTOR FEE									
1	MONTHLY PROSECUTOR FEE		1,200.00	9-01-25-275-001-111	B Municipal Prosecutor	R	03/26/19	04/11/19			N
19-00442	04/01/19	DUI 3/25/19									
1	DUI 3/25/19		350.00	G-02-41-719-009-317	B MUNIC COURT ALCOHOL ED AND REHAB	R	04/01/19	04/11/19		3/25/19 DUI	N
Vendor Total:			1,550.00								

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	8-01	28,315.23	0.00	28,315.23	0.00	0.00	0.00	28,315.23
	8-09	420.00	0.00	420.00	0.00	0.00	0.00	420.00
Year Total:		28,735.23	0.00	28,735.23	0.00	0.00	0.00	28,735.23
CURRENT FUND	9-01	80,537.60	0.00	80,537.60	0.00	0.00	0.00	80,537.60
	9-09	92,654.48	0.00	92,654.48	0.00	0.00	0.00	92,654.48
	9-21	0.00	0.00	0.00	0.00	0.00	1,959.75	1,959.75
Year Total:		173,192.08	0.00	173,192.08	0.00	0.00	1,959.75	175,151.83
GENERAL CAPITAL	C-04	17,228.95	0.00	17,228.95	0.00	0.00	0.00	17,228.95
WATER/SEWER CAPITAL	C-08	12,666.50	0.00	12,666.50	0.00	0.00	0.00	12,666.50
Year Total:		29,895.45	0.00	29,895.45	0.00	0.00	0.00	29,895.45
	G-02	700.00	0.00	700.00	0.00	0.00	0.00	700.00
TRUST OTHER - FUND #12	T-12	1,379.69	0.00	1,379.69	0.00	0.00	0.00	1,379.69
Total of All Funds:		233,902.45	0.00	233,902.45	0.00	0.00	1,959.75	235,862.20

Project Description	Project No.	Rcvd Total	Held Total	Project Total
Senior Living Facility	2018-04	1,578.75	0.00	1,578.75
133 WILLIAM STREET	2019-01	381.00	0.00	381.00
Total of All Projects:		<u>1,959.75</u>	<u>0.00</u>	<u>1,959.75</u>

Resolution 2019-86

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

AUTHORIZING PAYMENT #6 – WSP USA INC. (NJDOT SAFE ROUTES TO SCHOOLS – IMPROVEMENTS TO STOCKTON STREET & JOSEPH STREET)

WHEREAS, on November 7, 2016, the Borough Council awarded a contract for Preliminary Engineering and Final Design and Construction Support activities related to the Improvements to Stockton Street and Joseph Street in the Borough to Parsons Brinckerhoff, Inc., of Dallas, Texas at the price of \$103,819.36; and

WHEREAS, Since the time of award, Parsons Brinckerhoff has changed the company name to WSP USA Inc. and all future payments should be made accordingly; and

WHEREAS, the engineer has submitted payment request #6 for work completed on the project from December 29, 2018 – March 1, 2019 in the total amount of \$14,071.31; and

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

WHEREAS, this payment shall be contingent upon approval being provided by FHWA and NJDOT through the Safe Routes to School Design Assistance Program; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Payment Request #6 to WSP USA, Inc., P.O. Box 732476, Dallas, Texas, 75373-2476, in the total amount of \$14,071.31 is hereby approved as detailed herein, and the CFO is authorized to issue same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 15, 2019.

Debra L. Sopronyi
Borough Clerk

WSP USA INC. INVOICE NOS. AR-854220 DATED: March 25, 2019
52264A HIGHTSTOWN BOROUGH
NJDOT Safe Routes to Schools - Improvements to Stockton Street and Joseph Street

WSP USA Inc. Consulting Engineers 2000 Lenox Drive, 3rd Floor, Lawrenceville, New Jersey 08648 (800) 512-3500

For professional engineering services rendered in connection with NJDOT Safe Routes TS.

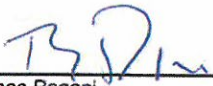
	Contract Amount As Of 11/07/16	Total Costs To Date Thru 03/01/19	Total Costs Prev. Billed Thru 12/28/18	Costs This Period As Of 03/01/19
Direct Labor	\$ 29,185.33	\$ 27,664.43	\$ 22,169.94	\$ 5,494.49
Overhead @ 154.12%	\$ 44,980.37	\$ 42,636.43	\$ 34,168.32	\$ 8,468.11
Fixed Fee	\$ 4,326.50	\$ 3,369.23	\$ 3,369.23	\$ -
Subtotal	\$ 78,492.20	\$ 73,670.09	\$ 59,707.49	\$ 13,962.60
Direct Expenses	\$ 2,511.69	\$ 427.64	\$ 318.93	\$ 108.71
Subtotal	\$ 81,003.89	\$ 74,097.73	\$ 60,026.42	\$ 14,071.31
Subcontractors	\$ 14,428.11	\$ 11,203.19	\$ 11,203.19	\$ -
Total	<u>\$ 95,432.00</u>	<u>\$ 85,300.92</u>	<u>\$ 71,229.61</u>	<u>\$ 14,071.31</u>

Total Amount Due This Invoice:

\$14,071.31

The following billing report is a true statement of the costs incurred by our staff during the period.

WSP USA Inc.


 Thomas Pagani
 Project Manager


 Date

Resolution 2019-87

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING RENEWED SHARED SERVICES AGREEMENT WITH EAST WINDSOR TOWNSHIP FOR SENIOR SERVICES

WHEREAS, with the adoption of Resolution 2018-83 on April 2, 2018, the Borough Council approved a Shared Services Agreement with the Township of East Windsor for the provision of Senior Services for the period March 1, 2018 through February 28, 2019 at a cost of Forty-Five Thousand Nine Hundred Forty-two Dollars and Fifty Two Cents (\$45,842.52) for the 12-month period; and

WHEREAS, the parties desire to enter into a successor agreement to continue the provision of Senior Services to the Borough by the Township of East Windsor through February 29, 2020; and

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

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for Senior Services for the period March 1, 2019 through February 29, 2020; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, for the period March 1, 2018 through February 29, 2020 will be Forty-Eight Thousand Two Hundred Thirty Nine Dollars and Sixty Four Cents (\$48,239.64) for this 12-month period; and

WHEREAS it is the intention of the Mayor and Council to provide adequate funding for this expenditure in the 2019 and 2020 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 Township of East Windsor for Senior Services for the period March 1, 2019 through February 29, 2020 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. The Mayor and Borough Clerk are hereby authorized and directed to execute the agreement for same.
3. This agreement is approved subject to the provision of adequate funds in the Borough's 2019 and 2020 budgets.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 15, 2019.

Debra L. Sopronyi
Borough Clerk

SHARED SERVICES AGREEMENT
BETWEEN
EAST WINDSOR TOWNSHIP
AND
HIGHTSTOWN BOROUGH
FOR SENIOR SERVICES

THIS AGREEMENT, made this day of March 2019, between the TOWNSHIP OF EAST WINDSOR, a municipal corporation of the State of New Jersey, with offices at 16 Lanning Boulevard, East Windsor, Mercer County, New Jersey 08520, hereinafter called "East Windsor," and HIGHTSTOWN BOROUGH, a municipal corporation of the State of New Jersey, with offices at 156 Bank Street, Hightstown, Mercer County, New Jersey 08520, hereinafter called "Hightstown."

WITNESSETH

WHEREAS, East Windsor operates the Senior Citizen Center and programs at the facility owned by East Windsor located at 40 Lanning Boulevard, East Windsor, New Jersey (hereinafter called "the Center"); and

WHEREAS, East Windsor Township and Hightstown Borough have entered into Shared Service Agreements whereby the Center and its programs have been available to senior citizens of Hightstown Borough; and

WHEREAS, Hightstown desires to continue to make the programs and services of the Center available to its senior citizens through a contract with East Windsor; and

WHEREAS, the Shared Services and Consolidation Act, N.J.S.A. 40:8A-1 et seq., permits local units of this State to enter into a contract with any other local unit for the provision within their jurisdiction of any service which any party to the agreement is empowered to render within its own jurisdiction.

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

1. INCORPORATION OF RECITALS

The WHEREAS clauses set forth above are hereby incorporated into and made a part of this agreement.

2. TERM/EFFECTIVE DATE

The term of this agreement shall be from March 1, 2019 through February 29, 2020. This agreement shall become effective upon the adoption of resolutions by both East Windsor and Hightstown approving same and authorizing its execution by the appropriate officials.

3. SCOPE OF SERVICES

During the term of this agreement, East Windsor shall operate the Center and make available to the senior citizens of Hightstown all of the services and programs offered through the Center, including but not limited to the Mercer County Nutrition Project for the Elderly and Senior Transportation. East Windsor shall be responsible for the operation of the Center, its services and programs. In connection therewith, East Windsor shall employ a Senior Citizen Center Director, provide necessary maintenance and upkeep of the Center, provide for daily scheduling and routing for the Senior Bus Service, and provide coordination with Mercer County, as needed, to maintain and operate the Nutrition Project for the Elderly.

SENIOR SHARED SERVICES AGREEMENT

Page 2

4. MAINTENANCE OF RECORDS

East Windsor shall maintain records of the names and addresses of the senior citizens of each municipality who attend the Center or participate in its services or programs. To the extent practicable, these records shall reflect the number and nature of services or programs utilized by each participant. These records will be updated and provided to Hightstown on a quarterly basis. Additionally, the Center shall be open for inspection by Hightstown officials during normal operating hours.

5. HIGHTSTOWN'S CONTRIBUTION FOR OPERATION OF THE CENTER

The parties agree that Hightstown shall pay to East Windsor forty eight thousand two hundred thirty nine dollars and sixty four cents (\$48,239.64).

6. Hightstown's contribution for any successor agreement following the end of this term shall be based on the actual costs of operating the Center in 2019 as certified by East Windsor's Chief Financial Officer, net of Senior Transportation bus fares, any unanticipated Federal, State or County revenue, along with the attendance and participation records of the Center maintained by East Windsor.

7. PAYMENT

Hightstown shall pay to East Windsor for services provided under this agreement the sum of \$48,239.64 payable as follows:

May 1, 2019	\$12,059.91
August 1, 2019	\$12,059.91
November 1, 2019	\$12,059.91
February 1, 2020	\$12,059.91

8. INDEMNIFICATION

Hightstown shall defend and hold harmless East Windsor against any and all claims brought against East Windsor or any of its agents or employees arising out of East Windsor providing any services to Hightstown senior citizens on behalf of Hightstown under the terms of this agreement. Provided, however, that Hightstown shall not be responsible for any such claims arising out of the willful, wanton, malicious or criminal conduct of any agent or employee of East Windsor. Hightstown shall provide a certificate of insurance naming East Windsor as an additional insured providing coverage for the obligations under this agreement.

9. RENEWAL

Prior to March 1, 2020, the parties will need to notify the other in writing if it desires to continue services and negotiate a new contract.

SENIOR SHARED SERVICES AGREEMENT
Page 3

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

ATTEST:

TOWNSHIP OF EAST WINDSOR

Kelly Lettera, Municipal Clerk

JANICE S. MIRONOV, Mayor

Date: _____

ATTEST:

BOROUGH OF HIGHTSTOWN

Debra Sopronyi, Borough Clerk

Lawrence A. Quattrone, Mayor

Date: _____

2018 Stats

January 1, 2018 – December 31, 2018

East Windsor - 1276

East Windsor- 08512 -(The Orchard and Riviera) - 84

Hightstown - 178

Total Members - 1537

698 Active

***Our new software, MySeniorCenter, gives stats on ACTIVE members only**

<u>Age Range</u>	<u>Count</u>	<u>%</u>
60-64	61	8.8
65-69	151	21.7
70-74	199	28.6
75-79	137	19.7
80-84	81	11.6
85+	<u>69</u>	<u>9.6</u>
Total	698	100

<u>Gender</u>	<u>Count</u>	<u>%</u>
Female	469	67.1
Male	<u>229</u>	<u>32.6</u>
Total	698	100

	<u>Direct Costs</u>						
	2019 Total	2018 Total	Senior Center & Interlocal	Buildings & Grounds	Utilities		
Office Supplies	\$ 2,225.00	\$ 1,600.00	\$ 1,600.00	\$ -	\$ -		
Printed Supplies	\$ 3,000.00	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -		
Uniforms & Clothing	\$ 975.00	\$ 955.00	\$ -	\$ 955.00	\$ -		
Minor Tools & General Hardware	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	\$ -		
Emergency & Safety Equipment	\$ 800.00	\$ 725.00	\$ 75.00	\$ 650.00	\$ -		
Flags, Trophies & Awards	\$ 700.00	\$ 800.00	\$ 300.00	\$ 500.00	\$ -		
Stationary Equipment	\$ 1,930.00	\$ 1,950.00	\$ -	\$ 1,950.00	\$ -		
Books and Publications	\$ -	\$ 50.00	\$ 50.00	\$ -	\$ -		
Photographic Supplies & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -		
Food	\$ 3,000.00	\$ 1,800.00	\$ 1,800.00	\$ -	\$ -		
Recreation Supplies	\$ 4,650.00	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -		
Other Consumable Supplies	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -		
Grounds	\$ 2,400.00	\$ 3,300.00	\$ -	\$ 3,300.00	\$ -		
Trees, Plants & shrubbery	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ -		
Janitorial Supplies	\$ 3,200.00	\$ 3,300.00	\$ 100.00	\$ 3,200.00	\$ -		
Lighting Supplies	\$ 850.00	\$ 850.00	\$ -	\$ 850.00	\$ -		
Electrical Service	\$ 28,000.00	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00		
Telephone Service	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ 6,500.00		
Natural Gas Service	\$ 13,000.00	\$ 13,000.00	\$ -	\$ -	\$ 13,000.00		
Alarm System	\$ 2,500.00	\$ 1,700.00	\$ -	\$ 1,700.00	\$ -		
Other Building Services	\$ 5,050.00	\$ 4,050.00	\$ -	\$ 4,050.00	\$ -		
Other Contractual Services	\$ 75,893.00	\$ 63,393.00	\$ 54,393.00	\$ 9,000.00	\$ -		
Other Equipment	\$ 500.00	\$ 960.00	\$ 960.00	\$ -	\$ -		
Memberships	\$ 275.00	\$ -	\$ -	\$ -	\$ -		
Meetings & Conferences	\$ 140.00	\$ 150.00	\$ 150.00	\$ -	\$ -		
Training & Tuition	\$ 500.00	\$ -	\$ -	\$ -	\$ -		
Sub-total	\$ 156,788.00	\$ 144,783.00	\$ 70,428.00	\$ 26,855.00	\$ 47,500.00		

Salaries & Wages

Senior Center Coordinator	\$ 52,950.00	\$ 59,160.00	\$ 59,160.00	\$ -	-
P/T Substitutes	\$ -	\$ -	\$ -	\$ -	-
Custodian	\$ 16,991.00	\$ 16,513.00	\$ -	\$ 16,513.00	
Recreation Department Director	\$ -	\$ -	\$ -	\$ -	-
Clerical Support	\$ 45,390.00	\$ 36,343.00	\$ 36,343.00	\$ -	-
Fringe Benefits for Employees	\$ 59,886.04	\$ 54,106.30	\$ 54,106.30	\$ -	-
Sub-total	\$ 175,217.04	\$ 166,122.30	\$ 149,609.30	\$ 16,513.00	\$ -
Total Budget	\$ 332,005.04	\$ 310,905.30	\$ 220,037.30	\$ 43,368.00	\$ 47,500.00

Indirect Costs

	2019 Total	2018 Total
Community Bus not covered by Grant	\$ 45,780.00	\$ 37,420.00
Insurance	\$ 19,350.00	\$ 17,760.33
Depreciation	\$ 4,780.00	\$ 3,605.00
Administration	\$ 19,800.00	\$ 17,400.00
Total Indirect Costs	\$ 89,710.00	\$ 76,185.33

Revenues

Bus Fares Collected	\$5,856.00	\$ 1,019.00
Total Revenues	\$5,856.00	\$ 1,019.00
TOTAL COSTS LESS REVENUE	\$ 415,859.04	\$ 386,071.63

	2019 Total	2018 Total	Senior Center	Buildings & Grounds	Utilities
Budgeted	\$ 332,005.04	\$ 310,905.30	\$ 220,037.30	\$ 43,368.00	\$ 47,500.00
Indirect Costs	\$89,710.00	\$ 76,185.33	\$ 76,185.33	-	-
Total Expenses	\$421,715.04	\$ 387,090.63	\$ 296,222.63	\$ 43,368.00	\$ 47,500.00
Total Revenues	\$ (5,856.00)	\$ (1,019.00)	\$ (1,019.00)		
Total Costs Less Revenues	\$415,859.04	\$ 386,071.63	\$ 295,203.63	\$ 43,368.00	\$ 47,500.00
PERCENTAGE OF USE	2019*	2018*	2019	2018	
	Participation	Participation	Amount	Amount	
East Windsor	88.40%	88.40%	\$ 367,619.39	\$ 340,129.11	
Hightstown	11.60%	11.60%	\$ 48,239.65	\$ 45,942.52	
Total	\$415,859.04	100%	\$ 415,859.04	\$ 386,071.63	
Interlocal Service Agreement Payments					
May 1, 2019		\$ 12,059.91			
August 1, 2019		\$ 12,059.91			
November 1, 2019		\$ 12,059.91			
February 1, 2020		\$ 12,059.91			
Total Due		\$ 48,239.64			

Richard Brand
Township Manager

2019 Figures will be based on 2018
participation as of 12-31-18

Resolution 2019-88

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

**RESOLUTION AUTHORIZING A 3RD AMENDMENT TO THE LEASE AGREEMENT FOR THE
BOROUGH'S CONTINUED USE OF A PORTION OF THE PROPERTY
KNOWN AND DESIGNATED AS BLOCK 61.01, LOTS 43, 44 & 45,
COMMONLY KNOWN AS 415A MERCER STREET,
HIGHTSTOWN, NEW JERSEY.**

WHEREAS, the Hightstown Borough Governing Body previously adopted Ordinance No. 2014-02 which authorized the Borough of Hightstown (the "Borough") to enter into a Lease Agreement (the "Agreement") with Hights Realty, LLC, regarding the Borough's temporary use of a portion of the premises located at 415 Mercer Street in the Borough, commonly known and designated as Block 61.01, Lots 43, 44 and 45 on the Borough's Tax Map (hereinafter referenced as the "Property"), for the relocation of the Borough's Police Department and associated operations; and

WHEREAS, the Agreement was executed by the parties on February 1, 2014; and

WHEREAS, the parties previously executed a "1st Amendment to Lease Agreement and First Renewal Thereof" (the "1st Amendment"), which modified the renewal terms set forth in the initial Agreement; and

WHEREAS, the parties subsequently executed a "2nd Amendment to Lease Agreement (the "2nd Amendment"), which further modified the renewal terms set forth in the initial Agreement;

WHEREAS, the term of the 2nd Amendment has expired as of January 31, 2019;

WHEREAS, the parties wish to renew the said Agreement for a third renewal term, which constitutes a one (1) year period retroactive to February 1, 2019, which shall expire on January 31, 2020, including the option to renew for one additional one (1) year period commencing on February 1, 2020 and expiring on January 31, 2021; and

WHEREAS, the Parties have negotiated a 3rd Amendment to Lease Agreement (the "3rd Amendment"), which sets forth the renewal terms and conditions, a copy of which is attached hereto and made a part hereof; and

WHEREAS, the Mayor and Borough Council wish to authorize the Borough to enter into this 3rd Amendment, or one which is substantially similar thereto and which meets with the approval of the Borough Attorney, and to authorize the Mayor and Borough Clerk to execute the same on behalf of the Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that the Mayor is hereby authorized to execute and the Borough Clerk to attest the attached 3rd Amendment, or one which is substantially similar thereto and which meets with the approval of the Borough Attorney, on behalf of the Borough.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

1. Hights Realty, LLC
2. Robert Brown, Esq.
2. Frederick C. Raffetto, Esq., Borough Attorney
3. Police Chief Frank Gendron.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 15, 2019.

Debra L. Sopronyi
Borough Clerk

3rd AMENDMENT TO LEASE AGREEMENT

THIS 3rd AMENDMENT TO LEASE AGREEMENT by and between HIGHTS REALTY, LLC, a New Jersey limited liability company, having an office at 401 E. Linden Ave., Linden, NJ 07036, hereinafter called the “Landlord,” and THE BOROUGH OF HIGHTSTOWN, a municipal corporation of the state of New Jersey, having an office at 156 Bank St., Hightstown, NJ 08520, hereinafter called the “Tenant,” is made this _____ day of April, 2019, as follows:

W I T N E S S E T H:

WHEREAS, the Landlord and the Tenant originally entered into a Lease Agreement dated February 1, 2014 (the “Lease”), regarding the Tenant’s temporary use of a portion of the Landlord’s premises located at 415 Mercer Street in the Borough of Hightstown, commonly known and designated as Block 61.01, Lots 43, 44 and 45 on the Borough’s Tax Map, for the relocation of the Tenant’s Police Department and associated operations; and

WHEREAS, said Lease was extended by way of a 1st Amendment, dated February 1, 2015, and further extended by way of a 2nd Amendment, dated February 1, 2016; and

WHEREAS, the parties now wish to further amend and extend the Lease pursuant to the within 3rd Amendment to Lease Agreement, in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, the parties hereto covenant and agree as follows:

1. The Lease is hereby extended for an additional term of one (1) year, retroactive to February 1, 2019, which shall expire on January 31, 2020.
2. The monthly rent for this term shall be \$4,234.65, representing a five percent (5%) increase over the prior rental payment.
3. The Tenant shall have an option to renew for one additional one-year term commencing on February 1, 2020 and terminating on January 31, 2021. Tenant may exercise its renewal option according to paragraph 2.3 of the Lease. The monthly rent for this renewal term shall be \$4,446.38, which also represents a five percent (5%) increase over the prior rental payment.

4. The Landlord, at its own expense, shall ensure that the HVAC system is repaired and/or replaced such that it shall be in proper working order and functioning within generally accepted limits no later than May 15, 2019.
5. All other terms and conditions of the Lease shall remain in full force and effect, unimpaired and unmodified, for the extension period(s) referenced herein.
6. This Agreement shall be binding upon the parties hereto, their heirs, successors and assigns.

WITNESS/ATTEST:

HIGHTS REALTY LLC

Print Name:

By: _____
Print Name:

WITNESS/ATTEST:

BOROUGH OF HIGHTSTOWN

DEBRA L. SOPRONYI, CLERK

By: _____
HON. LAWRENCE D. QUATTRONE, MAYOR

Resolution 2019-89

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

AUTHORIZING RELEASE OF PERFORMANCE BOND FUNDS HANOVER CONSTRUCTION

WHEREAS, Hanover Construction, LLC deposited performance bond funds in the amount of \$1,000.00 for Demolition Permit #2019-0069; and

WHEREAS, Hanover Construction, LLC has requested that the performance bond funds on deposit with the Borough for Demolition Permit 2019-0069 be released; and

WHEREAS, the Borough Construction Official has issued a Certificate of Approval for the permit and has recommended that the performance bond funds be released.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the CFO is authorized and directed to release the performance bond funds on deposit with the Borough to Hanover Construction, LLC, P.O. Box 158 Wrightstown, NJ 08562, representing Demolition Permit 2019-0069 in the amount of \$1,000.00

A certified copy of this Resolution shall be provided to the following:

- a. Hanover Construction, LLC
- b. George Lang, Borough CFO
- c. George Chin, Borough Construction Official

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 15, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-90

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

AUTHORIZING APPLICATION FOR A RECYCLING TONNAGE GRANT

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

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

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

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

WHEREAS, a resolution authorizing this municipality to apply for the 2018 tonnage grant will memorialize the commitment of this municipality to recycling, and will indicate the assent of the Mayor and Council of the Borough of Hightstown to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations;

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

1. The Borough of Hightstown hereby endorses the submission of a 2018 recycling tonnage grant application to the New Jersey Department of Environmental Protection.
2. Mayor Lawrence Quattrone, 156 Bank Street, Hightstown, New Jersey 08520, is hereby designated and directed to ensure that the application is properly completed and timely filed;
3. Monies received from the recycling tonnage grant shall be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 15, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-91

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

**RESOLUTION AUTHORIZING MAYOR & CLERK
TO SIGN CANCELLATION OF TAX LIEN FOR
BLOCK 61.01 LOT 34**

WHEREAS, on October 20, 2017 Borough of Hightstown acquired a tax lien at a sale held by Angela LoConte, Collector of Taxes, Borough of Hightstown for certain property described as Block 61.01 Lot 34 of the Borough of Hightstown Tax Map, more commonly known as 387 Mercer St., Hightstown, NJ certificate #17-00015 and,

WHEREAS, the Tax Sale Certificate issued was recorded November 08, 2017 in the office of the Mercer County Clerk in Mortgage Book 11309, Page 901, and

WHEREAS, this tax sale certificate issued has been satisfied by payment in full and the Tax Collector does so certify.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Clerk be and are hereby authorized to sign the tax sale certificate for the property known as Block 61.01 Lot 34 on the Borough of Hightstown tax map, more commonly known as 387 Mercer St, 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 April 15, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-92

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2019 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2019 temporary budget; and

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

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

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2019 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	THIS RESOLUTION	PREVIOUS TOTAL	CUMULATIVE TOTAL
Current	1,800.00	870,565.00	872,365.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	115,000.00	144,093.00	259,093.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	116,800.00	1,014,658.00	1,131,458.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2019 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 15, 2019.

Debra L. Sopronyi
Borough Clerk

Borough of Hightstown
Emergency Temporary
4/15/2019

Current Fund

Environmental Commission	
Other Expenses	800.00
Celebration of Public Events	
Other Expenses	<u>1,000.00</u>
	<u>1,800.00</u>

Water-Sewer Utility Fund

Bond Principal	15,000.00
Other Expenses	100,000.00
	<u>115,000.00</u>
Total Water-Sewer Utility	<u><u>116,800.00</u></u>

28-3-16 ~~R-PO Residential Professional Office District.~~ **DTG Downtown Gateway**

a. Permitted Uses. In the ~~R-PO District~~ **DTG**, the following uses, and no others, shall be permitted:

1. Principal Uses. ~~Permitted principal uses include all principal uses permitted in the R-1 Residential District, and professional offices. Provided, however, that the following uses are expressly excluded from the RPO District as permitted uses:~~

~~(a) Places of Worship;~~

~~(b) Public facilities;~~

~~(c) Public utility uses;~~

~~(d) Hospitals, sanitariums and nursing homes;~~

~~(e) Cemeteries;~~

~~(f) Agricultural and horticultural uses; and~~

~~(g) Private and public schools.~~

(a) Detached single-family dwellings.

(b) Restaurants and other places to eat and drink, but not including drive through or fast food type establishments.

(c) Retailing within a completely enclosed building.

(d) Personal and business services within a completely enclosed building.

(e) Performing arts companies.

(f) Offices.

(g) Child care centers.

(h) Tutoring centers.

(i) Financial institutions.

(j) Residential dwelling units as upper floor use or rear part of buildings containing adjacent and / or above principal uses.

2. Accessory Uses. ~~For residential use, the accessory uses shall be as permitted in the R-1 District. For professional office use, accessory uses shall be as permitted in the CC-1 District.~~

(a) Carports, accessory garages and/or open parking spaces with necessary driveways for vehicles belonging to residents on the premises and their guests.

(b) Noncommercial solariums and home swimming pools, provided that suitable protective fencing at least four (4') feet high shall surround the pool.

(d) Signs.

(e) Fences, walls and landscaping.

(f) Subject to lot coverage requirements, no more than two (2) storage sheds are permitted on a lot.

(g) Satellite dishes, subject to the restrictions and requirements set forth in subsection 28-10.18.

3. ~~In the case of an application for a professional office use where the existing lot size does not conform to the minimum 14,000 square feet required under §28-3-16.2(a), the applicant shall require a Conditional Use Approval pursuant to N.J.S.A. 40:55D-67. In reviewing a Conditional Use application under this subsection, the Planning Board shall consider the following:~~

~~(a) Whether sufficient on-site parking is available pursuant to Borough requirements.~~

~~(b) Whether the proposed on-site lighting is appropriate for the use and does not adversely impact adjacent properties and uses.~~

~~(c) Whether suitable landscaping and buffering are proposed.~~

~~(d) Whether adequate storm water controls are proposed for the site.~~

~~(e) Whether sewer and water facilities are available to serve the site.~~

~~(f) All other provisions of Subsection 28-3-16.2.(b)-(n) shall apply as a minimum.~~

b. Other Restrictions.

1. Buildings will be residential in style and volume, and no existing houses / buildings should be structurally altered in a manner that is visible to the public domain without an architectural review. This zone is a gateway to the DTC zone and the existing historic structures are meant to

remain intact. As much as possible, any façade renovations that are visible to the public should be consistent with the character of the downtown.

~~1.~~ **2.** Area, yard, and other standards for residential use shall conform to R-4 Residential District requirements.

~~2.~~ For professional office use, the following standards and regulations shall apply:

~~(a) Lot area. A lot area of not less than fourteen thousand (14,000) square feet shall be required.~~

-

~~(b) Lot width. A lot width of not less than one hundred (100') feet shall be required.~~

-

~~(c) Lot depth. A lot depth of not less than one hundred fifty (150') feet shall be required.~~

-

~~(d) Front yard. The front yard shall meet the R-4 Residential District requirements.~~

~~(e)~~ **3.** Height. The maximum height shall be two and one-half (2.5) stories, not to exceed thirty-five (35') feet.

~~(f)~~ **4.** Lot coverage. The total lot coverage of all buildings shall not exceed thirty (30%) percent. The total lot coverage of all structures and site improvements shall not exceed seventy (70%) percent.

~~(g)~~ **5.** Side yards. A minimum side yard of ten (10') feet shall be provided for each side yard. For corner lots, the side yard setback shall be increased to twenty (20') feet. **None shall be required, except that the building locations shall comply with Borough requirements for providing adequate sight triangles.**

~~(h)~~ **6.** Rear yard. The minimum rear yard shall be thirty-five (35'**10'**) feet.

~~(i)~~ **7.** Landscaping and buffers. All portions of the lot not used for building, parking or other site improvements shall be suitably landscaped with lawn, shrubs, trees, etc. Lot lines which abut lots with residential use or residential zone lines shall provide a landscape buffer strip at least ~~ten (10')~~ **five (5)** feet in width and the buffer strip shall be suitably landscaped to provide a continuous year-round visual screening of the property. **The buffer area may contain a fence provided in accordance with subsection 28-10.4.;** ~~but the fence shall be provided only to supplement necessary landscaping.~~

~~(j)~~ **8.** Lot access. Vehicular access serving professional office **the Downtown Gateway** uses established or expanded under this section on the south side of Franklin Street shall be prohibited to and/or from Clinton Street or Cole Avenue. Existing vehicular access to Clinton Street and Cole Avenue serving existing residential or professional office uses may be continued.

~~(k) Residential use. To maintain a stock of affordable housing in the Borough, professional office use development which occurs through conversion of an existing residential structure shall maintain a minimum of one (1) residential unit in the structure and the minimum size of the unit shall be eight hundred (800) square feet.~~

~~(l)~~ **9. Parking.** See subsection 28-10.10, Off-Street Parking and Off-Street Loading Facilities. **Parking is not required for individual uses situated within five hundred (500') of a public facility or designated private parking facility subject, however, to demonstration that the facility has adequate parking to accommodate the individual use.**

~~(m)~~ **10. Signs.** As permitted by Chapter 29 of the Revised Borough Ordinances and in accordance with a signage plan submitted as part of a site plan application.

~~(n)~~ **11. Sight triangles.** Sight triangles shall be provided in accordance with subsection 28-10.8.

~~(o) Site Plan review shall be required for all applications for all new professional office uses in the RPO District. (1991 Code §§ 233-22, 233-23; Ord. No. 93-852; Ord. No. 2003-25)~~

Subsection T28-3-13T ~~CC-1 Central Commercial District.~~ DTC Downtown Core

- a. Permitted Uses. In the ~~CC-1 Central Commercial District~~ **DTC Downtown Core**, the following uses, and no others, shall be permitted:

1. Principal Uses:

- (a) Retailing within a completely enclosed building.
- (b) Personal and business services within a completely enclosed building.
- (c) Offices.
- ~~(d) Houses of worship.~~
- (e) Public facilities, including public parking facilities.
- (f) Child care centers.
- (g) Bars and taverns.
- (h) Restaurants and other places to eat and drink, but not including drive-through or fast food type establishments.
- (i) Banks and financial institutions.
- (j) Newspaper and other publishing facilities.
- ~~(k) Funeral parlors.~~
- (l) Residential dwelling units as upper floor use of buildings containing above permitted principal uses.
- (m) Planned commercial developments subject to regulations in subsection 28-10.14

2. Accessory Uses:

- (a) Signs.
- (b) Parking facilities.
- (c) Fences, walls and landscaping.

(d) Amusement machines, subject to the licensing and regulation provisions of Chapter IV, General Licensing, Section 4-7, Amusement Machines of the Code of the Borough of Hightstown.

(e) Satellite dishes, subject to the restrictions and requirements set forth in subsection 28-10.18.

b. Other Restrictions.

1. Lot Area. A lot area of not less than two thousand (2,000) square feet shall be required.
2. Lot Width. A lot width of not less than twenty (20') feet shall be required.
3. Lot Depth. A lot depth of not less than fifty (50') feet shall be required.
4. Front Yard. None shall be required, except that building locations shall comply with Borough requirements for providing adequate sight triangles.
5. Side Yards. None shall be required, except that building locations shall comply with Borough requirements for providing adequate sight triangles.
6. Rear Yard; Principal Buildings. There shall be a rear yard not less than ten (10') feet deep.
7. Rear Yard; Accessory Buildings. There shall be a rear yard not less than three (3') feet deep behind accessory buildings.
8. Height. The maximum height shall be three (3) stories or fifty-five (55') feet.
9. Coverage. No building shall cover more than ninety (90%) percent of the lot.
10. Parking. Parking shall be provided in accordance with subsection 28-10.10. Parking is not required for individual uses situated within seventy-five (75') feet of a public facility or designated private parking facility subject, however, to demonstration that the facility has adequate parking to accommodate the individual use.
11. Signs. Signs for individual business establishments shall be permitted, provided that:
 - (a) The total area of all signs shall not exceed two (2) square feet for each foot of building frontage but shall not exceed a maximum of forty (40) square feet.
 - (b) No sign shall exceed two (2') feet in height.

(c) Such sign shall be applied flat against a wall and shall not project beyond the side or top of the wall to which it is affixed nor project out more than eight (8") inches in front of such wall.

(d) All bare incandescent light sources (neon lights shall not be considered as such) and immediately adjacent reflecting surfaces shall be shielded from view. Flashing, moving, intermittently illuminating signs, reflection signs or signs painted in luminous materials that glow in the dark and advertising devices shall be prohibited.

(e) Not more than one (1) sign shall be permitted for each tenant on the premises on each wall fronting on a street.

12. Sight Triangles. The regulations for sight triangles shall be the same as for the R-1 District. (1991 Code §§ 223-20, 223-21; Ord. No. 93-852; Ord. No. 860; Ord. No. 2013-13)

13. Residential District Buffer. For lots which adjoin a residential district, a buffer area of at least ten (10') feet shall be provided, and the buffer area shall be landscaped to provide for continuous, year-round visual screening of the property. The buffer area may contain a fence provided in accordance with subsection 28-10.4 but the fence shall be provided only to supplement necessary landscaping.

~~Subsection 28-3-14 CC-2 Central Commercial District.~~

a. ~~Permitted Uses. In the CC-2 Central Commercial District, the following uses, and no others, shall be permitted:~~

~~1. Principal uses.~~

~~(a) Any principal use permitted in the CC-1 District.~~

~~(b) Retailing and distribution facilities related to carpentry, electrical, masonry, and plumbing services with only incidental outdoor operations.~~

~~(c) Planned commercial developments subject to regulations in subsection 28-10.14.~~

~~(d) Motor vehicle service stations subject to restrictions of subsection 28-10.11.~~

~~2. Accessory Uses. All accessory uses permitted in the CC-1 District.~~

~~b. Other Restrictions.~~

~~1. Lot Area. A lot area of not less than ten thousand (10,000) square feet shall be required.~~

~~2. Lot Width. A lot width of not less than fifty (50') feet shall be required.~~

~~3. Lot Depth. A lot depth of not less than one hundred (100') feet shall be required.~~

~~4. Front Yard. None shall be required except for sight triangles.~~

~~5. Side Yards. A minimum side yard of ten (10') feet shall be provided for each side yard.~~

~~6. Rear Yard. The minimum rear yard shall be twenty-five (25') feet.~~

~~7. Sight Triangles. Sight triangles shall be provided for corner lots in accordance with subsection 28-10.8.~~

~~8. Lot Coverage. Total lot coverage of all buildings shall not exceed thirty-five (35%) percent of the gross lot area. Total lot coverage by all structures and other lot improvements shall not exceed eighty (80%) percent.~~

~~9. Height. The maximum height shall be three (3) stories, not to exceed forty (40') feet.~~

~~10. Residential District Buffer. For lots which adjoin a residential district, a buffer area of at least ten (10') feet shall be provided, and the buffer area shall be landscaped to provide for continuous, year-round visual screening of the property. The buffer area may contain a fence provided in accordance with subsection 28-10.4 but the fence shall be provided only to supplement necessary landscaping.~~

~~11. Off-Street Parking. Parking for individual uses shall be provided in accordance with subsection 28-10.10~~

~~12. Signs. As permitted for the CC-1 District. (Ord. No. 93-852)~~