

Agenda

Hightstown Borough Council

May 6, 2019

Hightstown Fire House

7:30 PM

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

Meeting called to order by Mayor Lawrence Quattrone.

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

Roll Call

Flag Salute

Approval of the Agenda

Minutes April 11, 2019 – Budget Workshop
 April 15, 2019 – Executive Session
 April 15, 2019 – Public Session

Presentations First Aid Update

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

Ordinances **Ordinance 2019-06 First Reading and Introduction** – An Ordinance to Exceed The Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

Ordinance 2019-07 First Reading and Introduction – Bond Ordinance Providing a Supplemental Appropriation of \$65,000 for Improvements to Maple Avenue and Sunset Avenue in and by the Borough of Hightstown, In the County of Mercer, New Jersey, and Authorizing the Issuance of \$65,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Resolutions **2019-094** Payment of Bills
 2019-095 Resolution Amending Resolution 2019-88, Relating to the Borough's Continued use of a Portion of the Property Known and Designated at Block 61.01, Lots 43, 44 & 45, Commonly Known as 415A Mercer Street, Hightstown, New Jersey

2019-096 Authorizing Payment to Remington Vernick for Inspection and Contract Administration Services Association with the Peddie Lake Dam Pedestrian Bridge Project

2019-097 Authorizing Change Order #1 and Payment #1- JTG Construction (Improvements to First Avenue)

Consent Agenda

2019-098 Proclaiming the Month of May as Police Appreciation Month

2019-099 Proclaiming the Month of May as Building Safety Month

2019-100 Accepting Membership of Joseph Seip in Hightstown Engine Company No. 1

2019-101 Accepting Membership of Austin Frank in Hightstown Engine Company No. 1

2019-102 Authorizing Donation of Surplus Property No Longer Needed for Public Use

2019-103 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

Recreational Cannabis Referendum for Ordinance
Tree Ordinance Revisions
Housing Authority PILOT Agreement
Harvest Fair Liaison

Subcommittee Reports

Mayor/Council/Administrative Reports

Adjournment

Meeting Minutes
Hightstown Borough Council
April 11, 2019
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:34 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; Monika Patel, Deputy CFO and George Lang, CFO.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Jackson; Seconded by Councilmember Stults.

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

Agenda approved 5-0.

PUBLIC COMMENT I

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

Keith LePrevost, 213 Greely Street – Stated that no one has seen the budget numbers yet. The Environmental Commission's request includes things that may be included in other parts of the budget, ie; recycling, and tree maintenance. They are also requesting an increase to cover things such as dues, conferences and events.

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

DISCUSSION

Budget 2019

George Lang, CFO, reviewed the overview of the Certification of State Aid and explained state aid. Mr. Lang also reviewed what the Cap Bank was and stated that this should be on for introduction at the May 6th meeting. He explained that pensions are up \$111,000 this year.

Council proceeded to review the Water/Sewer budget. There were questions and concerns regarding the increase. After discussion, it was decided that Debra Sopronyi, Borough Administrator/Clerk, would review the water/sewer budget with Bill Searing and Rich Lewis. Mr. Lang will send an updated budget for the next budget meeting. Mr. Lang also stated that Council will have their budget books for the next workshop meeting.

ADJOURNMENT

Councilmember Musing moved to adjourn at 7:24; Councilmember Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
April 16, 2019
7:00 p.m. – Executive Session
7:30 p.m. – Public Session

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; Debra Sopronyi Borough Clerk/Administrator and Fred Raffetto, Borough Attorney.

EXECUTIVE SESSION

Resolution 2019-84 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Musing; Seconded by Councilmember Stults.

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

Resolution adopted 5-0.

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.

Mayor Quattrone called the public meeting to order at 7:31 and again read the Open Public Meetings Statement. Borough Engineer, Carmela Roberts, arrived after executive session and is now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Mayor Quattrone requested that a Resolution Supporting an Application for a limited Brewery License be added to the agenda. Deputy Clerk, Peggy Riggio, assigned #2019-93 to the resolution. Councilmember Stults requested that Resolution 2019-89 be taken out of the Consent Agenda and voted on separately. Councilmember Musing moved the agenda as amended. Councilmember Egan seconded.

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

Agenda approved as amended 5-0.

APPROVAL OF MINUTES

March 28, 2019 - Visioning Workshop

Moved by Councilmember Stults; Seconded by Councilmember Bluth.

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

Minutes approved 4-0 with one abstention.

April 1, 2019 – Public Session

Moved by Councilmember Bluth; Seconded by Councilmember Jackson.

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

Minutes approved 4-0 with one abstention.

PUBLIC COMMENT I

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

Joe Cicalese, 136 Broad Street – Stated for the record that in the minutes from the Visioning Workshop, March 28, 2019, he requested that space is needed for boards and committees, specifically, the Harvest Fair Committee.

Eugene Sarafin, 628 South Main Street – Stated that he does not know why Council insists on saying the Pledge of Allegiance. There is no liberty in this Country anymore since Trump is destroying society.

Scott Caster, 12 Clover Lane – Spoke regarding the Shared Services Agreement for the Senior Center in East Windsor. We are paying money to East Windsor for a tax-exempt property. Also spoke about the tax rate in Hightstown; stated that banks question the tax rate when applying for mortgages. Also stated that wealthy people are not moving into Hightstown.

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

ENGINEERING ITEMS

Improvements to Sunset Avenue and Maple Avenue

The Borough Engineer reviewed her letter of April 9, 2019. The scope of work was replacing sidewalks on Maple as needed. Now that that is completed, what remains looks bad. She also stated that there have been residents on Sunset inquiring as to why they are not getting sidewalks. Ms. Roberts spoke with the contractor to obtain pricing for installing sidewalks on one side of Sunset and replacing all sidewalks on Maple. Discussion ensued. Council authorized the Borough Engineer to reevaluate the sidewalks on the Maple and Sunset project and she is to negotiate to get as many as sidewalks as possible to stay within the 20% change order maximum.

Improvements to First Avenue – Update

Ms. Roberts stated that we are about 2 weeks into the project and are little over budget. Public Works modified the stormwater system by the First Avenue water tower so that they can have a dedicated route when the water tower overflows. If you loose power or something doesn't operate properly the water comes down and smashes into the cell antenna box and continues to flow down First Avenue onto Summit. We had included some additional storm pipe on First Avenue into Summit. We did not have pipe planned for going into the water tower property. That has been added. We can take care of it for a few thousand dollars extra.

The contractor ran over a water valve box which broke it. The contractor will replace at their expense. Because of this the water needed to be turned off at the main. We found that it is a galvanized pipe that is very old and is bad for water quality. We authorized the contractor to change to copper. We do not have any reason to believe there are any more. When you run into this, you replace one at a time as you find them. The Borough provided all the fittings, contractor put in the labor and replaced water valve box to make sure all is correct. We minimized the cost to the Borough as much as possible.

The contractor was excavating for a new inlet on Summit Street and hit an unmarked gas main. Pipe bent but did not break. Everything was repaired. If we get a charge from the contractor, we should charge back to public service since it was not marked.

RESOLUTIONS

Resolution 2019-85 Payment of Bills

Moved by Councilmember Egan; Seconded by Councilmember Bluth

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

Resolution adopted 4-0 with 1 abstention.

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>

Resolution 2019-86 Authorizing Payment #6 – WSP USA, Inc. (NJDOT Safe Routes to Schools – Improvements to Stockton Street & Joseph Street

Moved by Councilmember Musing; Seconded by Councilmember Stults.

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

Resolution adopted 5-0

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.

Resolution 2019-87 Authorizing Renewed Shared Services Agreement with East Windsor Township for Senior Services

Moved by Councilmember Bluth; Seconded by Councilmember Stults.

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

Resolution adopted 5-0

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.

Resolution 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

Moved by Councilmember Musing; Seconded by Councilmember Stults.

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

Resolution adopted 5-0

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.

At this time, Councilmember Stults recused himself from the meeting.

Resolution 2019-93 Supporting and Application for a Limited Brewery License

Councilmember Musing fully supports this license. Having an establishment such as this in town will help make Hightstown more of a destination town.

Moved by Councilmember Musing; Seconded by Councilmember Jackson.

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

Resolution adopted 4-0.

Resolution 2019-93

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

SUPPORTING AN APPLICATION FOR A LIMITED BREWERY LICENSE

WHEREAS, Hightstown Borough has been notified by the New Jersey Division of Alcoholic Beverage Control that an application for a new Limited Brewery License has been filed by Old Hights Brewing Company, LLC; and,

WHEREAS, the applicant requests that this license privilege be sited at 123 West Ward Street in the Borough; and

WHEREAS, the Mayor and Borough Council hereby support this business in the Borough and the issuance of the appropriate Alcoholic Beverage Control license; and

WHEREAS, Old Hights Brewing Company, LLC must still comply with all municipal and state regulations in establishing said business.

BE IT RESOLVED, that the governing body of the Borough of Hightstown, County of Mercer, State of New Jersey supports a new Limited Brewery License for Old Hights Brewing Company, LLC to be located at 123 West Ward Street, Hightstown, New Jersey; and,

BE IT FURTHER RESOLVED, that the Borough Clerk shall forward a certified copy of this Resolution to:

1. State of New Jersey Division of Alcoholic Beverage Control
2. Hightstown Borough Planning Board
3. Old Hights Brewing Company, LLC

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

Moved by Councilmember Bluth; Seconded by Councilmember Egan.

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

Resolution adopted 4-0.

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

Councilmember Stults returned at this time.

CONSENT AGENDA

Councilmember Bluth moved Resolutions 2019-90; 2019-91 and 2019-92; as a Consent Agenda; Councilmember Stults seconded.

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

Resolutions adopted 5-0.

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.

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.

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.

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Spoke regarding Mr. Caster’s comments. There are not new immigrants moving into town, these people of have been here and their children are graduating from the high school at the top of their class. Wealthy people are moving into town. Four percent of a home is taxable in all of New Jersey. He disagrees with Mr. Caster.

Keith LePrevost, 213 Greely Street – Spoke regarding the stream cleanup, shredding event and tree planting that the Environmental Commission sponsored for Arbor Day. The Housing Authority has been working on the RAD agreement. The Housing Authority will be having their annual Easter Egg Hunt on Thursday at 2:15. Asked if we are adding sidewalks to Sunset, can we think about adding trees. Why can’t special assessments be done to add sidewalks, saving the Borough money. Attended the budget meeting last week. It’s difficult to talk about the budget when there are no numbers to look at.

Frank Rivera, 110 Broad Street – Stated that a petition was brought to Council 2 weeks ago regarding curb cuts and discharge of stormwater on Broad Street. Wants a response to the petition. What is the progress.

Joe Cicalese, 136 Broad Street – Seconds Mr. Rivera. There is always water on Broad Street. Hopes to get a resolution soon.

Scott Caster, 12 Clover Lane – Stated that some people don’t want sidewalks; why is it assumed that everyone wants a sidewalk in front of their home. At the last meeting there was discussion regarding appointing a Councilmember to the RISE Board. There is no resolution on the agenda for this. Councilmember Musing stated that RISE recently changed their by-laws and there are no more mayoral appointments. He will be joining the Board as a Hightstown resident. Mr. Caster questioned if there was a conflict of interest by being a voting member of the RISE Board and a Councilmember.

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

DISCUSSION

Zoning Changes; Downtown Gateway (DTG) and Downtown Core (DTC)

Councilmember Musing reviewed the proposed zoning changes. He stated that this is all in line with Hightstown's Master Plan, which was reexamined in 2014. Councilmember Stults stated that he felt this was a good place to start. After discussion, it was stated that the changes will need to go to the Planning Board for discussion and comments. Deputy Clerk, Peggy Riggio, will send the proposed changes to the Planning Board. Council will wait for their comments before introduction.

Harvest Fair Liaison

Mayor Quattrone asked Council if anyone wanted to volunteer to be the liaison to the Harvest Fair Committee. Discussion ensued. Council would like to know what the committee is expecting from a liaison. Deputy Clerk, Peggy Riggio, will attend the next meeting to have this discussion with the committee.

SUBCOMMITTEE REPORTS

Councilmember Stults stated that the subcommittee for the Municipal Facilities is meeting with the architect next week to review the concept plan for the YMCA building. The PRC group should be closing on the Mill property any day.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

Cultural Arts Commission will meet Wednesday and the Environmental Commission will meet next Tuesday. Stated that the issue on Broad Street needs to be addressed. In order for better communication with the residents, Hightstown needs to look to move to an electronic newsletter.

Councilmember Stults

Downtown Hightstown flower baskets are underway. The Historical Society will be offering walking tours on Saturdays from May – October. They will be working with local restaurants for discounts after the tour. The Business group is looking to get car magnets made for Hightstown. They are also redesigning a business map. Restaurant week was a success. Fernando's, 12 Farms and the Diner all said that they were turning people away. The Housing Authority will meet on Wednesday. Spoke regarding the distracted driving crackdown April 1- April 21. Reviewed the latest report from the Construction office. Forty-three (43) construction permit applications were received in the month of March. All you have to do is walk around Hightstown, and see houses being repainted and reconstructed. He disagrees with Mr. Caster. There are people who are choosing to move here. We have done a lot and there is still more we need to do. Focus on the positive, we have a lot of great things happening in this town.

Councilmember Egan

Attended the Board of Health meeting on April 5th. There are 13 cases of the measles in New Jersey. Talked about a booster for the measles vaccine.

Councilmember Musing

Stated that the water on Broad Street needs to be looked at. While he understands that some people do not want sidewalks, Council needs to do what is best for the Borough as a whole. Ended by stated that he is an immigrant to this country, and he loves the flag. He thinks that the pledge is important, and he hopes that we continue to recite it.

Councilmember Jackson

Was able to attend the Mayor's Legislative Day with Mayor Quattrone on April 5th. Parks and Rec are looking into providing a sports program this summer.

Debra Sopronyi, Borough Administrator/Clerk

Attended the first progress meeting for the bridge. They will be meeting every 2 weeks for progress updates. Hope to be breaking ground within 6 – 8 weeks. The sump pump issue on Broad Street is being handled internally. In the meantime, the Environmental Commission would be happy to help homeowners try to alleviate the issue. The installation of curbs and sidewalks on Sunset are part of the Complete Streets program making Hightstown a walkable community.

Peggy Riggio, Deputy Borough Clerk

Stated that the Harvest Fair is October 12, 2019. The first committee meeting is tomorrow night. Voter registration for the June 4th Primary is due May 14th.

Fred Raffetto, Borough Attorney

Stated that he does not see any conflicts with Councilmember Musing serving on the Board of RISE.

Mayor Quattrone

Stated that Ken Lewis, DPW, is working with the gas company to get Broad Street paved. The gas company is paying half the street. We are looking into see what is involved in getting the whole street paved. We are a part of the complete streets program and safe routes to school so whenever possible; we will install sidewalks to make Hightstown more walkable. This year is the 99th Memorial Day Parade. We are already looking forward to the 100th Anniversary next year. The first Wellness Walk of the year will be April 27th starting at Memorial Park. Thanked the Environmental Commission for sponsoring the shredding event. Ended by stating that he believes that Hightstown is moving in the right direction.

ADJOURNMENT

Councilmember Stults moved to adjourn at 9:13; Seconded by Councilmember Musing. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Ordinance 2019-06

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

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

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

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

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2019 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 1.0% increase in the budget for said year, amounting to \$57,224.13 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

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

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2019 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and *N.J.S.A. 40A: 4-45.14*, be increased by 3.5%, amounting to \$200,284.45, and that the CY 2019 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

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

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

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

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Ordinance 2019-07

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

**BOND ORDINANCE PROVIDING A SUPPLEMENTAL
APPROPRIATION OF \$65,000 FOR IMPROVEMENTS TO MAPLE
AVENUE AND SUNSET AVENUE IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND
AUTHORIZING THE ISSUANCE OF \$65,000 BONDS OR NOTES OF
THE BOROUGH TO FINANCE PART OF THE COST THEREOF.**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the supplemental amount of \$65,000, such sum being in addition to the \$540,000 appropriated therefor by bond ordinance #2017-17 of the Borough, finally adopted November 20, 2017 (the "Original Bond Ordinance"), including the \$275,000 grant from the State of New Jersey Department of Transportation Municipal Aid Program (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvements since the project described in Section 3(a) hereof is being partially funded by the State Grant.

Section 2. In order to finance the additional cost of the improvement or purpose and in anticipation of the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$65,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is improvements to Maple Avenue and Sunset Avenue, including road improvements, consisting of milling and overlay with pavement repairs where necessary, along with the replacement of deteriorated curbs and sidewalks, the addition of sidewalks from Maple Avenue to North Main Street and curb and sidewalk replacements, as well as the new sidewalk to North Main, as described in the Original Bond Ordinance, including all

work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$330,000, including the \$265,000 authorized by the Original Bond Ordinance and the \$65,000 authorized herein.

(c) The estimated cost of the improvement or purpose is \$605,000, including the \$540,000 appropriated by the Original Bond Ordinance and the \$65,000 appropriated herein.

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

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

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

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current

expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$65,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$95,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$80,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$15,000 is estimated therefor herein.

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

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

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the

benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

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

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

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2019-94

*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 \$208,722.27 from the following accounts:

Current		\$56,913.44
W/S Operating		36,293.62
General Capital		58,467.00
Water/Sewer Capital		11,804.50
Grant		0.00
Trust		3,453.27
Housing Trust		0.00
Animal Control		66.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>41,724.44</u>
Total		<u>\$208,722.27</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 6, 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	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl

ANNMA005 ANN MARIE MILLER

19-00525 04/12/19 REIMBURSEMENT EMPTY BOWLS COST

1 REIMBURSEMENT EMPTY BOWLS COST	130.67	T-12-56-286-000-889	B RESERVE FOR CULTURAL ARTS DONATIONS	R	04/12/19	05/02/19		REIMBURSEMENT	N
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Vendor Total: 130.67

A0107 ANSELL GRIMM & ARRON, PC

19-00561 04/23/19 INV 437294 TO 4373030 4/10/19

1 INV 437294 GENERAL	474.89	9-01-20-155-001-027	B General Matters	R	04/23/19	05/02/19		437294	N
2 INV 437294 ORDINANCES	13.50	9-01-20-155-001-027	B General Matters	R	04/23/19	05/02/19		437294	N
3 437296 ENGINEERING	121.50	9-01-20-155-001-027	B General Matters	R	04/23/19	05/02/19		437296	N
4 437297 LABOR MATTERS	121.50	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	04/23/19	05/02/19		437297	N
5 437298 MEETINGS	810.00	9-01-20-155-001-029	B Attendance at Council Meetings	R	04/23/19	05/02/19		437298	N
6 437299 LITIGATION	189.00	9-01-20-155-001-033	B Litigation	R	04/23/19	05/02/19		437299	N
7 437304 LEASE AGREEMENT	67.50	9-01-20-155-001-027	B General Matters	R	04/23/19	05/02/19		437304	N
8 434300 AFFORDABLE HOUSING	81.00	9-01-20-155-001-027	B General Matters	R	04/23/19	05/02/19		437300	N
9 437301 LITIGATION	175.50	9-01-20-155-001-033	B Litigation	R	04/23/19	05/02/19		437301	N
10 437302 LITIGATION	359.00	9-01-20-155-001-033	B Litigation	R	04/23/19	05/02/19		437302	N
11 437303 GENERAL	54.00	9-01-20-155-001-027	B General Matters	R	04/23/19	05/02/19		437303	N
	2,467.39								

19-00583 04/25/19 Invoices-RBG Phase 1 Site Plan

1 #424200,7/19/18 Redev. Bank St	1,190.00	RBGPHASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#424200	N
2 #426535,8/23/18 Redev Bank St.	17.50	RBGPHASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#426535	N
3 #428787,10/15/18 Redev Bank St	227.50	RBGPHASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#428787	N
	1,435.00								

Vendor Total: 3,902.39

A0025 AT&T MOBILITY

19-00569 04/24/19 ACCT #287258726344 4/12/19

1 FIRE MARSHALL	41.24	9-01-25-256-002-094	B Computer Service,Support & Software	R	04/24/19	05/02/19		287258726345	N
2 POLICE DEPARTMENT	306.42	9-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	04/24/19	05/02/19		287258726345	N
3 PUBLIC WORKS	212.59	9-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	04/24/19	05/02/19		287258726345	N

Vendor # Name												
PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct	Type Description	Stat/chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
COUNT010 COUNTY OF MERCER-FINANCE DIV												
19-00574	04/24/19	EMS DISPATCH 2019 DATED4/10/19										
1	EMS DISPATCH 2019 DATED4/10/19	4,450.00	9-01-43-516-001-199	B	EMS DISPATCH COUNTY MISCELLANEOUS	R	04/24/19	05/02/19			EMS DISP 2019	N
Vendor Total:		4,450.00										
C0088 CUSTOM ENVIRONMENTAL TECH, INC												
19-00066	01/18/19	RES 2018-219 ZETA LYTE 2800 CH		B								
5	INV 5439B DATED 4/8/19	4,220.70	9-09-55-501-002-544	B	Zeta Lyte 2800CH-Custom Envir.Tech, Inc.	R	03/21/19	05/02/19			5439B	N
Vendor Total:		4,220.70										
D0050 DEPT OF CHILDREN & FAMILIES												
19-00594	04/25/19	1ST QTR 2019 MARRIAGE LICENSE										
1	1ST QTR 2019 MARRIAGE LICENSE	100.00	9-01-55-003-000-001	B	Due To NJ - Marriage Licenses	R	04/25/19	05/02/19			1ST QTR 2019	N
Vendor Total:		100.00										
D0271 DEPTCOR												
19-00268	02/25/19	18 x 24 WAYFINDING SIGN										
1	18 x 24 WAYFINDING SIGN, WHITE	38.00	9-01-26-290-001-126	B	Signs & Posts	R	02/25/19	05/02/19			508615	N
Vendor Total:		38.00										
DRPUT005 DR PUTHENMADAM RADHAKRISHNAN												
19-00530	04/15/19	HEALTH CLINIC 3/4 AND 4/1/19										
1	HEALTH CLINIC 3/4 AND 4/1/19	350.19	9-01-27-330-001-031	B	Contract-Professional Serv.(B)	R	04/15/19	05/02/19			3/4/19	N
2	4/1/19	350.19	9-01-27-330-001-031	B	Contract-Professional Serv.(B)	R	04/15/19	05/02/19			4/1/19	N
		700.38										
Vendor Total:		700.38										
D0092 DYNAMIC IMAGING												
19-00472	04/09/19	ANNUAL MAINTENANCE CONTRACT										
1	ANNUAL MAINTENANCE CONTRACT	2,885.00	9-01-25-240-001-029	B	Maint. Contracts - Other	R	04/09/19	05/02/19				N
Vendor Total:		2,885.00										

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
E0576 EAST WINDSOR REGIONAL SCHOOL											
19-00479 04/09/19 MARCH 2019 FUEL USE											
1	MARCH 2019 FUEL USE - FIRE	319.32	9-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	04/09/19	05/02/19			N
2	MARCH 2019 FUEL USE - POLICE	1,488.08	9-01-31-460-001-145	B	Motor Fuel - Police	R	04/09/19	05/02/19			N
3	MARCH 2019 FUEL USE - 1ST AID	28.02	9-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	04/09/19	05/02/19			N
4	MARCH 2019 FUEL USE - GARBAGE	1,055.79	9-01-31-460-001-147	B	Motor Fuel - Public Works	R	04/09/19	05/02/19			N
5	MARCH 2019 FUEL USE - STREETS	1,118.49	9-01-31-460-001-147	B	Motor Fuel - Public Works	R	04/09/19	05/02/19			N
6	MARCH 2019 FUEL USE - PARKS	78.94	9-01-31-460-001-147	B	Motor Fuel - Public Works	R	04/09/19	05/02/19			N
7	MARCH 2019 FUEL USE - WATER	156.97	9-09-55-501-001-512	B	Motor Fuel	R	04/09/19	05/02/19			N
8	MARCH 2019 FUEL USE - SEWER	137.14	9-09-55-501-002-512	B	Motor Fuel	R	04/09/19	05/02/19			N
9	MARCH 2019 FUEL USE - CONSTRUC	24.59	9-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	04/09/19	05/02/19			N
10	MARCH 2019 FUEL FACILITY FEE	120.00	9-01-31-460-001-144	B	Upgrades to Fueling Facility	R	04/09/19	05/02/19			N
		4,527.34									
Vendor Total:		4,527.34									
E0054 ERIC M. BERNSTEIN & ASSOC.,LLC											
19-00558 04/23/19 APRIL 3 INVOICES											
1	58175 GENERAL LABOR	27.00	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	04/23/19	05/02/19		58175	N
2	58176 NEGOTIATIONS	108.00	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	04/23/19	05/02/19		58176	N
3	58177 NEGOTIATIONS	513.00	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	04/23/19	05/02/19		58177	N
4	NEGOTIATIONS 58178	351.00	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	04/23/19	05/02/19		58178	N
5	NEGOTIATIONS 58179	675.00	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	04/23/19	05/02/19		58179	N
6	58180 FIRE DEPARTMENT	378.00	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	04/23/19	05/02/19		58180	N
7	58181 FIRE DEPARTMENT	364.50	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	04/23/19	05/02/19		58181	N
		2,416.50									
Vendor Total:		2,416.50									
Q0176 EUROFINS QC, INC											
19-00484 04/09/19 WATER ANALYSIS											
1	INV. 1970609 - WATER ANALYSIS	195.00	9-09-55-501-001-532	B	Outside Testing/Labs	R	04/09/19	05/02/19		1970609	N
2	INV. 1971642 - WATER ANALYSIS	195.00	9-09-55-501-001-532	B	Outside Testing/Labs	R	04/09/19	05/02/19		1971642	N
		390.00									

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc	
Q0176 EUROFINS QC, INC Continued											
19-00542	04/17/19	WATER ANALYSIS									
1 INV. 1972547 - WATER ANALYSIS		400.00	9-09-55-501-001-532	B Outside Testing/Labs	R	04/17/19	05/02/19		1972547	N	
Vendor Total:		790.00									
FEDEX015 FEDEX											
19-00613	04/30/19	FIRE DEPT SCBA SHIPPING COSTS									
1 FIRE DEPT SCBA SHIPPING COSTS		129.00	8-01-25-252-002-056	B Fire & Other Safety Equipment	R	04/30/19	05/02/19		657906034	ACCT# N	
Vendor Total:		129.00									
FIREA005 FIRE APPARATUS REPAIR, INC.											
19-00179	02/08/19	INV 14653 DATED 2/8/19									
1 INV 14653 DATED 2/8/19		2,383.00	9-01-26-315-001-133	B Vehicle Maint. - Fire Dept.	R	02/08/19	05/02/19		14653	N	
19-00227	02/19/19	ESTIMATE 18-344 DATED 2/19/19									
1 ESTIMATE 18-344 DATED 2/19/19		2,383.00	9-01-25-252-002-121	B Preventive Maintenance	R	02/19/19	05/02/19		14669	N	
19-00499	04/09/19	INV 14755 & 14756									
1 INV 14755 ENGINE CHECK		334.00	9-01-25-252-002-121	B Preventive Maintenance	R	04/09/19	05/02/19		14755	N	
2 INV 14756 OIL SAMPLE TEST		86.00	9-01-25-252-002-121	B Preventive Maintenance	R	04/09/19	05/02/19		14756	N	
		420.00									
Vendor Total:		5,186.00									
S0081 GARY STEVENS											
19-00535	04/17/19	WEBSITE MAINTENANCE									
1 WEBSITE MAINTENANCE		1,800.00	9-01-20-140-001-060	B Internet Services and Web Services	R	04/17/19	05/02/19		0001124	N	
Vendor Total:		1,800.00									
G0171 GEORGE E. CONLEY ELECTRIC											
18-00135	01/29/18	ELECTRICAL WORK									
1 INV. 23776 - CHANGE BREAKER		205.50	8-01-26-310-001-024	B Building Maintenance	R	01/29/18	05/02/19		23776	N	

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
G0171 GEORGE E. CONLEY ELECTRIC			Continued								
18-00135 01/29/18 ELECTRICAL WORK			Continued								
2 INV. 23779 - WORKED ON HEATER				195.00	8-01-26-310-001-024	B Building Maintenance	R	01/29/18	05/02/19	23779	N
				400.50							
Vendor Total:				400.50							
G1077 GEORGE S. COYNE CO., INC.											
19-00057 01/16/19 RES 2018-220 FLUORIDE					B						
5 INV 310843				837.75	9-09-55-501-001-528	B Fluorosilic Acid-	R	03/21/19	05/02/19	310843	N
19-00058 01/16/19 RES 2018-222 HYDRATED LIME					B						
6 INV 310844 DATED 4/17/19				1,103.50	9-09-55-501-001-527	B Calcium Hydroxide - Lime	R	03/22/19	05/02/19	310844	N
19-00128 01/29/19 RES 2018-224 SODIUM BICARBONAT					B						
6 INV 310035 DATED 4/4/19				2,300.65	9-09-55-501-002-552	B Sodium Bicarbonate	R	03/19/19	05/02/19	310035	N
Vendor Total:				4,241.90							
G1071 GFOA OF NEW JERSEY											
19-00576 04/24/19 MEMBERSHIP DUE 4/24/19											
1 MEMBERSHIP DUE 4/24/19				90.00	9-01-20-130-001-044	B Professional Assoc. Dues	R	04/24/19	05/02/19	M. PATEL	N
Vendor Total:				90.00							
G0115 GILMARTIN, ROBERT D.											
19-00531 04/15/19 MARCH & APRIL BOH MEETINGS											
1 MARCH & APRIL BOH MEETINGS				197.40	9-01-27-330-001-039	B Recording Secty.	R	04/15/19	05/02/19	3/13 & 4/10/19	N
Vendor Total:				197.40							
G0038 GOLD TYPE BUSINESS MACHINE											
19-00474 04/09/19 QUARTERLY E-TICKET											
1 QUARTERLY E-TICKET				2,076.70	9-01-25-240-001-130	B Police E-Ticket	R	04/09/19	05/02/19		N
Vendor Total:				2,076.70							

Vendor # Name											
PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
G0001 GPANJ											
19-00163	02/04/19	Annual GPANJ Conference									
1	REGISTRATION FOR		395.00	9-01-20-100-001-041	B Conferences & Meetings	R	02/04/19	05/02/19			N
19-00595	04/25/19	JUNE MEETING									
1	REGISTRATION FOR		35.00	9-01-20-100-001-041	B Conferences & Meetings	R	04/25/19	05/02/19			N
Vendor Total:			430.00								
GRETC005 GRETCHEN GILROY											
19-00611	04/30/19	MILEAGE 3/1/-4/26/19									
1	MILEAGE 3/1/-4/26/19		173.86	9-01-20-176-000-045	B MILEAGE	R	04/30/19	05/02/19		3/1-4/26 MLG	N
Vendor Total:			173.86								
G0050 GROVE SUPPLY INC											
19-00488	04/09/19	MARCH 2019 INVOICES									
1	INV. S4949820.001 - CEMENT		14.53	9-01-26-310-001-024	B Building Maintenance	R	04/09/19	05/02/19		S4949820.001	N
2	INV. S4946763.002 - BALL VALVE		58.69	9-01-26-310-001-024	B Building Maintenance	R	04/09/19	05/02/19		S4946763.002	N
			73.22								
Vendor Total:			73.22								
HAILE005 HAILEY SKOPAS											
19-00528	04/12/19	COURT 4/10/19 3.5 HRS									
1	COURT 4/10/19 3.5 HRS		70.00	9-01-20-176-000-114	B Court Assistance	R	04/12/19	05/02/19		4/10/19 3.5 HRS	N
19-00610	04/30/19	COURT SESSION 4/24/19 3.5 HRS									
1	COURT SESSION 4/24/19 3.5 HRS		70.00	9-01-20-176-000-114	B Court Assistance	R	04/30/19	05/02/19		4/24/19 3.5 HRS	N
Vendor Total:			140.00								
H1100 HOME DEPOT CREDIT SERVICES											
19-00315	03/08/19	FEB/MAR 2019 INVOICES									
1	INV. 4021262 - BRIGHT COMMON		3.75	9-09-55-501-002-503	B Sewer Plant Maintenance	R	03/08/19	05/02/19		4021262	N
2	INV. 1021594 - BALL VALVE		7.06	9-09-55-501-002-503	B Sewer Plant Maintenance	R	03/08/19	05/02/19		1021594	N
3	INV. 1035142 - BROOK/NOZZLE		22.69	9-01-26-310-001-024	B Building Maintenance	R	03/08/19	05/02/19		1035142	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
H1100 HOME DEPOT CREDIT SERVICES Continued										
19-00315	03/08/19	FEB/MAR 2019 INVOICES	Continued							
4 INV.	9030035	- TOOL BOX/LOCKS	28.86	9-01-26-310-001-024	B Building Maintenance	R	03/08/19	05/02/19	9030035	N
			62.36							
19-00408	03/26/19	MARCH 2019 INVOICES								
1 INV.	7165346	- KNIT MINIS	10.47	9-09-55-501-002-503	B Sewer Plant Maintenance	R	03/26/19	05/02/19	7165346	N
2 INV.	6030347	- BOARD/SCREWS/	95.70	9-09-55-501-002-503	B Sewer Plant Maintenance	R	03/26/19	05/02/19	6030347	N
3 INV.	3024521	- VINYL LETTERS/	19.21	9-09-55-501-002-503	B Sewer Plant Maintenance	R	03/26/19	05/02/19	3024521	N
4 INV.	3025843	- NOZZLE	37.47	9-09-55-501-001-503	B Water Plant Maintenance	R	03/26/19	05/02/19	3025843	N
			162.85							
19-00486	04/09/19	MARCH/APRIL INVOICES								
1 INV.	2031899	- BRACE/BLEACH	25.35	9-09-55-501-001-503	B Water Plant Maintenance	R	04/09/19	05/02/19	2031899	N
2 INV.	7032422	- TOOLS	44.10	9-09-55-501-001-503	B Water Plant Maintenance	R	04/09/19	05/02/19	7032422	N
3 INV.	7020237	- PAINT/SUPPLIES	269.12	9-09-55-501-002-503	B Sewer Plant Maintenance	R	04/09/19	05/02/19	7020237	N
4 INV.	5020527	- FLAG ROPE	19.09	9-01-26-290-001-127	B Street Repair & Maintenance	R	04/09/19	05/02/19	5020527	N
5 INV.	2033060	- SPIKES/STEM	14.00	9-01-26-310-001-024	B Building Maintenance	R	04/09/19	05/02/19	2033060	N
			371.66							
Vendor Total:			596.87							
H0163 HUNTER JERSEY PETERBUILT										
19-00273	02/25/19	WATER PUMP KIT								
1 INV.	X205067032	WATER PUMP KIT	408.61	9-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	02/25/19	05/02/19	x205067032	N
Vendor Total:			408.61							
H0161 HUNTER TECH.SOLUTIONS INC										
19-00538	04/17/19	ONSITE TELEPHONE SUPPORT								
1 ON SITE SUPPORT	2/19/19		875.00	9-01-31-440-001-078	B Avaya Maintenance Contract-Hunter Tech	R	04/17/19	05/02/19	10136	N
Vendor Total:			875.00							

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
I0682 INSTITUTE FOR PROFESSIONAL DEV											
19-00224	02/14/19	M.PATEL UNDERSTANDING PAYROLL									
1	M.PATEL UNDERSTANDING IRS	125.00	9-01-20-130-001-042	B	Education & Training	R	02/14/19	05/02/19		M PATEL	N
Vendor Total:		125.00									
J0378 J.W. KENNEDY & SON INC WELDING											
19-00487	04/09/19	CYLINDERS REFILLED									
1	INV. 1211752-01 - GAS CYLINDER	208.95	9-01-26-290-001-050	B	DPW Work Equipment	R	04/09/19	05/02/19		1211752-01	N
19-00541	04/17/19	GAS CYLINDER RENTAL									
1	INV. 1685921 - CYLINDER RENTAL	12.00	9-01-26-290-001-050	B	DPW Work Equipment	R	04/17/19	05/02/19		1685921	N
Vendor Total:		220.95									
J0257 JCP&L											
19-00553	04/22/19	MARCH & APRIL FIRST AID ELECTR									
1	MARCH ELECTRIC FIRST AID	305.17	9-01-25-260-001-074	B	Electric	R	04/22/19	05/02/19		100012445936	N
2	APRIL ELECTRIC FIRST AID	389.06	9-01-25-260-001-074	B	Electric	R	04/22/19	05/02/19		100012445936	N
		694.23									
19-00564	04/23/19	VARIOUS ELECTRIC ACCOUNTS									
1	100068401122 114 ROGERS AVE	31.65	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100068401122	N
2	WYCKOFFS MILL W/T 100059701167	23.53	9-09-55-501-001-504	B	Electricity	R	04/23/19	05/02/19		100059701167	N
3	100077953188 BANK ST PARK	3.21	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100077953188	N
4	100081608240 N MAIN ST B/L 0	55.30	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100081608240	N
5	100100104247 MAIN ST	28.58	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100100104247	N
6	100131110379 230 MERCER ST	34.48	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100131110379	N
7	100051508677 MAIN ST	157.47	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100051508677	N
8	100079096689 GRANT ST PARK	3.45	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100079096689	N
9	100072968868 ROGERS/MERCER	86.22	9-01-31-430-001-071	B	Electric-Borough Hall	R	04/23/19	05/02/19		100072968868	N
		423.89									
Vendor Total:		1,118.12									
J0258 JCP&L (STREET LIGHTING)											
19-00567	04/24/19	VARIOUS ACCOUNTS MARCH-APRIL									
1	100086395041 0 STOCKTON ST	28.14	9-01-31-435-001-075	B	Street Lighting	R	04/24/19	05/02/19		100086395041	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
J0258 JCP&L (STREET LIGHTING) Continued											
19-00567	04/24/19	VARIOUS ACCOUNTS	MARCH-APRIL	Continued							
2	100051508750	STOCKTON STREET	178.00	9-01-31-435-001-075	B Street Lighting	R	04/24/19	05/02/19		100051508750	N
3	100011415724	STREET LIGHT	374.01	9-01-31-435-001-075	B Street Lighting	R	04/24/19	05/02/19		100011415724	N
4	100011415765	STREET LIGHT	1,691.42	9-01-31-435-001-075	B Street Lighting	R	04/24/19	05/02/19		100011415765	N
			2,271.57								
Vendor Total:		2,271.57									
J0069 JERSEY ELEVATOR SERVICE											
19-00489	04/09/19	APRIL 2019 CONTRACTUAL SERVICE									
1	APRIL 2019	CONTRACTUAL SERVICE	172.82	9-01-26-310-001-029	B Maintenance Contracts	R	04/09/19	05/02/19		216432	N
Vendor Total:		172.82									
KELLY005 KELLI A. HAND											
19-00527	04/12/19	COURT 4/10/19 4 HOURS									
1	COURT 4/10/19	4 HOURS	80.00	9-01-20-176-000-114	B Court Assistance	R	04/12/19	05/02/19		4/10/19 4 HRS	N
19-00612	04/30/19	COURT HELP 4/24/19 3.5 HOURS									
1	COURT HELP 4/24/19	3.5 HOURS	70.00	9-01-20-176-000-114	B Court Assistance	R	04/30/19	05/02/19		4/24/19 3.5 HRS	N
Vendor Total:		150.00									
K0260 KEVIN L. SCIBILIA FORESTRY											
19-00552	04/22/19	INV DATED 4/20/19									
1	INV DATED 4/20/19		375.00	C-04-55-885-000-447	B LINCOLN, HAGEMOUNT, ROCKY BROOK SEC 20	R	04/22/19	05/02/19		4/20/19	N
Vendor Total:		375.00									
K0346 KEYSTONE PROTECTION CO.											
19-00493	04/09/19	SPRINKLER SYSTEM INSPEC	219911								
1	SPRINKLER SYSTEM	INSPECTION	275.00	9-01-25-260-001-024	B Building Maintenance	R	04/09/19	05/02/19		219911	N
Vendor Total:		275.00									

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
L0037 LINCOLN FINANCIAL GROUP										
19-00570 04/24/19 MAY LIFE INSURANCE										
1 MAY LIFE INSURANCE		18.16	9-09-55-501-001-514	B INSURANCE	R	04/24/19	05/02/19		HIGHTSTOWN	N
2 MAY LIFE INSURANCE		54.48	9-09-55-501-002-514	B Insurance	R	04/24/19	05/02/19		HIGHTSTOWN	N
3 MAY LIFE INSURANCE		241.99	9-01-23-210-003-115	B Medical Ins-Emp'l Grp Health	R	04/24/19	05/02/19		HIGHTSTOWN	N
		314.63								
Vendor Total:		314.63								
MARGA005 MARGARET ECKE										
19-00615 04/30/19 REIMBURSEMENT ROOM/CONFERENCE										
1 REIMBURSEMENT ROOM/CONFERENCE		66.00	9-09-55-501-002-513	B Education & Training	R	04/30/19	05/02/19			N
2 RESORT FEES		64.54	9-09-55-501-002-513	B Education & Training	R	04/30/19	05/02/19			N
		130.54								
Vendor Total:		130.54								
M1076 MCMANIMON, SCOTLAND & BAUMANN										
19-00584 04/25/19 Invoices-RBG Hightstown										
1 #154682/6/15/18/RBG Hightstown		7,273.09	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#154682	N
2 #155675/7/13/18 RBG Hightstown		1,496.60	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#155675	N
3 #155956/8/17/18 RBG Hightstown		156.03	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#155956	N
4 #157512/11/5/18 RBG Hightstown		97.50	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#157512	N
5 #159634/2/14/19 RBG Hightstown		1,320.88	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#159634	N
6 #157034,10/19/18 RBG Hightstow		135.57	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#157034	N
7 #158415/12/27/18 RBG Hightstow		1,072.50	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#158415	N
		11,552.17								
Vendor Total:		11,552.17								
M0180 MCMASTER-CARR										
19-00495 04/09/19 1" GAS VALVE 4786K35										
1 1" GAS VALVE 4786K35		83.56	9-09-55-501-002-503	B Sewer Plant Maintenance	R	04/09/19	05/02/19			N
2 SHIPPING		6.41	9-09-55-501-002-503	B Sewer Plant Maintenance	R	04/17/19	05/02/19		91725932	N
		89.97								

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
M0180	MCMaster-CARR Continued									
19-00587	04/25/19	OVERHEAD DOOR ROLLERS								
	1 INV.	90843152 - OVERHEAD DOOR	9.42	9-01-26-310-001-024	B Building Maintenance	R	04/25/19	05/02/19	90843152	N
	Vendor Total:		99.39							
M0186	MERCER CTY MUN. CLERKS ASSOC.									
19-00536	04/17/19	2019-2020 MEMBERSHIP DUES								
	1 DEBRA L. SOPRONYI, CLERK		110.00	9-01-20-120-001-044	B Professional Assoc. Dues	R	04/17/19	05/02/19	D. SOPRONYI	N
	2 PEGGY RIGGIO, DEPUTY CLERK		110.00	9-01-20-120-001-044	B Professional Assoc. Dues	R	04/17/19	05/02/19	P. RIGGIO	N
			220.00							
	Vendor Total:		220.00							
M0536	MGL PRINTING SOLUTIONS									
19-00470	04/09/19	163253 W/SBILLS,DELW/S,TAX,SVC								
	1 WATER/SEWER BILLS		485.00	9-09-55-501-001-522	B Printing & Stationary	R	04/09/19	05/02/19	163253	N
	2 DEL W/S BILLS 3 UP RED		199.00	9-09-55-501-001-522	B Printing & Stationary	R	04/09/19	05/02/19	163253	N
	3 DEL TAX NOTICE 3 UP BLUE		199.00	9-01-20-145-001-023	B Tax Bill/Notice Printing	R	04/09/19	05/02/19	163253	N
	4 EXPEDITED SERVICE RUSH		50.00	9-09-55-501-001-522	B Printing & Stationary	R	04/09/19	05/02/19	163253	N
	5 SHIPPING AND HANDLING		157.00	9-01-20-145-001-022	B Postage & Express Charges	R	04/09/19	05/02/19	163253	N
			1,090.00							
19-00546	04/17/19	INV 163281 3/PAGE/CHECKS BAIL								
	1 INV 163281 3/PAGE/CHECKS BAIL		49.00	9-01-20-176-000-036	B Office Supplies	R	04/17/19	05/02/19	163281	N
	2 SHIPPING		11.00	9-01-20-176-000-036	B Office Supplies	R	04/17/19	05/02/19	163281	N
			60.00							
	Vendor Total:		1,150.00							
M0127	MONMOUTH COUNTY									
19-00480	04/09/19	MARCH 2018 ROOSEVELT TIPPING								
	1 MARCH 2018 ROOSEVELT TIPPING		1,943.31	9-01-43-513-001-171	B Borough of Roosevelt-Tipping Fees	R	04/09/19	05/02/19		N
	Vendor Total:		1,943.31							

N0425 NJ DEPT. OF HEALTH & SR SERV.									
19-00532 04/17/19 DOG PILOT REPORT FEB/MARCH2019									
1	DOG PILOT REPORT FEB 2019	40.20	T-13-05-265-000-001	B DUE STATE OF NEW JERSEY	R	04/17/19 05/02/19	FEBRUARY 2019	N	
2	DOG PILOT REPORT MARCH 2019	25.80	T-13-05-265-000-001	B DUE STATE OF NEW JERSEY	R	04/17/19 05/02/19	MARCH 2019	N	
		66.00							
	Vendor Total:	66.00							

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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
N0275 NJ LEAGUE OF MUNICIPALITIES											
19-00529	04/15/19	AD AWWTP (2) SPOTS									
1	AD AWWTP (2) SPOTS	275.00	9-09-55-501-002-510	B	Advertisements	R	04/15/19	05/02/19		2 ADS AWWTP	N
Vendor Total:		275.00									
00019 O'BRIEN CONSULTING SERVICES											
19-00473	04/09/19	MONTHLY IT RATE - MAR 2019									
1	MONTHLY IT RATE - MAR 2019	900.00	9-01-25-240-001-029	B	Maint. Contracts - Other	R	04/09/19	05/02/19			N
Vendor Total:		900.00									
00050 ONE CALL CONCEPT INC											
19-00483	04/09/19	MARCH 2019 MARK OUT REQUESTS									
1	MARCH 2019 MARK OUT REQUESTS	54.40	9-09-55-501-001-535	B	Hydrants and Line Repair	R	04/09/19	05/02/19		9035086	N
Vendor Total:		54.40									
P0557 PACKET MEDIA, LLC											
19-00537	04/17/19	NOTICE TO BIDDERS 3/22/19									
1	NOTICE TO BIDDERS 3/22/19	91.86	9-01-20-120-001-021	B	Advertisements	R	04/17/19	05/02/19		300474593	N
Vendor Total:		91.86									
P0005 PARIS AUTOMOTIVE SUPPLY											
19-00478	04/09/19	MARCH 2019 BILLING									
1	MARCH 2019 BILLING	276.18	9-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	04/09/19	05/02/19			N
2	MARCH 2019 BILLING	167.67	9-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	04/09/19	05/02/19			N
		443.85									
Vendor Total:		443.85									
P0044 PSE&G											
19-00566	04/24/19	6687890808 156 BANK STREET									
1	6687890808 156 BANK STREET	95.52	9-01-31-446-001-070	B	Gas Heat - Borough Hall	R	04/24/19	05/02/19		6687890808	N
2	6503987609 1ST AVE WATER TOWER	15.46	9-09-55-501-001-505	B	Gas Service	R	04/24/19	05/02/19		6503987609	N
3	6675946706 140 NORTH MAIN ST	24.06	9-01-31-446-001-143	B	Gas/Heat - Fire House	R	04/24/19	05/02/19		6675946706	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	
RITAR005 RITA R. BICE											
19-00554	04/22/19	COURT SESSION 4/17/19 3.5 HRS									
1	COURT SESSION 4/17/19 3.5 HRS	70.00	9-01-20-176-000-114	B Court Assistance	R	04/22/19	05/02/19		4/17/19	N	
Vendor Total:		70.00									
R0077 ROBERTS ENGINEERING GRP LLC											
19-00581	04/25/19	Invoices-RBG Phase I Site Plan									
1	#1862, 6/15/18, Site Plan Rev	5,930.25	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#1862	N	
2	#1934, 7/20/18 Site Plan	5,642.75	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#1934	N	
3	#1965, 8/22/18 Site Plan Rev.	3,674.00	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#1965	N	
4	#2053, 9/21/18 Site Plan Rev.	890.00	RBGPASE1	P MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#2053	N	
		16,137.00									
19-00600	04/30/19	2565,2566,2567,2578 4/29									
1	2565 COUNCIL MEETINGS	198.00	9-01-20-165-001-104	B Attendance at Meetings (B)	R	04/30/19	05/02/19		2565	N	
2	2566 MISCELLANEOUS REQUESTS	473.00	9-01-20-165-001-103	B Misc-Req For Info & Data(B)	R	04/30/19	05/02/19		2566	N	
3	2567 STORM WATER PERMIT	3,025.50	9-01-20-165-001-106	B Misc. Road & Drainage Issues(B	R	04/30/19	05/02/19		2567	N	
4	2578 MISC PLANNING BOARD	363.00	9-01-21-180-001-106	B Planning Board Engineer-General	R	04/30/19	05/02/19		2578	N	
		4,059.50									
19-00601	04/30/19	2574,2569,2570									
1	2574 WATER ASSET MANAGEMENT	9,469.50	9-09-55-501-001-508	B Engineer	R	04/30/19	05/02/19		2574	N	
2	2569 GENERAL SEWER	2,364.00	9-09-55-501-002-508	B Engineer	R	04/30/19	05/02/19		2569	N	
3	2570 GENERAL WATER	2,112.50	9-09-55-501-001-508	B Engineer	R	04/30/19	05/02/19		2570	N	
		13,946.00									
19-00602	04/30/19	2568 BOROUGH HALL DESIGN									
1	2568 BOROUGH HALL DESIGN	66.00	C-04-55-883-000-447	B ACQ OF YMCA BUILDING 2018-12 SOFT COST	R	04/30/19	05/02/19		2568	N	
19-00603	04/30/19	2572 FIRST AVE/FORMAN WATER MN									
1	2572 FIRST AVE/FORMAN WATER MN	638.00	C-08-55-951-001-553	B WATER MAINS/SEWER IMP FIRST AVENUE 17-10	R	04/30/19	05/02/19		2572	N	
19-00604	04/30/19	2573 STOCKTON WATER MAIN CLEAN									
1	2573 STOCKTON WATER MAIN CLEAN	820.00	C-08-55-951-001-544	B WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	04/30/19	05/02/19		2573	N	
19-00605	04/30/19	2575 FIRST AVE RECONSTRUCTION									
1	C	7,820.00	C-04-55-880-001-449	B FIRST AVENUE SEC 20 2017-09	R	04/30/19	05/02/19		2575	N	

Vendor # Name													1099
PO #	PO Date	Description	Amount	Contract	PO Type				First	Rcvd	Chk/Void		Exc
Item	Description			Charge Account	Acct Type	Description	Stat/Chk	Enc	Date	Date	Date	Invoice	
R0077 ROBERTS ENGINEERING GRP LLC Continued													
19-00606	04/30/19	2576 MAPLE/SUNSET IMPROVEMENTS											
1	2576	MAPLE/SUNSET IMPROVEMENTS	5,709.00	C-08-55-953-000-544		B MAPLE AVE & SUNSET DR 2017-16 SEC 20	R	04/30/19	05/02/19			2576	N
19-00607 04/30/19 2577 LINCOLN,HAGEMOUNT,RCKYBRK													
1	2577	LINCOLN,HAGEMOUNT,RCKYBRK	4,637.50	C-08-55-955-000-544		B LINCOLN, HAGEMOUNT, ROCKY BROOK SEC 20	R	04/30/19	05/02/19			2577	N
Vendor Total:			53,833.00										
R1145 RUTGERS UNIVERSITY													
19-00342	03/18/19	Registration for Class											
1	Registration for		150.00	9-01-20-100-001-042		B Education & Training	R	03/18/19	05/02/19				N
Vendor Total:			150.00										
S0061 SEA BOX													
19-00520	04/11/19	CONTAINER RENTAL											
1	INV. SI78285	CONTAINER RENTAL	75.00	9-01-26-310-001-025		B Building Rental	R	04/11/19	05/02/19			SI78285	N
Vendor Total:			75.00										
THEMU005 THE MUSIAL GROUP, PA													
19-00551	04/22/19	PROJECT 118719.00 3/7/19											
1	PROJECT 118719.00 3/7/19		2,000.00	C-04-55-883-000-447		B ACQ OF YMCA BUILDING 2018-12 SOFT COST	R	04/22/19	05/02/19			1/118719.00	N
Vendor Total:			2,000.00										
T0972 TIMBERWOLF TREE SERVICE													
19-00476	04/09/19	REMOVAL OF TREE/GRANT ST PARK											
1	REMOVAL OF TREE/GRANT ST PARK		1,100.00	9-01-26-290-001-129		B Maint.& Replace-Street Trees	R	04/09/19	05/02/19				N
Vendor Total:			1,100.00										
T0060 TOWNSHIP OF ROBBINSVILLE													
19-00548	04/17/19	COURT POSTAGE 1/5-4/15/19											
1	COURT POSTAGE 1/5-4/15/19		966.57	9-01-20-176-000-022		B Postage and Express Charges	R	04/17/19	05/02/19			1/5-4/15CT POST N	
Vendor Total:			966.57										

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Borough of Hightstown
Bill List By Vendor Name

Page No: 19
042

Vendor # Name											1099
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void			Exc
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	
T0211 TRAP ROCK INDUSTRIES LLC.											
19-00543	04/17/19	ROCKITE									
1 INV.	8097022 - ROCKITE	652.80	9-01-26-290-001-127	B	Street Repair & Maintenance	R	04/17/19	05/02/19		8097022	N
Vendor Total:		652.80									
T1066 TROPICANA CASINO RESORT											
19-00219	02/13/19	GPANJ CONFERENCE									
1 RESERVATION FOR		207.00	9-01-20-100-001-041	B	Conferences & Meetings	R	02/13/19	05/02/19			N
2 RESORT FEE		51.00	9-01-20-100-001-041	B	Conferences & Meetings	R	02/13/19	05/02/19			N
		258.00									
Vendor Total:		258.00									
U0013 USA BLUE BOOK											
19-00401	03/26/19	MISC PLANT SUPPLY									
1 ITEM #15141	3"X 1/2"	84.49	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	05/02/19			N
2 #16200	3"X 1/8" GASKETS	12.87	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	05/02/19			N
3 #27424	3" BLIND FLANGE	50.55	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	05/02/19			N
4 #42919	CLOCK	39.98	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	05/02/19			N
5 #14150	BRASS NOZZLE	24.50	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	05/02/19			N
6 SHIPPING		23.53	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	05/02/19	05/02/19			N
		235.92									
19-00407	03/26/19	PLANT SUPPLY									
1 ITEM #36100	COVER CUSHION GASK	39.95	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	05/02/19			N
2 ITEM #67772	OLDER STYLE 4	107.00	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/26/19	05/02/19			N
3 BRUSH 36710		19.99	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/12/19	05/02/19		850192	N
4 SHIPPING		21.28	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/12/19	05/02/19		850192	N
		188.22									
19-00518	04/10/19	FLASKS									
1 125 ML	ERLENMEYER FLASK	12.50	9-09-55-501-002-506	B	Lab. Equipment & Supplies	R	04/10/19	05/02/19			N
2 50 ML	PYREX GRAD CYLINDER	48.00	9-09-55-501-002-506	B	Lab. Equipment & Supplies	R	04/10/19	05/02/19			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
U0013	USA BLUE BOOK	Continued									
19-00518	04/10/19	FLASKS	Continued								
3	SHIPPING	17.33	9-09-55-501-002-506	B	Lab. Equipment & Supplies	R	04/22/19	05/02/19		863529	N
		77.83									
	Vendor Total:	501.97									
U0061	USALCO BALTIMORE PLANT, LLC										
19-00067	01/18/19	RES 2018-221 ALUMINUM SULFATE	B								
3	INV 1338199 DATED 4/22/19	4,844.23	9-09-55-501-002-542	B	Aluminum Sulfate	R	01/18/19	05/02/19		1338199	N
	Vendor Total:	4,844.23									
V0007	VALLEY PHYSICIAN SERVICES, PC										
19-00523	04/11/19	1ST QUARTER DOT TESTING									
1	INV. 375968C5622	153.00	9-01-26-290-001-093	B	Employee Physicals/Drug Tests	R	04/11/19	05/02/19		375968C5622	N
	Vendor Total:	153.00									
VENTU005	VENTURA, MIESOWITZ, KEOUGH &										
19-00582	04/25/19	Invoices-RBG Phase I Site Plan									
1	#20962, 8/15/18 - Site Plan	294.00	RBGPHASE1	P	MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#20962	N
2	#20963, 8/15/18 Site Plan	378.00	RBGPHASE1	P	MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#20963	N
3	#21060, 9/24/18 Resolution	1,848.00	RBGPHASE1	P	MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#21060	N
4	#21140, 10/12/18 Resolution	784.00	RBGPHASE1	P	MAJOR SITE PLAN - PHASE 1	R	04/25/19	05/02/19		#21140	N
		3,304.00									
	Vendor Total:	3,304.00									
V0019	VERIZON										
19-00562	04/23/19	PD & PUMP STATION MODEMS									
1	PD MODEMS 201-X06-9366-148	215.76	9-01-31-440-001-089	B	Telephone-VERIZON	R	04/23/19	05/02/19		201x06-9366-148	N
2	PUMP STATION 201-Z02-9320-239	85.78	9-09-55-501-003-545	B	Telephone-w/S-VERIZON	R	04/23/19	05/02/19		201-Z02-9320239	N
		301.54									
	Vendor Total:	301.54									

Vendor # Name	PO # PO Date Description	Contract Amount Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Exc
V0022 VERIZON WIRELESS								
19-00560	04/23/19 INV #9827881047-442014572-0001							
1 INV #9827881047-MDN'S	200.20	9-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	04/23/19	05/02/19	9827881047	N
Vendor Total:	200.20							
V0290 VITAL COMMUNICATIONS INC.								
19-00447	04/01/19 VPN CHARGE APRIL 2019							
1 VPN CHARGE APRIL 2019 V73908	210.00	9-01-20-150-001-029	B Maintenance Contracts	R	04/01/19	05/02/19	v73908	N
19-00454	04/03/19 INV V73826 DATED 2/28/19							
1 INV V73826 DATED 2/28/19	250.00	9-01-20-150-001-029	B Maintenance Contracts	R	04/03/19	05/02/19	v73826	N
Vendor Total:	460.00							
W0002 W.B. MASON CO., INC.								
19-00545	04/17/19 APRIL 2019 OFFICE SUPPLIES							
1 AWWTP SUPPLIES	61.00	9-09-55-501-002-509	B Office Supplies - Admin.	R	04/17/19	05/02/19		N
2 COURT OFFICE SUPPLIES	58.59	9-01-20-176-000-036	B Office Supplies	R	04/17/19	05/02/19		N
3 CENTRAL OFFICE SUPPLIES	854.10	9-01-20-125-001-036	B Office Supplies	R	04/17/19	05/02/19		N
	973.69							
Vendor Total:	973.69							
W0071 WASTE MGMT OF NEW JERSEY, INC.								
19-00579	04/25/19 2819183-0502-6///9-86540-13005							
1 2819183-0502-6///9-86540-13005	1,494.32	8-09-55-501-002-540	B Grit/Screening Disposal-Waste Mgmt	R	04/25/19	05/02/19	9-86540-13005	N
Vendor Total:	1,494.32							
W0891 WINNER FORD OF CHERRY HILL								
18-01616	10/29/18 2018 INTERCEPTOR UTILITY AWD							
1 TOTAL VEHICLE WITH OPTIONS	27,632.00	C-04-55-884-001-444	B SUV, REPEATER, RADAR, BREATHALYZER, TRAILER	R	10/29/18	05/02/19		N
2 EMERGENCY EQUIPMENT MARKED	20,574.00	C-04-55-884-001-444	B SUV, REPEATER, RADAR, BREATHALYZER, TRAILER	R	10/29/18	05/02/19		N
	48,206.00							
Vendor Total:	48,206.00							

Total Purchase Orders: 112 Total P.O. Line Items: 242 Total List Amount: 208,722.27 Total Void Amount: 0.00

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	8-01	2,849.76	0.00	2,849.76	0.00	0.00	0.00	2,849.76
	8-09	4,904.32	0.00	4,904.32	0.00	0.00	0.00	4,904.32
Year Total:		7,754.08	0.00	7,754.08	0.00	0.00	0.00	7,754.08
CURRENT FUND	9-01	54,063.68	0.00	54,063.68	0.00	0.00	0.00	54,063.68
	9-09	31,389.30	0.00	31,389.30	0.00	0.00	0.00	31,389.30
	9-21	0.00	0.00	0.00	0.00	0.00	41,724.44	41,724.44
Year Total:		85,452.98	0.00	85,452.98	0.00	0.00	41,724.44	127,177.42
GENERAL CAPITAL	C-04	58,467.00	0.00	58,467.00	0.00	0.00	0.00	58,467.00
WATER/SEWER CAPITAL	C-08	11,804.50	0.00	11,804.50	0.00	0.00	0.00	11,804.50
Year Total:		70,271.50	0.00	70,271.50	0.00	0.00	0.00	70,271.50
TRUST OTHER - FUND #12	T-12	3,453.27	0.00	3,453.27	0.00	0.00	0.00	3,453.27
ANIMAL CONTROL TRUST FUND #13	T-13	66.00	0.00	66.00	0.00	0.00	0.00	66.00
Year Total:		3,519.27	0.00	3,519.27	0.00	0.00	0.00	3,519.27
Total of All Funds:		166,997.83	0.00	166,997.83	0.00	0.00	41,724.44	208,722.27

Project Description	Project No.	Rcvd Total	Held Total	Project Total
MAJOR SITE PLAN - PHASE 1	RBGPHASE1	41,724.44	0.00	41,724.44
Total of All Projects:		<u>41,724.44</u>	<u>0.00</u>	<u>41,724.44</u>

Resolution 2019-95

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

**RESOLUTION AMENDING RESOLUTION 2019-88, RELATING TO 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, on April 15, 2019, the Hightstown Borough Council adopted Resolution 2019-88, which authorized the Borough to enter into and execute a 3rd Amendment to the Lease Agreement (also referenced as the "Lease extension agreement") between the Borough and Hights Realty, LLC (the "Landlord"), regarding the Borough's continued use of a portion of the property known and designated as Block 61.01, Lots 43, 44 and 45 on the Borough's Tax Map (the "Property"), for the operation of the Borough's Police Department and associated functions; and

WHEREAS, subsequent thereto, the Landlord has requested a revision to the terms of the proposed Lease extension agreement; and

WHEREAS, the amendment requested changes the term of the Borough's continued occupancy at the Property from a one-year term with the option to renew for one additional year to a set two-year term, which shall expire on January 31, 2021; and

WHEREAS, the remainder of the Lease extension agreement as initially approved per Resolution 2019-88 remains the same; and

WHEREAS, a copy of the proposed updated Lease extension agreement is attached hereto and made a part hereof; and

WHEREAS, the Mayor and Borough Council are amenable to the proposed revision requested by the Landlord, and thus wish to approve the updated Lease extension agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that Resolution 2019-88 is hereby revised such that the term of the Lease extension agreement shall be for a set two-year period, which shall expire on January 31, 2021.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute and the Borough Clerk to attest the attached updated 3rd Amendment to Lease Agreement 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.;
3. Frederick C. Raffetto, Esq., Borough Attorney; and
4. 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 May 6, 2019.

Debra L. Sopronyi
Borough Clerk

3rd AMENDMENT TO LEASE AGREEMENT

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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~~ two (2) years, retroactive to February 1, 2019, which shall expire on January 31, ~~2020~~ 2021.
2. The monthly rent for ~~this term~~ the period from February 1, 2019 through January 31, 2020 shall be \$4,234.65, representing a five percent —(5%) increase over the prior rental payment. The Tenant shall have an option to renew monthly rent for

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~~one additional one-year term commencing on the period from~~ February 1, 2020
~~and terminating on through~~ 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~~representing a five
 — percent (5%) increase over the prior rental payment.

3. 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.
4. 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.
5. This Agreement shall be binding upon the parties hereto, their heirs, successors and assigns.

WITNESS/ATTEST:

HIGHTS REALTY LLC

____ By:

Print Name:

____ Print Name:

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WITNESS/ATTEST:

BOROUGH OF HIGHTSTOWN

____ By:

DEBRA L. SOPRONYI, CLERK

____ HON. LAWRENCE D. QUATTRONE, MAYOR

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Resolution 2019-96

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

**AUTHORIZING PAYMENT TO REMINGTON VERNICK FOR INSPECTION AND
CONTRACT ADMINISTRATION SERVICES ASSOCIATED WITH THE PEDDIE
LAKE DAM PEDESTRIAN BRIDGE PROJECT**

WHEREAS, on December 18, 2017, the Borough Council awarded a contract for Inspection and Contract Administration Services Associated with the Peddie Lake Dam Pedestrian Bridge to Remington Vernick Engineers, of Haddonfield, New Jersey at a cost not exceed \$184,921.28; and

WHEREAS, the engineer has submitted a payment request for inspection and contract administration services through March 31, 2019, in the total amount of \$3,087.89; 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 to Remington Vernick Engineers of Haddonfield, New Jersey in the amount of \$3,087.89, 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 May 6, 2019.

Debra L. Sopronyi
Borough Clerk

Invoice

Remington & Vernick Engineers, Inc.

Attention: Finance Department

79 Grove Street

Haddonfield, NJ 08033

PLEASE REFERENCE INVOICE # ON REMITTANCE



Hightstown Borough

Attn: Ms. Debra Sopronyi, RMC/QPA/CMR

Administrator/Borough Clerk

156 Bank Street

Hightstown, NJ 08520

April 08, 2019

Invoice No: 1104T001 - 5

Project Manager: Joseph Ragusa

Project Analyst: Stacy dos Santos

Invoice Total	\$3,087.89
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Project Description:

Inspection and Contract Administration - Peddie Lake Dam Pedestrian Bridge.

Client Ref No.:

NJDOT #6504305

FHWA #TAP-C00S(917)

Resolution 2017-219

Professional Services through March 31, 2019

Phase 02 Construction Administration

Professional Personnel

		Hours	Rate	Amount
Engineering Department Head				
Ragusa, Joseph	3/13/2019	1.00	122.47	122.47
Review project progress with RE and submittal list.				
Ragusa, Joseph	3/18/2019	1.00	122.47	122.47
Review project progress and schedule kickoff meeting.				
Ragusa, Joseph	3/28/2019	2.00	122.47	244.94
Onsite progress meeting				
Project Manager/Engineer				
Lettieri, Michael	3/5/2019	2.00	95.85	191.70
Peddie Lake Dam Walking Bridge Replacement, submittal letter.				
Lettieri, Michael	3/7/2019	2.00	95.85	191.70
Peddie Lake Dam Walking Bridge Replacement, submittal letter.				
Lettieri, Michael	3/13/2019	4.00	95.85	383.40
Peddie Lake Dam Walking Bridge Replacement, plans and specifications reproduction.				
Lettieri, Michael	3/22/2019	4.00	95.85	383.40
Construction management for Peddie Lake Dam Walking Bridge replacement project.				
Lettieri, Michael	3/25/2019	4.00	95.85	383.40
Construction management for Peddie Lake Dam Walking Bridge replacement project.				
Lettieri, Michael	3/28/2019	2.00	95.85	191.70
Submittal review for Peddie Lake Dam Walking Bridge replacement.				
Lettieri, Michael	3/29/2019	4.00	95.85	383.40
Submittal review for Peddie Lake Dam Walking Bridge replacement.				
Totals		26.00		2,598.58
Total Labor				2,598.58

For invoice inquiries please call 856.795.9595 and ask for the name of the Project Analyst in bold print located in the upper right hand corner of this invoice. Thank you.

Project	1104T001	Peddie Lake Dam Pedestrian Bridge - CM/C	Invoice	5
Phase subtotal			\$2,598.58	

Phase 03 Meetings

Professional Personnel

		Hours	Rate	Amount	
Project Manager/Engineer					
Lettieri, Michael	3/28/2019	2.00	95.85	191.70	
Kickoff meeting for Peddie Lake Dam Walking Bridge replacement.					
Senior Engineering Technician					
Boegly, James	3/27/2019	1.00	53.25	53.25	
progress meeting setup					
Totals		3.00		244.95	
Total Labor					244.95
Phase subtotal				\$244.95	

Phase 07 Contract Payments

Professional Personnel

		Hours	Rate	Amount	
Contract Administrator					
Valentine, Ronald	3/12/2019	2.00	110.58	221.16	
federal project meeting/ project status					
Totals		2.00		221.16	
Total Labor					221.16
Phase subtotal				\$221.16	

Phase RE Reimbursables

Reimbursable Expenses

Mileage				23.20	
Total Reimbursables				23.20	23.20
Phase subtotal				\$23.20	

Total this invoice **\$3,087.89**

Billings to Date

	Current	Prior	Total	Received
Labor	3,064.69	5,135.27	8,199.96	
Expense	23.20	99.76	122.96	
Totals	3,087.89	5,235.03	8,322.92	1,011.08

Certified by:

Joseph Ragusa

Resolution 2019-97

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

AUTHORIZING CHANGE ORDER #1 & PAYMENT #1– JTG CONSTRUCTION (IMPROVEMENTS TO FIRST AVENUE)

WHEREAS, on December 3, 2018, the Borough Council awarded a contract for Improvements to First Avenue in Hightstown Borough to JTG Construction of Newark, New Jersey at the price of \$\$328,356.00; and

WHEREAS, the contractor has submitted change order #1 for changes due to unforeseen existing conditions in the amount of \$12,179.21 and a reduction of \$5,000.00 for a precast sanitary manhole for a total of \$7,179.21 which increases the total contract by 2.19% to \$335,535.21; and

WHEREAS, the contractor has submitted payment #1 in the amount of \$109,567.15 for work related to mobilization, site clearing, project video, traffic control, test holes, manhole installation, sanitary cleanout installation, storm piping, fire hydrant assembly and construction of concrete curb, concrete sidewalk and concrete driveway aprons; and

WHEREAS, the Borough Engineer has recommended approval of Change order #1; and

WHEREAS, the Borough Engineer has recommended approval of payment #1 in the amount of \$109,567.15; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that change order #1 and payment #1 of \$109,567.15 to JTG Construction of Newark, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 6, 2019.

Debra L. Sopronyi
Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

FROM: Carmela Roberts, P.E., C.M.E. *CR*
Borough Engineer

DATE: April 30, 2019

RE: Improvements to First Avenue
Payment No. 1
Our File No.: H1747

Attached please find the following in reference to Payment No. 1 which is a partial payment through April 2019 for mobilization, site clearing, project video, traffic control, test holes, manhole installation, sanitary cleanout installation, storm piping, a fire hydrant assembly, and construction of concrete curb, concrete sidewalk, and concrete driveway aprons.

1. Payment No. 1
2. Change Order No. 1
3. Invoice No. 1
4. Certified Payrolls

Change Order No. 1 includes supplemental pay items for improvements as follows:

1. Supplemental Pay Item No. 1 is for a new concrete channel to be constructed between the water tower overflow pipe and a new stormwater inlet that is being constructed at the driveway. This channel was requested by Public Works during construction and is required in order to keep water from flowing towards the existing control building and into private property.
2. Supplemental Pay Item Nos. 2 and 5 are related to proposed stormwater piping within the water tower driveway. The design included construction of a new PVC storm line within the driveway. However, once the contractor excavated, they found existing water lines that were shallower than anticipated. In order to protect the water line, we directed the contractor to install the new storm pipe shallower than originally designed. This required the use of ductile iron piping instead of the designed PVC. As PVC was already on site, the Borough would have either had to pay for the PVC materials or pay a restocking fee. As the price between the materials and restocking was similar, the Borough Department of Public Works was able to retain the PVC pipe for use elsewhere in the Borough.
3. Supplemental Pay Item No. 3 is for a Type 'E' Inlet casting. The original design plan called for a Type 'B' Inlet to be constructed at Summit Street, over an existing storm sewer. However, when the contractor excavated for the new inlet, we found that an existing gas

main was unmarked and conflicted with the inlet. Therefore, the inlet had to be moved into the roadway and installed with a Type 'E' casting.

4. Supplemental Pay Item No. 4 is a restocking fee for a precast concrete sanitary manhole. The original design called for a new manhole to be installed at the dead end of an existing sanitary sewer main. This was designed so that Borough personnel would have access to the existing sanitary sewer main in the future. However, during construction, we found an existing 'lamphole' at the dead end that was not shown in Borough records. The lamphole was in good condition and therefore could be reused. As a result, the new precast manhole was not required. This ultimately saved approximately \$3,800.
5. Supplemental Pay Item No. 6 is for a water service replacement at #150/152 First Avenue. During construction, we found an existing galvanized water service between the water main and curb valve. Borough policy has been to replace galvanized services with copper. Therefore, we directed the contractor to make this replacement.

The above items included in the change order were largely due to unforeseen existing conditions. I recommend that Council approve this change order.

In addition, I recommend payment be made to JTG Construction, Inc. in the amount of \$109,567.15.

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

cc: Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Borough Deputy Borough Clerk
Janice Mohr-Kminek, Borough Finance Department
George Lang, Borough CFO
Monika Patel, Borough Assistant Finance Officer
Ken Lewis, Borough Superintendent of Public Works
Andrea Miguens, JTG Construction, Inc.
Cameron Corini, PE, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



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

PAYMENT No. 1
IMPROVEMENTS TO FIRST AVENUE
Borough of Hightstown, Mercer County, New Jersey
April 30, 2019
File No.: H1747

Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	1.00	LS	1.00	1.00	\$16,300.00	\$16,300.00
2	Site Clearing	1.00	LS	0.70	0.70	\$16,300.00	\$11,410.00
3	Project Video	1.00	LS	1.00	1.00	\$1,500.00	\$1,500.00
4	Drums	10.00	EA	5.00	5.00	\$50.00	\$250.00
5	Traffic Cone	25.00	EA	15.00	15.00	\$10.00	\$150.00
6	Breakaway Barricade	10.00	EA	5.00	5.00	\$50.00	\$250.00
7	Construction Sign 'B' (60" x 30")	4.00	EA	2.00	2.00	\$250.00	\$500.00
8	Construction Sign 'C' (72" x 60")	2.00	EA	0.00	0.00	\$350.00	\$0.00
9	Construction Sign 'D' (30" x 24")	4.00	EA	4.00	4.00	\$100.00	\$400.00
10	Construction Sign 'E' (30"x24")	4.00	EA	4.00	4.00	\$100.00	\$400.00
11	Traffic Flagger	80.00	HOURL	0.00	0.00	\$1.00	\$0.00
12	Inlet Protection	3.00	EA	3.00	3.00	\$50.00	\$150.00
13	Test Holes	30.00	CY	42.73	42.73	\$100.00	\$4,273.00
14	Tree Removal - 12" - 18" Dia., If & Where Directed	3.00	EA	0.00	0.00	\$1,000.00	\$0.00
15	Precast Sanitary Manhole, 4' Diameter	2.00	EA	1.00	1.00	\$5,000.00	\$5,000.00
16	Manhole Frame and Cover	1.00	EA	1.00	1.00	\$800.00	\$800.00
17	PVC Sanitary Cleanout, 0' - 5' Depth	18.00	EA	14.00	14.00	\$500.00	\$7,000.00
18	Construct Type 'A' Inlet with Bicycle Safe Grate	1.00	EA	1.00	1.00	\$2,500.00	\$2,500.00
19	Construct Type 'B' Inlet with Bicycle Safe Grate and Type 'N' Eco Curb Piece	2.00	EA	2.00	2.00	\$3,000.00	\$6,000.00
20	8" PVC Storm Sewer	335.00	LF	295.00	295.00	\$50.00	\$14,750.00
21	Fire Hydrant Assembly, Complete	1.00	EA	1.00	1.00	\$8,000.00	\$8,000.00
22	4" x 4" Wet Tap and Valve	1.00	EA	0.00	0.00	\$6,000.00	\$0.00
23	6" x 8" x 18" Concrete Vertical Curb, 4000 PSI	1,920.00	LF	408.00	408.00	\$28.00	\$11,424.00
24	Concrete Sidewalk, 4" Thick, 4000 PSI	783.00	SY	122.00	122.00	\$70.00	\$8,540.00
25	Detectable Warning Surface	9.00	SY	0.00	0.00	\$250.00	\$0.00
26	Reinforced Concrete Driveway Apron	271.00	SY	53.00	53.00	\$81.00	\$4,293.00
27	Bituminous Driveway Repair	85.00	SY	0.00	0.00	\$40.00	\$0.00
28	Stone Driveway Repair	49.00	SY	0.00	0.00	\$25.00	\$0.00
29	Pavement Milling, 2" Thick	2,400.00	SY	0.00	0.00	\$8.00	\$0.00
30	Pavement Base Repairs	100.00	SY	33.33	33.33	\$50.00	\$1,666.50
31	Tack Coat	233.00	GAL	0.00	0.00	\$15.00	\$0.00
32	Hot Mix Asphalt Surface Course 9.5M64	350.00	TON	0.00	0.00	\$100.00	\$0.00
33	Dense Graded Aggregate, If & Where Directed	75.00	CY	0.00	0.00	\$35.00	\$0.00
34	1 1/2" Clean Stone, If & Where Directed	75.00	CY	0.00	0.00	\$35.00	\$0.00
35	24" Wide White Long Life Thermoplastic Stopbar Striping	82.00	SF	0.00	0.00	\$5.00	\$0.00
36	8" Wide White Long Life Thermoplastic Crosswalk Striping	202.00	SF	0.00	0.00	\$5.00	\$0.00
37	4" Wide Double Yellow Long Life Epoxy Striping	120.00	LF	0.00	0.00	\$4.00	\$0.00
38	R1-1 'Stop' Regulatory Sign	2.00	EA	0.00	0.00	\$250.00	\$0.00
39	R7 'No Parking' Regulatory Sign	10.00	EA	0.00	0.00	\$200.00	\$0.00
40	Tree Planting, If & Where Directed	7.00	EA	0.00	0.00	\$700.00	\$0.00
41	Topsoiling, 5" Thick	655.00	SY	0.00	0.00	\$5.00	\$0.00
42	Fertilizing and Seeding, Type A-3	655.00	SY	0.00	0.00	\$2.00	\$0.00
43	Fuel Price Adjustment	1.00	LS	0.00	0.00	\$3,000.00	\$0.00
44	Asphalt Price Adjustment	1.00	LS	0.00	0.00	\$3,000.00	\$0.00
S-1	Water Tower Overflow Channel	1.00	LS	0.00	0.00	\$4,659.50	\$0.00
S-2	8" DIP Storm Pipe	45.00	LF	45.00	45.00	\$60.00	\$2,700.00
S-3	Type 'E' Inlet Frame and Grate	1.00	EA	1.00	1.00	\$400.00	\$400.00
S-4	Precast Manhole Return	1.00	EA	1.00	1.00	\$1,204.26	\$1,204.26
S-5	8" PVC Storm Pipe Delivery	98.00	LF	98.00	98.00	\$7.75	\$759.50
S-6	Remove and Replace Galvanized Water Service	1.00	EA	1.00	1.00	\$1,182.95	\$1,182.95
TOTAL WORK COMPLETED							\$111,803.21
LESS: RETAINAGE		2%					\$2,236.06
SUBTOTAL							\$109,567.15
LESS: PREVIOUS PAYMENTS							\$0.00
TOTAL AMOUNT DUE							\$109,567.15
AMOUNT OF ORIGINAL CONTRACT							\$328,356.00
AMOUNT OF CONTRACT ADJUSTED BY CHANGE ORDER No. 1 (+2.19%)							\$335,535.21

1

**Improvements to First Avenue
Borough of Hightstown, Mercer County
CHANGE ORDER NUMBER 1**

Project	Improvements to First Avenue
Municipality	Borough of Hightstown
County	Mercer County
Contractor	JTG Construction

In accordance with the project Specification, the following are changes in the contract.

Location and Reason for Change (Attach additional sheets if required) -

Addition of supplemental item S-1 for a new concrete channel at the water tower overflow as requested by Borough DPW.
Addition of supplemental items S-2 through S-6 due to unforeseen existing conditions (conflicts with unmarked gas main, unanticipated water main alignment, and existing buried sanitary structures).

EXTRA

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
13	Test Holes	12.73 CY	\$100.00	\$1,273.00
				<u>\$1,273.00</u>

SUPPLEMENTAL

S-1	Water Tower Overflow Channel	1.00 LS	\$4,659.50	\$4,659.50
S-2	8" DIP Storm Pipe	45.00 LF	\$60.00	\$2,700.00
S-3	Type 'E' Inlet Frame and Grate	1.00 EA	\$400.00	\$400.00
S-4	Precast Manhole Return	1.00 EA	\$1,204.26	\$1,204.26
S-5	8" PVC Storm Pipe Delivery	98.00 LF	\$7.75	\$759.50
S-6	Remove and Replace Galvanized Water Service	1.00 EA	\$1,182.95	\$1,182.95
				<u>\$10,906.21</u>

REDUCTION

15	Precast Sanitary Manhole	1.00 EA	\$5,000.00	\$5,000.00
				<u>\$5,000.00</u>

Amount of Original Contract \$328,356.00

Adjusted Amount Based on Change
Order 1 and FINAL

\$335,535.21

Extra	\$1,273.00
Supplemental	\$10,906.21
Reduction	\$5,000.00
Total Change	\$7,179.21

% Change in Contract 2.19 %
[(+) Increase or (-) Decrease]


.....
(Engineer)


.....
(Date)

.....
(Presiding Officer)

.....
(Date)


.....
(Contractor)


.....
(Date)

(Submit two (2) copies to the Bureau of Local Aid District Office)

Resolution 2019-98

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

PROCLAIMING THE MONTH OF MAY AS POLICE APPRECIATION MONTH

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

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

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

WHEREAS, the Hightstown Borough Mayor and Council wish to proclaim the month of May 2019 as Police Appreciation Month to recognize the Hightstown Borough Police Officers and their service to the residents.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that we hereby proclaim the month of May 2019, as Police Appreciation Month in the Borough of Hightstown and call upon its citizens to honor police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 6, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-99

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

PROCLAIMING THE MONTH OF MAY AS BUILDING SAFETY MONTH

WHEREAS, Hightstown Borough is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

WHEREAS, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

WHEREAS, our nation benefits economically and technologically from using the International Codes® that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world;

WHEREAS, these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquake; which, according to a FEMA-commissioned study by the National Institute of Building Sciences, provide \$11 in future mitigation benefits for every dollar invested, and;

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to America's prosperity, and;

WHEREAS, "No Code. No Confidence." the theme for Building Safety Month 2019, encourages all Americans to raise awareness of the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2019 encourages appropriate steps everyone can take to ensure the safety of our built environment, and recognizes that the implementation of safety codes by local and state agencies has saved lives and protected homes and businesses, and,

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that we hereby proclaim the month of May 2019 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 6, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-100

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

ACCEPTING MEMBERSHIP OF JOSEPH SEIP IN HIGHTSTOWN ENGINE CO. NO. 1

WHEREAS, Joseph Seip of Hightstown, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Seip has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the membership of Joseph Seip in Hightstown Engine Company No. 1 is hereby accepted.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 6, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-101

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

ACCEPTING MEMBERSHIP OF AUSTIN FRANK IN HIGHTSTOWN ENGINE CO. NO. 1

WHEREAS, Austin Frank of Hightstown, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Frank has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the membership of Austin Frank in Hightstown Engine Company No. 1 is hereby accepted.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 6, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-102

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

AUTHORIZING DONATION OF SURPLUS PROPERTY NO LONGER NEEDED FOR PUBLIC USE

WHEREAS, the Purchasing Agent has determined that there is property no longer needed for public use;
and

WHEREAS, the State of New Jersey permits the disposal of surplus property no longer needed for public use pursuant to the Local Public Contract Law 40A:11-36.; and

WHEREAS, the Purchasing Agent finds that this property holds no value and recommends that the old cell phones be donated to the “180 Turning Lives Around” for distribution to domestic abuse victims; and

WHEREAS, the Mayor and Council finds it in the best interest of the community to donate these phones to the “180 Turning Lives Around” program.

NOW THEREFORE BE IT RESOLVED that the Mayor and Borough Council hereby declares the old cell phones to be no longer needed for public use and authorizes the Purchasing Agent to properly dispose of same through the “180 Turning Lives Around” program.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 6, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-103

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	456,450.00	872,365.00	1,328,815.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	160,000.00	259,093.00	419,093.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	616,450.00	1,131,458.00	1,747,908.00

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 May 6, 2019.

Debra L. Sopronyi
Borough Clerk

	A	B	C
1	Borough of Hightstown		
2	Emergency Temporary		
3	5/6/2019		
4			
5			
6			
7			
8			
9			
10	Current Fund		
11			
12	Administrative and Executive		
13	Salaries and Wages		5,000.00
14	Mayor and Council		
15	Salaries and Wages		4,000.00
16	Municipal Clerk		
17	Salaries and Wages		20,000.00
18	Financial Administration		
19	Salaries and Wages		20,000.00
20	Data Processing		
21	Other Expenses		6,000.00
22	Tax Collector		
23	Salaries and Wages		5,000.00
24	Tax Assessor		
25	Salaries and Wages		2,000.00
26	Municipal Court		
27	Salaries and Wages		11,000.00
28	Municipal Prosecutor		
29	Other Expenses		2,000.00
30	Group Insurance		
31	Other Expenses		50,000.00
32	Police Department		
33	Salaries and Wages		200,000.00
34	Fire Department		
35	Other Expenses		12,000.00
36	Uniform Fire Safety Act		
37	Salaries and Wages		2,000.00
38	Emergency Medical Service		
39	Other Expenses		4,000.00
40	Solid Waste and Recycling		
41	Salaries and Wages		12,000.00
42	Other Expenses		14,000.00
43	Parks and Recreation		
44	Salaries and Wages		7,000.00
45	Buildings and Grounds		
46	Salaries and Wages		6,000.00
47	Board of Health		
48	Salaries and Wages		5,000.00
49	Construction Code		
50	Salaries and Wages		30,000.00
51	Housing Code Enforcement		

	A	B	C
52	Salaries and Wages		6,000.00
53	Electric		10,000.00
54	Street Lighting		5,000.00
55	Telephone		2,000.00
56	Ga/Heating Oil		2,000.00
57	Roosevelt Shared Services- Landfill		
58	Other Expenses		10,000.00
59	Shared Service - County Dispatch		4,450.00
60			
61			
62			456,450.00
63			
64			
65	Water-Sewer Utility Fund		
66			
67	Salaries and Wages		50,000.00
68	Other Expenses		110,000.00
69			
70			
71	Total Water-Sewer Utility		160,000.00
72			
73			616,450.00

Memo

To: Hightstown Mayor and Council
 From: David Zaiser, Shade Tree Official
 Date: 30 April 2019
 Re: Enhanced Tree Protection Ordinance

Introduction

I hope that we can all agree that our trees are an enormous benefit to us: they produce oxygen, intercept airborne contaminants, reduce the overall carbon in our atmosphere, lower summer temperatures by reducing the heat island effect, mitigate runoff, provide an environment for wildlife, and generally support good health for our residents. These benefits are important to our community as well as to those individual residents who have trees on their private property. In simpler terms, trees are a valuable community asset that we must actively manage if it is to properly maintained and enhanced.

Last year we introduced a new Tree Protection Ordinance with goals that are similar to those of the Borough's Property Maintenance Ordinance – an ordinance that recognizes that property in the Borough, even if it is privately owned, must be actively maintained so that it remains a community (as well as a private) asset.

Proposal

Why should we be actively managing our tree resource? According to the U.S. Forest Service, trees can increase property values by up to 20%.¹ According to the Council of Tree and Landscape Appraisals, a mature tree can add \$1,000 to \$10,000 to the value of a residential property.² A detailed study completed by the State of Ohio pegged the value of the tree canopy in residential neighborhoods in Cincinnati at 10.7%.³ BrightView Landscaping (a national landscape maintenance and contracting firm) estimates that a good tree canopy can enhance a property's value from 7% to 18%.⁴

Even if we use the lowest of these estimated values, the value of our trees represents a significant portion of the value of all the Borough's property and hence a reciprocal portion of the Borough's revenue. Shouldn't we be sensitive to maintaining (even enhancing) this particularly valuable asset?

Total Municipal Taxes Collected = \$5,070,987 ⁽²⁰¹⁷⁾

7% of Taxes = \$354,969

Revised Tree Protection Ordinance

The Environmental Commission is proposing the adoption of a new, enhance Tree Protection Ordinance. The logic behind the structure of the proposed Tree Protection Ordinance is to avoid further losses in our tree canopy by requiring trees to be replaced when removed for convenience, and to use Borough capital funding for street improvements and the Environmental Commission's budget to enhance our tree canopy

¹ The Value of Urban Tree Cover, by Sander, Polasky, Haight, USDA Forest Service, North ern Station, 2013, https://www.nrs.fs.fed.us/urban/monitoring/value_urban_tree_cover/

² Trees Can Add Up to \$10,000 to a Houses' Value, by Tom Barlow, Christian Science Monitor, June 5, 2014.

³ Valuation of Tree Canopy on Property Values in Six Communities in Cincinnati, Ohio, by Kelley C. Dimke, Ohio State University, 2008.

⁴ Trees Increase Land Value, BrightView Landscaping, 2008, <https://www.brightview.com/resources/article/big-trees-make-your-property-value-grow>

so that we can meet our tree canopy goal of 25% coverage (we are currently at 19% coverage) as recommended by the State.

Similar programs are already underway in nearby municipalities such as East Windsor, Cranbury, Princeton, Millstone, Monroe, Robbinsville, Hopewell, North Brunswick and Manalapan.

The ordinance that we are proposing is very simple, and less strict than those in surrounding townships that require permitting of all tree maintenance. Because we are concerned primarily about tree losses, our ordinance focuses on the removal of our most valuable trees – those 8 inches in diameter and larger.

Summary of Ordinance Revisions

Among the key features and enhancements of the proposed ordinance are:

- Identification and protection of significant trees (at least 75 years old) and historic trees in the Borough (whether on public or private land).
- Integration of the Community Forestry Management Plan (CFMP) that the EC has already submitted and the State has already approved. The CFMP should already have been written into the ordinance some time ago. (The CFMP is submitted every 5 years and when approved by the State, provides the Borough with tort protection relative to damages that might be caused by trees).
- Permitting for the removal of trees is limited to trees of 8" diameter or more. Smaller trees are not impacted and can be removed by homeowners without permit. Fees for the permit are \$50 for the first tree, and \$20 for additional trees.
- Permitting requirements are very limited. Permit is not required for dead trees, trees damaged by weather or natural causes (so-called dangerous trees), any tree included as part of a Planning Board submission, and any tree on public land or right-of-way (which are already controlled by the Borough).
- Removed trees would be replaced according to a schedule. To support the overall goal of enhancing the tree canopy, large mature trees would be replaced by multiple smaller trees, the larger the removed tree, the greater the number of replacement trees. At no time would more than 4 replacement trees be required. Note that these replacement trees could be planted on public land if the landowner could not find a suitable location on her/his own land.

Summary

We understand the reticence to legislate tree protection, but the stakes are high. Not only does our environment and the health of our residents rely on the maintenance and protection of our community's trees, so does the Borough's economic position. We strongly recommend that Council follow the example of our surrounding communities that have moved decisively to protect their trees and adopt the proposed Tree Protection Ordinance.

Chapter 20

PROTECTION OF TREES

Sections:

20-1	TITLE
<u>20-2</u>	<u>References</u>
20-3	DEFINITIONS
20-3	DUTIES OF ENVIRONMENTAL COMMISSION
20-4	SHADE TREE OFFICIAL
20-5	PERMITS
20-6	REMOVAL, REPLANTING AND REPLACEMENT
20-7	PRUNING <u>AND TREE MAINTENANCE</u>
20-8	ABUSE OR MUTILATION OF PUBLIC TREES
20-9	INTERFERENCE WITH OFFICIALS UNLAWFUL
20-10	PROTECTION DURING CONSTRUCTION OR EXCAVATION
20-11	OBSTRUCTING NUTRIENTS FROM PUBLIC TREES UNLAWFUL
20-12	VIOLATIONS AND PENALTIES

Section 20-1**TITLE****Subsections:****20-1-1 Title****20-1-2 Purpose****20-1-3 References****20-1-1 Title.****~~Subsection 20-1-1 Title.~~**

This chapter shall be known and may be cited as the "Tree Regulations of the Borough of Hightstown, County of Mercer, State of New Jersey." (1991 Code § 207-1)

Subsection 20-1-2 Purpose.

- a. Introduction. Indiscriminate, uncontrolled and excess destruction, removal and cutting of trees upon lots and tracts of land within the Borough of Hightstown will cause increased drainage control costs, increased soil erosion and sedimentation, decreased fertility of the soil, degradation of water resources, decreased groundwater recharge, increased buildup of atmospheric carbon dioxide, the establishment of a heat island effect and increased dust and pollution. The singular or cumulative effect of any of the foregoing could adversely impact the character of the Borough of Hightstown, decrease property values, render the land unfit and unsuitable for its most appropriate use, and negatively affect the health, safety and general welfare of Hightstown's residents. Thus, the Borough governing body desires to manage this valuable Borough resource.
- b. Purpose of Forestry Management Plan. Trees are declared to be an important cultural, ecological, scenic and economic resource. Proper management of this resource will ensure its maintenance and result in economic returns. A forestry management program is intended to meet the objectives of preserving, protecting, enhancing and maintaining trees and providing opportunities for the continued use of forest resources which are compatible with the maintenance of the environment. This will be accomplished by ensuring management of forest and trees through the application of sound management practices. To that end, it shall be unlawful to cut down, damage, poison or in any other manner destroy or cause to be destroyed any trees covered by this chapter, except in accordance with the provisions of this chapter.
- c. Enforcement. The creation and enforcement of this plan shall be the duty of the Environmental Commission and The Shade Tree Official.

Subsection 20-3 References.

The following are identified as defining good practice with respect to tree care, management and maintenance.

- a. American National Standards, ANSI A300.
- b. Trees and Development: A Technical Guide to Preservation of Trees During Land Development, Nelda Mathany and James R. Clarke.

c. Penn State Guide to Tree Preservation During Construction

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Section 20-2

DEFINITIONS

Subsections:

20-2-1 Definitions.

Subsection 20-2-1 Definitions.

a. For the purpose of this chapter, the following terms, phrases, words and their derivations shall have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular and words in the singular include the plural. The word "shall" is mandatory and not merely directory.

b. As used in this chapter:

Borough shall mean the Borough of Hightstown, County of Mercer, State of New Jersey.

Environmental commission shall mean the body having jurisdiction over public park and/or street trees.

Park shall include all public parks having individual names.

Person shall mean any person, firm, partnership, association, corporation, company or organization of any kind.

Property line shall mean the outer edge of a street right-of-way.

Property owner shall mean the person owning such property as shown by the Tax Map of the Borough.

Public places shall include all other grounds owned by the Borough.

Public trees shall include all shade and ornamental trees now or hereafter growing on any tree lawn or any public areas where otherwise indicated.

Shade tree official shall mean the designated official assigned to carry out the enforcement of this chapter.

Street or highway shall mean the entire width of every public way or right-of-way when any part thereof is open to the use of the public, as a matter of right, for purposes of vehicular and pedestrian traffic.

Tree lawn shall mean that part of a street or highway, not covered by sidewalk or other paving, lying between the property line and that portion of the street or highway usually used for vehicular traffic.

Truck thoroughfare shall mean any street on which trucks are not prohibited. (1991 Code § 207-2)

Caliper: a type of diameter measurement used in the nursery industry. The height measurement shall be taken from ground level for field-grown stock and from the soil line for container-grown stock, which should be at or near the top of the root flare. Caliper measurement of the trunk shall be taken six inches above the top of root flare up to and including four-inch caliper size. If the caliper at six inches above the ground exceeds four inches, the caliper should be measured at 12 inches above the top of root flare. Seldom are tree trunks perfectly round. The most accurate measurement will result from the use of a diameter tape. Caliper measurements taken with manual or electronic slot or pincer type caliper tools should be the average of the smallest and largest measurements.

i. The diameter of a tree shall be measured four (4') feet above the uphill/highest side

Dripline: the circular area surrounding a tree, the radius of which area shall be the distance from the center of the trunk of the tree to the outermost branch of the tree.

Enforcement Officer shall mean the Shade Tree Official or his/her duly authorized representative(s).

The detachment and movement of soil or rock fragments by water, ice, wind and gravity.

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Historic Tree: A tree that has been determined to be at least 75 years old and of notable historic interest to The Borough of Hightstown because of its age, type, size or historic association and which has been so designated by The Borough Environmental Commission.

Significant Tree: A tree of at least 75 years old, in good condition, of specimen quality (size, shape and habit) for its species, and located within the Borough on public or private land. A tree identified as a Significant Tree as included on a list maintained by the Environmental Commission

Tree Service Contractor. An insured service-provider, skilled in tree maintenance, under contract with a Borough property owner and authorized to do tree work in the Borough of Hightstown.

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Section 20-3

DUTIES OF ENVIRONMENTAL COMMISSION

Subsections:

20-3-1 Duties of Environmental Commission.

Subsection 20-3-1 Duties of Environmental Commission.

The Environmental commission shall have the authority and responsibility to:

- a. Study the problems and determine the needs of the Borough in connection with its tree planting program.
- b. Recommend to the proper authority the type and kind of trees to be planted upon municipal streets or parts of municipal streets or in parks.
- c. Organize and disseminate news and information regarding the selection, planting and maintenance of trees within the corporate limits, whether the same are on private or public property, and make recommendations from time to time to the Borough Council as to desirable legislation concerning the tree program and activities for the municipality.
- d. Hold regular and special meetings at which the subject of trees insofar as it relates to the municipality may be discussed by the members of the Commission and all others interested in the tree program.
- e. Promulgate the rules and regulations of the Arboricultural Specifications and Standards of Practice governing the planting, maintenance, removal, fertilization, pruning and bracing of trees on the streets or other public sites in the municipality and direct, regulate and control the planting, maintenance and removal of all trees growing now or hereafter in any public area of the Borough.
- f. Formulate, adopt and amend a ~~Master Street Tree Plan~~ Community Forestry Management Plan. ~~The Master Street Tree Plan shall specify appropriate species of the trees to be planted on the streets or other public sites of the municipality. From and after the effective date of the Master Street Tree Plan or any amendment thereof, all planting shall conform thereto and offer said Plan for approval to the State.~~
- g. Consider all existing and future utility and environmental factors when recommending a specific species for each of the streets and other public sites of the municipality.
- h. Affix reasonable conditions to the granting of a permit in accordance with the terms of this chapter. (1991 Code § 207-3)

Section 20-4**SHADE TREE OFFICIAL****Subsections:****20-4-1 Appointment; Vacancies.****20-4-2 Duties of Shade Tree Official.****Subsection 20-4-1 Appointment; Vacancies.**

a. The Shade Tree Official shall be appointed from the membership of the Environmental Commission by the Mayor with the concurrence of the Borough Council. Prior to making the appointment, the Mayor shall receive the recommendation of the Environmental Commission.

b. If the position of Shade Tree Official remains vacant for any reason for more than one (1) month, the Environmental Commission may designate a qualified person to perform the duties of the Shade Tree Official on a temporary basis and until such time as an appointment to the position may be made. (1991 Code § 207-4)

Subsection 20-4-2 Duties of Shade Tree Official.

The Shade Tree Official shall have the authority and responsibility to:

a. Regulate the planting, maintenance and removal of trees on streets and other publicly owned property to ensure safety or preserve the aesthetics of such public sites.

b. ~~Inspect-Review~~ all work done under a permit issued in accordance with the terms of this chapter.

c. Enforce the provisions of this chapter. (1991 Code § 207-5)

Section 20-5

PERMITS

Subsections:

20-5-1	Permit Required.
20-5-2	<u>Application-Permit Review and Approval</u>
20-5-3	Issuance of Permit Fees
20-5-4	<u>Trees on Construction Sites</u>
20-5-5	<u>Notice to Adjacent Owners</u>
20-5-6	<u>Appeals</u>
20-5-7	<u>Exceptions</u>
20-5-8	<u>Display of Permit</u>

Subsection 20-5-1 Permit Required.

Except as required by other sections, clauses or provisions of this chapter, no person shall plant, spray, fertilize, preserve, prune, remove, cut above or below ground or otherwise disturb any tree on any public street or Borough-owned property without first filing an application and procuring a permit from the Environmental Commission. The person receiving the permit shall abide by the Arboricultural Specifications and Standards of Practice adopted by the Environmental Commission. (1991 Code § 207-6)

Any person desiring to remove any tree or trees of not less than 8 inch caliper and not located on public land, or to place machinery, material or temporary soil deposit or regrade soil within the dripline of any tree within the Borough shall file an application therefor with the Borough on a form to be provided for the purpose. The application shall identify the lot or tract of land upon which the tree or trees are located; shall disclose the name and address of the owner and the Tree Service Contractor; shall set forth the reasons for requesting a permit to cut or remove same; and shall acknowledge who owns the tree or trees and shall indemnify and hold the Township harmless against any and all liability, damages and costs resulting from or arising out of the applicant's cutting or removal of any tree or trees. The applicant shall attach to the application a survey or other document satisfactory to the Enforcement Officer which accurately sets forth the location of the tree or trees and evidence of the ownership thereof.

Subsection 20-5-2 Permit Review and Approval.

The Enforcement Officer shall review the application, which shall upon filing be deemed to constitute consent from the applicant to the Enforcement Officer and/or such person or persons as he/she may in writing designate for entry upon the land for the purpose of review of conditions. In reviewing any such application the Enforcement Officer may in his/her discretion consult the Environmental Commission, the Borough staff, and such tree experts as might be desired. Except as otherwise hereinafter provided in paragraph D. within twenty (20) business days excluding Saturdays, Sundays and legal holidays from the filing of an application hereunder, the Enforcement Officer shall endorse his/her decision upon the application, and in case of partial or complete disapproval, shall set forth the basis for such decision. In addition, where appropriate, the Enforcement Officer shall indicate on such application guidelines and preventive measures to be taken to preserve from injury or destruction trees not sought to

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be cut or removed. Among the conditions which the Enforcement Officer may impose on a permit are the requirement of a performance bond in the amount of the value of the trees to be preserved as appraised by a New Jersey certified tree expert, which bond shall be released upon issuance of a Certificate of Occupancy, and the requirement of replanting trees or shrubs if trees which provide buffer, reduce soil erosion, or serve other purposes consistent with the provisions of Section 11-1, are to be removed. Any application approved, in whole or in part, shall automatically become a permit in accordance with the terms of the endorsement. Any permit not acted upon within three (3) months from the date of such approval shall automatically expire.

Subsection 20-5-3 Fees.

Fees shall not be charged to an applicant with respect to a tract of land having a single or two-family dwelling occupied by the owner thereof located thereon. Except as provided in the previous sentence, each applicant for a permit under this Chapter shall make a nonrefundable deposit with the Enforcement Officer of a fee of fifty dollars (\$50.00) for the first tree removal permit, and a fee of twenty dollars (\$20.00) for each additional tree removal permit. A separate Tree Removal Permit shall be required for each tree. All removed trees must be replaced in accordance with the Table below.

Subsection 20-5-4 Trees on Construction Sites

Upon the filing of any application for the cutting or removal of trees located on any lot or tract for which an application for a Building Permit or subdivision or site plan review is required to be submitted to the Construction Code Official, the Borough Planning Board or the Board of Adjustment, the applicant shall furnish the Enforcement Officer with a copy of the Building Permit application or subdivision plat or site plan therefor, and the Enforcement Officer may withhold his/her endorsement pending receipt of written notice of official action with respect to such Building Permit, subdivision plat or site plan application. Within twenty (20) business days, excluding Saturdays, Sundays and legal holidays, of the receipt of such notice, the Enforcement Officer shall act upon the application as provided in the preceding paragraph C.

Subsection 20-5-5 Notice to Adjacent Owners

The applicant shall give notice to owners of real property within twenty (20') feet of a tree which is proposed to be removed by permit. Such notice shall be given by personal service or certified mail, return receipt requested, at least ten (10) days prior to any proposed cutting or removal of a tree. All required fees and bonds for any application, shall be paid and /or a copy provided to the Borough prior to the issuance of the tree removal permit.

Subsection 20-5-6 Appeals.

Any person aggrieved by the decision of the Enforcement Officer shall have the right to appeal such decision to the Borough Council. Such appeal shall be by written notice stating the reasons upon which the appeal is based, filed with the Borough Clerk within ten (10) days of the decision of the Enforcement Officer.

Subsection 20-5-7 Exceptions.

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A permit is not required and tree replacement is not necessary under the following conditions:

Any tree located on publicly owned land or public rights-of-way and removed by the public agency or its representatives.

Dead or diseased trees upon certification by the Enforcement Officer or other qualified New Jersey Certified Tree Expert.

Partially or completely fallen trees by acts of nature, or which endanger the public safety.

Any tree located within the public right-of-way as shown on a subdivision map approved by the Borough Planning Board or Board of Adjustment.

Any tree located in an area to be occupied by a building, driveway, patio, pool or sports court as shown on a plan approved by the Borough Planning Board or Board of Adjustment in connection with an application for subdivision or site plan approval; or any tree located in an area to be occupied by a building, driveway, patio, pool or sports court as shown on a plan approved by the Borough Planning Board.

Subsection 20-5-8 Display of Permit.

The applicant shall prominently display on the site the tree removal permit issued. Such permit shall be displayed continuously while trees are being removed or replaced or work done as authorized on the permit and for 10 days thereafter. In addition, the person or persons cutting or removing trees, if other than the applicant, shall carry with him/her authorization from the owner or applicant authorizing such person to cut or remove trees.

Subsection 20-5-2 Application.

~~— a. Application for a permit must be made to the Environmental Commission not less than two (2) weeks in advance of the time the work is to be done and shall be accompanied by payment of a fee of five (\$5.00) dollars. Requests for Borough assistance should be indicated on the application.~~

~~— b. An application for planting of a tree shall state:~~

~~— 1. The number of trees to be set out.~~

~~— 2. The location of the tree(s) and grade.~~

~~— 3. The species, cultivar or variety of each tree.~~

~~— 4. The method of planting.~~

~~— 5. Such other information as the Environmental Commission shall find reasonably necessary to a fair determination of whether a permit should be issued.~~

~~— c. An application for maintenance of trees shall state:~~

~~— 1. The number and kinds of trees to be sprayed, fertilized, pruned or otherwise preserved.~~

~~— 2. The kind of treatment to be administered.~~

~~— 3. The composition of the spray material to be applied.~~

~~— 4. Such other information as the Environmental Commission shall find reasonably necessary to a fair determination of whether a permit should be issued.~~

~~— d. An application for a permit to remove a tree shall state:~~

~~— 1. The number and location of trees to be removed.~~

~~— 2. The reason(s) removal is necessary or appropriate.~~

~~— 3. The species, cultivar or variety of the replacement tree(s).~~

~~— 4. The intended location of the replacement tree(s).~~

~~— 5. The method of planting the replacement tree(s).~~

~~— 6. Such other information as the Environmental Commission shall find reasonably necessary to a fair determination of whether a permit should be issued.~~

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~~—7. Except as otherwise authorized by the Environmental Commission, no permit for removal of a tree shall be issued unless provision is made for the planting of a replacement tree at the site of removal or at a location approved by the Environmental Commission. (1991 Code § 207-6)~~

~~Subsection 20-5-3 — Issuance of Permit.~~

~~—The Environmental Commission shall issue the permit provided for herein if, in its judgment, the proposed work is desirable and the proposed method and workmanship thereof are of a satisfactory nature. Any permit granted shall contain a definite date of expiration, and the work shall be completed in the time allowed on the permit and in the manner as therein described. Any permit shall be void if its terms are violated. (1991 Code § 207-6)~~

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Section 20-6

REMOVAL, REPLANTING AND REPLACEMENT

Subsections:

20-6-1 Planting in Violation of Regulations.**20-6-2 Removal, Planting and Replacement of Trees****20-6-32 Removal of Trees for Sidewalk or Street Improvements for Street Work.****20-6-43 Removal of Trees for Construction; Replacement.****20-6-5 Removal for Tree Hazard****Subsection 20-6-1 Planting in Violation of Regulations.**

Whenever any tree shall be planted in violation of the provisions of this chapter, it shall be lawful for the Shade Tree Official to remove or cause removal of the same, and the exact cost thereof shall be assessed to the person planting the tree as provided by law in the case of special assessments. (1991 Code § 207-7)

~~20.1~~**Subsection 20-6-2 Removal, Planting and Replacement of Trees**

Replacement Trees. Removed trees not less than 8 inches in diameter must be replaced according to the table below. Replacement is dependent on the diameter measured at a point 4' feet above the ground of the existing tree that would be removed. If in the discretion of the Enforcement Officer due to available space, species of trees and/or required space between plantings a lesser number would be appropriate, the Enforcement Officer may grant a downward adjustment.

<u>Caliper of Removed Tree (inches)</u>	<u>No. of Replacement Trees</u>
<u>>8 to <12</u>	<u>1</u>
<u>12 to <18</u>	<u>2</u>
<u>18 to <24</u>	<u>3</u>
<u>24 and larger</u>	<u>4</u>

Replacement Trees must be not less than 1-3/4" caliper.

In lieu of providing a Replacement Tree, the owner of real property must contribute \$300.00 per replacement tree to the Borough of Hightstown, with such funds to be used for tree replacement by the Environmental Commission.

Subsection 20-6-32 ~~Removal of Trees for Sidewalk or Street Improvements for Street Work~~

Whenever it is necessary for the Borough to remove a tree or trees from a tree lawn in connection with the paving of a sidewalk or the paving or widening of the portion of a street or highway used for vehicular traffic, the Borough shall replant such trees or replace them. If conditions prevent planting on tree lawns, this requirement will be satisfied if any equivalent number of trees of the same size and species as provided for in the Arboricultural Specifications are planted in another location approved by the Environmental Commission. (1991 Code § 207-7)

Subsection 20-6-~~43~~ Removal of Trees for Construction; Replacement.

No person or property owner shall remove a tree from the tree lawn for the purpose of construction or for any other reason unless he replaces the removed tree or trees in accordance with the adopted Arboricultural Specifications. Such replacement shall meet the standards of size, species and placement as provided for in a permit issued by the Environmental Commission. The person or property owner shall bear the cost of removal and replacement of all trees removed. (1991 Code § 207-7)

Subsection 20-6-5 Removal for Tree Hazard.

Any tree removal required to address an urgent safety concern may be removed without permit. If the removed tree is 8 inches in diameter or more, the Shade Tree Official shall be notified within the 7 days and shall subsequently identify replacement tree(s) to be planted by the owner of the property from which the tree was removed.

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Section 20-7

PRUNING AND TREE MAINTENANCE**Subsections:****20-7-1 ~~Responsibility of Property Owner or Tenant.~~ Responsibilities****20-7-2 Failure to Prune Trees; Notice.****20-7-3 Failure to Comply; Cost Assessed to Owner.****~~Subsection 20-7-1 Responsibility of Property Owner or Tenant.~~**

~~It shall be the duty of any person owning or occupying real property bordering on any public street to prune any trees on such property in such manner that they do not obstruct or shade the streetlights, obstruct the passage of pedestrians on sidewalks, obstruct vision of traffic signs or obstruct the traveling public's view of the street. The minimum clearance of any overhanging portion of a tree shall be ten (10) feet over sidewalks and twelve (12) feet over all streets, except truck thoroughfares, which shall have a clearance of sixteen (16) feet. (1991 Code § 207-8)~~

20-7-1 Responsibilities

All Borough trees and shrubs located on property owned by the Borough of Hightstown shall be maintained solely by the Department of Public Works.

All Borough trees and shrubs not located on property owned by the Borough of Hightstown, but on properties owned by the Board of Education or by some other public body, may be maintained by the Department of Public Works as is required for the general public welfare.

All trees and shrubs on private property shall be maintained by the owner of the property upon which they are located.

It shall be the duty of any person owning or occupying real property bordering on any public street to prune any trees on such property in such manner that they do not obstruct or shade the streetlights, obstruct the passage of pedestrians on sidewalks, obstruct vision of traffic signs or obstruct the traveling public's view of the street. The minimum clearance of any overhanging portion of a tree shall be ten (10) feet over sidewalks and twelve (12) feet over all streets, except truck thoroughfares, which shall have a clearance of sixteen (16) feet.

Subsection 20-7-2 Failure to Prune Trees; Notice.

Should any person owning real property bordering on any public street fail to prune trees as hereinabove provided, the Environmental Commission shall order such person or persons, within thirty (30) days after receipt of written notice, to so prune such trees. The order required herein shall be served by mailing a copy of the order to the last known address of the owner or occupant of the property. (1991 Code § 207-8)

Subsection 20-7-3 Failure to Comply; Cost Assessed to Owner.

When a person to whom an order is directed shall fail to comply within the specified time, it shall be lawful for the municipality to prune such trees, and the exact cost thereof shall be assessed to the owner as provided by law in the case of special assessments. (1991 Code § 207-8)

Section 20-8

ABUSE OR MUTILATION OF PUBLIC TREES

Subsections:

20-8-1 Abuse or Mutilation of Public Trees.

Subsection 20-8-1 Abuse or Mutilation of Public Trees.

Unless specifically authorized by the Environmental Commission or the Shade Tree Official, no person shall intentionally damage, cut, carve, transplant or remove any public tree; attach any rope, wire, nails, advertising posters or other contrivance to any such tree; allow any gaseous, liquid or solid substance which is harmful to such trees to come in contact with them; or set fire to or permit any fire to burn when such fire or the heat thereof is likely to injure any portion of any such tree. (1991 Code § 207-9)

Section 20-9

INTERFERENCE WITH OFFICIALS UNLAWFUL

Subsections:

20-9-1 Interference with Officials Unlawful.

Subsection 20-9-1 Interference with Officials Unlawful.

No person shall hinder, prevent, delay or interfere with the Environmental Commission or the Shade Tree Official in the performance of its or his authority and duties pursuant to this chapter; provided, however, that nothing herein shall be construed as an attempt to prohibit the pursuit of any remedy, legal or equitable, in any court of competent jurisdiction for the protection of property rights by the owner of any property within the municipality. (1991 Code § 207-10)

Section 20-10

PROTECTION DURING CONSTRUCTION OR EXCAVATION

Subsections:

20-10-1 Protection During Construction or Excavation.

Subsection 20-10-1 Protection During Construction or Excavation.

a. All trees on any public street or other publicly owned property in the immediate vicinity of an excavation or construction of any building, structure or street work shall be guarded with a good, substantial and highly visible fence, frame or box not less than four (4) feet high and eight (8) feet square or at a distance in feet from the trunk equal to the diameter of the trunk in inches [measured six (6) inches from the ground], whichever is greater, and all building material, dirt or other debris shall be kept outside the barrier.

b. No person shall excavate any ditches, tunnels or trenches or lay any drive within a radius of ten (10) feet from any public tree without first obtaining a written permit from the Environmental Commission. (1991 Code § 207-11)

Section 20-11

OBSTRUCTING NUTRIENTS FROM PUBLIC TREES UNLAWFUL

Subsections:

20-11-1 Obstructing Nutrients from Public Trees Unlawful.

Subsection 20-11-1 Obstructing Nutrients from Public Trees Unlawful.

No person shall deposit, place, store or maintain upon any public place of the municipality any stone, brick, sand; concrete or other materials which may impede the free passage of water, air and fertilizer to the roots of any tree growing therein, except by written permit of the Environmental Commission. (1991 Code § 207-12)

Section 20-12

VIOLATIONS AND PENALTIES

Subsections:

20-12-1 Violations and Penalties.

Subsection 20-12-1 Violations and Penalties.

The Environmental Commission or the Shade Tree Official shall cause a Municipal Court complaint to be issued to any person, firm or corporation violating any of the provisions of this chapter. Any person found to have violated a provision of this chapter shall be liable, upon conviction to the penalty as stated in Chapter I, Section 1-5. (1991 Code § 207-13; New)

COOPERATION AGREEMENT

This Agreement entered into this _____ day of _____, 2019 by and between Hightstown Housing Authority, with offices located at 131 Rogers Avenue, Hightstown, New Jersey 08520, herein referred to as the "Local Authority" and the Borough of Hightstown, with offices located at 156 Bank Street, Hightstown, New Jersey 08520, a Municipal Corporation of the State of New Jersey, herein referred to as the "Municipality":

WITNESSETH:

In consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. DEFINITIONS - Whenever used in this Agreement:

(a) The term "Project" shall mean any low-rent housing of the Local Authority with financial assistance of the United States of America acting through the Secretary of Housing and Urban Development (herein called the "Government").

(b) The term "Taxing Body" shall mean the State or any political subdivision or taxing unit thereof in which a Project is situated and which would have authority to assess or levy real or personal property taxes or to certify such taxes to a taxing body or public officer to be levied for its use and benefit with respect to a Project if it were not exempt from taxation.

(c) The term "Shelter Rent" shall mean the total of all charges to all tenants of a Project for dwelling rents and non-dwelling rents

(excluding all other income of such Project), less the cost to the Local Authority of all dwelling and non-dwelling utilities.

2. LOCAL AUTHORITY PAYMENT IN LIEU OF TAXES

(a) Under the constitution and statutes of the United States of America, all Projects are exempt from all real and personal property taxes and special assessments levied or imposed by any Taxing Body. With respect to any Project, so long as either (i) such Project is owned by a public body or governmental agency and is used for low-rent housing purposes, or (ii) any contract between the Local Authority and the Government for loans or annual contributions, or both, in connection with such Project remains in force and effect, or (iii) any bonds issued in connection with such Project or any monies due to the Government in connection with such Project remain unpaid, whichever period is the longest, the Municipality agrees that it will not levy or impose any real or personal property taxes or special assessments upon such Project or upon the Local Authority with respect thereto. During such period, the Local Authority shall make annual payments (herein called ("Payments in Lieu of Taxes")) in lieu of such taxes and special assessments and in payment for the Public services and facilities furnished from time to time without other cost or charge for or with respect to such Project.

(b) Each such annual Payment in lieu of Taxes shall be made after

the end of the fiscal year established for such Project, and shall be in an amount equal to either (i) five percent (5%) of the Shelter Rent actually collected, but in no event to exceed five percent (5%) of the Shelter Rent charged by the Local Authority in respect to such Project during such fiscal year payable at the time when real property taxes on such Project would be paid if it were subject to taxation; or (ii) the amount permitted to be paid by applicable state law in effect on the date such payment is made, whichever amount is the lower. The fiscal year for Local Authority ends December 31st of each year.

(c) The Municipality shall distribute the Payments in Lieu of Taxes among the Taxing Bodies in the proportion which the real property taxes, which would have been paid to each Taxing Body for such year, if the Project were not exempt from taxation; provided, however, that no payment for any year shall be made to any Taxing Body in excess of the amount of the real property taxes which would have been paid to such Taxing Body for such year if the Project were not exempt from taxation.

(d) No payment for any year shall be made to the Municipality in excess of the amount of the real property taxes which would have been paid to the Municipality for such year if the Project were not exempt from taxation.

(e) Upon failure of the Local Authority to make any Payment in Lieu

of Taxes, no lien against any Project or assets of the Local Authority shall attach, nor shall any interest or penalties accrue or attach on account thereof.

3. MUNICIPALITY DUTIES - During the period which commenced with the date of the acquisition of any part of the site or sites of any Project and continuing until now and for so long as either (i) such Project is owned by a public body or governmental agency and is used for low rent housing purposes, or (ii) any contract between the Local Authority and the Government for loans or annual contributions, or both, in connection with such Project remain unpaid, whichever period is the longest, the Municipality without cost or charge to the Local Authority or the tenants of such Project (other than the Payments in Lieu of Taxes) shall:

(a) Furnish or cause to be furnished to the Local Authority and the tenants of such Project public services and facilities of the same character and to the same extent as are furnished from time to time without cost or charge to other dwellings and inhabitants in the Municipality. The public services to be provided by the Municipality are police and fire protection services, emergency medical services, garbage and waste removal services and water and sewer services. The Local Authority, however, agrees to be responsible for recycling;

(b) Vacate such streets, roads and alleys within the area of such Project as may be necessary in the development thereof, and convey without charge to the Local Authority such interest as the Municipality may have in such vacated areas; and in so far as it is lawfully able to do so without cost or expense to the Local Authority or to the Municipality, cause to be removed from such vacated areas, insofar as it may be necessary, all public or private utility lines and equipment;

(c) Insofar as the Municipality may lawfully do so, (i) grant such deviations from the building code of the Municipality as are reasonable and necessary to promote economy and efficiency in the future development and administration of such Project, and at the same time safeguard health and safety, and (ii) make such changes in any zoning of the site and surrounding territory of such Project as are reasonable and necessary for the future development and protection of such Project and the surrounding territory;

(d) Accept grants of easements necessary for the future development of such Project; and

(e) Cooperate with the Local Authority by such other lawful action or ways as the Municipality and the Local Authority may find necessary in connection with the future development and administration of such Project.

4. DEVELOPMENT - In respect to any future development of the Project, the Municipality further agrees that within a reasonable time after receipt of a written request, therefor from the Local Authority:

(a) It will accept the dedication of all interior streets, roads, alleys and adjacent sidewalks within the area of such Project, together with all storm and sanitary sewer mains in such dedicated areas, after the Local Authority, at its own expense, has completed the grading, improvement, paving and installation thereof, in accordance with specifications acceptable to the Municipality;

(b) It will provide, or cause to be provided, water mains and storm and sanitary sewer mains leading to such Project and serving the bounding streets thereof (In consideration whereof the Local Authority shall pay to the Municipality such amount as would be assessed against the Project site for such work if such site were privately owned).

5. MUNICIPALITY'S FAILURE TO PROVIDE SERVICES - If by reason of the Municipality's failure or refusal to furnish or cause to be furnished any public services or facilities which it has agreed hereunder to furnish or to cause to be furnished to the Local Authority or to the tenants of any Project and the Local Authority incurs any expense to obtain such services or facilities, then the Local Authority may deduct the amount of such expense from any Payments in Lieu of Taxes due or to

become due to the Municipality in respect to any Project or any other low rent housing projects owned or operated by the Local Authority.

6. PRIOR AGREEMENT - No Cooperation Agreement heretofore entered into between the Municipality and the Local Authority shall be construed to apply to any Project covered by this Agreement.

7. CONFLICT OF INTEREST - No member of the governing body of the Municipality or any other public official of the Municipality who exercises any responsibilities or functions with respect to any project during his tenure or for one year thereafter shall have any interest, direct or indirect, in any Project or any property included or planned to be included in any Project, or any contracts in connection with such Projects or property. If any such governing body member or such other public official of the Municipality involuntarily acquires or had acquired prior to the beginning of his tenure any such interest, he shall immediately disclose such interest to the Local Authority.

8. GOVERNMENTAL APPROVAL - So long as any contract between the Local Authority and the Government for loans (including preliminary loans) or annual contributions, or both, in connection with any Project remains in force and effect, or so long as any bonds issued in connection with any Project or any monies due to the Government in connection with any Project remain unpaid, this Agreement shall not be

abrogated, changed or modified without the consent of the Government. The privileges and obligations of the Municipality hereunder shall remain in full force and effect with respect to each Project so long as the beneficial title to such Project is held by the Local Authority or by any other public body or governmental agency, including the Government, authorized by law to engage in the development or administration of low rent housing project. If at any time the beneficial title to or possession of any Project is held by such other public body or governmental agency, including the Government, the provisions hereof shall inure to the benefit of and may be enforced by such other public body or governmental agency, including the Government.

IN WITNESS WHEREOF the Municipality and the Local Authority have respectively signed this Agreement and caused their seals to be affixed and attested as of the day and year first above written.

BOROUGH OF HIGHTSTOWN
A Municipal Corporation of the
State of New Jersey

(SEAL)

By: _____
Lawrence Quattrone, Mayor

Attest:

Debra L. Sopronyi, Municipal Clerk

STATE OF NEW JERSEY, COUNTY OF _____, SS.:

I CERTIFY that on _____, 20____, DEBRA L. SOPRONYI, personally came before me, and this person acknowledged under oath, to my satisfaction, that:

(a) this person is the Clerk of the Borough of Hightstown, the municipal corporation named in this document;

(b) this person is the attesting witness to the signing of this document by the proper corporate officer who is the Mayor of the Borough of Hightstown;

(c) this document was signed and delivered by the Borough of Hightstown as its voluntary act duly authorized by a proper resolution of the Borough Council;

(d) this person knows the proper seal of the corporation which was affixed to this document; and

(e) this person signed this proof to attest to the truth of these facts.

Signed and sworn to before me on _____

Notary Public of New Jersey
My Comm. Exps. _____

HIGHTSTOWN HOUSING AUTHORITY

(SEAL)

By: _____
Allen Keith LePrevost,
Executive Director

ATTEST:

, Secretary

STATE OF NEW JERSEY, COUNTY OF

SS:

I CERTIFY that on _____, Allen Keith LePrevost personally came before me and acknowledged under oath, to my satisfaction, that:

(a) this person signed, sealed and delivered the attached document as the Executive Director of Hightstown Housing Authority, the corporation named in this document;

(b) the proper corporate seal was affixed;

(c) this document was signed and delivered by the corporation as its voluntary act and deed by virtue of authority from its Board of Directors; and

(d) this person knows the proper seal of the corporation which was affixed to this document.
