

Agenda

Hightstown Borough Council

July 15, 2019

Hightstown Fire House

6:30 PM – Executive Session

7:30 PM – Public Session

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

Meeting called to order by Mayor Lawrence Quattrone.

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

Roll Call

Flag Salute

Executive Session

2019-128 Authorizing a Meeting that Excludes the Public

Personnel – Union Grievance (Local 32 Blue Collar)

Fire Department

Litigation – Vitale

Contract Negotiations – Robbinsville (Court)

Approval of the Agenda

Presentations

Cultural Arts Commission – Mural

Minutes

June 3, 2019 – Executive Session

June 3, 2019 – Public Session

Engineering Items

Improvements to Springcrest Dr, Taylor Ave, Spruce Court & Glen Drive

Resolution 2019-129 Authorizing Change Order #1 and Payment #2 – S. Brothers, Inc. (Improvements to Maple Avenue and Sunset Avenue)

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

2019-11 Final Reading and Public Hearing – An Ordinance Authorizing the Borough of Hightstown to Acquire Easements for Temporary Construction and Permanent Access Over Certain Real Properties Located within the Borough, In Connection with the Stockton Street and Joseph Street Improvement Project

2019-12 First Reading and Introduction – An Ordinance Amending and Supplementing Chapter 5, Entitled “Animal Control”, of the Revised General Ordinances of the Borough of Hightstown, New Jersey

Resolutions	2019-130	Payment of Bills
	2019-127	Waiving Fees for Certain Parking Permits
	2019-131	Appointing and Authorizing an Agreement for Consulting Engineer of Record for the Peddie Lake Dam Walking Bridge Replacement
	2019-132	Authorizing Payment to Van Cleef Engineering Associates (Construction Administration and Inspection for the Rehabilitation of East Ward Street)
Consent Agenda	2019-133	Authorizing Refund of Tax Overpayment
	2019-134	A Resolution Authorizing a Temporary Extension of Existing 2018-2019 Cat Licenses
	2019-135	Authorizing a refund for a Theater in the Park Registration Fee
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	Stockton Street – County Paving Project	
	Fire Department – New Fire Truck	
Subcommittee Reports		
Mayor/Council/Administrative Reports		
Adjournment		

Resolution 2019-128

*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 July 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:

Personnel	Union Grievance (Local 32 Blue Collar) Fire Department
Contract Negotiations	Robbinsville Court

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: October 15, 2019, or when the need for confidentiality no longer exists.

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

CERTIFICATION

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

Debra L. Sopronyi
Borough Clerk

Meeting Minutes
Hightstown Borough Council
June 3, 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>		ARRIVED 7:09
<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 2019-111 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Stults; seconded by Councilmember Bluth.

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

Resolution adopted 3-0.

Resolution 2019-111

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 June 3, 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 – Mills at Hightstown
Municipal Court Robbinsville

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: September 3, 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 7:32 and again read the Open Public Meetings Statement. Councilmember Jackson and CFO, George Lang arrived during executive session and are now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Bluth; Seconded by Councilmember Stults.

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

Agenda approved 4-0.

APPROVAL OF MINUTES

April 25, 2019 – Budget Workshop

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

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

Minutes approved 4-0.

May 6, 2019 – Public Session

Moved by Councilmember Bluth; Seconded by Councilmember Stults.

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

Minutes approved 4-0.

May 16, 2019 – Executive Session

Moved by Councilmember Bluth; Seconded by Councilmember Jackson.

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

Minutes approved 3-0 with 1 abstention.

May 16, 2019 – Budget Workshop

Moved by Councilmember Jackson; Seconded by Councilmember Bluth.

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

Minutes approved 3-0 with 1 abstention.

PUBLIC COMMENT I

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

Sandra Jackson, 301 Lincoln Avenue – Concerned about the removal of trees for the Lincoln Avenue road project. We need to start putting the planet ahead of our pocketbook.

Eric Post – 15 Rocky Brook Court – Rocky Brook Court needs paving and the water sewer improvements are needed. He was onboard with the sidewalks until the project encroached on 1/3 of his front lawn. There really is no need for sidewalks on Rocky Brook Court as there is very little vehicle traffic.

George Thornhill, 6 Rocky Brook Court – Concerned with sidewalks on Rocky Brook Court. Doesn't see a need for them. There are also water issues on Rocky Brook Court that need to be addressed.

Scott Caster, 12 Clover Lane – Spoke about no sidewalks on certain streets because there is no foot traffic.

Dennis Cataldo, 14 Rocky Brook Court – Does not want to be responsible for maintaining a sidewalk. He chooses to live in a cul-de-sac for privacy. There is no need for a sidewalk on Rocky Brook.

Maryann Suto, 20 Hagemont Avenue – Asked if sidewalks were planned for both sides of Hagemont Avenue. Having a sidewalk would mean a lot of snow to shovel in the winter. Likes old time Hightstown with no sidewalks.

Nicole Oorbeek, 16 Hagemont Avenue – In favor of the sidewalk for Hagemont Avenue. This would be safer for the children walking to school and buses. Safety is most important.

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

PRESENTATIONS

Complete Street Committee Presentation

Council President Misiura thanked Bev Asselstine for her work with the Intersection Analysis. Council President discussed the power point presentation attached hereto.

ENGINEERING ITEMS

DOT State Aid Recommendation(s)

Borough Engineer, Carmela Roberts, reviewed her letter of May 31, 2019. Council discussed the three (3) recommendations brought forward by Ms. Roberts. Council focused on recommendation #3, improvements to Railroad Avenue. With the new Municipal Facilities being located at 230 Mercer Street, a rear access road will be needed at Railroad Avenue. This needs to be done and it makes the most sense to use grant money to complete the project. Council instructed Ms. Roberts to move forward with the grant application for Improvements to Railroad Avenue.

Lincoln, Hagemount, Rocky Brook Project

Borough Engineer, Carmela Roberts, reviewed several concepts for the Lincoln, Hagemount and Rocky Brook Project. She also stated that there were 3 different professionals that evaluated the trees on Lincoln Avenue. At this point, Mayor Quattrone opened the floor to comments from the public and the following individuals spoke:

Maryann Suto, 20 Hagemont Avenue – Asked how the location of the sidewalks were determined. Ms. Roberts stated that on Lincoln Avenue, the trees determined where the sidewalks would be placed.

George Thornhill, 6 Rocky Brook Court – Asked what the square footage of sidewalk would be on Rocky Brook Court. Also stated that there is a water problem already. Ms. Roberts stated that there is approximately 2,400 square feet of sidewalk proposed.

Sandra Jackson, 301 Lincoln Avenue – Asked when Council will be deciding on this project.

Dennis Cataldo, 14 Rocky Brook Court – Stated that there is no need for sidewalks on Rocky Brook.

David Zaiser, 402 South Main Street – Hopes to preserve the street trees. Need to create space for new trees. Trees will help with the water issues.

Discussion ensued. Borough Administrator/Clerk, Debra Sopronyi, stated that Public Works requested a plan with no bump outs. This makes it difficult for plowing in the winter. After discussion, Councilmember Stults moved to move forward with Plan “F” for sidewalks on Lincoln Avenue with no sidewalks for Hagemount Avenue or Rocky Brook Court. The extra funds would go to new street trees and preservation of existing trees. Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Jackson, and Stults voted yes. Councilmember Misiura voted no.

Council instructed Ms. Roberts to move ahead with Plan “F” for sidewalks on Lincoln Avenue with no sidewalks for Hagemount Avenue or Rocky Brook Court. 3-1.

Chemical Comparison at AWWTP

Borough Engineer, Carmela Roberts, reviewed her letter to Council dated May 29, 2019. The WWTP is not operating within its limits. The current rate of septage intake will exceed the 4.0 MG level as required by Council. Ms. Roberts suggested a monthly limit be established. Once limit has been reached, the plant should cease accepting deliveries for the month. Borough Administrator/Clerk, Debra Sopronyi, will inform the Superintendent.

Resolution 2019-106 Awarding a Contract for Stockton Street Water Main Replacement – Reivax Contracting

Moved by Council President Misiura; Seconded by Councilmember Bluth.

Roll Call Vote; Councilmembers Bluth, Jackson, Misiura and Stults.

Resolution adopted 4-0.

Resolution 2019-106

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

**AWARDING A CONTRACT FOR STOCKTON STREET WATER MAIN
REPLACEMENT – REIVAX CONTRACTING**

WHEREAS, five (5) bids were received on April 24, 2019 for the Stockton Street Water Main Replacement in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a contract for the Stockton Street Water Main Replacement be awarded to the low bidder, Reivax Contracting of Newark, New Jersey at the price of \$933,750.00; and

WHEREAS, this project is funded by the New Jersey Environmental Infrastructure Trust Financing Program (NJEITFP), the award of this contract is conditional upon approval by the New Jersey Department of Environmental Protection; and,

WHEREAS, the Borough Attorney has reviewed the bids and has determined that the bid submitted by Reivax Contracting is in order with respect to legal compliance; and,

WHEREAS, this award is contingent upon the adoption of the appropriate bond ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for the Stockton Street Water Main Replacement is hereby awarded to Reivax Contracting of Newark, New Jersey in the amount of \$933,750.00, upon approval by the New Jersey Department of Environmental Protection.

Resolution 2019-112 Authorizing Payment #2 – JTG Construction (Improvements to First Avenue)

Moved by Councilmember Jackson; Seconded by Councilmember Bluth.

Roll Call Vote; Councilmembers Bluth, Jackson, Misiura and Stults.

Resolution adopted 4-0.

Resolution 2019-112

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

**AUTHORIZING PAYMENT #2– 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 payment #2 in the amount of \$166,608.38 for work related to site

clearing, traffic control, a concrete channel, tree removal, milling and paving driveway repair, detectable warning surfaces, topsoiling and seeding, curb, sidewalk and driveway; and

WHEREAS, the Borough Engineer has recommended approval of payment #2 in the amount of \$166,608.38; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that payment #2 of \$166,608.38 to JTG Construction of Newark, New Jersey is hereby approved as detailed herein.

ORDINANCES

Ordinance 2019-08 Final Reading and Public Hearing – An Ordinance Amending and Supplementing Chapter 7 Entitled “Traffic”, of the Revised General Ordinances of the Borough of Hightstown, New Jersey Regarding Parking

Mayor Quattrone opened the public hearing and the following individuals spoke:

Scott Caster, 12 Clover Lane – Questioned what changes were being made to the ordinance.

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

Moved for adoption by Councilmember Stults; Seconded by Councilmember Bluth.

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

Ordinance adopted 4-0.

Ordinance 2019-08

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

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7 ENTITLED “TRAFFIC” , OF THE
REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY
REGARDING PARKING**

WHEREAS, the Chief of Police has recommended that certain changes be made to the restricted parking on Academy Street; and

WHEREAS, the New Jersey Department of Transportation has authorized a one-hour time limit on Main Street; and

WHEREAS, the Mayor and Council agree with said recommendations.

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

Section 1. That Chapter 7, entitled "Traffic", Section 7-11, entitled "Parking Time Limited on Certain Streets", is hereby amended to read as follows (underline for additions, strikethroughs for deletions):

7-11-1 Time Limit Parking.

Subsection 7-11-1 Time Limit Parking.

No person shall park a vehicle in excess of the time limit specified upon any of the streets or parts of streets described below. These limits shall not apply on Sundays and public holidays.

Street	Side	Time Limit	Location
Academy Street	North	2 hrs.	From 110 feet east of Railroad Avenue to a point 170 feet west of Mercer Street
Academy Street	West	2 hrs.	From a point 35 feet distant from the southerly curblane of Grant Avenue to a point 277 feet south
North Main Street	West	1 hr.	Beginning 188 feet from the southerly curblane of Bank Street to a point 107 feet south
Rogers Avenue	Both	2 hrs.	From Mercer Street to Railroad Avenue
South Main Street	East	1 hr.	From a point 35 feet distant from the northerly curblane of Ward Street to a point 261 feet north

	East	10 min.	Beginning 296 feet north from the northerly curbline of Ward Street to a point 60 feet north
		Between	
		8:00 a.m.	
		and 6:00	
		p.m.	
Stockton Street	South	15 minutes	From a point 165 feet distant from the westerly curbline of Main Street to a point 60 feet west

Section 2. That Chapter 7, entitled “Traffic”, Section 7-13, entitled “Parking Prohibited at all Times on Certain Streets”, is hereby amended to read as follows (underline for additions, strikethroughs for deletions):

Section 7-13

PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS

Subsections:

7-13-1 Parking Prohibited at All Times on Certain Streets.

Subsection 7-13-1 Parking Prohibited at All Times on Certain Streets.

No person shall park a vehicle at any time upon any streets or parts thereof described.

Name of Street	Side	Location
Academy Street	North	Mercer Street to easternmost Post Office driveway
Academy Street	North	Railroad Avenue to 100 feet east
Academy Street	North	For a Distance of 170 Feet West of Mercer Street
Academy Street	South	Mercer Street to Railroad Avenue
Academy Street	East	From Park Avenue to Stockton Street
Academy Street	East	From Rogers Avenue to Railroad Avenue
Academy Street	East	From Stockton Street to Rogers Avenue
Academy Street	West	From Park Avenue to Grant Avenue

Bank Street	North	From North Main Street to Mechanic Street
Bank Street	North	From the westerly curbline of the driveway entrance of the water plant, a distance of 30 feet east and 30 feet west
Bank Street	South	From North Main Street to Academy Street
Center Street	West	From Stockton Street to Morrison Avenue
Church Street	East	From Rogers Avenue to Stockton Street
Clinton Street	North	From Cole Avenue to Maxwell Avenue
	South	From the westerly curbline of Cole Avenue for a distance of 70 feet east
Cole Avenue	Both	From Franklin Street to Clinton Street
Dutch Neck Road	North	From the southerly curbline of Stockton Street 665 feet southwesterly
Dutch Neck Road	Southeast	From Gilman Place to Stockton Street
Name of Street	Side	Location
Etra Road	Both	From South Main Street to the Borough line
First Avenue	North	From Outcalt Street to Joseph Street
Forman Street	West	From the southerly curbline of Stockton Street for 205 feet south
Grape Run Road	North	From Westerlea Avenue to Pershing Avenue
Grape Run Road	South	From the easterly curbline of Westerlea Avenue to a point 120 feet east
Grape Run Road	Both	From Westerlea Avenue to Mercer Street
Hagemount Avenue	West	From Lincoln Avenue to Rocky Brook Court
Harron Avenue	East	From Stockton Street to Morrison Avenue
Hutchinson Street	East	From Grant Avenue to Park Avenue
Joseph Street	East	From Stockton Street to Second Avenue
Leshin Lane	North	From a point 50' west of the western side of the driveway of 16 Leshin Lane to Westerlea Avenue
Leshin Lane	South	From a point 50' west of the western side of the driveway of 17 Leshin Lane to Westerlea Avenue
Monmouth Street	North	From North Main Street to a point opposite the east curbline of Broad Street
Monmouth Street	South	From the east curbline of Manlove Avenue 652.67 feet east

Monmouth Street	South	From Pennsylvania Railroad to Broad Street
North Main Street	East	From the northerly curblineline of Franklin Street to a point 80 feet north
North Main Street	West	From a point 239.5 feet north of the north curblineline of Stockton Street to a point 242 feet north
Oak Lane	East	From Stockton Street to the north curblineline of Lincoln Avenue; thence from Lincoln Avenue for 397 feet north
Oak Lane	West	From the northerly curblineline of Stockton Street to a point 450 feet north
Outcalt Avenue	East	For a distance of 50 feet north or south of the First Avenue and Second Avenue intersections
Outcalt Street	West	From Rogers Avenue to Morrison Avenue
Park Avenue	South	From the westerly curblineline of Academy Street to a point 50 feet west
Name of Street	Side	Location
Pershing Avenue	West	From Grape Run Road to South Street
Purdy Street	East	From Bank Street to Reed Street
Railroad Avenue	East	From Stockton Street to Academy Street
Railroad Avenue	West	From Stockton Street to Rogers Avenue
Reed Street	North	From Mechanic Street to Rev. Powell Drive
Rev. Powell Drive	East	From Reed Street to Chamberlin Avenue
Rogers Avenue	North	From Stockton Street to Mercer Street
Second Avenue	North	From Outcalt Street to Joseph Street
Second Avenue	North	From Summit Street to Joseph Street
South Main Street	West	From Ward Street to Mercer Street
South Street	North	From Mercer Street to South Main Street
Stockton Street	North	From Mercer Street to South Main Street for 199 feet west
Stockton Street	South	From Main Street to the west curblineline of Dutch Neck Road; thence on Dutch Neck Road for 624 feet
Ward Street	North	From Mercer Street to South Main Street
Ward Street	North	From the easterly curblineline of South Main Street to a point 793.25 feet east
Ward Street	South	From the southeasterly curblineline of Mercer Street to a point 57 feet east

Ward Street	South	From the easterly curblin of South Main Street to a point 2,241 feet east
Westerlea	West	Leshin Lane to Grape Run Road

Section 3. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 4. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 5. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

Ordinance 2019-09 First Reading and Introduction – Bond Ordinance Providing a Supplemental Appropriation of \$165,000 for Various Improvements to the Water-Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, and Authorizing the Issuance of \$165,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Moved for introduction by Councilmember Bluth; Seconded by Councilmember Jackson.

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

Ordinance introduced 4-0. Public hearing scheduled for June 17, 2019.

Ordinance 2019-09

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

**BOND ORDINANCE PROVIDING A SUPPLEMENTAL
APPROPRIATION OF \$165,000 FOR VARIOUS IMPROVEMENTS TO
THE WATER-SEWER UTILITY IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND
AUTHORIZING THE ISSUANCE OF \$165,000 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"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the supplemental amount of

\$165,000, such sum being in addition to the \$1,270,000 appropriated therefor by bond ordinance #2017-10 of the Borough, finally adopted August 21, 2017 (the "Original Bond Ordinance"). No down payment is required as the purpose authorized herein is deemed self-liquidating and the bonds and bond anticipation notes authorized herein are deductible from the gross debt of the Borough, as more fully explained in Section 6(e) of this bond ordinance.

Section 2. In order to finance the additional cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$165,000 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 various improvements to the replacing and relining of the water mains and improvements to the sewer system, 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 \$1,435,000, including the \$1,270,000 authorized by the Original Bond Ordinance and the \$165,000 authorized herein.

(c) The estimated cost of the improvement or purpose is \$1,435,000, including the \$1,270,000 appropriated by the Original Bond Ordinance and the \$165,000 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 self-liquidating purpose of a municipal public utility. 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 40 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 \$165,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$200,000 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, \$185,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$15,000 is estimated therefor herein.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-

44(c).

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. The Borough expects to finance this improvement through the New Jersey Environmental Infrastructure Trust ("NJEIT"). A portion of such financing is expected to be a loan that NJEIT will forgive and treat as a grant upon the issuance by NJEIT of bonds to be used to finance a separate portion of the improvement. The portion of the loan which is forgivable pursuant to the applicable laws and regulations shall upon forgiveness by NJEIT at that point be a deduction from the Borough's debt authorized herein. The amount of the obligations authorized, but not issued hereunder, shall then be reduced to the extent, and in the amount that such loan is forgiven, that such funds are so used.

Section 9. 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 10. 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 11. 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 12. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Ordinance 2019-10 First Reading and Introduction – Bond Ordinance Providing for Architect and Design Costs in Connection with the New Municipal Complex for Administration and the Police Department in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$500,000 therefor and Authorizing the Issuance of \$476,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Moved for introduction by Councilmember Misiura; Seconded by Councilmember Bluth.

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

Ordinance introduced 4-0. Public hearing scheduled for June 17, 2019.

Ordinance 2019-10

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

**BOND ORDINANCE PROVIDING FOR ARCHITECT AND DESIGN
COSTS IN CONNECTION WITH THE NEW MUNICIPAL COMPLEX
FOR ADMINISTRATION AND THE POLICE DEPARTMENT IN AND
BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF
MERCER, NEW JERSEY, APPROPRIATING \$500,000 THEREFOR
AND AUTHORIZING THE ISSUANCE OF \$476,000 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 is hereby 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 sum of \$500,000, including the sum of \$24,000 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more

previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$476,000 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 hereby authorized and the purpose for the financing of which the bonds are to be issued is for architect and design costs in connection with the new municipal complex for Administration and the Police Department, including all related costs and expenditures incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

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 15 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 \$476,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$500,000 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.

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.

RESOLUTIONS

Resolution 2019-113 Payment of Bills

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

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

Resolution adopted 4-0.

Resolution 2019-113

*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 \$138,560.77 from the following accounts:

Current		\$68,331.26
W/S Operating		31,964.73
General Capital		35,004.24
Water/Sewer Capital		826.50
Grant		2,323.10
Trust		110.94
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$138,560.77</u>

Resolution 2019-114 Appoint Class II Officer – Martin A. Moreno

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

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

Resolution adopted 4-0.

Resolution 2019-114

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

APPOINTING A CLASS II SPECIAL OFFICER – MARTIN A. MORENO

WHEREAS, the Mayor and Borough Council recognize that there is a need to hire a Class II Special Officer to assist the Police Department with various duties in accordance with the provisions of N.J.S.A. 40A:14-146.8 et. seq.; and,

WHEREAS, Frank Gendron, Chief of Police, has recommended that Martin A. Moreno, be appointed as a

Class II Special Officer for the Borough of Hightstown Police Department; and,

WHEREAS, Martin A. Moreno is qualified to serve as a Class II Special Officer and to carry out all of the duties of a Class II Special Officer; as well, if qualified, carry a Borough issued firearm only during his hours of work for the Borough Police Department; and,

WHEREAS, Martin A. Moreno shall not be eligible to receive pay and/or time off for any leave (vacation, holiday, sick leave, personal days, etc), shall not be eligible for overtime and shall not be eligible for health benefits from the Borough of Hightstown.

WHEREAS, the Borough Council finds it in the best interest of the health, safety and welfare of the residents to appoint Martin A. Moreno as a Class II Special Officer, pending satisfactorily passing psychological and physical testing.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown that Martin A. Moreno is hereby appointed as a Class II Special Officer to assist the Hightstown Police Department, effective June 3, 2019, for the remainder of calendar year 2019, pending satisfactorily passing psychological and physical testing.

BE IT FURTHER RESOLVED that Martin A. Moreno shall not be eligible for the following: (1) pay and/or time off for any leave (vacation, holiday, sick leave, personal days, etc); (2) overtime (whether in pay and/or compensatory time off); and, (3) health/insurance benefits of any kind from the Borough of Hightstown.

Resolution 2019-115 Extending an Agreement for Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer Street

Moved by Councilmember Stults; Seconded by Councilmember Bluth

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

Resolution adopted 4-0.

Resolution 2019-115

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

**EXTENDING AN AGREEMENT FOR ARCHITECTURAL AND CONTRACT
ADMINISTRATION SERVICES FOR MUNICIPAL FACILITIES LOCATED AT 230
MERCER STREET**

WHEREAS, Resolution 2019-44, appointed the Musial Group as Architect and Contract Administrator for the municipal facilities project located at 230 Mercer Street; and

WHEREAS, Resolution 2019-44 also authorized concept design at a cost not to exceed \$40,000; and

WHEREAS, it is now the desire of Borough Council to authorize the remainder of the project at a total cost not to exceed \$459,895.00 and

WHEREAS, funds for this purpose are contingent upon the adoption of the appropriate bond ordinance and,

WHEREAS, the term of this contract is for the completion of the project located at 230 Mercer Street; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Hightstown that the remainder of the Municipal Facilities Project, located at 230 Mercer Street, is hereby extended to include the entire project for a total cost of \$459,895.00.

Resolution 2019-116 Authorizing Emergency Temporary Appropriations Prior to Adoption to the 2019 Budget

Moved by Councilmember Misiura; Seconded by Councilmember Bluth

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

Resolution adopted 4-0.

PUBLIC COMMENT PERIOD II

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

Sandra Jackson 301 Lincoln Avenue – Stated that some people did not get the letter regarding the meeting for the Lincoln, Hagemount, Rocky Brook Project meeting. Would like to see things done fairly and impartially.

Mia Kennedy, 192 Windsor Commons, East Windsor – Student at Hightstown High School. As a school project, she would like to redo the concession stand at Rocky Brook Park and turn it into a gazebo. She has spoken with Gary Grubb and Parks and Rec. Councilmembers commented that they thought this was a great idea. Councilmember Stults offered help with the drawings and figuring out what needs to be done.

Scott Caster, 12 Clover Lane – Spoke regarding bicycles on sidewalks and having no bike lane is an issue.

Joe Cicalese, 136 Broad Street – Agrees with Mr. Caster regarding bike lane issue.

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

DISCUSSION

Paving Bank Street

Borough Administrator/Clerk, Debra Sopronyi, stated that S. Brothers has given a good price to pave Bank Street. Since they are in town completing other projects, a decision would need to be made this evening. Discussion ensued. After discussion, Council agreed not to move forward with this project at this time.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Jackson

There was no quorum for the last Parks and Rec meeting.

Councilmember Stults

Read highlights from the Police Report. Spoke of the retirement of Officer Michael Gordy. Officer Gordy will be retiring August 1st after 25 years of service to Hightstown Borough.

ADJOURNMENT

Councilmember Jackson moved to adjourn at 10:47 p.m.; Councilmember Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk



Complete Streets Committee

Intersection Analysis and
Priorities for Improvement
Presentation to Council May 20, 2019



Complete Streets Committee Members

2018

- Steven Misiura: Borough Council
- Lee Stultz: Borough Council
- Beverly Asselstine: Planning Board
- Dodie Colavecchio: Planning Board, Historic Preservation Commission
- David Zaiser: Environmental Commission

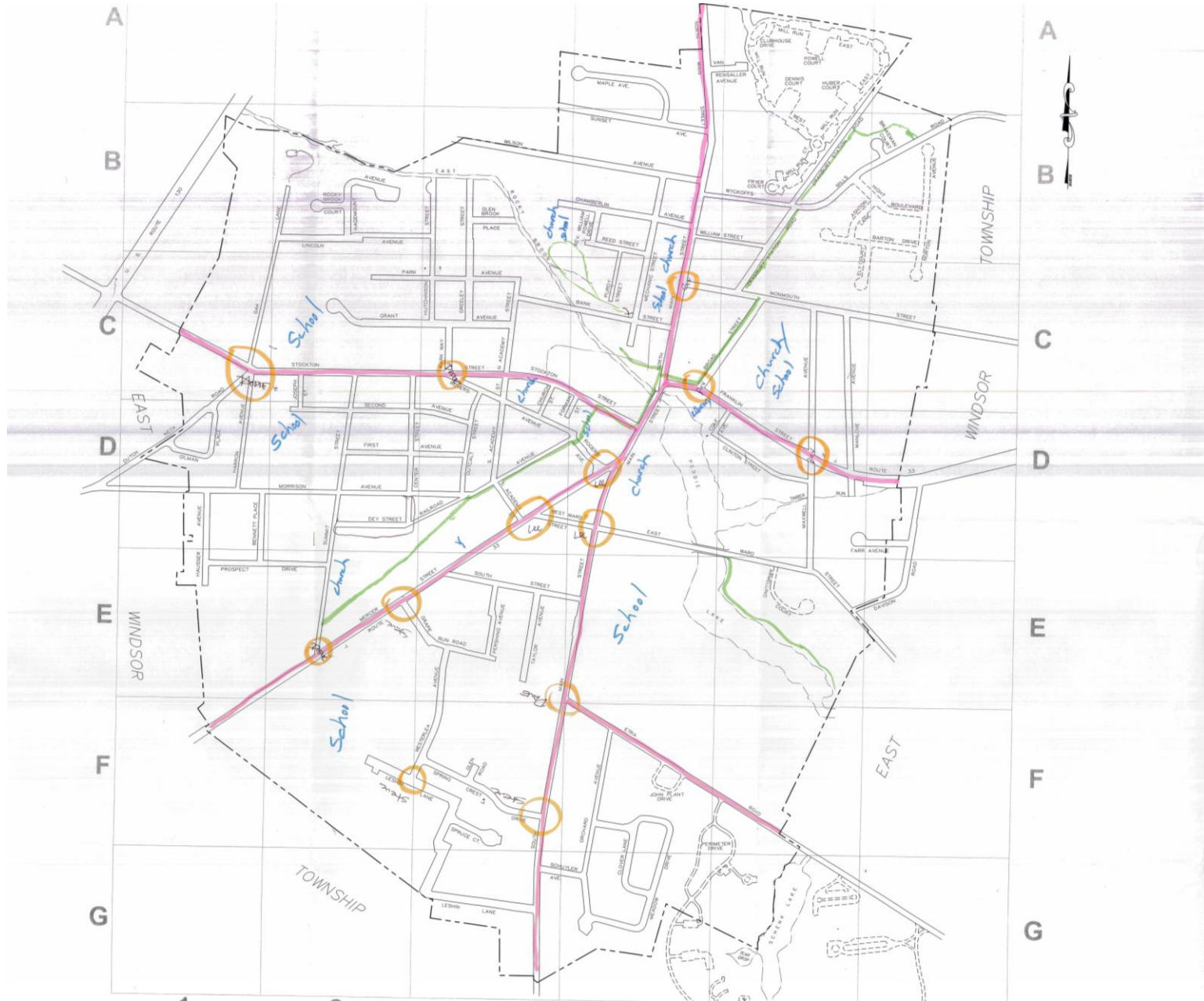
2019

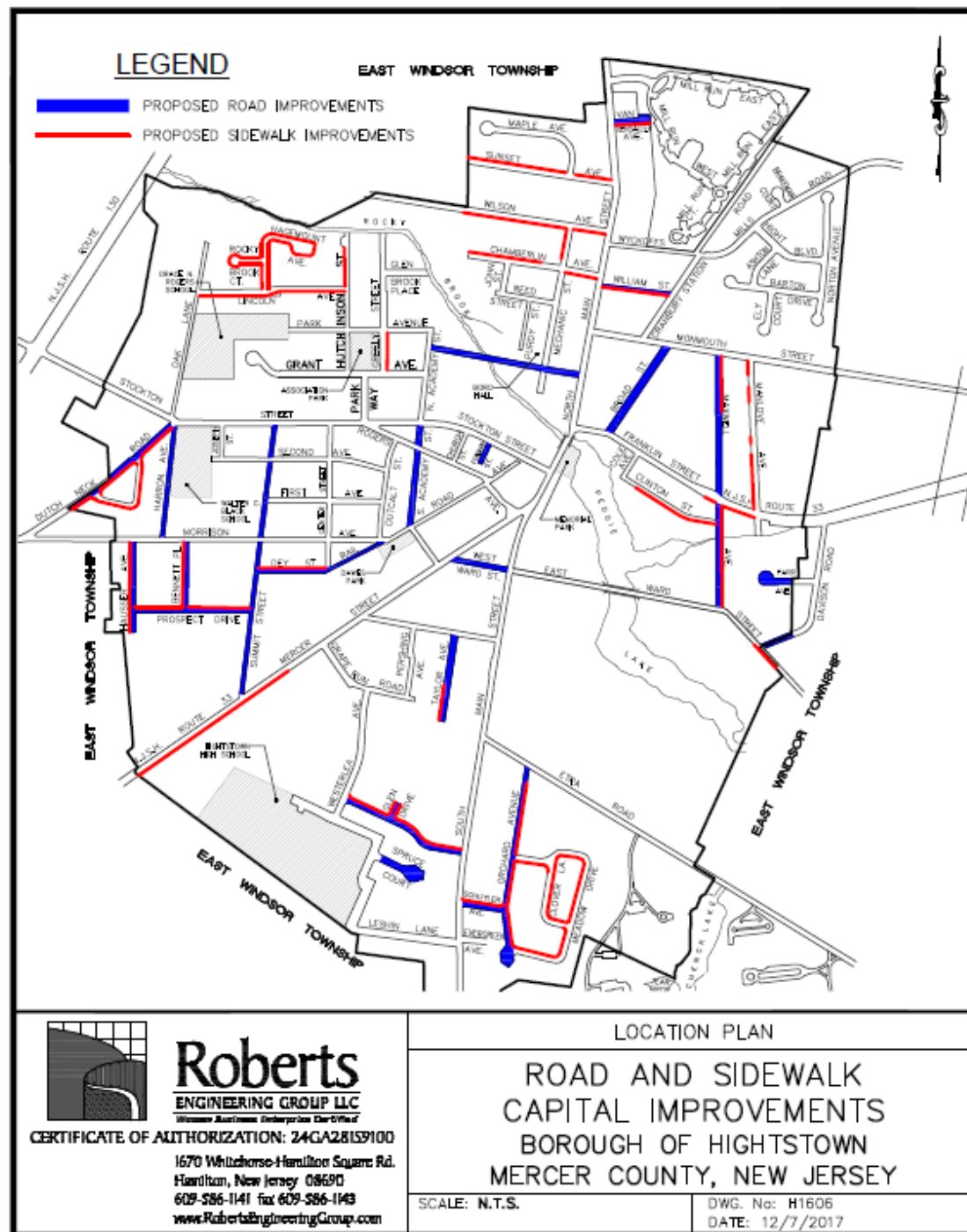
- Steven Misiura: Borough Council
- Beverly Asselstine: Planning Board
- Dodie Colavecchio: Planning Board, Historic Preservation Commission
- David Zaiser: Environmental Commission
- Joe Cicalese: Planning Board, Environmental Commission

PURPOSE

Set priorities for future infrastructure projects with a focus on:

- The Downtown
- Providing a continuous network of safe intersections and sidewalks from all parts of the Borough to Hightstown High School





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Hamilton, New Jersey 08690
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www.RobertsEngineeringGroup.com

Franklin Street (Rt 33) and Maxwell Avenue

- Provide crosswalks across all four street segments.
- Provide continental stripe crosswalk marking.
- Install walk/don't walk signals.
- Install high visibility pedestrian crossing signs.
- Repaint stop lines.
- Correct speed limits on Rt 33 eastern approach.



Franklin Street (Rt 33) and Maxwell Avenue

Provide traffic calming measures on Rt 33 eastern approach including:

- Road Diet
- Replacement of the wide shoulder with bike lanes and sidewalks.
- Street trees

Crosswalks distance could be reduced by curb extensions.

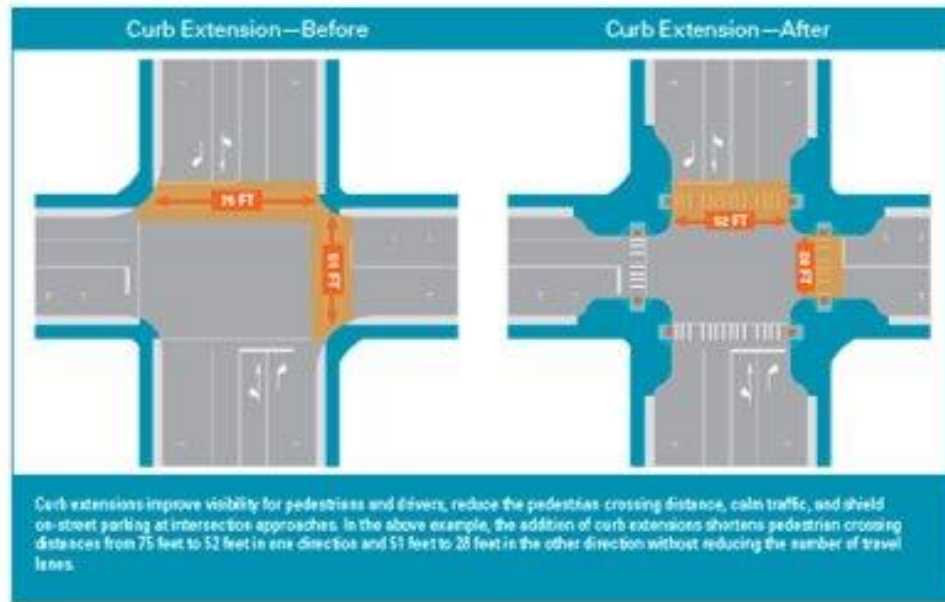
- Include rain garden

Eliminate right-turn lane and island.

No turn on red on Maxwell north approach.

New sidewalk on Maxwell from Franklin to Ward.





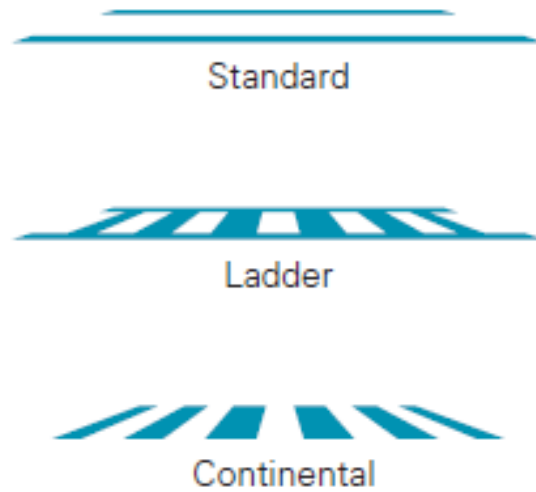
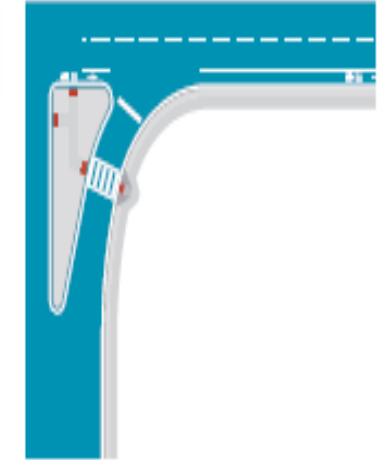
Channelized Right Turns

Where channelized right turns are necessary, they should be designed to slow driver turning speed and improve visibility of pedestrians, bicyclists, and on-coming motor vehicle traffic for the turning driver.

Before

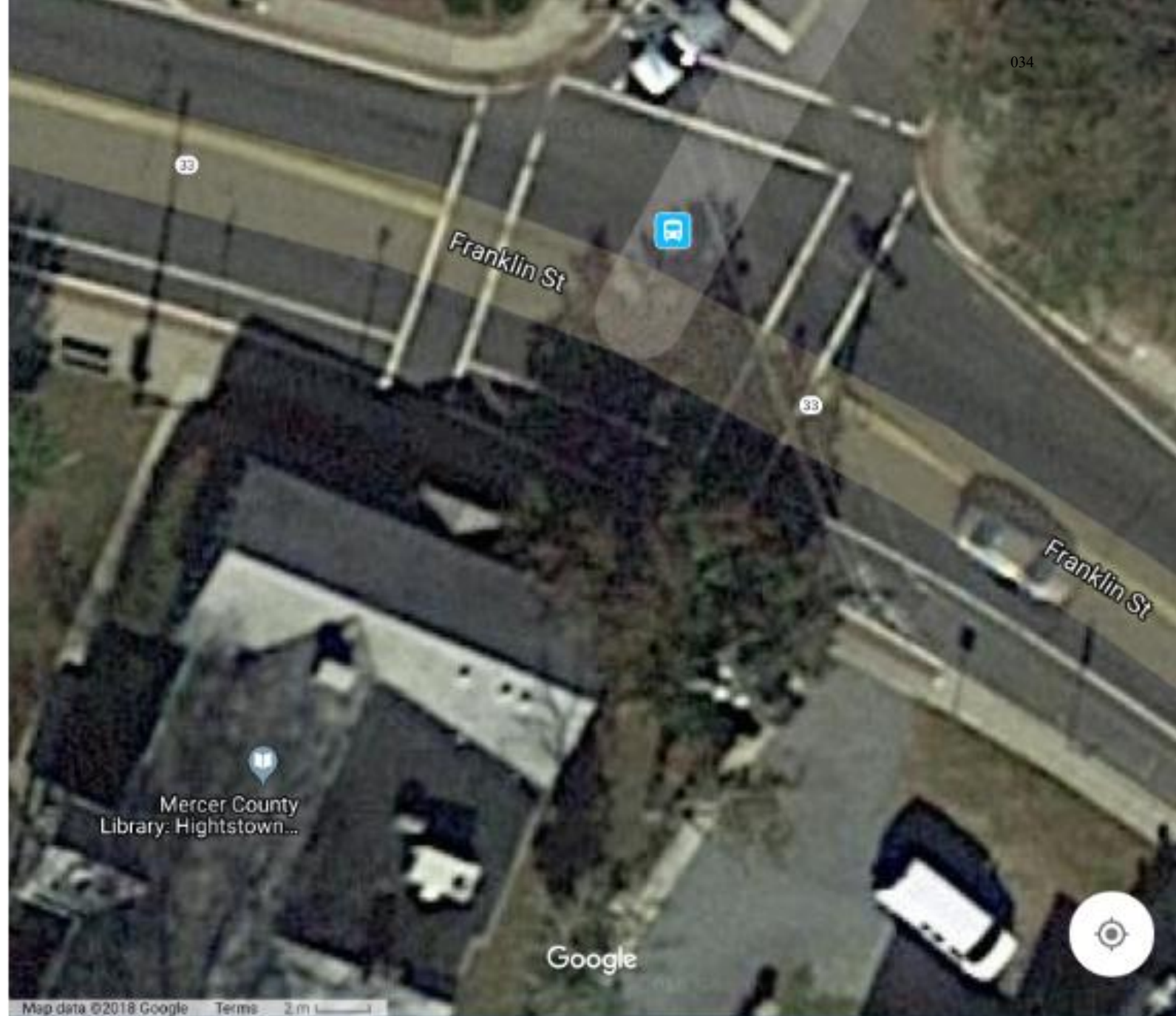


After



Franklin Street (Rt 33) and Broad Street

- Trim tree branches.
- Install Hawk or RRFB crosswalk signals.
- Provide elevated crosswalks with continental stripping.





North Main Street (CR 539) and Monmouth Street (CR 633)

- Add a second crosswalk across N. Main St.
- Provide high visibility crosswalk signage and continental stripping.
- Provide ADA compliant curb cut ramps.
- Replace faded signage



South Main Street Street (CR 539) and Etra Road (CR 571)

- Provide a crosswalk with continental stripes at the north side of this intersection across South Main Street .
- Install high visibility pedestrian crossing signs.
- Provide RRFB crosswalk signals across South Main.
-



South Main Street Street (CR 539) and Etra Road (CR 571)

- Ramp connecting to the sidewalk on the west side of South Main
- Provide bicycle pathways along both routes
- Add detectable warning surfaces to existing and new ramps.



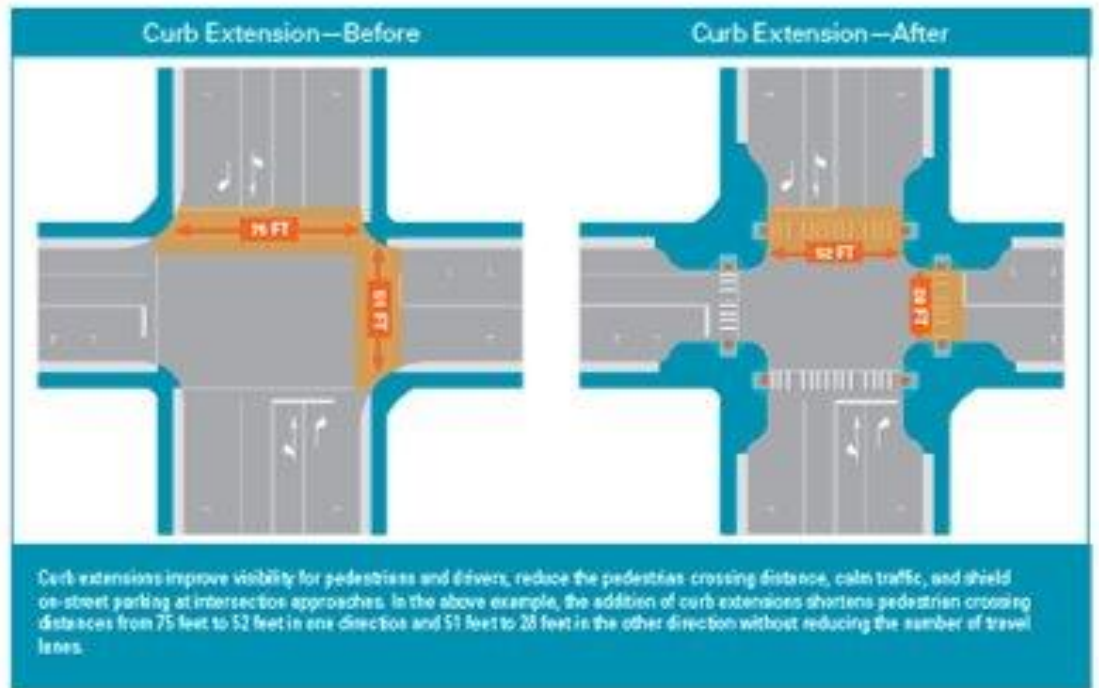


Accessible curb ramps in Highland Park, NJ

South Main Street (CR 539) and Springcrest Drive

- Restripe existing crosswalk with continental striping.
- Provide traffic calming measures along South Main St such as road narrowing or an island.
- Install RRFB crosswalk signals across South Main.
- Install a street lamp on the SW corner of Springcrest.
- Install a sidewalk along the entire length of Springcrest.
- Install ADA compliant curb cut ramps on South Main.
- Infill missing sidewalk gaps along South Main, (East side).





South Main Street (CR 539) and Leshin Lane

- Restripe crosswalk across Leshin Lane with continental stripping.
- Provide crosswalks with continental stripping, and RRFB crosswalk signals across South Main.
- Provide traffic calming measures along South Main St such as road narrowing or an island.
- Add sidewalks on the east side of South Main to fill in gaps. Provide curb cuts and detectable warning strips.
- Provide bike lane on South Main and Bike Route on Leshin Lane.



Mercer Street (RT 33)) and Grape Run Drive

- Restripe existing crosswalk with continental stripping.
- Provide RRFB crosswalk signals across Mercer Street.
- Extend the shoulder stripping on Mercer Street past the intersection.
- Reduce the speed limit on Mercer Street to 25 mph.



Mercer Street (RT 33) and Grape Run Drive

- Provide traffic calming measures on Mercer Street such as curb extensions or an island.
- Streetscape improvements to better connect it to the downtown such as street trees, decorative street lamps, decorative median and decorative pavers.





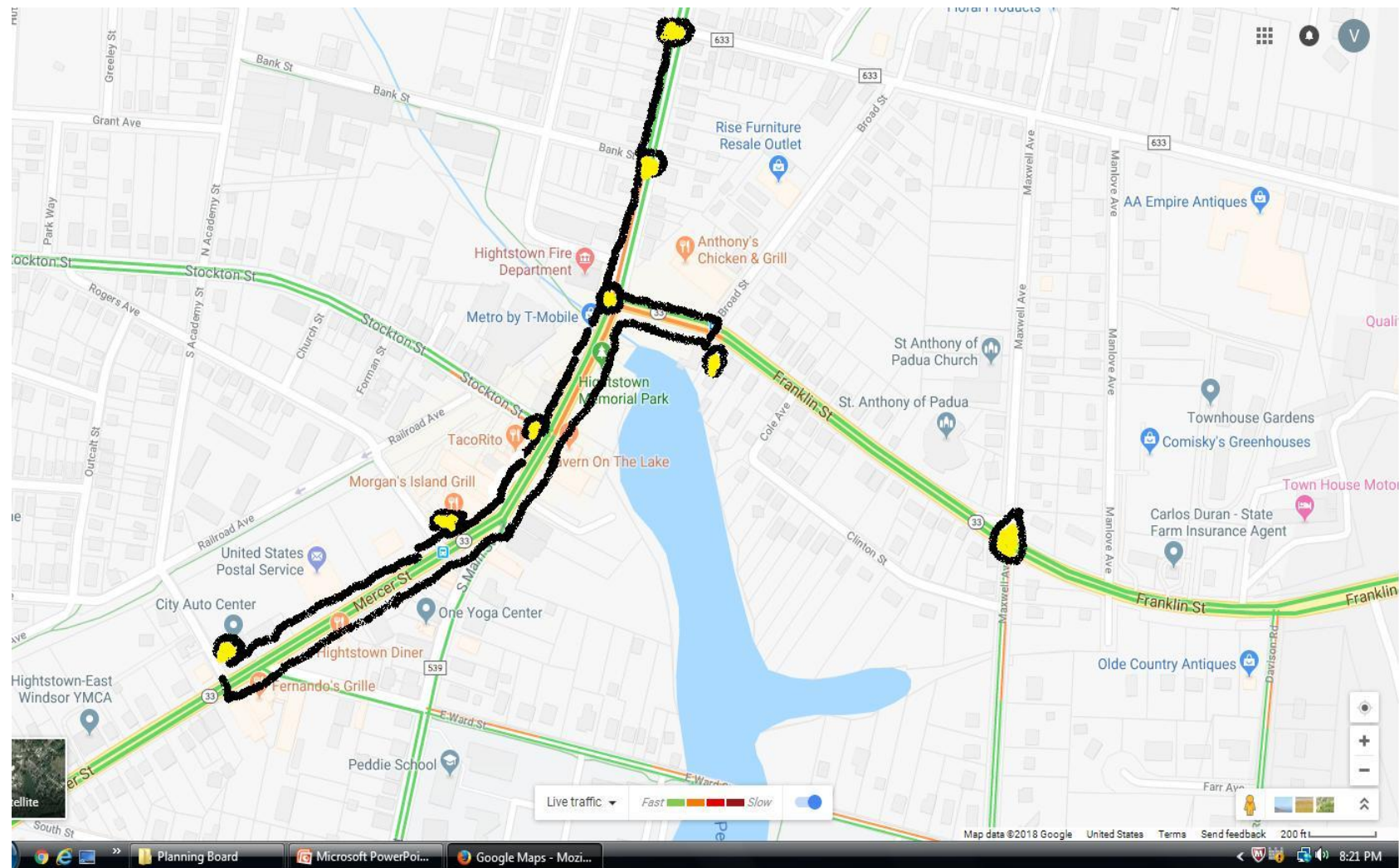
Stockton Street (CR 571) Dutch Neck Road, Harron Avenue and Oak Lane

- Provide continental stripes across all streets at the intersection.
- Provide RRFB crosswalk signals across Stockton Street.
- Study the feasibility of adding a roundabout.
- Change Harron to a one-way street from Morrison north to Stockton.





Downtown Walk Audit



Downtown Walk Audit

Participants

Streets and Sidewalks Committee

Steve Misuira, Council President

Beverly Asselstine, Planning Board

Joe Cicalese, Planning Board and Environmental Commission

Borough Staff and Professionals

Ken Lewis, Superintendent of Public Works

Frank Gendron, Police Chief

Carmela Roberts, Borough Engineer

Mercer County Planning Department

Matthew Zochowski, Assistant Planner

Community Organizations

Brian Clissold, Downtown Hightstown, Inc., also member West

Windsor Bicycle and Pedestrian Alliance

Jack Curry, RISE

Cheryl Kastrenakes, Executive Director, Greater Mercer TMA

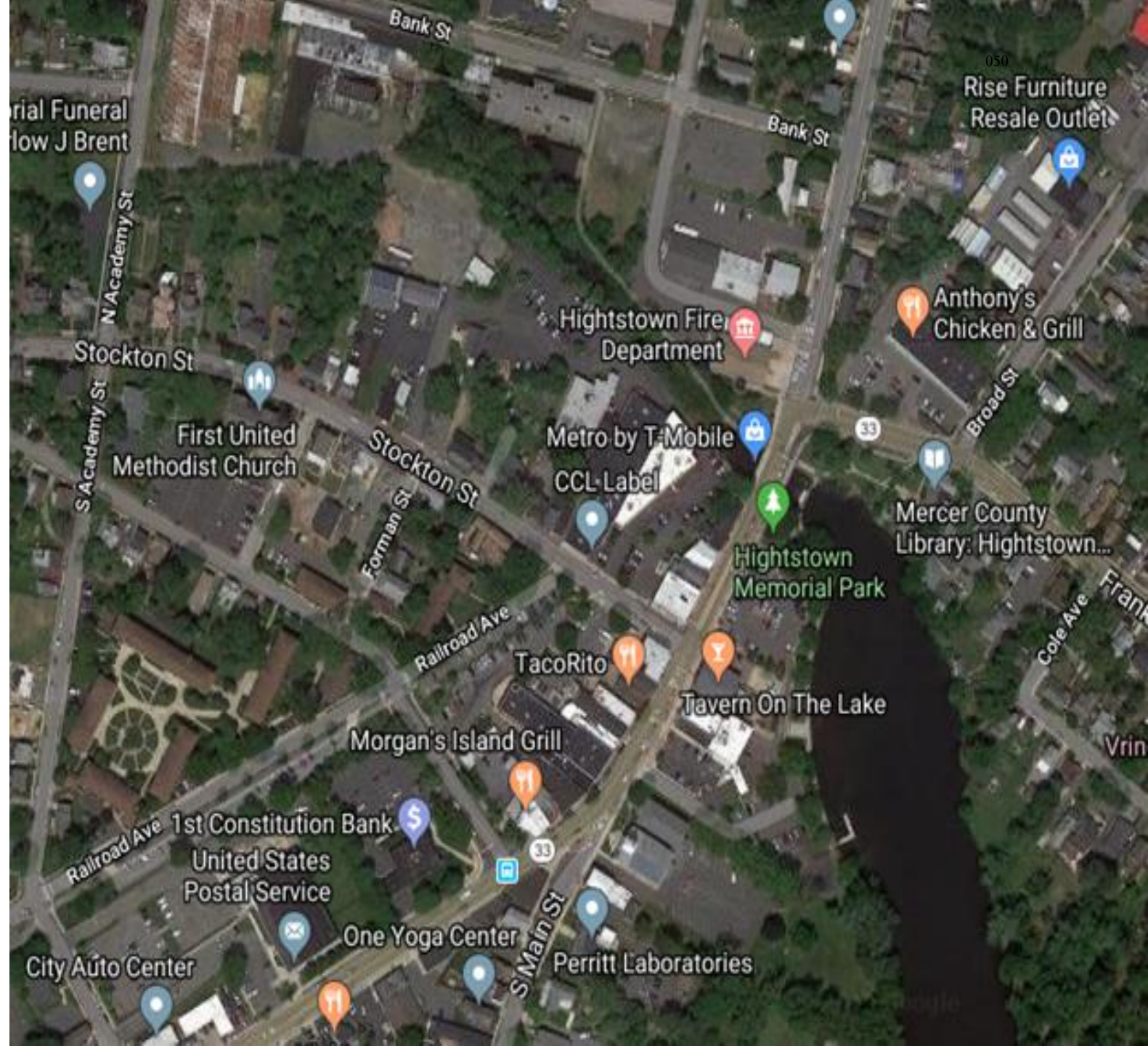
Ian Henderson, Greater Mercer TMA

Jerry Foster, Greater Mercer TMA

Downtown Walk Audit

Principal Findings.

- Numerous unmarked crosswalks.
- Lack of compliance with Complete Streets Guidelines, (markings, visibility, signage, etc.)
- Lack of traffic calming measures on the approaches to the downtown.
- Creative engineering and design adjustments are needed to address existing conditions in the downtown area

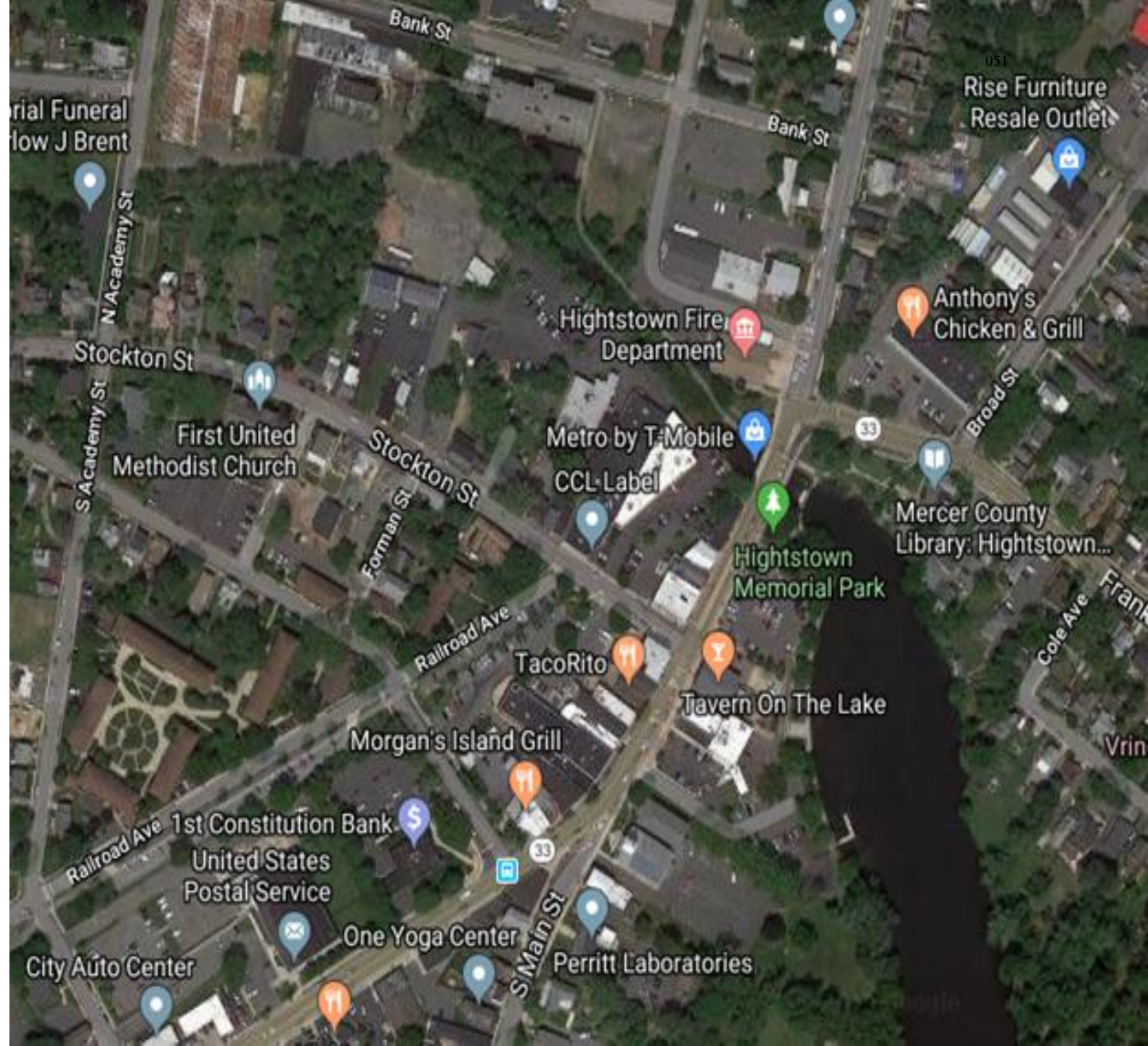


Downtown Walk Audit

Specific Recommendations.

Crosswalks on streets approaching downtown

- Add more crosswalks along North Main and South Main Streets with high visibility markings and signage.
- Improve visibility, markings and signage for crosswalks on Franklin and Mercer Streets. Expand traffic calming and crosswalks at Franklin and Maxwell.

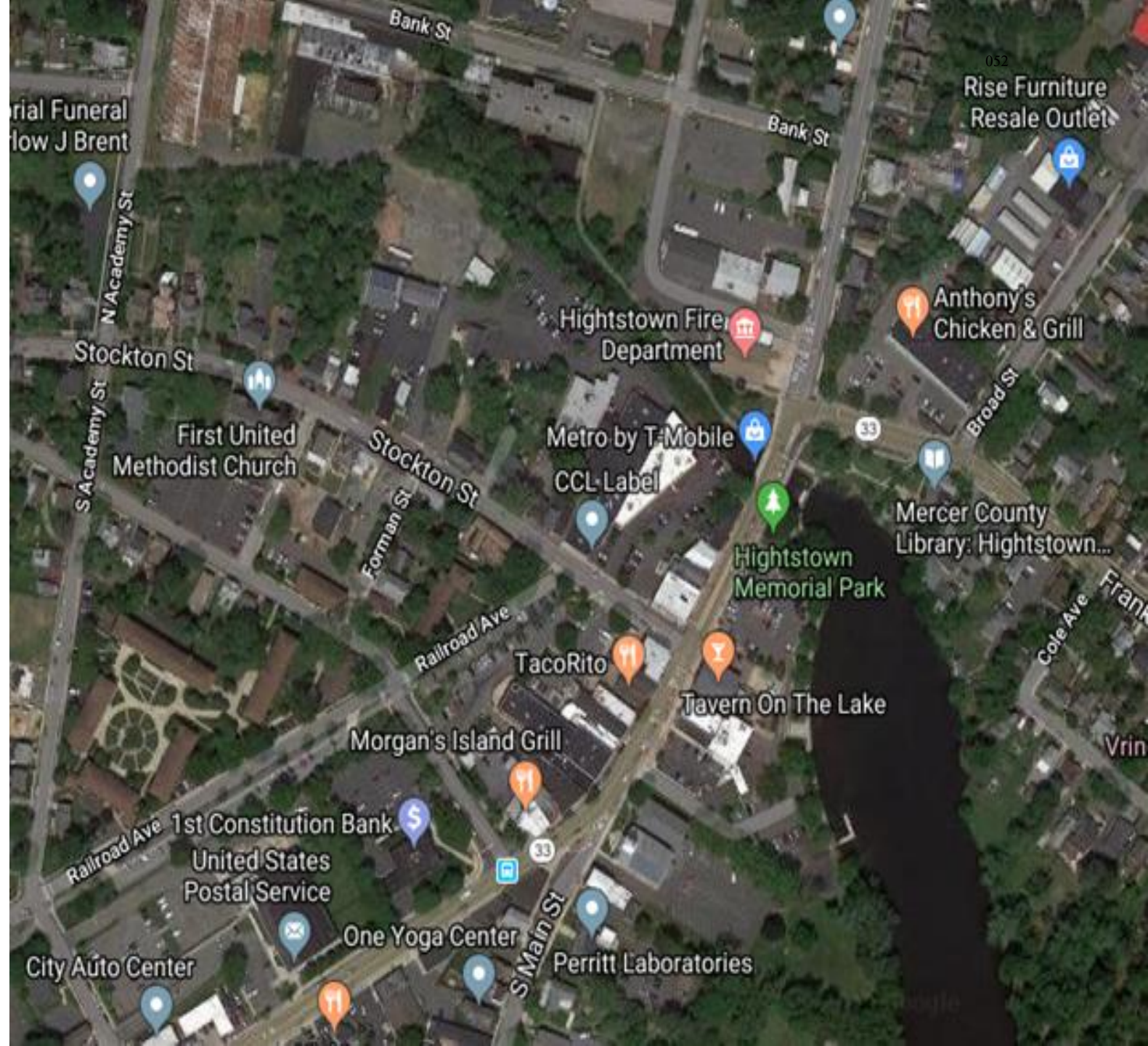


Downtown Walk Audit

Specific Recommendations.

Crosswalk Accessibility (ADA).

- North Main and Bank Street are not ADA compliant.
- Upgrade crossing signal at Franklin and Main to latest standards.
- Investigate broken crossing signal at Main and Stockton.
- Repair ramp at crosswalks at the Point and Rogers (damaged, not flush)

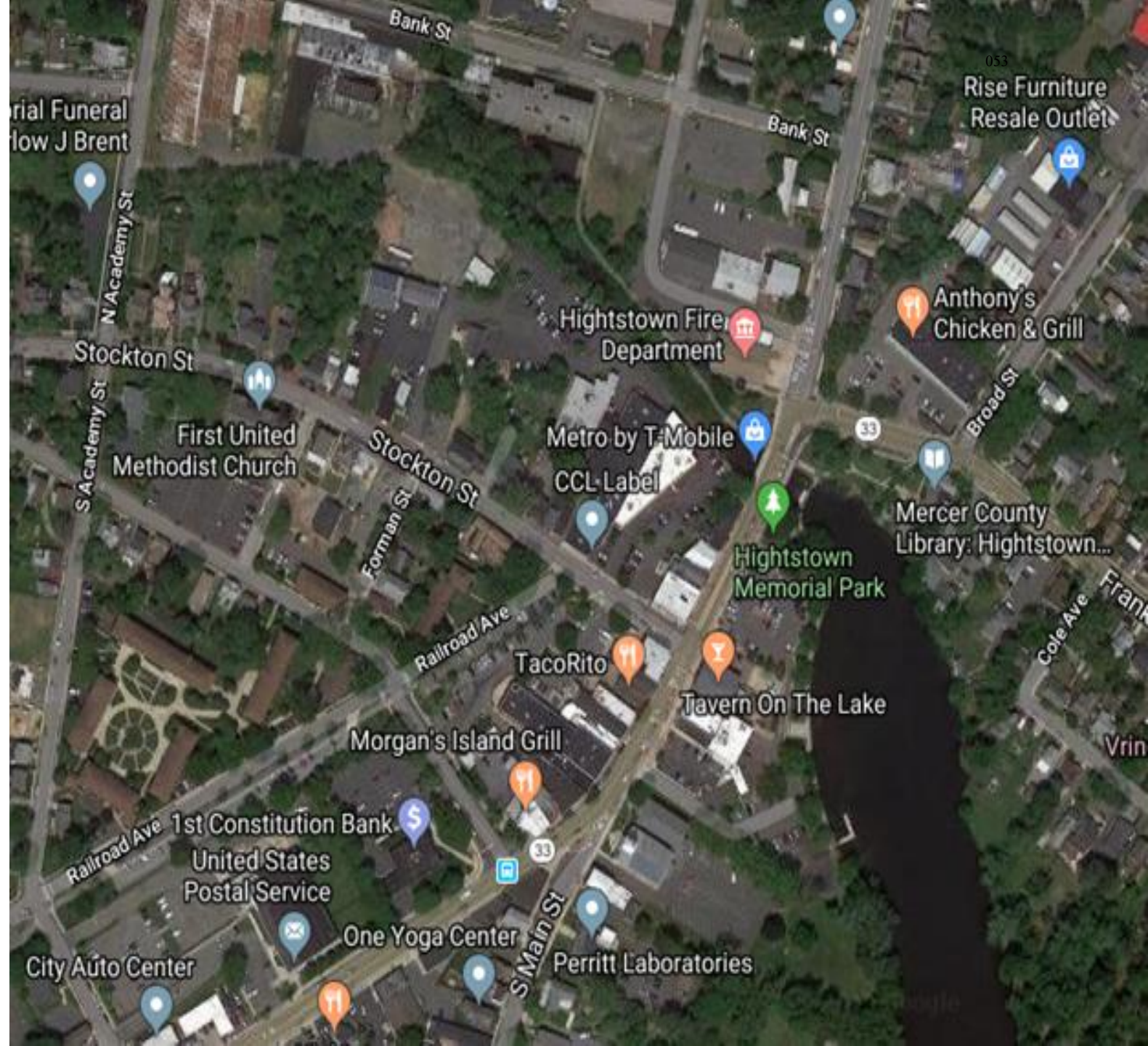


Downtown Walk Audit

Specific Recommendations.

Improve safety at crossings on Route 33.

- Franklin and Main:
 - Full stop for all traffic to allow for pedestrian crossing.
 - Add a crosswalk on the south side of the intersection with expanded island for pedestrian refuge.
- Main and Stockton:
 - Add crosswalk on north side of intersection .

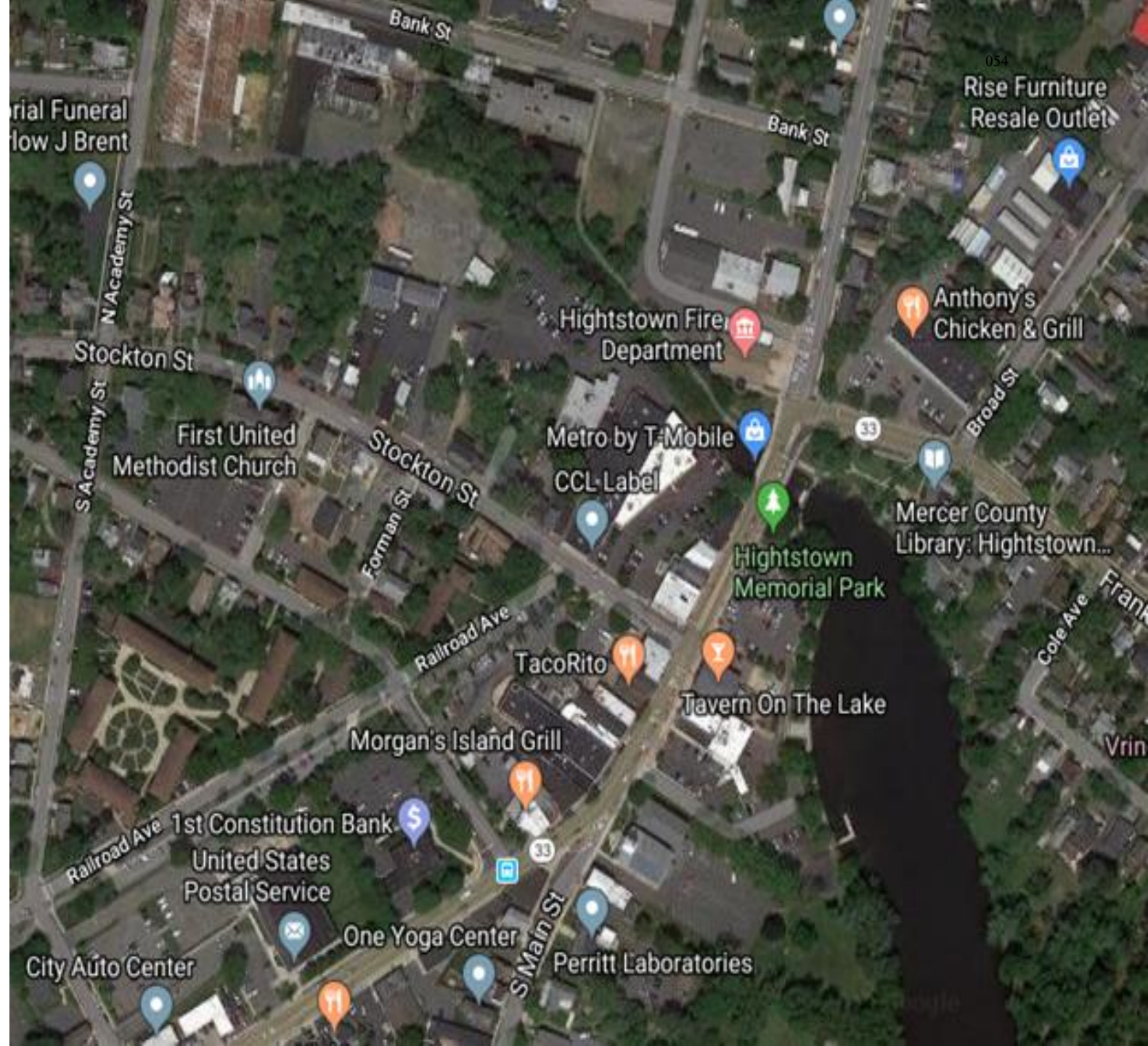


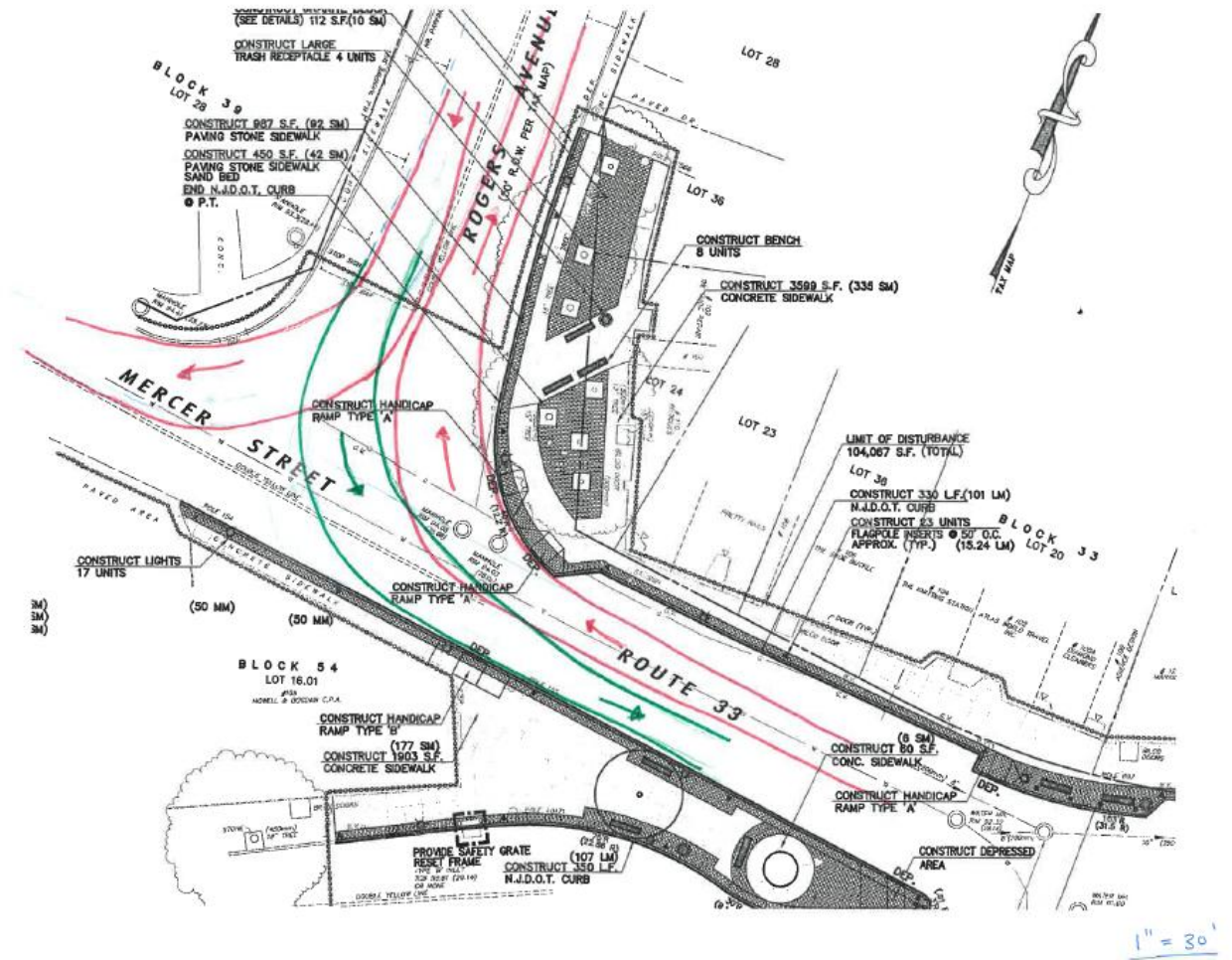
Downtown Walk Audit

Specific Recommendations.

Improve safety at crossings on Route 33.

- South Main, Mercer and Rogers:
 - Provide high visibility paint markings.
 - Lighted signal at the Point.
 - Permanent removal of parking spaces at the Point.
 - Reduction of span across Rogers with a mountable curb extension.



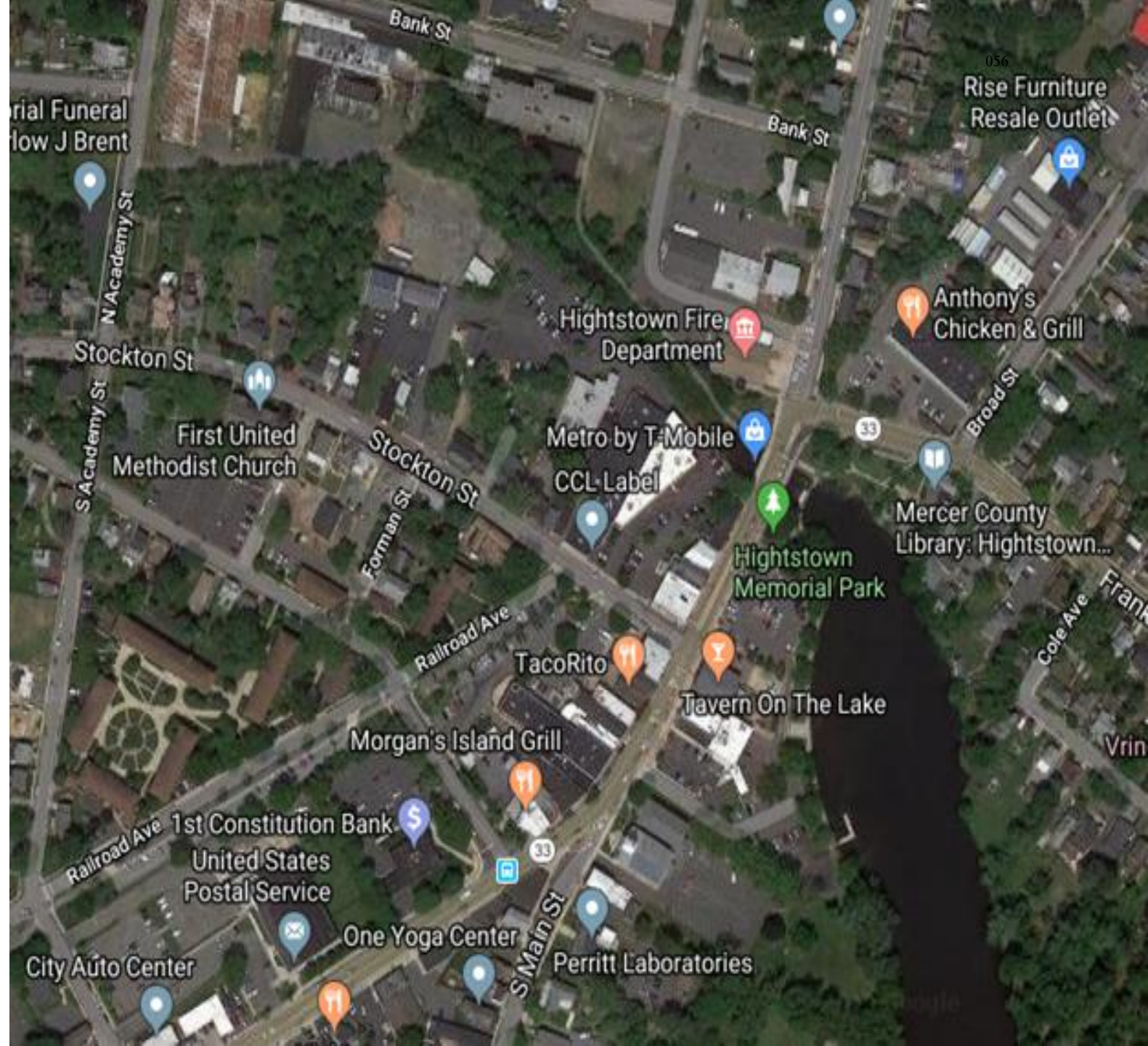


Downtown Walk Audit

Specific Recommendations.

Improve safety at crossings on Route 33.

- Ward, Mercer and Academy:
 - Extend the “feel” of downtown into this area with landscaping, lane narrowing and high visibility crosswalk markings.
 - Add a crosswalk on Mercer at Ward with a pedestrian island.
 - Consider other measures to slow or stop traffic through this area, including a traffic light.



NEXT STEPS

- Review findings with Council and Planning Board.
- Complete priority matrix.
- Prepare NJ DOT Transportation Problem Statement Form.
- Prepare a written request for a review by the Mercer County Planning Department.
- Work with the Borough Engineer in prioritizing capital projects and submitting grant applications.
- Proceed with the development of a comprehensive mobility plan for the Borough of Hightstown.

QUESTIONS?





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www.RobertsEngineeringGroup.com

June 21, 2018

Mayor and Council
Borough of Hightstown
156 Bank Street
Hightstown, NJ 08520

Re: Improvements to Springcrest Drive, Taylor Avenue
Spruce Court and Glen Drive
Borough of Hightstown, Mercer County
Our File No.: H1603

Dear Mayor and Council:

Enclosed with this letter, please find a copy of a letter received from the NJDOT dated March 25, 2019 notifying the Borough that it has been awarded funding through the Municipal Aid Program for Improvements to Springcrest Drive, Taylor Avenue, Spruce Court, and Glen Drive in the amount of \$600,000.00.

You may recall that the requested funding amount was for approximately \$760,000.00. The awarded allotment is \$160,000.00 less than the estimated construction cost. This cost does not include the costs for sanitary sewer repairs and water main replacement.

In reviewing with the Borough Water Department, there does not appear to be a need for any improvements to the water distribution system. However, we must review the sanitary collection system to determine if any improvements are needed there.

Design and inspection costs will not be eligible under the allotment and therefore were not included in the application made to the NJDOT. The anticipated costs for survey, design, permitting, bidding, and construction administration/inspection are as follows:

<u>Roadway Improvements</u>	
Survey, Design, Permitting, and Bidding =	\$45,000.00
<u>Construction Administration and Inspection =</u>	<u>\$50,000.00</u>
TOTAL =	\$95,000.00

Please note that the above costs are subject to change should sewer main improvements be necessary.

Please review the above figures and advise as to how the Council would like to move forward. Should you have any questions please feel free to contact me.

Very truly yours,

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

cc: Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/Borough Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
George Lang, Borough CFO
Cameron Corini, PE, Roberts Engineering Group, LLC

RECEIVED

MUNICIPAL CLERK'S OFFICE



State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY
Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

SHEILA Y. OLIVER
Lt. Governor

March 25, 2019

The Honorable Lawrence Quattrone
Mayor, Hightstown
156 Bank Street
Hightstown, NJ 08520

Dear Mayor Quattrone:

I am pleased to inform you that Hightstown has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2019 Municipal Aid Program for the Improvements To Springcrest Drive, Glen Drive, Taylor Avenue, And Spruce Street. Project in the amount of \$600,000.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 681 applications requesting more than \$377.9 million. There is \$161.25 million available in funds from the Transportation Trust Fund (TTF) supported by the State gas tax.

As part of the Department's Commitment to Community, NJDOT provides statewide assistance for local governments for improvements to and preservation of the local transportation network, this network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help achieve this goal and provide your constituents and everyone that uses local roads a transportation system that provides the mobility they deserve.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington - 973-601-6700
District 2 - Newark - 973-877-1500

District 3 - Trenton - 609-530-5271
District 4 - Cherry Hill - 856-486-6618

Again, thank you for your support of this program and good luck with your project.

Sincerely,

A handwritten signature in cursive script, reading "Diane Gutierrez-Scaccetti".

Diane Gutierrez-Scaccetti
Commissioner

cc: Municipal Clerk, Municipal Engineer

Resolution 2019-129

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

**AUTHORIZING CHANGE ORDER #1 AND PAYMENT #2 – S. BROTHERS, INC.
(IMPROVEMENTS TO MAPLE AVENUE AND SUNSET AVENUE)**

WHEREAS, on August 20, 2018, the Borough Council awarded a contract for the Improvements to Maple Avenue and Sunset Avenue to S. Brothers, Inc., of South River, New Jersey at the price of \$410,864.25; and

WHEREAS, the contractor has submitted change order #1 for changes in the scope of the project in the amount of \$112,446.35, addition of supplemental items due to unforeseen circumstances in the amount of \$9,680.00 and a reduction of \$39,994.57 to adjust to as-build quantities which increases the total contract by 19.99% to \$492,996.03; and

WHEREAS, the contractor has submitted payment request #2 in the total amount of \$381,201.61; 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 \$381,201.61; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that change order #1 payment #2 to S. Brothers, Inc. of South River, New Jersey in the amount of \$381,201.61, 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 July 15, 2019.

Debra L. Sopronyi
Borough Clerk



MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

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

DATE: July 2, 2019

RE: Improvements to Sunset Avenue and Maple Avenue
Payment No. 2
Our File No.: H1748

Attached please find the following in reference to Payment No. 2 which is a partial payment through June 2019 for site clearing, storm sewer improvements, curbs, sidewalks, and paving.

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

Change Order No. 1 adjusts the contract quantities to as-built quantities and increases the contract by \$82,131.75 (19.99%±). As you know, Council requested a change to the scope of work during construction which included new sidewalks and driveway aprons on the south side of Sunset Avenue as well as replacement of nearly all existing sidewalk and driveway aprons on both sides of Maple Avenue. This change in scope required additional work related to the stormwater collection system and limits of restoration.

Roberts Engineering Group worked closely with the Contractor to ensure that all requested work included in the change of scope direction could be completed within the 20% change order as discussed at the Borough Council Meeting of May 6, 2019.

I recommend payment be made to S. Brothers, Inc. in the amount of \$381,201.61.

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
P. Santos, S. Brothers, Inc.
Cameron Corini, PE, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



PAYMENT No. 2
IMPROVEMENTS TO SUNSET AVENUE AND MAPLE AVENUE
Borough of Hightstown, Mercer County, New Jersey
July 1, 2019
File No.: H1748

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	0.75	\$12,800.00	\$12,800.00
2	Site Clearing	1.00	LS	1.00	0.75	\$56,000.00	\$56,000.00
3	Project Video	1.00	LS	1.00	0.00	\$1,200.00	\$1,200.00
4	Traffic Flaggers	60.00	HOUR	0.00	0.00	\$1.00	\$0.00
5	Drums	25.00	UNIT	25.00	25.00	\$1.00	\$25.00
6	Traffic Cones	25.00	UNIT	25.00	25.00	\$1.00	\$25.00
7	Breakaway Barricade	5.00	UNIT	5.00	5.00	\$1.00	\$5.00
8	Inlet Protection	21.00	UNIT	21.00	21.00	\$1.00	\$21.00
9	Test Holes	15.00	CY	15.00	0.00	\$1.00	\$15.00
10	Remove and Replace Sanitary Manhole Frame and Cover	9.00	UNIT	9.00	9.00	\$880.00	\$7,920.00
11	Fire Hydrant Assembly, Complete	1.00	UNIT	1.00	0.00	\$7,600.00	\$7,600.00
12	Remove and Replace Inlet Frame, Grate and Curb Piece with 4" Type 'N' Eco Curb Piece and Bicycle Safe Grate	1.00	UNIT	0.00	0.00	\$800.00	\$0.00
13	Remove and Replace Inlet Frame, Grate and Curb Piece with 6" Type 'N' Eco Curb Piece and Bicycle Safe Grate	8.00	UNIT	12.00	4.00	\$800.00	\$9,600.00
14	Remove and Replace Curb Piece with 6" Type 'N' Eco Curb Piece	2.00	UNIT	3.00	1.00	\$400.00	\$1,200.00
15	Remove and Replace Type 'A' Inlet Frame and Grate with Bicycle Safe Grate	2.00	UNIT	2.00	2.00	\$780.00	\$1,560.00
16	Construct Type 'B' Inlet with Frame, Bicycle Safe Grate and 6" Type 'N' Eco Curb Piece	2.00	UNIT	2.00	0.00	\$3,800.00	\$7,600.00
17	Construct Type 'A' Inlet with Bicycle Safe Grate	2.00	UNIT	2.00	0.00	\$3,600.00	\$7,200.00
18	Construct 24" x 24" Lawn Inlet	1.00	UNIT	2.00	1.00	\$1,500.00	\$3,000.00
19	Inlet Repair, If & Where Directed	5.00	UNIT	5.00	0.00	\$150.00	\$750.00
20	Connection to Existing Sump	3.00	UNIT	3.00	2.00	\$50.00	\$150.00
21	Connection to Existing Inlet	2.00	UNIT	5.00	3.00	\$100.00	\$500.00
22	24" Reinforced Concrete Pipe	10.00	LF	0.00	0.00	\$98.00	\$0.00
23	8" High Density Polyethylene Pipe	150.00	LF	160.00	10.00	\$49.00	\$7,840.00
24	6" Perforated High Density Polyethylene Pipe	141.00	LF	184.00	43.00	\$46.00	\$8,464.00
25	PVC Cleanout	3.00	UNIT	3.00	0.00	\$180.00	\$540.00
26	6"x8"x18" Concrete Vertical Curb	2,135.00	LF	2,265.00	1,110.50	\$27.00	\$61,155.00
27	Concrete Sidewalk, 4" Thick	19.00	SY	1,053.00	1,034.00	\$70.00	\$73,710.00
28	Detectable Warning Surface	4.00	SY	4.00	1.00	\$250.00	\$1,000.00
29	Compacted 3" Clean Stone, 6" Thick	15.00	SY	15.00	0.00	\$1.00	\$15.00
30	Reinforced Concrete Driveway Apron	245.00	SY	340.65	340.65	\$76.00	\$25,889.40
31	Bituminous Driveway Repair	184.00	SY	121.00	121.00	\$20.00	\$2,420.00
32	Stone Driveway Repair	9.00	SY	8.00	8.00	\$1.00	\$8.00
33	Full Depth Pavement Removal, 12" Depth	450.00	SY	0.00	0.00	\$1.00	\$0.00
34	Pavement Milling, 2" Depth	7,925.00	SY	8,000.00	8,000.00	\$3.25	\$26,000.00
35	Pavement Base Repairs	1,575.00	SY	891.50	891.50	\$20.00	\$17,830.00
36	HMA 9.5M64 Surface Course, 2" Thick	1,125.00	TON	1,080.11	1,080.11	\$85.00	\$91,809.35
37	HMA 9.5M64 Leveling Course, If & Where Directed	100.00	TON	150.59	150.59	\$60.00	\$9,035.40
38	HMA 19M64 Base Course, 4" Thick	120.00	TON	0.00	0.00	\$85.00	\$0.00
39	Tack Coat	838.00	GAL	838.00	838.00	\$1.00	\$838.00
40	Select Fill, If & Where Directed	50.00	CY	0.00	0.00	\$0.01	\$0.00
41	1-1/2" Clean Stone, If & Where Directed	50.00	CY	0.00	0.00	\$0.01	\$0.00
42	Dense Graded Aggregate, 6" Thick	550.00	SY	550.00	550.00	\$1.00	\$550.00
43	Street Sign	2.00	UNIT	2.00	2.00	\$680.00	\$1,360.00
44	36" x 36" Warning Sign	3.00	UNIT	3.00	3.00	\$150.00	\$450.00

[illegible]

1

**Improvements to Sunset Avenue and Maple Avenue
Borough of Hightstown, Mercer County
CHANGE ORDER No. 1**

Project	Improvements to Sunset Avenue and Maple Avenue
Municipality	Borough of Hightstown
County	Mercer County
Contractor	S. Brotehrs, Inc.

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 Items due to unforeseen existing conditions.
 Additional sidewalk and driveway aprons at Sunset Avenue for change in scope as requested by Borough.
 Adjust to as-built quantities.

EXTRA

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
13	Remove and Replace Inlet Frame, Grate and Curb Piece with 6" Type 'N' Eco Curb Piece and Bicycle Safe Grate	4.00 UNIT	\$800.00	\$3,200.00
14	Remove and Replace Curb Piece with 6" Type 'N' Eco Curb Piece	1.00 UNIT	\$400.00	\$400.00
18	Construct 24" x 24" Lawn Inlet	1.00 UNIT	\$1,500.00	\$1,500.00
21	Connection to Existing Inlet	3.00 UNIT	\$100.00	\$300.00
23	8" High Density Polyethylene Pipe	10.00 LF	\$49.00	\$490.00
24	6" Perforated High Density Polyethylene Pipe	43.00 LF	\$46.00	\$1,978.00
26	6"x8"x18" Concrete Vertical Curb	130.00 LF	\$27.00	\$3,510.00
27	Concrete Sidewalk, 4" Thick	1,034.00 SY	\$70.00	\$72,380.00
30	Reinforced Concrete Driveway Apron	95.65 SY	\$76.00	\$7,269.40
34	Pavement Milling, 2" Depth	75.00 SY	\$3.25	\$243.75
37	HMA 9.5M64 Leveling Course, If & Where Directed	50.59 TON	\$60.00	\$3,035.40
49	Topsoiling, 5" Thick	360.00 SY	\$4.00	\$1,440.00
50	Fertilizing and Seeding, Type A-3	360.00 SY	\$3.00	\$1,080.00
58	Concrete Sidewalk, 4" Thick	223.14 SY	\$70.00	\$15,619.80
				\$112,446.35

Amount of Original Contract \$410,864.25

Adjusted Amount Based on Change

Order No. 1 and FINAL \$492,996.03

Extra \$112,446.35

Supplemental \$9,680.00

Reduction \$39,994.57

Total Change \$82,131.78

% Change in Contract 19.99 %

[(+) Increase or (-) Decrease]

Curt Roberts

 (Engineer)

7-1-19

 (Date)

.....
 (Local Aid Approval)

.....
 (Date)

.....
 (Presiding Officer)

.....
 (Date)

Reto Santos

 (Contractor)

7/1/19

 (Date)

2

**Improvements to Sunset Avenue and Maple Avenue
Borough of Hightstown, Mercer County
CHANGE ORDER No. 1**

Project	Improvements to Sunset Avenue and Maple Avenue
Municipality	Borough of Hightstown
County	Mercer County
Contractor	S. Brothrs, Inc.

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 Items due to unforeseen existing conditions.

Additional sidewalk and driveway aprons at Sunset Avenue for change in scope as requested by Borough.

Adjust to as-built quantities.

SUPPLEMENTAL

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
S-1	Yard Drain, Inlet 24"x24"	1.00	UNIT	\$900.00
S-2	Wet Tap	1.00	UNIT	\$2,800.00
S-3	Construct Type 'D' Inlet with Frame, Bicycle Safe Grate and 6" Type 'N' Eco Curb Piece	1.00	UNIT	\$3,800.00
S-4	Furnish and Install Water Service Box in Sidewalk	5.00	UNIT	\$180.00
S-5	Inlet Modification	1.00	UNIT	\$1,280.00
				<u>\$9,680.00</u>

Amount of Original Contract \$410,864.25

Adjusted Amount Based on Change

Order No. 1 and FINAL \$492,996.03

Extra \$112,446.35

Supplemental \$9,680.00

Reduction \$39,994.57

Total Change \$82,131.78

% Change in Contract 19.99 %

(+) Increase or (-) Decrease

Curt Roberts
.....
(Engineer)

7-1-19
.....
(Date)

.....
(Local Aid Approval)

.....
(Date)

.....
(Presiding Officer)

.....
(Date)

Paulo Santos
.....
(Contractor)

7/1/19
.....
(Date)

3

**Improvements to Sunset Avenue and Maple Avenue
Borough of Hightstown, Mercer County
CHANGE ORDER No. 1**

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

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

Addition of Supplemental Items due to unforeseen existing conditions.

Additional sidewalk and driveway aprons at Sunset Avenue for change in scope as requested by Borough.

Adjust to as-built quantities.

REDUCTION

<u>Item No.</u>		<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
4	Remove and Replace Inlet Frame, Grate and Curb Piece with 4" Type 'N' Eco	60.00 HOUR	\$1.00	\$60.00
12	Curb Piece and Bicycle Safe Grate	1.00 UNIT	\$800.00	\$800.00
22	24" Reinforced Concrete Pipe	10.00 LF	\$98.00	\$980.00
31	Bituminous Driveway Repair	63.00 SY	\$20.00	\$1,260.00
32	Stone Driveway Repair	1.00 SY	\$1.00	\$1.00
33	Full Depth Pavement Removal, 12" Depth	450.00 SY	\$1.00	\$450.00
35	Pavement Base Repairs	683.50 SY	\$20.00	\$13,670.00
36	HMA 9.5M64 Surface Course, 2" Thick	44.89 TON	\$85.00	\$3,815.65
38	HMA 19M64 Base Course, 4" Thick	120.00 TON	\$85.00	\$10,200.00
40	Select Fill, If & Where Directed	50.00 CY	\$0.01	\$0.50
41	Dense Graded Aggregate, 6" Thick	50.00 CY	\$0.01	\$0.50
55	Asphalt Price Adjustment	1.24 LS	\$5,000.00	\$6,223.46
56	Fuel Price Adjustment	1.27 LS	\$2,000.00	\$2,533.46
				<u>\$39,994.57</u>

Amount of Original Contract \$410,864.25

Adjusted Amount Based on Change

Order No. 1 and FINAL \$492,996.03

% Change in Contract 19.99%

(+) Increase or (-) Decrease

Carmel Roberts 7-1-19

(Engineer)

(Date)

Extra \$112,446.35

Supplemental \$9,680.00

Reduction \$39,994.57

Total Change \$82,131.78

(Local Aid Approval)

(Date)

(Presiding Officer)

(Date)

(Contractor)

(Date)

Pavelo Santos 7/1/19

ORDINANCE 2019-11

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AN ORDINANCE AUTHORIZING THE BOROUGH OF HIGHTSTOWN TO
ACQUIRE EASEMENTS FOR TEMPORARY CONSTRUCTION AND
PERMANENT ACCESS OVER CERTAIN REAL PROPERTIES LOCATED
WITHIN THE BOROUGH, IN CONNECTION WITH THE
STOCKTON STREET AND JOSEPH STREET IMPROVEMENT PROJECT.**

WHEREAS, on August 17, 2015, the Borough of Hightstown (the “Borough”) adopted Ordinance No. 2015-15, which represented a Bond Ordinance (the “Bond Ordinance”) and which provided funding for improvements to Stockton Street and Joseph Street (the “project”) in the Borough; and

WHEREAS, the Bond Ordinance appropriated the sum of \$430,000.00 for the project and authorized the issuance of \$430,000.00 in bonds or notes of the Borough to finance part of the cost thereof; and

WHEREAS, the Borough is also receiving federal funds for the project; and

WHEREAS, in order to facilitate the project, it will be necessary for the Borough to acquire easements for temporary construction and permanent access across three (3) properties located within the Borough; and

WHEREAS, the affected properties include the following:

1. 369 Stockton Street (Block 47.01, Lot 1)
Owner(s) of record: Hector Torres & Transito Torres
Area of necessary easement: 40.5 s.f.;
2. 401 Stockton Street (Block 49, Lot 1)
Owner(s) of record: Douglas F. & Colleen Bean Noebels
Area of necessary easement: 122 s.f.;
3. 101 Joseph Street (Block 47, Lot 7)
Owner(s) of record: Gary Evers & Karin Lowery
Area of necessary easement: 2 s.f.; and

WHEREAS, copies of the individual parcel maps depicting the areas of the above-referenced properties which are needed to be acquired, by easement, relating to the project are attached to the within Ordinance and are made a part hereof (copies are on file in the office of the Borough Clerk); and

WHEREAS, pursuant to the New Jersey “Local Lands and Buildings Law,” N.J.S.A. 40A:12-1, et seq., a municipality may acquire any real property, capital improvement, personal property, or any interest or estate whatsoever therein, by purchase, gift, devise, lease, exchange, condemnation, or installment purchase agreement, pursuant to the adoption of an Ordinance;

WHEREAS, the Mayor and Council have determined that it would be in the best interests of the health, safety and welfare of the residents of the Borough, and the general public, to move forward to acquire easements for temporary construction and permanent access upon and across each of the above-referenced properties (as depicted in the attached) in order to facilitate the project.

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

Section 1. That, pursuant to N.J.S.A. 40A:12-1, et seq. the Borough is hereby authorized to acquire easements for temporary construction and permanent access upon and across each of the above-referenced properties (as depicted in the attached) in order to facilitate the project. This authorization includes utilization of the power of condemnation/eminent domain, if necessary, in accordance with N.J.S.A. 20:3-1, et seq., in those circumstances where the easement(s) cannot be acquired through amicable negotiations.

Section 2. That any and all costs and expenses associated with said acquisitions shall be funded by the Bond Ordinance.

Section 3. That the Borough Attorney is hereby authorized and directed to prepare the necessary deeds of easement for each of the above-referenced properties. That the Borough Attorney is also authorized to institute proceedings before the Superior Court of New Jersey in order to acquire the easement(s) through the power of condemnation/eminent domain, in accordance with N.J.S.A. 20:3-1, et seq., in any circumstance where the easement(s) cannot be obtained through amicable negotiations.

Section 4. That all relevant Borough officials are authorized to execute any documents that are necessary in order to effectuate the acquisition of the necessary easements concerning the above properties, either through amicable negotiations or through the power of condemnation/eminent domain, so long as said documents are in a form satisfactory to the Borough Attorney.

Section 5. That all relevant Borough officials are authorized to undertake all necessary activities in furtherance of the intentions of the within Ordinance.

Section 6. That this Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 7. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 8. That, in the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

Introduction:

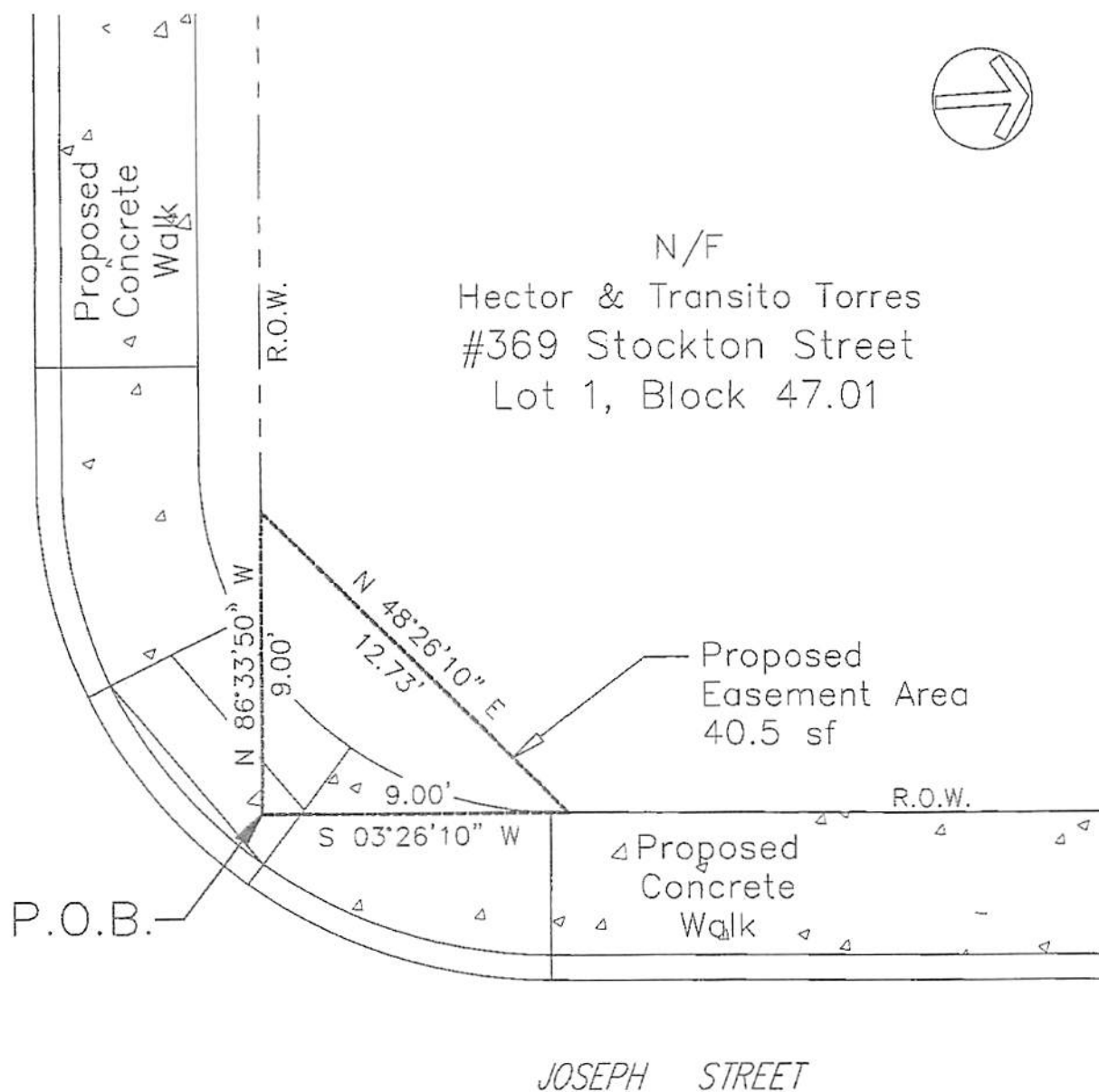
Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

SECOND STREET


Roberts

 ENGINEERING GROUP LLC
 Women Business Enterprise Certified

CERTIFICATE OF AUTHORIZATION: 24GA28159100

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

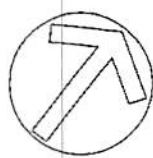
SIDEWALK EASEMENT DETAIL

 Stockton & Joseph St. Sidewalks
 Block 47.01, Lot 1

Borough of Hightstown, Mercer County, New Jersey

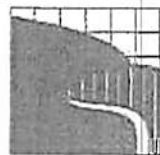
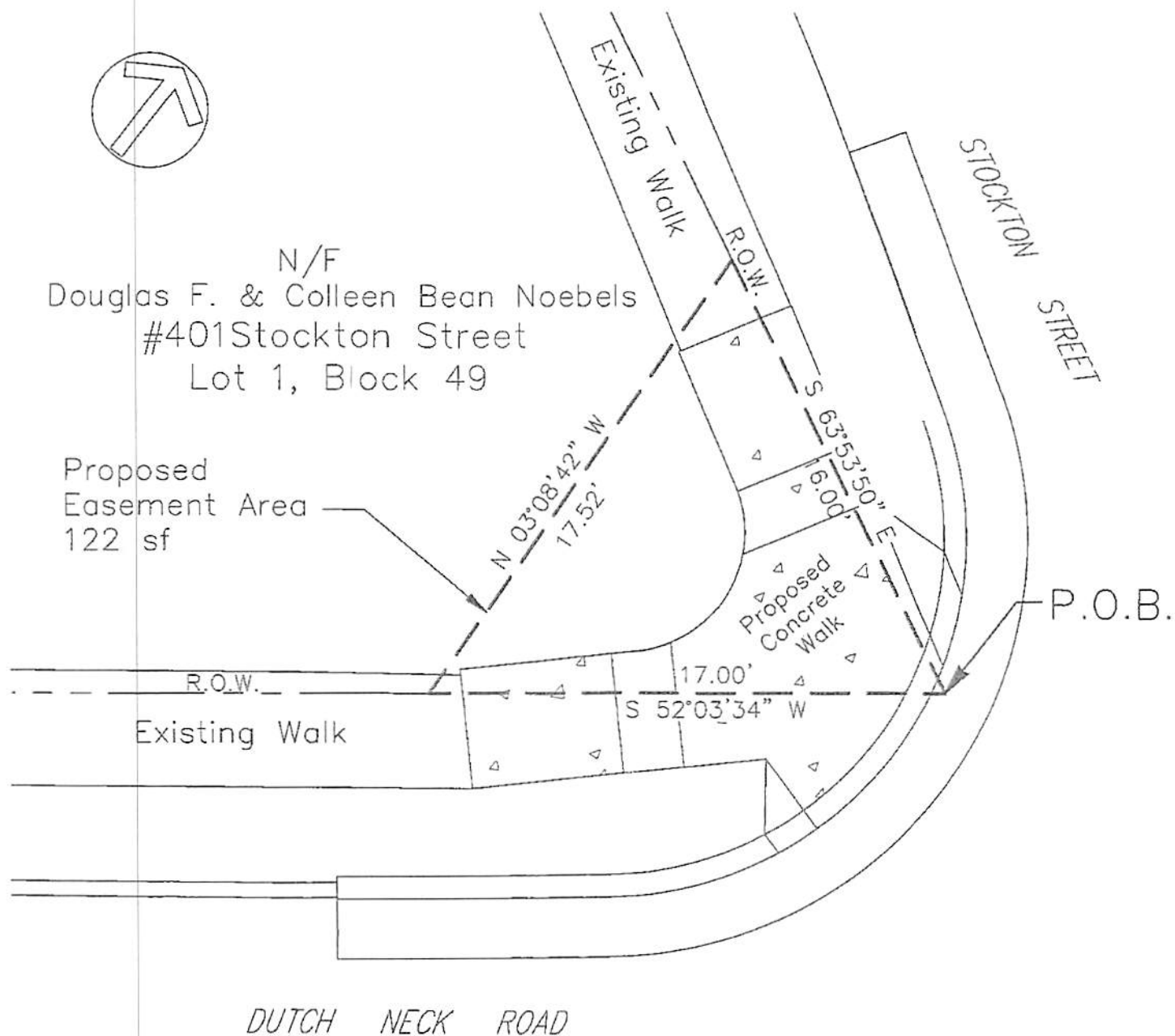
SCALE: 1" = 5'

 DWG. No: 1 of 1 FILE: H1744
 DATE: February 28, 2019



N/F
Douglas F. & Colleen Bean Noebels
#401 Stockton Street
Lot 1, Block 49

Proposed
Easement Area
122 sf



Roberts

ENGINEERING GROUP LLC
Women Business Enterprise Certified

CERTIFICATE OF AUTHORIZATION: 24GA28159100

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

SIDEWALK EASEMENT DETAIL

Stockton & Joseph St. Sidewalks
Block 49, Lot 1

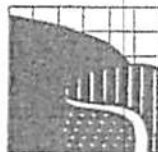
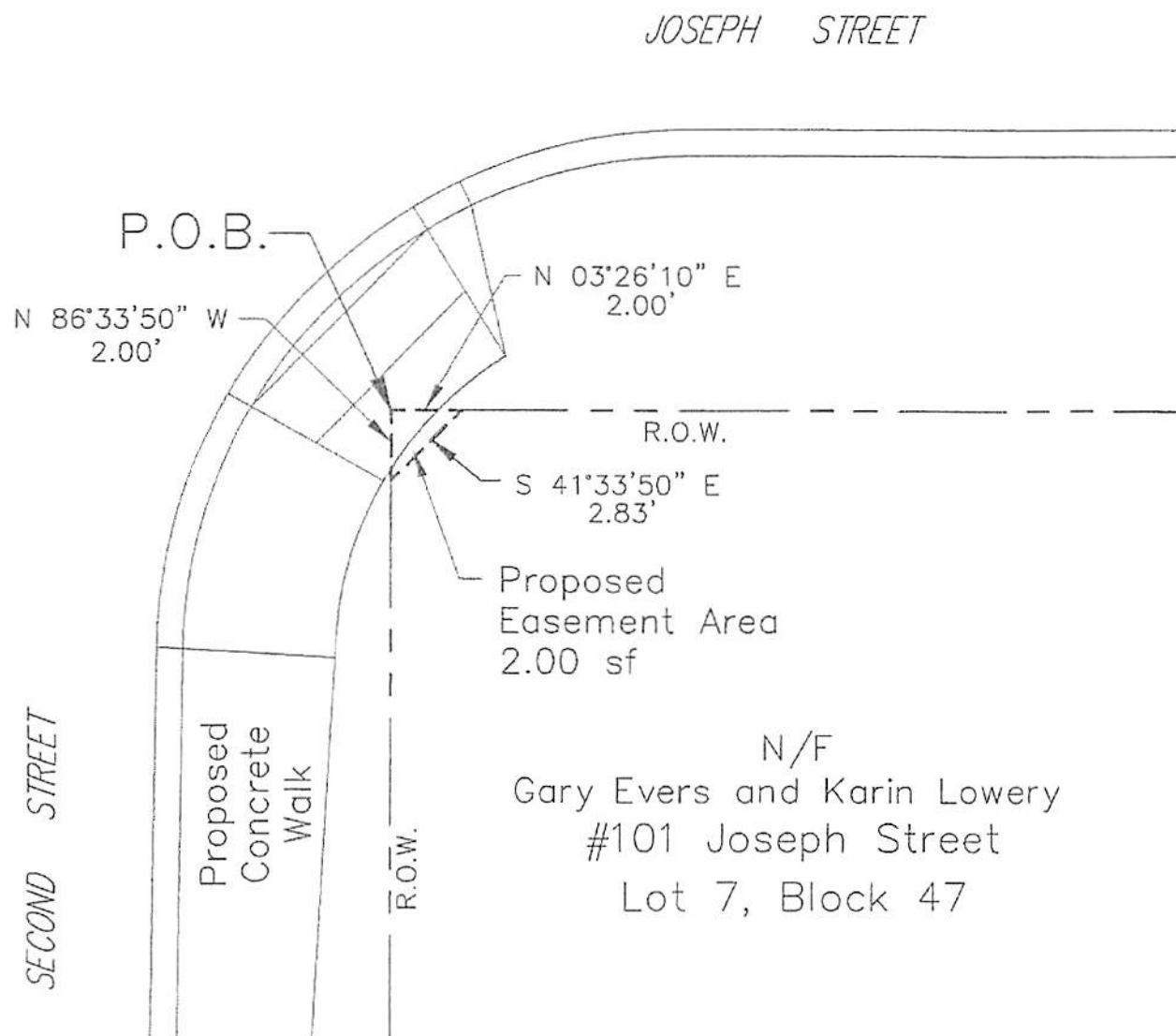
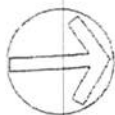
Borough of Hightstown, Mercer County, New Jersey

SCALE: 1" = 5'

DWG. No: 1 of 1

FILE: H1744

DATE: February 28, 2019



Roberts

ENGINEERING GROUP LLC
Women Business Enterprise Certified

CERTIFICATE OF AUTHORIZATION: 24GA28159100

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

SIDEWALK EASEMENT DETAIL

Stockton & Joseph St. Sidewalks
Block 47, Lot 7

Borough of Hightstown, Mercer County, New Jersey

SCALE: 1" = 5'

DWG. No: 1 of 1

FILE: H1744

DATE: May 23, 2019

Ordinance 2019-12

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

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 5, ENTITLED “ANIMAL CONTROL”, OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY

WHEREAS, the Hightstown Borough Health Officer desires to amend the schedule of cat licensing in the Borough to coincide with the licensing of dogs; and

WHEREAS, the Mayor and Borough Council find this change would be more efficient for the administration process.

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

Section 1. That Chapter 5, entitled “Animal Control”, is hereby amended to read as follows (underline for additions, strikethroughs for deletions):

Section 5-1 Dogs

Subsection 5-1.2 License Required; Fees.

- a. Licenses and official metal registration tags shall be required for the following dogs of licensing age:
 1. Any dog owned or kept within the Borough by a resident of the Borough as of January 1 of any calendar year.
 2. Any dog acquired by any person during the course of any calendar year and kept within the Borough for more than ten (10) days after acquisition.
 3. Any dog attaining licensing age during the course of the calendar year.
 4. Any unlicensed dog brought into the Borough by any person and kept within the Borough for more than ten (10) days.
 5. Any dog licensed by another State brought into the Borough by any person and kept within the Borough for more than ninety (90) days.
- b. Application for License.
 1. Each application for a license under this section shall be signed by the owner or keeper of the dog and shall give the following information:
 - (a) A general description of the dog sought to be licensed, including breed, sex, age, color and markings, and whether such dog is of a long- or short-haired variety.
 - (b) The name, street and post office address of the owner and of the person who shall keep or harbor such dog.

(c) Evidence of rabies vaccination in accordance with subsection 5-1.4.

2. No license to own, keep or harbor a dog shall be issued to or in the name of a minor.

c. Annual License; Date of Application. Applications for licenses for dogs which are required to be licensed by the provisions of paragraph a. shall be made prior to January 31 of each calendar year to the Borough Clerk or other official designated by the Mayor and Council. In all other cases, the application for a license shall be made within ten (10) days of the day upon which the dog in question first becomes subject to the provisions of this section.

d. License Record. The information on all applications under this subsection and the registration number issued to each licensed dog shall be preserved for a period of three (3) years by the Borough Clerk. In addition, the Clerk shall forward similar information to the State Department of Health each month on forms furnished by the Department.

e. Fees. The person applying for a license shall pay a fee of ten dollars and eighty cents (\$10.80) for each dog license, shall also pay one dollar and twenty cents (\$1.20) for the registration tag (Pilot Clinic fee) for each dog and an additional fee of three (\$3.00) dollars for any dog of reproductive age which has not had its reproductive capacity permanently altered through sterilization. Any dog owner claiming to be exempt from the payment of the additional fee of three (\$3.00) dollars shall provide a copy of a veterinarian's certificate, or a notarized statement by the owner, of the animal's neutering. The fees of one dollars and twenty cents (\$1.20) and additional fee of three (\$3.00) dollars, when collected, shall be forwarded to the State Treasurer as provided by law. The same fee shall be charged for the annual renewal of each license and registration tag. If application shall not be made within the time limit set forth hereinabove, there shall also be a late charge per license, as follows. If application is made:

1. During February: five (\$5.00) dollars.
2. During March: ten (\$10.00) dollars.
3. After March 31: fifteen (\$15.00) dollars.

f. Expiration Date. Each dog license and registration tag shall expire on ~~January~~ December 31 of the calendar year ~~following the calendar year~~ in which it was issued.

g. Exceptions.

1. Dogs used as guides for blind persons and commonly known as "Seeing Eye" dogs shall be licensed and registered as other dogs, except that the owner or keeper shall not be required to pay any fee.

2. Any dog owned in New Jersey and duly licensed for the current licensing year and bearing the proper registration tag for a New Jersey municipality shall be exempt from the license and the tag provisions of this subsection.

h. Limitation on Number of Dogs. No more than two (2) dogs of licensing age shall be owned by or kept by any one (1) family group. "Family group," as used herein, shall mean all persons occupying one (1) dwelling unit. Any person owning or keeping more than two (2) licensed dogs on the effective date of this section may retain the dogs so long as that person remains the owner or keeper of the dogs.

i. The fee to replace a lost dog registration tag shall be one (\$1.00) dollar. (1991 Code § 57-2; New; Ord. No. 2007-30)

Section 5-2 Cats

Subsection 5-2.3 Licensing Requirements.

a. Cats shall have license number displayed. Any person who shall own, keep or harbor a cat of licensing age shall annually apply for and procure from the Borough Clerk or other official designated by the Mayor and Council thereof to license cats in the municipality in which he/she resides a license and official registration tag with license number or a registration sleeve for each cat so owned, kept or harbored and shall place upon such cat a collar or other device with the license number securely fastened or displayed thereon. Acceptable methods of displaying the license number shall include but are not limited to breakaway or elastic collars. License tags or sleeves are not transferable.

b. Sanitation of Quarters. The quarters where cats are kept shall be kept clean and sanitary under standards generally accepted for the housing, feeding and care of cats by the American Veterinary Medical Association.

c. Time for Applying for License. The owner of any newly acquired cat of licensing age or of any cat which attains licensing age shall make application to the Borough Clerk for a license tag or sleeve for such cat within ten (10) days after such acquisition or age attainment. This requirement will not apply to a nonresident keeping a cat within the Borough for no longer than ninety (90) days.

d. Cats Brought into the Borough.

1. Any person who shall bring or cause to be brought into the Borough any cat licensed in another State for the current year and bearing a registration tag or sleeve and shall keep the same or permit the same to be kept within the Borough for a period of more than ninety (90) days shall immediately apply for a license and registration tag or sleeve for each such cat.

2. Any person who shall bring or cause to be brought into the Borough any unlicensed cat and shall keep the same or permit the same to be kept within the Borough for a period of more than ten (10) days shall immediately apply for a license and registration tag or sleeve for each such cat.

e. Application; Contents; Preservation of Information.

1. The application shall state the breed, sex, age, color and markings of the cat for which license and registration are sought and whether it is of a long- or short-haired variety, also the name, street and post office address of the owner and the person who shall keep or harbor such cat. The information on the application and the registration number issued for the cat shall be preserved for a period of three (3) years by the Borough Clerk or other official designated to license cats in the Borough.

2. Applications for licenses for cats which are required to be licensed by the provisions of this section shall be made prior to ~~July 31~~January 31 each year to the Borough Clerk or other official designated by the Mayor and Council. In all other cases, the application for license shall be made within ten (10) days of the day upon which the cat in question first becomes subject to the provisions of this section, as set forth more specifically in paragraphs c. and d.

f. License Forms and Tags. License forms and official tags or sleeves shall be furnished by the Borough and shall be numbered serially and shall bear the year of issuance and the name of the Borough.

g. Evidence of Inoculation with Rabies Vaccine or Certification of Exemption; Requirement for License. No Borough Clerk or other official designated by the Mayor and Council to license cats shall grant any such license and official registration tag or sleeve for any cat unless the owner thereof provides evidence that the cat to be licensed and registered has been inoculated with a rabies vaccine of a type approved by and administered in accordance with the recommendations of the United States Department of Agriculture and the United States Department of Human Services or has been certified exempt as provided by subsection 5-2.2. The rabies inoculation shall be administered by a duly licensed veterinarian or by such other veterinarian permitted by law to do the same.

h. License Fee Schedule. A license shall be issued after payment of a fee of fourteen (\$14.00) dollars for each cat not neutered and ten (\$10.00) dollars for each neutered cat. Those family groups which presently possess more than two (2) cats, in accordance with subsection 5-2.3b., shall not be required to pay total annual fees in excess of

thirty (\$30.00) dollars for the licensing of all of the cats, exclusive of any delinquent fees which may apply in accordance with this subsection. Person who fail to obtain a license as required within the time period specified in this subsection will be subject to a delinquent fee per license as follows. If application is made:

- (a) During ~~August~~February: Five (\$5.00) dollars.
- (b) During ~~September~~March: Ten (\$10.00) dollars.
- (c) After ~~September 30~~March 31: Fifteen (\$15.00) dollars.

i. Fees; Renewals; Expiration Date of License.

1. Expiration Date. Each cat license and registration tag shall expire on December 31 of the calendar year in which it was issued.

~~12.~~ Licenses from another municipality shall be accepted. The person applying for the license and registration tag and/or sleeve shall pay the fee fixed or authorized. The fee for the renewal of a license and registration tag or sleeve shall be the same as for the original, and the license, registration tag or sleeve and renewal thereof shall expire on December 31 of the calendar in which it was issued.

~~June 30 in the following year.~~

~~23.~~ Only one (1) license and registration tag or sleeve shall be required in the licensing year for any cat in the Borough. Any valid New Jersey license tag or sleeve issued by a New Jersey municipality shall be accepted by the Borough.

j. Loss of License. If a license tag or sleeve has been misplaced or lost, the Borough Clerk may issue a duplicate license and/or registration sleeve for that particular cat at a fee of one (\$1.00) dollar.

k. Proof of Licensing. Proof of licensing shall be produced by any person owning, keeping, maintaining or harboring a cat, upon the request of any Health Official, Police Officer, Animal Control Officer or other authorized person.

l. Interfering with Persons Performing Duties Under This Section. No person shall hinder, molest or interfere with anyone authorized or empowered to perform any duty under this section.

m. Disposition of Fees Collected. License fees and other moneys collected or received under the provisions of this section shall be forwarded to the Treasurer of the Borough and, to the extent permitted by law, shall be placed in a special account separate from any of the other accounts of the Borough and shall be used for the following purposes only: collecting, keeping and disposing of cats liable to seizure; for local prevention and control of rabies; providing antirabies treatment under the direction of the Board of Health for any person known or suspected to have been exposed to rabies; and for administering the provisions of this section. Any unexpected balance remaining in such special account shall be retained until the end of the third fiscal year following and may be used for any of the purposes set forth in this section. At the end of the third fiscal year following and at the end of each fiscal year thereafter there shall be transferred from such special account to the general funds of the Borough any amount then in such account which is in excess of the total amount paid into the special account during the last two (2) fiscal years next preceding. (1991 Code § 87-14; New; Ord. No. 2004-15; Ord. No. 2007-30)

Section 2. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 3. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 4. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2019-130

*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 \$162,888.49 from the following accounts:

Current		\$106,643.16
W/S Operating		52,623.57
General Capital		0.00
Water/Sewer Capital		0.00
Grant		0.00
Trust		1,168.87
Housing Trust		0.00
Animal Control		314.40
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>2,138.49</u>
Total		<u>\$162,888.49</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 July 15, 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	Exc
A0554 ALL INDUSTRIAL SAFETY PRODUCTS										
19-00659 05/09/19 GLOVES/GLASSES										
1 PY-S2520S - ZTEC GRAY LENS	49.20	9-01-26-290-001-189	B	Safety Equipment & Testing	R	05/09/19	07/10/19		224112	N
2 PY-S2510S - ZTEC CLEAR LENS	23.40	9-01-26-290-001-189	B	Safety Equipment & Testing	R	05/09/19	07/10/19		224112	N
3 POSIGRIP GLOVES NITRILE WORK	51.94	9-01-26-290-001-189	B	Safety Equipment & Testing	R	05/09/19	07/10/19		224112	N
	124.54									
Vendor Total:	124.54									

A0164 ALLIED BOILER REPAIR CORP.										
19-00883 06/19/19 INVOICE #17070										
1 LABOR (6)	600.00	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
2 ITEM #BN14CL 1/4" X CLOSE BLAC	3.46	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
3 ITEM #BMT14 1/4" BLACK MAL TEE	3.45	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
4 ITEM #BPLUG14 1/4" BLACK MAL	1.39	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
5 ITEM #BMB1418 1/4" X 1/8" BLAC	3.59	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
6 ITEM #IPSBV18 1/8" IPS BALL	11.16	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
7 ITEM #HW6097A1053 GAS PRESSURE	130.01	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
8 ITEM #ATC422A100F10X ATC TIME	195.00	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
9 ITEM #ELEGRNFLD38PF 3/8"	2.13	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
10 ITEM #ELGRNCON38 STRAIGHT	1.76	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
11 ITEM #PILLIGHTBL 120V PILOT	20.18	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/19/19	07/10/19		17070	N
	972.13									
Vendor Total:	972.13									

A0054 AQUA PRO-TECH LABORATORIES										
19-00882 06/19/19 INVOICE #9050057M										
1 LAB ID- 9050057-01 OIL & GREAS	45.00	9-09-55-501-002-532	B	Outside Lab Testing	R	06/19/19	07/10/19		9050057M	N
2 LAB ID- 9050057-02 VO + 15	150.00	9-09-55-501-002-532	B	Outside Lab Testing	R	06/19/19	07/10/19		9050057M	N
3 LAB ID- 9050057-03 FECAL	45.00	9-09-55-501-002-532	B	Outside Lab Testing	R	06/19/19	07/10/19		9050057M	N
4 LAB ID- 9050508-01 AMMONIA	40.00	9-09-55-501-002-532	B	Outside Lab Testing	R	06/19/19	07/10/19		90950057M	N
5 LAB ID- 9050508-03 AMMONIA	40.00	9-09-55-501-002-532	B	Outside Lab Testing	R	06/19/19	07/10/19		9050057M	N
6 LAB ID -9050708-01 AMMONIA	40.00	9-09-55-501-002-532	B	Outside Lab Testing	R	06/19/19	07/10/19		9050057M	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
H 85 HACH CO.										
19-00761 05/29/19 QUOTTE #100453435v1										
1 ITEM #245199 POTASSIUM	30.96	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
2 ITEM #2106069 PHOSVER3 PWD	32.82	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
3 ITEM #4447169 AMMONIA IONIC	86.40	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
4 ITEM #20356 SA 0.020N 4 LIT	43.17	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
5 ITEM #4531500 STIR BAR	15.08	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
6 ITEM #97949 SA CONCETRATED	33.60	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
7 ITEM #15249 NITRIC ACID CONCEN	48.95	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
8 ITEM #35253 SODIUM	19.16	9-09-55-501-002-506	B Lab. Equipment & Supplies	R	05/29/19	07/10/19			11506556	N
	310.14									
Vendor Total:	310.14									
HAILE005 HAILEY SKOPAS										
19-00931 07/01/19 COURT SESSION 6/26/19										
1 COURT SESSION 6/26 5:30-11:15	105.00	9-01-20-176-000-114	B Court Assistance	R	07/01/19	07/10/19			6/26/19	N
Vendor Total:	105.00									
H0161 HUNTER TECH.SOLUTIONS INC										
19-00417 03/26/19 ANNUAL AVAYA SUPPORT & MAINT										
1 ANNUAL AVAYA SUPPORT & MAINT	1,400.00	9-01-20-140-001-094	B Computer Service & Support	R	03/26/19	07/10/19			74007	N
Vendor Total:	1,400.00									
J0378 J.W. KENNEDY & SON INC WELDING										
19-00878 06/19/19 CYLINDER RENTAL										
1 INV. 1687542 - CYLINDER RENTAL	12.00	9-01-26-290-001-050	B DPW Work Equipment	R	06/19/19	07/10/19			1687542	N
Vendor Total:	12.00									
J0257 JCP&L										
19-00935 07/01/19 MASTER ACCT 200000055364 6/25										
1 125 S MAIN ST 100008438010	15.52	9-01-31-430-001-071	B Electric-Borough Hall	R	07/01/19	07/10/19			95008039752	N
2 MAIN & STOCKTON 100008438283	26.52	9-01-31-430-001-071	B Electric-Borough Hall	R	07/01/19	07/10/19			95008039752	N
3 RT33 & MAXWELL 100008482018	25.62	9-01-31-430-001-071	B Electric-Borough Hall	R	07/01/19	07/10/19			95008039752	N
4 FRANKLIN & N MAIN 100010898904	28.21	9-01-31-430-001-071	B Electric-Borough Hall	R	07/01/19	07/10/19			95008039752	N

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type						
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
										1099 Exc1
J0257	JCP&L	Continued								
19-00935	07/01/19	MASTER ACCT 200000055364 6/25	Continued							
5	148 N MAIN 100012487714	533.77	9-01-31-430-001-071	B	Electric-Borough Hall	R	07/01/19	07/10/19	95008039752	N
6	BORO HALL EQUIP 100012529457	28.75	9-09-55-501-002-504	B	Electricity	R	07/01/19	07/10/19	95008039752	N
7	FIREHOUSE 148MAIN 100012487862	1,000.79	9-01-31-430-001-072	B	Electric-Fire House	R	07/09/19	07/10/19	95008039752	N
		1,659.18								
19-00973	07/10/19	230 MERCER ST 6/5-7/3/19								
1	230 MERCER ST 6/5-7/3/19	28.55	9-01-31-430-001-071	B	Electric-Borough Hall	R	07/10/19	07/10/19	100131110379	N
19-00974	07/10/19	6/5-7/2/19 BANK ST PARK								
1	6/5-7/2/19 BANK ST PARK	3.10	9-01-31-430-001-071	B	Electric-Borough Hall	R	07/10/19	07/10/19	100077953188	N
19-00975	07/10/19	6/5-7/3/19 BL LT 0 N MAIN ST								
1	6/5-7/3/19 BL LT 0 N MAIN ST	47.91	9-09-55-501-001-504	B	Electricity	R	07/10/19	07/10/19	100081608240	N
19-00976	07/10/19	GRANT STREET PARK 6/5-7/2/19								
1	GRANT STREET PARK 6/5-7/2/19	2.75	9-01-31-430-001-071	B	Electric-Borough Hall	R	07/10/19	07/10/19	100079096689	N
19-00977	07/10/19	6/5-7/2/19 HIGHTSTOWN BORO								
1	6/5-7/2/19 HIGHTSTOWN BORO	447.88	9-01-31-430-001-071	B	Electric-Borough Hall	R	07/10/19	07/10/19	100029000310	N
19-00978	07/10/19	MASTER ACCT 200 000 055 315								
1	W/S MAXWELL AVE 100008482778	25.28	9-09-55-501-002-504	B	Electricity	R	07/10/19	07/10/19	95008049669	N
2	W/S WESTERLEA AVE 100009294701	22.05	9-09-55-501-001-504	B	Electricity	R	07/10/19	07/10/19	95008049669	N
3	W/S SPRINGCREST 100009296102	16.55	9-09-55-501-002-504	B	Electricity	R	07/10/19	07/10/19	95008049669	N
4	W/S 155 BANK ST 100012445746	4,470.72	9-09-55-501-001-504	B	Electricity	R	07/10/19	07/10/19	95008049669	N
5	W/S OAK LN 100012529309	7,555.35	9-09-55-501-002-504	B	Electricity	R	07/10/19	07/10/19	95008049669	N
		12,089.95								
Vendor Total:		14,279.32								
J0258	JCP&L (STREET LIGHTING)									
19-00895	06/21/19	100011415765/100011415724								
1	100 011 415 765	1,469.94	9-01-31-435-001-075	B	Street Lighting	R	06/21/19	07/10/19	100 011 415 765	N

[illegible]

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
M1083 MIDDLESEX COUNTY FIRE ACADEMY										
	19-00871	06/17/19	PUMP OPERATOR M. LAWSON							
	1	PUMP OPERATOR M. LAWSON	289.00	9-01-25-252-002-042	B Education & Training	R	06/17/19	07/10/19	01-1321-19	N
		Vendor Total:	289.00							
M0143 MSM SERVICE CO.										
	19-00840	06/11/19	FIRST AID KIT REPLENISH - WTP							
	1	FIRST AID KIT REPLENISH - WTP	71.10	9-09-55-501-001-507	B Uniforms & Safety Equipment	R	06/11/19	07/10/19	D2467	N
		Vendor Total:	71.10							
N0070 NATW										
	19-00881	06/19/19	NNO BANNERS & WRISTBANDS							
	1	NNO BANNERS & WRISTBANDS	182.00	9-01-25-240-001-119	B Community Policing	R	06/19/19	07/10/19	NN01444	N
	2	NNO BANNERS & WRISTBANDS	89.00	9-01-25-240-001-119	B Community Policing	R	06/19/19	07/10/19	NN01444	N
	3	SHIPPING	30.00	9-01-25-240-001-119	B Community Policing	R	06/19/19	07/10/19	NN01444	N
			301.00							
		Vendor Total:	301.00							
NJADV005 NJ Advance Media										
	19-00921	07/01/19	LEGAL ADS MAY 2019							
	1	PROFESSIONAL SERVICES CONTRACT	41.76	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009137244	N
	2	BUDGET MEETING 5/16/19	8.70	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009142073	N
	3	ORD 2019-07 INTRO	34.22	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009155074	N
	4	ORD 2019-06 INTRO	29.00	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009155512	N
	5	COUNCIL 5/16 MEETING CHANGE	9.28	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009154023	N
	6	ORD 2019-06 ADOPT	15.08	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009175026	N
	7	ORD 2019-07 ADOPT	31.32	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009175035	N
	8	ORD 2019-08 INTRO	24.94	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009175041	N
	9	COUNCIL 6/3 MEETING CHANGE	9.86	9-01-20-120-001-021	B Advertisements	R	07/01/19	07/10/19	0009183463	N
			204.16							
		Vendor Total:	204.16							

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
N0425 NJ DEPT. OF HEALTH & SR SERV.											
19-00919	07/01/19	DOG PILOT APRIL/MAY 2019									
1		DOG PILOT APRIL/MAY 2019	17.40	T-13-05-265-000-001	B DUE STATE OF NEW JERSEY	R	07/01/19	07/10/19		APRIL/MAY 2019	N
		Vendor Total:	17.40								
N0999 NJ INT.ASSOC.ARSON INVESTIGAT.											
19-00549	04/17/19	HANDS ON APPLIANCE INVEST-REED									
1		HANDS ON APPLIANCE INVEST-REED	135.00	9-01-25-256-002-042	B Education & Training	R	04/17/19	07/10/19		APPLIANC INVEST	N
		Vendor Total:	135.00								
N0275 NJ LEAGUE OF MUNICIPALITIES											
19-00341	03/18/19	MAYOR'S LEGISLATIVE DAY 2019									
1		LAWRENCE QUATTRONE	25.00	9-01-20-110-001-042	B Education & Training	R	03/18/19	07/10/19		L. QUATTRONE	N
2		JOSHUA JACKSON	25.00	9-01-20-110-001-042	B Education & Training	R	03/18/19	07/10/19		J. JACKSON	N
			50.00								
		Vendor Total:	50.00								
NORTH005 NORTH AMER. PIPELINE SVCS, LLC											
19-00707	05/20/19	8 HOUR DAY T/V SERVICE									
1		4 HOUR DAY T/V SERVICE	725.00	9-09-55-501-002-537	B Sewer Main Cleaning & Testing	R	05/20/19	07/10/19		2741	N
		Vendor Total:	725.00								
O0019 O'BRIEN CONSULTING SERVICES											
19-00958	07/03/19	MONTHLY IT RATE JUNE 2019									
1		MONTHLY IT RATE JUNE 2019	900.00	9-01-25-240-001-029	B Maint. Contracts - Other	R	07/03/19	07/10/19			N
		Vendor Total:	900.00								
A0300 ONE CALL SYSTEMS, INC.											
19-00836	06/11/19	MAY 2019 MARK OUT REQUESTS									
1		MAY 2019 MARK OUT REQUESTS	37.86	9-09-55-501-001-535	B Hydrants and Line Repair	R	06/11/19	07/10/19		9055087	N
		Vendor Total:	37.86								

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
C0099 PETROCHOICE					
19-00751 05/29/19 BULK HYDRAULIC OIL					
1 BULK HYDRAULIC OIL - AW32	757.50	9-01-26-305-001-034	B Motor Vehicle Parts & Access.	R 05/29/19 07/10/19	10957395 N
2 ENVIRONMENTAL FEE	12.50	9-01-26-305-001-034	B Motor Vehicle Parts & Access.	R 05/29/19 07/10/19	10957395 N
3 FUEL SURCHARGE	12.00	9-01-26-305-001-034	B Motor Vehicle Parts & Access.	R 05/29/19 07/10/19	10957395 N
	782.00				
Vendor Total:	782.00				
P0044 PSE&G					
19-00893 06/21/19 GAS CHARGES 5/15/19 - 6/14/19					
1 GAS CHARGES 5/15/19 - 6/14/19	15.46	9-09-55-501-001-505	B Gas Service	R 06/21/19 07/10/19	65 039 876 09 N
2 GAS CHARGES 5/15/19 - 6/14/19	28.85	9-01-25-260-001-073	B Natural Gas Heat	R 06/21/19 07/10/19	65 503 262 06 N
3 GAS CHARGES 5/15/19 - 6/14/19	19.65	9-01-31-446-001-143	B Gas/Heat - Fire House	R 06/21/19 07/10/19	66 759 467 06 N
4 GAS CHARGES 5/15/19 - 6/13/19	24.67	9-01-31-446-001-070	B Gas Heat - Borough Hall	R 06/21/19 07/10/19	66 878 908 08 N
5 GAS CHARGES 5/15/19 - 6/13/19	15.46	9-01-31-446-001-070	B Gas Heat - Borough Hall	R 06/21/19 07/10/19	74 199 082 06 N
	104.09				
19-00906 06/28/19 ACCT 13 014 184 04 GAS					
1 140 N MAIN ST 7341583509	82.41	9-01-31-446-001-143	B Gas/Heat - Fire House	R 06/28/19 07/10/19	503100058944 N
2 148 N MAIN ST #R 7341583606	43.07	9-01-31-446-001-070	B Gas Heat - Borough Hall	R 06/28/19 07/10/19	50310058944 N
3 BANK ST 7341583703	37.21	9-09-55-501-001-505	B Gas Service	R 06/28/19 07/10/19	503100058944 N
4 OAK LN 7341583800	621.68	9-09-55-501-002-505	B Gas Service	R 06/28/19 07/10/19	50310058944 N
	784.37				
Vendor Total:	888.46				
REPUB005 REPUBLIC SERVICES					
19-00148 01/31/19 BLANKET PO - DUMPSTERS B					
7 ACCT 3-0689-0108950	2,999.76	9-01-26-305-001-029	B Contract-Republic Services, NJ-Dumpsters	R 05/08/19 07/10/19	0689-002939593 N
Vendor Total:	2,999.76				
R0077 ROBERTS ENGINEERING GRP LLC					
19-00898 06/25/19 #2647, 5/28/19					
1 Rev plot plans, prepare CO	584.00	201802	P PRELIMINARY FINAL MINOR SUBDIV	R 06/25/19 07/10/19	#2647 N
Vendor Total:	584.00				

Vendor # Name											
PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
S0002 SAFETY KLEEN											
19-00619	05/02/19	#79709423-1901793549									
1	PRODUCT	#52150-MDL 52 W/PRM	180.05	9-09-55-501-002-529	B Sewer Main Repair/Supplies	R	05/02/19	07/10/19		79709423	N
19-00880	06/19/19	INVOICE #79831301									
1	PART-	23150 30G CYCLONIC	295.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	06/19/19	07/10/19		798313101	N
Vendor Total:			475.05								
SANDR005 SANDRA BELAN											
19-00915	07/01/19	Notary Swearing in 6/21/19									
1	Notary Swearing in	6/21/19	15.00	9-01-21-180-001-042	B Education & Training	R	07/01/19	07/10/19		2356840	N
Vendor Total:			15.00								
S0375 STEVENSON SUPPLY CO.											
19-00887	06/19/19	PART FOR VACTRON									
1	INV.	594992 - PART FOR VACTRON	50.63	9-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	06/19/19	07/10/19		594992	N
Vendor Total:			50.63								
T1886 TWIN COUNTY JANITORIAL											
19-00832	06/11/19	TP/PAPER TOWELS/BAGS									
1	L4822-RL	22 MICRON - BLACK	230.80	9-01-20-125-001-035	B Paper Products/Janitorial	R	06/11/19	07/10/19		024743	N
2	S243306B	- 24 X 33 TRASH BAGS	150.80	9-01-20-125-001-035	B Paper Products/Janitorial	R	06/11/19	07/10/19		024743	N
3	A786 - JR.	JUMBO TOILET TISSUE	171.12	9-01-20-125-001-035	B Paper Products/Janitorial	R	06/11/19	07/10/19		024743	N
4	P780B - 8" X 800'	WHITE PAPER	350.52	9-01-20-125-001-035	B Paper Products/Janitorial	R	06/11/19	07/10/19		024743	N
			903.24								
Vendor Total:			903.24								
VENTU005 VENTURA, MIESOWITZ, KEOUGH &											
19-00900	06/25/19	#21946, 6/24/19									
1	Pre-Redevlop.	Mtg. Rug Mill	280.00	3PRCLLC	P Pre-Planning Review	R	06/25/19	07/10/19		#21946	N
19-00901	06/25/19	#21945, 6/24/19									
1	Review doc. conf.	w/J. Maziarz	315.00	9-01-21-180-001-107	B Planning Board - Attorney	R	06/25/19	07/10/19		21954	N

Total Purchase Orders:	66	Total P.O. Line Items:	146	Total List Amount:	41,004.16	Total Void Amount:	0.00
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Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	8-01	66.94	0.00	66.94	0.00	0.00	0.00	66.94
CURRENT FUND	9-01	20,347.84	0.00	20,347.84	0.00	0.00	0.00	20,347.84
	9-09	18,839.11	0.00	18,839.11	0.00	0.00	0.00	18,839.11
	9-21	0.00	0.00	0.00	0.00	0.00	1,689.00	1,689.00
Year Total:		39,186.95	0.00	39,186.95	0.00	0.00	1,689.00	40,875.95
TRUST OTHER - FUND #12	T-12	43.87	0.00	43.87	0.00	0.00	0.00	43.87
ANIMAL CONTROL TRUST FUND #13	T-13	17.40	0.00	17.40	0.00	0.00	0.00	17.40
Year Total:		61.27	0.00	61.27	0.00	0.00	0.00	61.27
Total of All Funds:		39,315.16	0.00	39,315.16	0.00	0.00	1,689.00	41,004.16

Project Description	Project No.	Rcvd Total	Held Total	Project Total
PRELIMINARY FINAL MINOR SUBDIV	201802	584.00	0.00	584.00
Pre-Planning Review	3PRCLLC	1,105.00	0.00	1,105.00
Total of All Projects:		<u>1,689.00</u>	<u>0.00</u>	<u>1,689.00</u>

Date: July 3, 2019

To: Mayor and Council

From: Finance Office

Re: Manual Bill List #2 for 7/15/19

CURRENT ACCOUNT

	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
TREASURER, STATE OF NJ, DCA	7/3/2019	19-00936	29804	\$ 1,764.00
PICTURE SHOW ENT.	7/3/2019	19-00905	29805	\$ 600.00

TOTAL

\$2,364.00

TRUST ACCOUNT

TOTAL

\$ -

ANIMAL CONTROL TRUST

TOTAL

\$ -

WATER AND SEWER

TOTAL

\$ -

MANUAL TOTAL

\$ 2,364.00

Date: June 21, 2019

To: Mayor and Council

From: Finance Office

Re: Manual Bill List #1 for 7/15/19

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
STATE OF NJ - DEPT OF TREASURY	6/12/2019	19-00866	1441	\$ 47,105.62
NJ DEPT OF TRANSPORTATION	5/23/2019	19-00721	29645	\$ 165.00
TREASURER STATE OF NJ	6/11/2019	19-00752	29708	\$ 2,000.00
HOME DEPOT CREDIT	6/13/2019	19-00709	29709	\$ 97.52
HOME DEPOT CREDIT	6/13/2019	19-00134	29709	\$ 72.73
MINI BILL LIST	6/21/2019	MULTIPLE	MULTIPLE	\$ 34,423.51

TOTAL

\$83,864.38

TRUST ACCOUNT

NJ DEPT OF TRANSPORTATION	6/7/2019	19-00874	29710	\$ 35.00
SHOP RITE OF EAST WINDSOR	5/28/2019	19-00724	29646	\$ 740.00
BEAUTY & THE BEAST	6/21/2019	19-00890	29773	\$ 350.00

TOTAL

\$ 1,125.00

ANIMAL CONTROL TRUST

NJ DEPT. OF HEALTH & SR SERV	6/12/2019	19-00322	1306	\$ 297.00
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TOTAL

\$ 297.00

ESCROW ACCOUNT

MCMANIMON, SCOTLAND & BAUMANN	6/21/2019	1900872	3062	\$ 449.49
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TOTAL

\$ 449.49

WATER AND SEWER

STATE OF NJ - DEPT OF TREASURY	6/12/2019	19-00866	1320	\$ 13,936.88
TREASURER STATE OF NJ	6/11/2019	19-00754	29707	\$ 900.00
TREASURER STATE OF NJ	6/11/2019	19-00759	29706	\$ 11,952.60
MINI BILL LIST	6/21/2019	MULTIPLE	MULTIPLE	\$ 6,994.98

TOTAL

\$ 33,784.46

MANUAL TOTAL

\$ 119,520.33

Resolution 2019-127

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

WAIVING FEES FOR CERTAIN PARKING PERMITS

WHEREAS Rise (formerly known as the Community Action Service Center), a nonprofit agency serving Borough residents, has requested eight 2019-2020 parking permits for use by their staff, including four special permits for use in the Main Street parking lot and four permits for use in the Borough's permit parking area near Wells Fargo Bank; and

WHEREAS, Rise has requested that the fees for these permits be waived; and

WHEREAS, because Rise is an agency that receives financial support from, and serves residents of the Borough, the Mayor and Council wish to authorize issuance of said permits at no fee.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk shall issue Rise eight (8) 2019-2020 parking permits as detailed herein and that the fees for these permits shall be waived.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-131

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR CONSULTING ENGINEER OF RECORD FOR THE PEDDIE LAKE DAM WALKING BRIDGE REPLACEMENT

WHEREAS, there exists the need for professional consulting engineering services for the Peddie Lake Dam Walking Bridge Replacement; and

WHEREAS, the Borough Council wishes to appoint French and Parrello Associates (FPA) of Wall, New Jersey, to provide said services; and

WHEREAS, the cost for the proposed services shall not exceed \$18,000.00 without further approval by the Borough Council; and,

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

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for “professional services” without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed \$17,500, and therefore the contract is also subject to the provisions of the State’s Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the term of this contract is for the completion of the Peddie Lake Dam Walking Bridge Replacement project; and

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

WHEREAS, the firm of French & Parrello Associates has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough’s own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and French & Parrello Associates regarding the above-referenced professional consulting engineering services contract, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because French & Parrello is a firm

whose engineers are authorized by law to practice a recognized profession.

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

CERTIFICATION

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

Debra L. Sopronyi
Borough Clerk



Corporate Office
1800 Route 34, Suite 101, Wall, New Jersey 07719

Regional Offices
King of Prussia, Pennsylvania
Hackettstown, New Jersey
Camden, New Jersey
New York, New York

July 1, 2019

Debra L. Sopronyi, RMC/QPA/CMR
Administrator/Borough Clerk
HIGHTSTOWN BOROUGH
156 Bank Street
Hightstown, NJ 08520

Re: Proposal for Engineering Services at
Peddie Lake Dam Walking Bridge Replacement
FPA No. 10877.PR3

Dear Ms. Sopronyi;

Thank you for considering **French and Parrello Associates (FPA)** to provide you with a scope of services and fee proposal for the consulting services on the Peddie Lake Dam Walking Bridge Replacement Project.

PROJECT OVERVIEW

The Borough of Hightstown is constructing a walking bridge over the spillway of the Peddie Lake Dam. The original design was developed by Lippincott Jacobs Consulting Engineers who are no longer in business. The project has received all necessary permits and is currently under construction. The plan is to construct footings for the new bridge behind the existing abutments of the dam. According to the Lippincott plans, the intent of the design is to transfer the spread footing loads to the existing pile supported concrete dam footing by direct bearing and through a layer of controlled low-strength material (CLSM). The plans under which the project is being constructed refer to the "engineer of record" to guide the project through construction under questionable circumstances. With Lippincott no longer in business, the Borough is seeking the services of an engineer with experience in dam construction to fill the role of "engineer of record" for the project.

DAM DESCRIPTION AND BACKGROUND INFORMATION

The Peddie Lake Dam is an 11-foot-high Ambursen type masonry and reinforced concrete overflow stepped weir spillway. It was constructed to impound water along Rocky Brook, which is a tributary of Millstone River. Because of potential inundation to several downstream residential and business areas in time of failure, the dam has been rated as a Class I Dam (high hazard potential). The spillway weir is approximately 46 feet in length with four stepped overflow sections approximately 10 foot each separated by stone masonry piers. The center piers were cut down when a pedestrian bridge was removed in 2010. Two of the spillway sections are at approximate elevation 82.0 while the other two are at approximate elevation 82.3. Additional components of the dam include a stilling basin along the entire downstream face of the spillway, stone masonry retaining walls with concrete apron, and downstream riprap scour protection. The low-level outlet is a 2'-2" H x 2'-8" W concrete culvert through the southern abutment with a manually operated rectangular sluice gate. It is reported that the sluice gate was designed to be automatic, opening and closing based on water level, but is only being operated manually at this time.

SCOPE OF SERVICES

FPA has determined that the following tasks are necessary to provide consulting services for the completion of the bridge replacement project.

Task 1 – Records Collection and Review of Contract Documents

FPA will interface with the Borough to obtain any previous design documents, inspection reports, and other available plans, reports, and analyses in order to analyze the dam's design, construction, and operational records to become fully acquainted with the present physical features, the construction and the performance history of the dam. FPA will review both the Borough and the NJDEP Bureau of Dam Safety files and any other identified information sources to gather data related to the dam. FPA will undertake a thorough review of the existing records, the plans and specifications and the design calculations.

Task 2 – Engineering and On-Site Inspection

FPA will undertake a detailed on-site engineering inspection of the dam with respect to the current on-going construction of the bridge structure in order to determine the work completed to date, and to facilitate the engineering review to draw conclusions and make recommendations for the completion of the project. FPA will make recommendations for any work necessary to remediate any noted deficiencies. FPA will also provide review and comment on contractor submittals and requests for information regarding the structural drawings prepared by Lippincott Jacobs for the remainder of the project.



Task 3 – Attendance at Meetings and Conference Calls

In addition to the initial inspection, FPA will participate in up to six on-site meetings as necessary to provide guidance to the resident engineer (Remington and Vernick) and the contractor through completion of the project. FPA will also participate in up to four conference calls to resolve issues that arise during construction.

ASSUMPTIONS AND EXCLUSIONS

The following are exclusions and limitations items from this proposal:

1. FPA is proposing the review of existing information regarding the structural components of this project and will make recommendations regarding compliance with existing plans. Any additional design services requested by the Borough in support of this project will be handled on a time and material basis per the attached fee schedule.
2. This proposal provides no resident engineer services for oversight of the contractor performing the work on this project. FPA will not be responsible for verifying or certifying that the contractor performs the work in accordance with the construction plans or any recommendations presented by FPA for completion of this project.

FEE PROPOSAL

The fee breakdowns by Task is presented below:

Task 1 - Records Collection and Review of Contract Documents (Lump Sum)	\$5,000.00
Task 2 - Engineering and On-Site Inspection (T&M)	\$8,000.00
Task 3 – Attendance at Meetings and Conference Calls (T&M)	<u>\$5,000.00</u>

Total Estimated Fee \$18,000.00

CLOSING

Attached with this proposal are the General Conditions of Services under which FPA enters into agreement for services rendered. Your return of a signed copy of this proposal indicating your acceptance to the terms and conditions presented herein will represent your authorization for us to proceed.



We thank you for the opportunity to submit this proposal and look forward to providing engineering services to the Borough project. If you have any questions, please do not hesitate to contact the undersigned at 732-312-9857 or Chris.Marx@FPAengineers.com.

Respectfully submitted,

FRENCH & PARRELLO ASSOCIATES

Christopher W. Marx, PE
Project Manager

ACCEPTED BY:

NAME (Printed): _____

TITLE & COMPANY: _____

SIGNATURE: _____ DATE: _____



Senior Project Consultant.....	\$210.00/hr.
Project Consultant	\$185.00/hr.
Senior Project Manager.....	\$175.00/hr.
Project Manager	\$165.00/hr.
Senior Engineer.....	\$165.00/hr.
Project Engineer	\$140.00/hr.
Senior Staff Engineer	\$115.00/hr.
Staff Engineer.....	\$100.00/hr.
Licensed Site Remediation Professional (LSRP)	\$180.00/hr.
Professional Geologist	\$145.00/hr.
Senior Environmental Specialist.....	\$145.00/hr.
Senior Environmental Scientist	\$135.00/hr.
Environmental Project Coordinator	\$120.00/hr.
Environmental Engineer	\$105.00/hr.
Environmental Scientist.....	\$100.00/hr.
Environmental Permitting Assistant	\$90.00/hr.
Environmental Technician	\$85.00/hr.
Licensed Landscape Architect	\$145.00/hr.
Landscape Designer	\$100.00/hr.
Professional Planner	\$130.00/hr.
Professional Land Surveyor	\$180.00/hr.
Senior Designer.....	\$135.00/hr.
Designer	\$120.00/hr.
Senior Drafter	\$105.00/hr.
Drafter.....	\$90.00/hr.
Technical Coordinator	\$85.00/hr.
Survey Party Chief.....	\$120.00/hr.
Senior Survey Technician.....	\$110.00/hr.
Survey Technician	\$90.00/hr.
Survey Field Crew (two person)	\$200.00/hr.
Survey Field Crew Robotic (1 person)	\$170.00/hr.
Lab Supervisor	\$100.00/hr.
Resident Engineer	\$110.00/hr.
Senior Field Representative.....	\$85.00/hr.
Field Representative	\$80.00/hr.
Field Technician	\$65.00/hr.
Staff Professional	\$55.00/hr.
Technical Assistant	\$75.00/hr.
Administrative Services	\$65.00/hr.

**GENERAL CONDITIONS OF SERVICES****Client:** Borough of Hightstown **Project Name:** Peddie Lake Dam Walking Bridge Replacement**Project Number:** 10877.003 **Date:** July 1, 2019**A. SCOPE OF SERVICES**

The services to be provided by French & Parrello Associates, PA (FPA) have been set forth in the Proposal/Scope of Services and shall remain valid for a period of 90 days from the date of the Proposal, after which FPA may elect to withdraw or renegotiate this Proposal. All services not specifically identified are excluded from FPA's scope and will only be performed in accordance with a written amendment to the agreement outlining the exact services and the associated fees.

B. FEE

The total fee, except stated lump sum shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

C. BILLINGS/PAYMENTS

Invoices will be submitted monthly for services and are due when rendered. Invoice shall be considered PAST DUE if not paid within 30 days after the invoice date and FPA may without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of service. Retainers shall be credited on the final invoice. A monthly service charge of 1.5% of the unpaid balance will be added to PAST DUE accounts. In the event any portion or all of an account remains unpaid 75 days after billing, the Client shall pay cost of collection, including reasonable attorney fees. FPA reserves the right to stop work until invoices that are more than 75 days in arrears are paid in full. You agree that any delays, claims or losses associated with stopping of work under these circumstances will not be the responsibility of FPA.

D. STANDARD OF CARE

Services performed by FPA under this agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, expressed or implied, and no warranty, guarantee, or fiduciary responsibility is included or intended in this agreement, or in any report, opinion, document or otherwise. Unless otherwise specified in this proposal, the services performed by FPA will not include an independent analysis of work conducted, or information provided, by independent laboratories or other independent contractors retained by FPA.

E. HIDDEN CONDITIONS

When advised by FPA, investigation of structural conditions concealed by existing finishes shall be authorized and paid for by the client. Where investigation is NOT authorized, FPA shall not be responsible for the condition of the existing structure (except where verification can be made by simple visual observation).

F. INFERRED CONDITIONS

The Client understands that actual subsurface conditions may vary from those which are encountered at the locations of borings, test pits or other such subsurface explorations. FPA will base interpretations and recommendations upon conditions inferred from the conditions encountered. Client recognizes that any future determination of conditions different than those which were encountered at the sampling locations may significantly impact the interpretation and recommendations provided by FPA. Any such variation of conditions should be brought to the prompt attention of FPA to assess the impact of the variations on the previously provided interpretations and recommendations. FPA will take no responsibility for any interpretation or recommendation others may make based upon subsurface data provided by FPA.

G. STANDARDS AND CODES

If the work under the contract is to be performed in accordance with, or where the deliverables and instruments of service resulting from our work will be reviewed against codes, standards and regulations, the edition or revision of said codes, standards and regulations in effect as of the date of this agreement will apply. Any revisions to documents or other additional work caused by the application of a more recent code, standard or regulation shall be considered a Changed Condition under this agreement. In addition, any revisions or additional work required by regulatory agencies which are not explicitly outlined in applicable codes, standards or regulations will also be considered a changed condition under this agreement.

H. RIGHT OF ENTRY

The client shall provide for right of entry for all FPA personnel and equipment necessary to perform the intended scope of services. The client understands that while FPA will take reasonable precaution to minimize any damage to the property, some damage may occur in the normal course of work, the correction of which is not part of this agreement.

I. UTILITIES

FPA will take reasonable precautions to avoid damage or injury to any visible subsurface utilities or structures. FPA shall not be held responsible for damage to any underground utility or structure which has not been properly marked out by the respective owner of said utility or structure prior to the commencement of our work. If location of underground utilities is included under the Scope of Services, those locations will be based upon visible identification marks left by the respective utility companies or upon locations that can be visually identified from the ground surface. Unless other contractual agreements are made, this proposal does not include opening or entering manholes, inlets, trenches, or other utility access ways for the purpose of measuring, identifying, or locating said utilities.

J. CHANGED CONDITIONS

If FPA discovers conditions or circumstances that it had not contemplated at the commencement of this Agreement ("Changed Conditions"), FPA will notify Client in writing of the Changed Conditions. Client and FPA agree that they will then renegotiate in good faith the terms and conditions of this Agreement. If FPA and Client cannot agree upon amended terms and conditions within 30 days after notice, FPA may terminate this Agreement and be compensated as set forth in Section Q, "Termination."

K. DISCOVERY OF UNANTICIPATED POLLUTANT RISKS

Hazardous materials or certain types of hazardous materials may exist at a site where there is no reason to believe they could or should be present. Unless FPA's Scope of Services specifically includes Environmental Services, FPA will not be responsible for the identification, delineation, evaluation, treatment or removal of any hazardous substance. Should such substance be encountered FPA will take action to protect the health and welfare of their personnel, and will notify the client for direction. The conditions of this section are superseded to the extent that the Scope of Services specifically includes the identification, delineation, evaluation and treatment of hazardous materials.

L. CERTIFICATIONS

Client agrees not to require that FPA execute any certification with regard to Services performed or Work tested and/or observed under this Agreement unless: 1) FPA believes that it has performed sufficient Services to provide a sufficient basis to issue the certification; 2) FPA believes that the Services performed or Work tested and/or observed meet the criteria of the certification; and 3) FPA has reviewed and approved in writing the exact form of such certification prior to execution of this Agreement. Any certification by FPA is limited to an expression of professional opinion based upon the Services performed by FPA, and does not constitute a warranty or guaranty, either expressed or implied.

M. RISK ALLOCATION

Client agrees that, to the fullest extent permitted by law, FPA's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this Agreement, from any cause or causes, shall not exceed the total amount of \$50,000 or the amount of FPA's fee (whichever is greater).

N. INDEMNIFICATION

The Client shall indemnify and hold harmless FPA and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney fees) arising out of or resulting from the performance of FPA, to the extent that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except FPA, or anyone for whose acts any of them may be liable).

O. NO SPECIAL OR CONSEQUENTIAL DAMAGES

Client and FPA agree that to the fullest extent permitted by law FPA shall not be liable to Client for any special, indirect or consequential damages whatsoever, whether caused by FPA's negligence, errors, omissions, strict liability, breach of contract, breach of warranty or other cause or causes whatsoever.

P. OWNERSHIP OF DOCUMENTS

Client may use the documents for the project or purposes contemplated by this agreement. Client may not reuse the documents, nor any of FPA's concepts or approaches in the Proposal to client, for any extension of the project or other project without FPA's prior written consent. Any unauthorized reuse or extension of FPA's work is at Client's sole risk and without liability to FPA, and Client will indemnify, defend, and hold FPA harmless from all claims or damages arising from any unauthorized reuse or extension of FPA's work. All documents related to a project will be destroyed in accordance with FPA Document Retention Guidelines in effect at that time.

Q. TERMINATION

This Agreement may be terminated for convenience by either party by thirty (30) days written notice or in the event of substantial failure to perform in accordance with the terms of the Agreement by the other party through no fault of the terminating party by ten (10) days written notice. If this Agreement is terminated, it is agreed that FPA shall be paid the total charges for labor performed to the termination notice date, plus reimbursable charges.

R. DISPUTES RESOLUTION

All claims, disputes, and other matters in controversy between FPA and Client arising out of or in any way related to this Agreement, except for those related to Billing/Payments, will be submitted to "alternative dispute resolution" (ADR) such as mediation and/or arbitration, before and as a condition precedent to other remedies provided by law. If a dispute at law arises related to the services provided under this Agreement and that dispute requires litigation instead of ADR as provided above, then: (a) Client assents to personal jurisdiction in the state of FPA's principal place of business; (b) The claim will be brought and tried in judicial jurisdiction of the court of the county where FPA's principal place of business is located and Client waives the right to remove the action to any other county or judicial jurisdiction; and (c) The prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees, and other claim related expenses.

S. SAFETY

FPA is not responsible for the implementation, discharge, or monitoring of any construction safety standards or practices, including demolition. These items are explicitly excluded from our scope.

T. SAMPLES AND WELLS

If FPA provides laboratory testing or analytic Services, FPA will preserve such soil, rock, water, or other samples as it deems necessary for the Project, but no longer than 45 days after issuance of any Documents that include the data obtained from these samples. Client will promptly pay and be responsible for the removal and lawful disposal of all contaminated samples, cuttings, Hazardous Materials, and other hazardous substances. Client will take custody of all monitoring wells and probes installed during any investigation by FPA, and will take any and all necessary steps for the proper maintenance, repair or closure of such wells or probes at Client's expense.

U. BIOLOGICAL POLLUTANTS

FPA's scope of work does not include the investigation or detection of the presence of any Biological Pollutants in or around any structure. Client agrees that FPA will have no liability for any claim regarding bodily injury or property damage alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure. In addition, Client will defend, indemnify, and hold harmless FPA from any third party claim for damages alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure, except for damages arising from or caused by FPA's sole negligence. The term "Biological Pollutants" includes, but is not limited to, molds, fungi, spores, bacteria, and viruses, and the byproducts of any such biological organisms.

V. ENTIRE AGREEMENT

The Proposal/Scope of Services and these General Conditions constitute the entire agreement between Client and FPA. If a Purchase Order (PO) or similar document is used in conjunction with this Agreement, it shall be for the sole purpose of defining quantities and fees to be provided hereunder, and to this extent only are incorporated as a part of this Agreement. Any preprinted terms and conditions included in such PO or similar documents shall not be incorporated and such PO or similar documents shall not be otherwise construed to modify, amend, or alter the terms of this Agreement.

Resolution 2019-132

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

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

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

WHEREAS, the contractor has submitted a request payment in the amount of \$570.00 for the inspection of water valve repair from May 1, 2019 – May 31, 2019; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown a payment in the amount of \$570.00 to Van Cleef Engineering of Hamilton, New Jersey is hereby approved as detailed herein.

CERTIFICATION

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

Debra L. Sopronyi
Borough Clerk



RECEIVED

JUN 24 2019

MUNICIPAL CLERK'S OFFICE

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

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

June 12, 2019

Invoice No: 1601HG - 18

Project Manager James Bash

PROJECT NAME:

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

*Resolution 2016-78 and 2018-74***Professional Services from May 1, 2019 to May 31, 2019**

For inspection water valve repair in accordance with Resolution 2018-74 dated March 19, 2018.

	Hours	Rate	Amount	
Senior Project Manager	5.00	114.00	570.00	
Total Labor				570.00
BILLING LIMITS	Current	Prior	To-Date	
Total Billings	570.00	1,841.50	2,411.50	
Limit			4,621.00	
Remaining			2,209.50	
TOTAL DUE THIS INVOICE				\$570.00

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

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

Resolution 2019-133

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

AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, an overpayment of 2019 taxes were made for Block 3, Lot 15, 512 North Main Street, in the amount of \$6,000.00 by the homeowner; and

WHEREAS, the homeowners, Jeffery Richter and S.R. Henneborn, 512 North Main Street, Hightstown, NJ has requested that a refund be issued for the overpayment in the amount of \$6,000.00; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$6,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and Treasurer are hereby authorized to issue a refund in the amount of \$6,000.00 to Jeffery Richter and S.R. Henneborn, 512 North Main Street, Hightstown, NJ, representing the tax overpayment as set forth herein.

CERTIFICATION

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

Debra L. Sopronyi
Borough Clerk

Resolution 2019-134

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

A RESOLUTION AUTHORIZING A TEMPORARY EXTENSION OF EXISTING 2018-2019 CAT LICENSES

WHEREAS, the Borough of Hightstown has established rules requiring the annual licensure of cats for the purpose of rabies control; and

WHEREAS, the Borough has previously issued a number of cat licenses for the licensing year 2018-2019, pursuant to Section 5-2 of the Revised General Ordinances of the Borough of Hightstown (also referenced as the “Borough Code”); and

WHEREAS, the Borough Health Officer has requested that the licensing period for cat licenses be changed from a July – June period to a January – December period; and

WHEREAS, the Borough Council has introduced Ordinance 2019-12 making said change; and

WHEREAS, the Borough wishes to authorize a temporary extension of existing 2018-2019 cat licenses to expire December 31, 2019; and

WHEREAS, it is not required that the current holders of existing 2018-2019 cat licenses submit the required fee, application and associate paperwork as stated in the Borough Code to have their licenses extended to December 31, 2019; and

WHEREAS, all applications, associated paperwork and required fees shall be submitted to the Borough by January 31, 2020 for a 2020 cat licenses as outlined in Ordinance 2019-12.

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

1. That the Borough hereby authorizes a temporary extension of the expiration date for valid 2018-2019 cat licenses until December 31, 2019; at which time the required fee, application and associated paperwork shall be required to be submitted in accordance with Ordinance 2019-12.
2. That a certified copy of this Resolution shall be provided to:
 - a. Health Officer, Jill Swanson
 - b. 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 July 15, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-135

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

AUTHORIZING A REFUND FOR A THEATER IN THE PARK REGISTRATION FEE

WHEREAS, Nevada Carabelli-Doherty of 61 Woodside Avenue, East Windsor, New Jersey paid a Registration Fee in the amount of \$275.00 for her son Andrew to participate in the Theater in the Park Program sponsored by the Cultural Arts Commission; and

WHEREAS, Nevada Carabelli-Doherty withdrew the registration prior to the beginning of the program; and

WHEREAS, the Theater in the Park Program is requesting that the registration fee of \$275.00 be refunded to Nevada Carabelli-Doherty.

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Finance Officer is hereby authorized and directed to issue a refund in the amount of \$275.00 to Nevada Carabelli-Doherty of 61 Woodside Avenue, for a registration fee for the Theater in the Park Program as stated 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 July 15, 2019.

Debra L. Sopronyi
Borough Clerk