

Agenda

Hightstown Borough Council

September 3, 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

2019-154 Authorizing a Meeting that Excludes the Public

Contract Negotiations – Robbinsville (Court)

PRC Group (Mills at Hightstown)

Litigation - Marchione

Approval of the Agenda

Minutes

August 5, 2019 – Public Session

Public Comment I

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

Resolutions

2019-155 Payment of Bills

2019-156 Authorizing Payment No. 4 – the Musial Group, P.A. (Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer Street)

2019-157 Appointing a Municipal Court Administrator

2019-158 Authorizing Payment No. 1 Assuncao Brothers, Inc. (Construction of Peddie Lake Dam Walking Bridge Replacement

2019-159 Resolution Authorizing a Shared Services Agreement Between the Borough of Hightstown, The East Windsor Regional School District and the Township of East Windsor for the use of a Joint Fueling Facility

- 2019-160** Authorizing Payment to Remington Vernick for Inspection and Contract Administration Services Associated with the Peddie Lake Dam Pedestrian Bridge Project
- 2019-161** Authorizing Payment to Van Cleef Engineering Associates (Construction Administration and Inspection for the Rehabilitation of East Ward Street
- 2019-162** Authorizing Payment to French and Parrello Associates (Engineer of Record for the Peddie Lake Dam Walking Bridge Replacement)
- 2019-163** Authorizing Payment to RGA Resource Consultants (Archeological Services Associated with the Greenway Walking Bridge)
- 2019-164** Authorizing Payment #6 – Quad Construction Company (Ultraviolet Disinfection for the Hightstown Borough Advanced Wastewater Treatment Plant)

Consent Agenda

- 2019-165** Authorizing Use of the Municipal Parking Lot for the Triathlon
- 2019-166** Authorizing Refund of Water/Sewer Overpayment

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

Downtown Gateway and Downtown Core Ordinances
 Capital Budget
 Summer Meeting Schedule
 Park Use Approval Process
 Murals

Subcommittee Reports

Mayor/Council/Administrative Reports

Adjournment

Resolution 2019-154

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

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on September 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 – Robbinsville (Court)
PRC Group (Mills at Hightstown)

Litigation - Marchione

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: December 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.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

Meeting Minutes
Hightstown Borough Council
August 5, 2019
7:30 p.m.

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

The flag salute followed Roll Call.

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

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

The Flag Salute followed roll call.

Mayor Quattrone called for moment of silence for the shootings that took place this weekend.

APPROVAL OF AGENDA

Mayor Quattrone requested that Resolutions 2019-151 and 2019-152 be added to the Consent Agenda. Councilmember Bluth requested that the Cultural Arts Commission presentation be added to the agenda.

Amended Agenda moved by Councilmember Bluth; Seconded by Councilmember Musing.

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

Agenda approved as amended 3-0.

APPROVAL OF MINUTES

June 17, 2019 – Executive Session

Moved by Councilmember Bluth; Seconded by Council President Misiura.

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

Minutes approved 3-0.

June 17, 2019 – Public Session

Moved by Councilmember Musing; Seconded by Councilmember Bluth.

Moved by Bluth; Seconded by Council President Misiura.

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

Minutes approved 3-0.

July 1, 2019 – Special Meeting

Moved by Councilmember Bluth; Seconded by Council President Misiura.

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

Minutes approved 3-0.

July 15, 2019 – Executive Session

Moved by Councilmember Bluth; Seconded by Councilmember Musing.

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

Minutes approved 3-0.

PRESENTATIONS

Cultural Arts Commission – Mural

Adam Welch presented a second draft of the mural that will be painted on the RISE Building downtown. The artist is planning to begin work on August 12th or 13th. Mr. Welch also stated that there will be a day for the public to participate in the painting.

Council President Misiura thanked the CAC for following the process and doing everything by the book. The artist listened to the public. Thanked them for an excellent job.

Councilmember Musing stated that this is terrific and likes the public painting day.

Councilmember Bluth stated that she loves the mural and what the CAC is doing. Hightstown needs to appreciate everything that the CAC does for our town.

Public Hearing – CDBG Grant Application for ADA Compliance Measures

Randy Gottesman, CGP&H explained the CDBG Grant and read the following:

- “The purpose of this meeting is to discuss the Community Development Block Grant Small Cities Program funded under the Housing and Community Development Act of 1974, as amended and as

administered through the New Jersey Department of Community Affairs.

- The general purpose of the act is to meet urgent community development and housing needs, eliminate and prevent slums and blight and expand economic opportunities principally for persons of low and moderate income.
- The Borough of Hightstown is eligible to apply to the Small Cities Program under both the Public Facilities Fund and the Housing Rehabilitation Fund categories. The maximum grant awards are \$400,000 (for public facilities) & \$200,000 (for housing rehabilitation).
- The Borough intends to file a Small Cities Public Facilities grant application for \$400,000 to address ADA-issues at the former YMCA building located at 230 Mercer Street to permit use as future municipal/police complex. The required match is 20% and is determined by the Borough's Municipal Revitalization Index (MRI). Hightstown's MRI is 201.
- The specific objectives of the State's Small Cities Program can be found in the agenda you received, in section III. The specific objective which applies to the proposed application is: F. To improve the availability and adequacy of essential public facilities and remedy serious deficiencies in areas that principally serve senior citizens and low and moderate-income people.
- In order for the Borough to possibly receive these funds, it is necessary to first prepare an application which provides information on needs and objectives, describes the proposed activity and explains how the selected project will benefit low- and moderate-income residents. The application deadline is September 13, 2019. If approved, funding will be available in early 2020.
- Information about the evaluation criteria and a description of all eligible activities can also be found in the agenda, in sections VI and VII. The specific eligible activity in this application is: 5. Special projects directed to the removal of architectural barriers which restrict accessibility of the elderly and disabled."

Councilmember Musing stated that he thinks this is a good request. Asked if there is enough time to put an application together. Mr. Gottesman responded yes and that he has already been working on this. Mr. Musing asked if there will be additional costs associated with the grant. Mr. Gottesman stated that there will not be an increase in the implementation costs.

Mayor Quattrone opened the public hearing for the CDBG Grant Application and the following individuals spoke:

Scott Caster, 12 Clover Lane - Asked what the requested amount will be. Mr. Gottesman restated that the amount requested is \$400,000. Mr. Caster then asked if there are enough ADA renovations to use \$400,000. Council President Misiura stated that the YMCA needs an elevator, rest rooms, hardware on the doors, barrier free access and parking spaces. He believes that we can most definitely use the full amount. Mr. Caster then asked if we could apply for additional grant money in future years. Mr. Gottesman responded yes, that is permissible.

Councilmember Bluth moved to close the public hearing; Council President Misiura seconded.

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

Public hearing closed 3-0.

PUBLIC COMMENT I

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

Keith LePrevost, 213 Greely Street – Spoke regarding the Tree Official’s invoice to JCP&L, tree ordinance and the Tree Official’s role.

Frank Rivera, Broad Street – Spoke regarding sidewalks raised because of Borough trees. This is a tripping hazard. He is liable for the injury should one occur? Would like to take down the tree; David Zaiser, Tree Official recommends that the tree stays. What can he do?

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

ORDINANCES

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

Mayor Quattrone opened the Public Hearing for Ordinance 2019-12 and the following individuals spoke:

There being no one coming forward, Mayor Quattrone closed the Public Hearing.

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

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

Ordinance adopted 3-0.

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 December 31 of 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 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 February: Five (\$5.00) dollars.

(b) During March: Ten (\$10.00) dollars.

(c) After 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.

2. 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.

3. 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.

RESOLUTIONS

Resolution 2019-136 Payment of Bills

Moved by Councilmember Musing; Seconded by Councilmember Bluth.

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

Resolution adopted 3-0.

Resolution 2019-136

*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 \$486,680.90 from the following accounts:

Current		\$325,865.06
W/S Operating		87,663.24
General Capital		34,021.75
Water/Sewer Capital		4,128.00
Grant		390.00
Trust		1,668.78
Housing Trust		0.00
Animal Control		29.40
Law Enforcement Trust		24,303.00
Housing Rehab Loans		0.00
Unemployment Trust		2,242.32
Escrow		<u>6,369.35</u>
Total		<u>\$486,680.90</u>

Resolution 2019-137 Authorizing a Shared Services Agreement Between Hightstown Borough and Robbinsville Township for Municipal Court Administrator Services

Moved by Council President Misiura; Seconded by councilmember Bluth.

Discussion ensued. Councilmember Bluth stated that she does not have enough information and this should be discussed again during Executive Session. She asked that the Borough Administrator provide supporting documentation on how the hourly rate was established. CFO, George Lang, stated that the budget will need to be amended to move funds from salaries to contracts. It was agreed that this contract needs to be approved as soon as possible so a special meeting is necessary. Deputy Clerk, Peggy Riggio, will secure a location and time for a special meeting.

Councilmember Bluth moved to table the Resolution; Council President Misiura seconded.

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

Resolution tabled 3-0.

Resolution 2019-137

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

**AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN
HIGHTSTOWN BOROUGH AND ROBBINSVILLE TOWNSHIP
FOR MUNICIPAL COURT ADMINISTRATOR SERVICES**

WHEREAS, Hightstown is in need of a Municipal Court Administrator and a Deputy Municipal Court Administrator in order to effectively administer, manage and oversee the operations of the Hightstown Borough Municipal Court (the “services”), in accordance with all statutory requirements and pursuant to the direction and oversight of the Assignment Judge of Mercer County; and

WHEREAS, Robbinsville currently employs two (2) individuals who serve in the positions of Municipal Court Administrator and Deputy Municipal Court Administrator, respectively (the “Robbinsville employees”), for the Robbinsville Township Municipal Court; and

WHEREAS, the Robbinsville employees possess specialized skills, knowledge and expertise in the area of Municipal Court administration, and these individuals are each duly certified by the State of New Jersey; and

WHEREAS, the Parties recognize that shared service agreements may yield certain economies and efficiencies to the residents of the Parties in the delivery of the services; and

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

WHEREAS, Robbinsville is willing to provide the services to Hightstown, through the use of the Robbinsville employees, pursuant to the terms and conditions set forth in the attached Shared Services Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Hightstown Borough Council hereby authorizes the Mayor to execute, and the Clerk to attest, the attached Shared Services Agreement with Robbinsville Township relating to the above.

Resolution 2019-138 Authorizing Change Order #2 and Payment #3 – JTG Construction (Improvements to First Avenue)

Moved by Councilmember Musing; Seconded by Council President.

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

Resolution adopted 3-0.

Resolution 2019-138
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AUTHORIZING CHANGE ORDER #2 & PAYMENT #3– JTG CONSTRUCTION
(IMPROVEMENTS TO FIRST AVENUE)**

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

WHEREAS, the contractor has submitted change order #2 supplemental pay item for removal of a large tree in the amount of \$2,800.00, extra hot mix asphalt surface course in the amount of \$3,407.00 and a reduction of \$44,601.03 to adjust to as-build quantities which decreases the total contract by \$38,394.03, (-9.51%) to \$297,141.18; and

WHEREAS, the contractor has submitted payment #3 in the amount of \$10,220.83 partial payment through June 2019 for pavement striping and installation of signage; and

WHEREAS, the Borough Engineer has recommended approval of Change order #2; and

WHEREAS, the Borough Engineer has recommended approval of payment #3 in the amount of \$10,220.83; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that change order #2 and payment #3 of \$10,220.83 to JTG Construction of Newark, New Jersey is hereby approved as detailed herein.

Resolution 2019-139 Authoring Payment to Remington Vernick for Inspections and Contract Administration Services Associated with the Peddie Lake Dam Pedestrian Bridge Project

Moved by Councilmember Musing; Seconded by Councilmember Bluth.

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

Resolution adopted 3-0.

Resolution 2019-139
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER

STATE OF NEW JERSEY

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

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

WHEREAS, the engineer has submitted a payment request for inspection and contract administration services through June 30, 2019, in the total amount of \$18,543.57; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Payment Request to Remington Vernick Engineers of Haddonfield, New Jersey in the amount of \$18,543.57, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2019-140 Awarding a Contract for Sanitary Manhole Repairs

Moved by Councilmember Bluth; Seconded by Council President Misiura.

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

Resolution adopted 3-0.

Resolution 2019-140

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

AWARDING A CONTRACT FOR SANITARY MANHOLE REPAIRS

WHEREAS, Three (3) proposal were received for Sanitary Manhole Repairs in the Borough; and,

WHEREAS, the proposals have been reviewed by the Borough Engineer, and it is her recommendation that the contract for the Sanitary Manhole Repairs be awarded to the lowest proposal submitted by Pioneer General Contract of Bradley Beach, New Jersey in the amount \$22,600.00; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for the Sanitary Manhole Repairs be awarded to Pioneer General Contract of Bradley Beach, New Jersey in the amount \$22,600.00.

Resolution 2019-141 Authorizing Release of Escrow Funds – R. Black Global (Block 30, Lot 2 and Block 21, Lot 2 – 1 Bank Street

Moved by Council President Misiura; Seconded by Councilmember Musing.

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

Resolution adopted 3-0.

Resolution 2019-141

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

**AUTHORIZING RELEASE OF ESCROW FUNDS – R. BLACK GLOBAL (BLOCK 30;
LOT 2/BLOCK 21; LOT 2 – 1 BANK STREET)**

WHEREAS, R. Black Global deposited escrow funds for a project at Block 30, Lot 2 and Block 21, Lot 2 commonly known as 1 Bank Street; and

WHEREAS, R. Black Global has requested that the escrow funds on deposit with the Borough for Block 30, Lot 2 and Block 21, Lot 2 be released; and

WHEREAS, The Borough has determined that there are no outstanding invoices for this project; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Finance Officer is authorized and directed to release the escrow funds on deposit with the Borough for the project at Block 30, Lot 2 and Block 21, Lot 2 to R. Black Global, 900 Broadway, Suite 202, New York, NY 10003

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

- a. R. Black Global
- b. Hightstown Borough Finance Officer
- c. George Chin, Hightstown Borough Construction Official
- d. Sandy Belan, Planning Board Secretary

Resolution 2019-150 Authorizing Change Order #1 and Payment #3 Final – The Earle Asphalt Company (First Avenue and Forman Street Water Main Extension)

Moved by Councilmember Musing; Seconded by Councilmember Bluth.

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

Resolution adopted 3-0.

Resolution 2019-150

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

AUTHORIZING CHANGE ORDER #1 AND PAYMENT #3 FINAL – THE EARLE ASPHALT COMPANY (FIRST AVENUE AND FORMAN STREET WATER MAIN EXTENSION)

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

WHEREAS, the contractor has submitted change order #1 adjusting the contract to as-built quantities which reduces the final contract cost by \$24,127.78 (-8.1%) to \$274,985.35. In addition, the contract time has been extended by 45 days due to poor weather during construction; and

WHEREAS, the contractor has submitted payment request #3 Final in the amount of 50,110.89; and

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

WHEREAS, the Borough Engineer has recommended approval of payment #3 Final to Earle Asphalt Company in the amount of \$50,110.89; 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 Change Order #1 Payment Request #3 Final to Earle Asphalt Company of Farmingdale, New Jersey in the amount of \$113,483.68, is hereby approved as detailed herein, and the Finance Officer is authorized to issue same.

CONSENT AGENDA

Councilmember Bluth moved Resolutions 2019-142, 2019-143, 2019-144, 2019-145, 2019-146, 2019-147, 2019-148 and 2019-149 as a Consent Agenda; Councilmember Musing seconded.

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

Resolutions adopted 3-0.

Resolution 2019-142

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

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE IMPROVEMENTS TO RAILROAD AVENUE AND DEY STREET PROJECT.

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Hightstown formally approves the grant application for the above stated projects.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2020-Improvements to Railroad Avenue and Dey Street-00086 to the New Jersey Department of Transportation on behalf of the Borough of Hightstown.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Hightstown and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Resolution 2019-143

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

**RESOLUTION AUTHORIZING THE BOROUGH OF HIGHTSTOWN
TO APPLY TO THE NEW JERSEY DEPARTMENT OF COMMUNITY
AFFAIRS (NJDCA) FOR A SMALL CITIES PUBLIC FACILITIES
GRANT OF UP TO \$400,000 FOR ADA IMPROVEMENTS TO THE
FORMER YMCA BUILDING;**

WHEREAS, the Borough of Hightstown will apply for a Small Cities Community Development Public Facilities Block Grant from the New Jersey Department of Community Affairs (NJDCA) for approximately \$400,000 for ADA improvements to the former YMCA Building located at 230 Mercer Street;

NOW, THEREFORE, BE IT RESOLVED

1. That the Borough of Hightstown does hereby authorize the application for such a grant; and,
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of the grant agreement; and, also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Borough of Hightstown and the New Jersey Department of Community Affairs, including the provision of a local match share in the ratio of at least two local dollars for every ten state dollars.

NOW THEREFORE, BE IT RESOLVED that the persons whose names, titles and signatures appear below are authorized to sign the application and that they or their successors in said titles are authorized to sign the agreement and any other documents in connection therewith.

Resolution 2019-144

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

APPOINTING A FAIR HOUSING OFFICER

WHEREAS, the Borough of Hightstown is applying for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs (hereafter NJDCA); and

WHEREAS, the Small Cities Public Facilities grant of up to \$400,000 will be used to make ADA improvements to the former YMCA building located at 230 Mercer Street; and

WHEREAS, the Borough of Hightstown must make efforts to affirmatively further fair housing; and

WHEREAS, the Borough of Hightstown has reviewed various actions that would be acceptable to the NJDCA and the U.S. Department of Housing and Urban Development (hereafter USHUD) and

WHEREAS, the Borough of Hightstown has made assurances that:

- (1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
- (2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
- (3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
- (4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that, David Bell, shall be designated as the Fair Housing Officer for the Borough of Hightstown; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his/her appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Borough of Hightstown; and

BE IT FURTHER RESOLVED that the Borough of Hightstown will publish in the local newspaper of record and post at the municipal building (or county administration building) a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

Resolution 2019-145

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

ADOPTING A CITIZEN PARTICIPATION PLAN FOR SMALL CITIES CDBG GRANTEES

WHEREAS, the Borough of Hightstown, will enter into a Grant Agreement with the New Jersey Department of Community Affairs for the administration of a Small Cities Community Development Block Grant; and

WHEREAS, that Grant Agreement requires the Borough of Hightstown to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Borough of Hightstown has reviewed the Citizen Participation Plan prepared for Small Cities CDBG grantees;

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

The Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Borough of Hightstown; and

The Borough of Hightstown will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

Resolution 2019-146

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

APPROVING A GRANT MANAGEMENT PLAN FOR CDBG GRANTEES

WHEREAS, the Borough of Hightstown will apply to the New Jersey Department of Community Affairs (NJDCA) for a Small Cities Public Facilities grant of up to \$400,000 to make ADA Improvements to the former YMCA Building located at 230 Mercer Street; and

WHEREAS, any Grant Agreement between the Borough of Hightstown and the NJDCA will require the Borough to comply with all federal requirements with regard to grant management; and

WHEREAS, the Borough of Hightstown has reviewed the proposed Grant Management Plan prepared for its Small Cities CDBG grantee application;

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

Pending the execution of said Grant Agreement, the proposed Borough of Hightstown Grant Management Plan shall be approved by the Borough of Hightstown.

Borough of Hightstown– FY2020 Small Cities Public Facilities

Grant Management Plan

The Hightstown Public Facilities Program is required to comply with all Small Cities Procedures as identified both in the Small Cities Community Development Block Grant Handbook, as well as in the Small Cities contract between the New Jersey Department of Community Affairs (NJDCA) and the Borough of Hightstown. Further, the Borough has agreed to comply with any changes made during the term of the contract by the NJDCA.

The Borough has designated Debra Sopronyi, Administrator/Borough Clerk, to be the Small Cities Program Director with overall responsibility for verifying that all contractual activities are being carried out according to schedule. The Borough has designated CGP&H, specifically, Patrice Loehle, as Project Coordinator with overall responsibility for the day to day administration of the grant and liaison with the Small Cities Program staff. Fiscal management will be the responsibility of George Lang, Chief Financial Officer. The following outlines the activities to be undertaken and

the qualifications of the individuals responsible for their completion. A summary of the grant management team's names and phone numbers is also included as well as a project schedule.

Program Director (Debra Sopronyi, Administrator/Borough Clerk) will oversee program administration. Her responsibilities will include: ensure that all project activities are consistent with the grant agreement and related regulations governing the Small Cities Program, supervise the activities of the Project Coordinator, approve contractor requests for payment, keep the governing body informed on the status of all project activities and bring any necessary decision-making to their attention and oversee all grant-related activities.

Ms. Sopronyi has been employed in Local Government for over 20 years and has previous experience with CDGB Grants in towns in which she was been employed; she holds certifications as Municipal Clerk (RMC) and Qualified Purchasing Agent (QPA) with the State of New Jersey. She has been employed with the Borough for the last ten years as RMC and QPA and added the title of Administrator in 2017.

Program Coordinator (Patrice Loehle, PP, CGP&H) will serve as Program Coordinator. Her responsibilities will include: verify all contract activities from grant agreement execution to final close-out, prepare Program Progress and Financial Status Reports, Semi-Annual Contractor Reports and Final Performance Report for submittal to DCA, maintain all administrative and fiscal files, prepare record keeping files and maintain equal opportunity files, attend all monitoring visits as requested, serve as Labor Standards Compliance Officer including review weekly payrolls, conduct field interviews and follow up in situations of non-compliance and provide other services as needed or required by Small Cities regulations.

Ms. Loehle has administered multiple Small Cities Public Facilities Programs in municipalities throughout New Jersey, including Mercer County. She has also administered both CDBG and Small Cities programs for more than 20 years.

Fiscal Manager (George Lang, CFO) will submit all invoices for payment to the Borough Council for approval, issue all checks in accordance with the invoices and maintain adequate Financial Records.

Mr. Lang has over 35 years' experience with New Jersey municipal governments as a Municipal Auditor and Chief Financial Officer. He is a Certified Public Accountant, Registered Municipal Accountant and Certified Municipal Finance Officer.

Consultants (David Gerkens and Patrice Loehle, CGP&H, LLC) will provide technical services, advisement with all compliance documents including Grant Management Plan, Citizen Participation Plan, Statement of Fair Housing Needs and Civil Rights Documentation. They will also provide technical services and personnel for administering the program, Environmental Review implementation, and, provide technical advisement needed throughout the course of the project.

David Gerkens is a NJ licensed professional planner and Vice President at CGP&H. Patrice Loehle, is a NJ licensed professional planner and Senior Planner/Grant Administrator for CGP&H.

Contact Information

Debra L. Sopronyi, RMC/QPA/CMR, Administrator/Borough Clerk, Hightstown Borough, 156 Bank Street, Hightstown, NJ 08520 Phone: (609)-490-5100; Fax: (609)-371-0267

Email: clerk@hightstownborough.com

Patrice Loehle, PP, Senior Planner, CGP&H, 101 Interchange Plaza, Suite 301, Cranbury, NJ 08512;

Phone: (609) 664-2786 x.13; Fax: (609) 664-2786

Email: patrice@cgph.net

George Lang, Chief Financial Officer, Hightstown Borough, 156 Bank Street, Hightstown, NJ 08520

Phone: (609)-490-5100; Fax: (609)-371-0267

Email: cfo@hightstownborough.com

David Gerkens and Patrice Loehle, Consultants, CGP&H, 101 Interchange Plaza, Suite 301, Cranbury,

NJ 08512; Phone: (609) 664-2786 x.23; Fax: (609) 664-2786

Email: dave@cgph.net

Resolution 2019-147

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

**SUPPORT SENATE BILL S-3827 ASSEMBLY BILL A-5450 CLARIFYING
TELECOMMUNICATIONS INDUSTRY CORPORATE TAX RESPONSIBILITIES**

WHEREAS, the A-5450/S-3827 seeks to clarify telecommunications industry corporate tax responsibilities and shield taxpayers from the costs of endless tax court litigation; and

WHEREAS, a misinterpretation of P.L. 1997, c.162 (C.54:10A-3 et al.) has resulted in municipalities facing the cost of litigating Verizon's tax appeals filed for every tax year subsequent to 2009, up to and including the current year; and

WHEREAS, tax court litigation in one municipality took ten years to ensure that Verizon would pay its 2008 business personal property taxes (BPPT), and further litigation will be needed to secure BPPT payments for each subsequent year in which the exemption was claimed; and

WHEREAS, every municipality faces the same prospect of costly annual tax court filings and appeals, adding to taxpayer burden; and

WHEREAS, A-5450/S-3827 would clarify the intent to permanently apply the business personal property tax on local exchange telephone companies that were subject to the BPPT tax as of April 1, 1997.

NOW, THEREFORE, BE IT RESOLVED BY The Borough Council of the Borough of Hightstown:

1. That it does hereby support A-5450/S-3827, which will clarify the telecommunications industry corporate tax responsibilities.
2. That a copy of this resolution be sent to our District 14 representatives, the members of the Assembly Appropriations Committee and the New Jersey League of Municipalities.

Resolution 2019-148

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

AMENDING RESOLUTION 2019-25

WHEREAS, resolution 2019-25 authorized officers of the Borough of Hightstown to sign for the payment of money from the accounts that the Borough of Hightstown; and

WHEREAS, it is necessary to amend resolution 2019-25 by removing the name of Janice Mohr-Kminek as a designated officers who is authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown; and

WHEREAS, it is necessary to further amend resolution 2019-25 by adding the name of Michael J. O'Connor as a designated officers who is authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that resolution 2019-25 shall be amended by removing Janice Mohr-Kminek, Accounts Payable, as an officer who is authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown and add Michael J. O'Connor, Account Payable, as an officer who is authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown

Resolution 2019-149

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

SUPPORTING THE DRIVE SOBER OR GET PULLED OVER 2019 STATEWIDE CRACKDOWN

Whereas, approximately one-third of all fatal traffic crashes in the United States involve impaired drivers; and

Whereas, impaired driving crashes killed 10,874 people in the United States in 2017; and

Whereas, impaired driving crashes cost the United States almost \$44 Billion a year; and

Whereas, during the past five years New Jersey's roadways experienced 36,778 crashes and 679 fatalities involving impaired drivers; and

Whereas, an enforcement crackdown is planned to combat impaired driving; and

Whereas, the summer season and the Labor Day holiday in particular are traditionally times of social gatherings which include alcohol; and

Whereas, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over 2019 Statewide Crackdown*; and

Whereas, the project will involve increased impaired driving enforcement from August 16 through September 2, 2019; and

Whereas, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

Therefore, be is resolved that the Borough of Hightstown declares it's support for the *Drive Sober or Get Pulled Over 2019 Statewide Crackdown* from August 16 through September 2, 2019 and pledges to increase awareness of the dangers of drinking and driving.

PUBLIC COMMENT PERIOD II

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

Scott Caster, 12 Clover Lane – Spoke regarding bicycles on sidewalks in front of the businesses downtown. This is an everyday issue. Council needs to deal with this.

Keith LePrevost, 213 Greely Street – Feels that it is an atrocity that the professionals, Environmental Commission nor the Shade Tree Commissioner are here to discuss the invoice to JCP&L. He feels this should be removed from the agenda until the Shade Tree Commissioner can be here to discuss.

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

DISCUSSION

FEMA Claim for Borough Hall & PD

Mayor Quattrone explained that FEMA will issue the Borough 75% of our insurance deductible (\$500,000) for the Hurricane Irene Claim. The total amount due to the Borough is \$375,000. FEMA needs a letter approving that the funds be used for the new property at 230 Mercer Street. The Borough Administrator is asking Council for permission to send said letter.

Councilmember Musing moved approving the transference of FEMA funds to 230 Mercer Street; Councilmember Bluth seconded.

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

Transference of FEMA funds to 230 Mercer Street approved 3-0.

Environmental Commission Invoice to JCP&L

Council reviewed a letter of July 28, 2019 from David Zaiser, Shade Tree Official, to JCP&L regarding trees that were removed on South Street. Mr. Zaiser included an invoice stating that JCP&L owed the Borough \$72,948 for the illegal removal of said trees. Discussion ensued. It is unclear who has authority to send such a letter. The Borough adopted resolution 2018-185 supporting aggressive tree trimming and JCP&L had been in contact with Ken Lewis, Public Works Superintendent, who was aware that the trees were to be removed. Borough Attorney, Fred Raffetto, stated that BPU has authority over the power lines and they may supersede our local ordinance. Council furthermore questioned where the Shade Tree Commissioner arrived at the astronomical figure due to the Borough. Council instructed Mr. Raffetto to look into the BPU regulations. If protocol was not followed, what is our legal recourse. Council also stated that we need to look at our ordinance more closely to see what authority is given to the Environmental Commission and the Shade Tree Commissioner. Councilmember Musing closed by stating that Council should be made aware of these situations before letters are sent, regardless of whose authority it is.

Subcommittee to Review Borough Code Chapter 28

Construction/Zoning Official, George Chin, and Borough Administrator/Clerk, Debra Sopronyi, have been discussing issues presently affecting the redevelopment and property improvements conducted within the Borough. The high costs of appearing before Planning Board is discouraging redevelopment, new businesses and new construction in town. During their discussion, it was recommended that the Mayor form a subcommittee to review Chapter 28 of the Borough Code to make the application process more “developer friendly” and cost effective for the applicant. It is recommended that the committee consist of two members

each of the Borough Council and Planning Board as well as the Zoning/Construction Official. The purpose of this subcommittee would be to evaluate the Borough Ordinance and make recommendations of revisions to the Borough Council and Planning Board. Mayor Quattrone appointed Councilmembers Bluth and Musing to this subcommittee.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Musing

HPC is getting ready to hang the banners in the historic district.

Council President Misiura

Commented that the Theatre in the Park program sponsored by the Cultural Arts Commission has really taken root. They now have two groups that are both at capacity. Planning Board meets next week.

George Lang, CFO

Tax rate was received late today. The tax bills will be mailed by the beginning of next week. There will be a 25-day grace period from the time of billing.

Peggy Riggio, Deputy Clerk

National Night Out is Tomorrow night from 6:00 pm – 8:30 pm at Association Park. An E Newsletter is replacing the quarterly paper newsletter and will be going out monthly. You can sign up on the Borough's Website.

Mayor Quattrone

He has met with an arborist from JCP&L who will help guide the Borough with the type of trees to plant as to not interfere with power lines. He would like to see the Zoning Ordinances get squared away. He is unhappy with 1 meeting per month in the summer. Would like Council to discuss going back to 2 meetings per month in July and August.

ADJOURNMENT

Councilmember Musing moved to adjourn at 8:50 p.m. Councilmember Bluth seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2019-155

*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 \$792,229.08 from the following accounts:

Current		\$206,872.33
W/S Operating		93,651.51
General Capital		417,808.01
Water/Sewer Capital		51,036.39
Grant		73.55
Trust		12,456.82
Housing Trust		0.00
Animal Control		535.20
Law Enforcement Trust		4,179.75
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>5,615.52</u>
Total		<u>\$792,229.08</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

Date: August 29, 2019

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 9/3/19

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
STATE OF NJ - DEPT OF TREASURY	8/16/2019	19-01194	1444	\$ 47,494.04
BANK OF AMERICA	8/13/2019	19-01147	29978	\$ 501.65
LAYCHU LLC	8/15/2019	19-01151	29979	\$ 3,000.00
RITIKA YADAV	8/27/2019	19-01259	29980	\$ 35.00
TOTAL				<u>\$51,030.69</u>
<u>WATER AND SEWER MANUAL</u>				
STATE OF NJ - DEPT OF TREASURY	8/16/2019	19-01194	1322	\$ 15,999.90
WEBSTER BANK	8/27/2019	19-01156	1323	\$ 15,456.75
TOTAL				<u>\$ 31,456.65</u>
<u>ESCROW</u>				
RBG HIGHTSTOWN LLC	8/22/2019	19-01221	3070	\$ 5,615.52
TOTAL				<u>\$ 5,615.52</u>
<u>GENERAL CAPITAL</u>				
S. BROTHERS INC	8/19/2019	19-01219	6337	\$ 381,201.61
JTG CONSTRUCTION, INC	8/19/2019	19-00701-03	6338	\$ 10,220.83
TOTAL				<u>\$ 391,422.44</u>
<u>WATER AND SEWER CAPITAL</u>				
EARLE ASPHALT	8/15/2019	19-01168	5903	\$ 50,110.89
TOTAL				<u>\$ 50,110.89</u>
 MANUAL TOTAL				<u>\$ 529,636.19</u>

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

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Enc Date	Date	Date	Invoice	Excl		
ACTIO010 ACTION UNIFORM CO, LLC										
19-01173 08/15/19 HPD PATCHES										
1 HPD PATCHES	300.00	9-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	08/15/19	08/28/19	25615	N		
2 HPD PATCHES	300.00	9-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	08/15/19	08/28/19	25615	N		
	600.00									
Vendor Total:	600.00									

A0107 ANSELL GRIMM & ARRON, PC										
19-01277 08/27/19 BILLING FOR MONTH OF JULY 2019										
1 GENERAL FILE 2019	1,026.00	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443712	N		
2 ENGINEERING MATTERS 2019	202.50	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443713	N		
3 LABOR MATTERS 2019	81.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	08/27/19	08/28/19	443714	N		
4 MEETINGS 2019	472.50	9-01-20-155-001-029	B Attendance at Council Meetings	R	08/27/19	08/28/19	443715	N		
5 BORO V CASTORO & CO LITIGATION	148.50	9-01-20-155-001-033	B Litigation	R	08/27/19	08/28/19	443716	N		
6 OPRA ISSUES 2017	540.00	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443717	N		
7 SHARED SERVICES AGREEMENTS	391.50	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443718	N		
8 REDEVELOPMENT OF BANK ST	35.00	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443719	N		
9 AFFORDABLE HOUSING	54.00	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443720	N		
10 BORO V ATLAS SEPTIC INC	239.00	9-01-20-155-001-033	B Litigation	R	08/27/19	08/28/19	443721	N		
11 HOUSING AUTHORITY(HHA) MATTERS	27.00	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443722	N		
12 HECTOR & TRANSITO TORRES TO	430.50	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443724	N		
13 DOUGLAS F & COLLEEN BEAN	547.50	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443725	N		
14 GARY EVERS & KARIN LOWERY TO	663.50	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443726	N		
15 COMMUNITY ACTION SERVICE CTR	27.00	9-01-20-155-001-027	B General Matters	R	08/27/19	08/28/19	443727	N		
	4,885.50									
Vendor Total:	4,885.50									

APCOP005 APCO PETROLEUM CORP.										
19-01191 08/15/19 FUEL PURCHASE - PUMPS DOWN										
1 FUEL PURCHASE - FIRE	242.22	9-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	08/15/19	08/28/19	FIRE 8/15/19	N		
2 FUEL PURCHASE - POLICE	1,214.06	9-01-31-460-001-145	B Motor Fuel - Police	R	08/15/19	08/28/19	POLICE 8/15/19	N		
3 FUEL PURCHASE - GARBAGE	889.59	9-01-31-460-001-147	B Motor Fuel - Public Works	R	08/15/19	08/28/19	GARBAGE 8/15/19	N		

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
APCOP005 APCO PETROLEUM CORP. Continued										
19-01191 08/15/19 FUEL PURCHASE - PUMPS DOWN		Continued								
4 FUEL PURCHASE - STREETS	614.21	9-01-31-460-001-147	B Motor Fuel	- Public Works	R	08/15/19	08/28/19		STREETS 8/15/19	N
5 FUEL PURCHASE - PARKS	142.68	9-01-31-460-001-147	B Motor Fuel	- Public Works	R	08/15/19	08/28/19		PARKS 8/15/19	N
6 FUEL PURCHASE - WATER	87.00	9-09-55-501-001-512	B Motor Fuel		R	08/15/19	08/28/19		WATER 8/15/19	N
7 FUEL PURCHASE - SEWER	152.33	9-09-55-501-002-512	B Motor Fuel		R	08/15/19	08/28/19		SEWER 8/15/19	N
8 FUEL PURCHASE - CONSTRUCTION	44.00	9-01-31-460-001-151	B MOTOR FUEL	-CONSTRUCTION DEPARTMENT	R	08/15/19	08/28/19		CONST 8/15/19	N
	3,386.09									
19-01215 08/16/19 ADDITIONAL VALERO FUEL - PD										
1 ADDITIONAL FUEL PURCHASE - PD	232.21	9-01-31-460-001-145	B Motor Fuel	- Police	R	08/16/19	08/28/19		6038-6058	N
19-01229 08/20/19 MISSING FUEL RECEIPTS										
1 ADDITIONAL FUEL - FIRE	67.63	9-01-31-460-001-166	B Motor Fuel	- Fire Dept.	R	08/20/19	08/28/19		6028	N
2 ADDITIONAL FUEL - 1ST AID	129.69	9-01-31-460-001-148	B Motor Fuel	- Emergency Medical	R	08/20/19	08/28/19		5984-6041	N
	197.32									
Vendor Total:	3,815.62									
A0054 AQUA PRO-TECH LABORATORIES										
19-01255 08/22/19 INVOICE #9070194M										
1 ID #9070194-01 SL3A	340.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
2 ID #9070194-02 AMMONIA	40.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
3 ID #9070194-02 NITRATE	25.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
4 ID #9070194-03 ECOLI	60.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
5 ID #9070194-03 FECAL COLI FORM	45.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
6 ID #9070331-01 ECOLI	60.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
7 ID #9070388-01 ECOLI	60.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
8 ID #9070388-01 FECAL COLIFORM	45.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
9 ID #9070194M OIL & GREASE	45.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
10 ID #9070388-01 VO + 15	150.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
11 ID #9070460-01 AMMONIA	40.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
12 ID #9070460-02 ECOLI	60.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
13 ID #9070853-01 AMMONIA	40.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N
14 ID #9070853-02 ECOLI	60.00	9-09-55-501-002-532	B Outside Lab Testing		R	08/22/19	08/28/19		9070194M	N

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Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
A0054	AQUA PRO-TECH LABORATORIES		Continued								
19-01255	08/22/19	INVOICE #9070194M	Continued								
15	HANDLING CHARGE	<u>32.10</u>	9-09-55-501-002-532	B	Outside Lab Testing	R	08/22/19	08/28/19		9070194M	N
		1,102.10									
	Vendor Total:	1,102.10									
A0025	AT&T MOBILITY										
19-01271	08/26/19	ACCT 287258726345	8/12/19								
1	ACCT 287258726345	8/12/19	41.24	9-01-25-256-002-094	B Computer Service,Support & Software	R	08/26/19	08/28/19		287258726345X	N
2	ACCT 287258726345	8/12/19	354.89	9-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	08/26/19	08/28/19		287258726345X	N
3	ACCT 287258726345	8/12/19	116.05	9-09-55-501-003-545	B Telephone-W/S-VERIZON	R	08/26/19	08/28/19		287258726345X	N
4	ACCT 287258726345	8/12/19	235.81	9-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	08/26/19	08/28/19		287258726345X	N
5	ACCT 287258726345	8/12/19	<u>90.18</u>	9-09-55-501-003-545	B Telephone-W/S-VERIZON	R	08/26/19	08/28/19		287258726345X	N
		838.17									
	Vendor Total:	838.17									
A0452	ATLANTIC TACTICAL INC.										
19-00911	07/01/19	CLOTHING ALLOWANCE - MECCA									
1	CLOTHING ALLOWANCE - MECCA	54.99	8-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	07/01/19	08/28/19		SI-90226563	N
	Vendor Total:	54.99									
A0454	ATLANTIC TOMORROW'S OFFICE										
19-01109	07/26/19	2ND QUARTER COPY FEES									
1	2ND QUARTER COPY FEES	687.22	9-01-25-240-001-029	B	Maint. Contracts - Other	R	07/26/19	08/28/19		CNIN925888	N
	Vendor Total:	687.22									
AUTOM005	AUTOMATIC COMMUNICATIONS ALARM										
19-00643	05/09/19	ANNUAL FIRE ALARM INSPECTION									
1	ANNUAL FIRE ALARM INSPECTION	324.00	9-09-55-501-002-518	B	Service Contracts - AWWTP	R	05/09/19	08/28/19		00032006	N
	Vendor Total:	324.00									

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Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
BEAUT005 BEAUTY & THE BEAST, LLC											
19-00990	07/12/19	SAFARI ADVENTURE PUPPET SHOW									
1	SAFARI ADVENTURE PUPPET SHOW	400.00	T-12-56-286-000-876	B	PARKS & RECREATION/ TRIATHLON	R	07/12/19	08/29/19		THPRC082618	N
Vendor Total:		400.00									
B0076 BERGEY'S TRUCK CENTER											
19-01020	07/15/19	REPAIR TO 2017 MACK									
1	REPAIR TO 2017 MACK	1,311.79	9-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	07/15/19	08/28/19		RM23054C	N
19-01211	08/16/19	A/C FILTER ELEMENT									
1	INV. RM23246C - FILTER ELEMENT	218.75	9-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	08/16/19	08/28/19		RM23246C	N
Vendor Total:		1,530.54									
B0921 BRITTON INDUSTRIES, INC											
19-01214	08/16/19	YARD WASTE DISPOSAL									
1	INV. 0388164 - YARD WASTE DISP	127.22	9-01-26-311-001-168	B	Yardwaste	R	08/16/19	08/28/19		0388164	N
2	INV. 0389732 - YARD WASTE DISP	139.80	9-01-26-311-001-168	B	Yardwaste	R	08/16/19	08/28/19		0389732	N
3	INV. 0391996 - YARD WASTE DISP	158.32	9-01-26-311-001-168	B	Yardwaste	R	08/16/19	08/28/19		0391996	N
4	INV. 0393976 - YARD WASTE DISP	124.07	9-01-26-311-001-168	B	Yardwaste	R	08/16/19	08/28/19		0393976	N
5	INV. 0396436 - YARD WASTE DISP	216.69	9-01-26-311-001-168	B	Yardwaste	R	08/16/19	08/28/19		0396436	N
		766.10									
Vendor Total:		766.10									
CATHE005 CATHERINE TSAO											
19-01061	07/19/19	REIMBURSEMENT FOR SUPPLIES									
1	REIMBURSEMENT WALMART 6/2/19	7.47	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	07/19/19	08/28/19		369153552692413	N
2	REIMBURSEMENT WALMART 6/2/19	9.00	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	07/19/19	08/28/19		369153618668688	N
3	REIMBURSEMENT FIVE BELOW 6/2	7.50	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	07/19/19	08/28/19		094873	N
4	REIMBURSEMENT AC MOORE 6/20/19	49.58	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	07/19/19	08/28/19		035510	N
		73.55									
Vendor Total:		73.55									

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Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
C0396 CAVANAUGH'S, INC.										
19-01199	08/16/19	MONTHLY PEST SERVICE								
1 INV. 753155		MONTHLY PEST SERV	20.00	9-01-26-310-001-029	B Maintenance Contracts	R	08/16/19	08/28/19	753155	N
2 INV. 753156		MONTHLY PEST SERV	20.00	9-01-26-310-001-029	B Maintenance Contracts	R	08/16/19	08/28/19	753156	N
			40.00							
Vendor Total:			40.00							
C0067 CENTRAL JERSEY POWER										
19-01196	08/16/19	WACKER STRING/FILTER/CABLES								
1 INV. 162274		- WEED WCKR STRING	52.95	9-01-28-369-001-140	B Landscape Maintenance	R	08/16/19	08/28/19	162274	N
2 INV. 162286		- FILTER	5.00	9-01-28-369-001-139	B Mower Repairs	R	08/16/19	08/28/19	162286	N
3 INV. 162360		- CABLES	45.21	9-01-28-369-001-139	B Mower Repairs	R	08/16/19	08/28/19	162360	N
			103.16							
Vendor Total:			103.16							
CGPH0005 CGP&H										
19-01138	08/02/19	COMM GRANTS PLANNING & HOUSING								
1 RESOLUTION 2019-54		INV 36332	312.00	9-01-21-180-001-044	B PROFESSIONAL ASSOCIATION DUES	R	08/02/19	08/28/19	36332	N
2 RESOLUTION 2018-180		INV 36333	585.00	9-01-21-180-001-044	B PROFESSIONAL ASSOCIATION DUES	R	08/02/19	08/28/19	36332	N
			897.00							
Vendor Total:			897.00							
C0058 CINTAS CORPORATION #061										
19-01149	08/13/19	UNIFORM ADVANTAGE 7/1-7/31/19								
1 UNIFORM ADVANTAGE 7/5/19			66.23	9-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/13/19	08/28/19	061154016	N
2 UNIFORM ADVANTAGE 7/12/19			67.73	9-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/13/19	08/28/19	061158734	N
3 UNIFORM ADVANTAGE 7/19/19			70.23	9-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/13/19	08/28/19	061163332	N
4 UNIFORM ADVANTAGE 7/26/19			72.73	9-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/13/19	08/28/19	061168070	N
			276.92							
Vendor Total:			276.92							
CLARK005 CLARKE CATON HINTZ										
19-01142	08/06/19	#75241, 5/17/19 & #75539, 6/14								
1 #75241-Rev/Analyze Site Plan			325.00	2019-02	P SITE PLAN	R	08/06/19	08/28/19	75241	N

Vendor # Name											
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Item Description		Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	Excl
CLARK005 CLARKE CATON HINTZ Continued											
19-01142	08/06/19	#75241, 5/17/19 & #75539, 6/14	Continued								
2 #75539/Rev plans/report PB		1,411.25	2019-02		P SITE PLAN	R	08/06/19	08/28/19		75539	N
		1,736.25									
19-01272	08/26/19	#76053, 8/13/19									
1 Rev amended site plan		3,250.55	2018-04		P Senior Living Facility	R	08/26/19	08/28/19		76053	N
19-01275	08/26/19	#76054, 8/13/19									
1 Review/Analyze Site Plan Appl.		568.30	2019-02		P SITE PLAN	R	08/26/19	08/28/19		76054	N
Vendor Total:		5,555.10									
COMCA010 COMCAST											
19-01278	08/28/19	ACCT 930909813 ETHERNET									
1 ACCT 930909813 ETHERNET		195.26	9-01-20-140-001-060		B Internet Services and Web Services	R	08/28/19	08/28/19		86710668	N
Vendor Total:		195.26									
COMCA005 COMCAST BUSINESS											
19-01159	08/13/19	8499 05 243 0036659 OFC 1									
1 8499 05 243 0036659 OFC 1		291.85	9-01-20-140-001-060		B Internet Services and Web Services	R	08/13/19	08/28/19		499052430036659	N
19-01250	08/20/19	8499 05 243 0034100 413 MERCER									
1 8499 05 243 0034100 413 MERCER		176.85	9-01-20-140-001-060		B Internet Services and Web Services	R	08/20/19	08/28/19		499052430034100	N
Vendor Total:		468.70									
C0222 CONTINENTAL FIRE & SAFETY, INC.											
19-01166	08/14/19	PULL PIN FOR STRUT SYSTEM									
1 PULL PIN FOR STRUT SYSTEM		40.00	9-01-25-252-002-056		B Fire & Other Safety Equipment	R	08/14/19	08/28/19		33982	N
Vendor Total:		40.00									
C0087 CUSTOM BANDAG, INC											
19-01158	08/13/19	TIRE REPAIR INV 80155352									
1 TIRE REPAIR INV 80155352		145.82	9-01-25-252-002-121		B Preventive Maintenance	R	08/13/19	08/28/19		80155352	N

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Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
E0578 EAST WINDSOR REGIONAL SCHOOL										
19-01284 08/28/19 SUMMER REC TRANSPORTATION										
1 SUMMER REC TRANSPORTATION		616.05	9-01-28-370-002-021	B RECREATION SUMMER PROGRAM	R	08/28/19	08/29/19		8/27/19	N
2 SUMMER REC TRANSPORTATION		<u>1,502.85</u>	T-12-56-286-000-823	B RES-DAWES PARK/DONATIONS	R	08/28/19	08/29/19		8/27/19	N
		2,118.90								
Vendor Total:		2,118.90								
E0201 EDMUNDS & ASSOCIATES, INC.										
19-01128 07/31/19 2019 SOFTWARE MAINTENANCE										
1 2019 SOFTWARE MAINTENANCE		5,883.50	9-01-20-130-001-027	B Edmunds Software Support	R	07/31/19	08/29/19		19-00322	N
2 2019 SOFTWARE MAINTENANCE		2,205.00	9-01-20-145-001-027	B Edmunds Software Support	R	07/31/19	08/29/19		19-00322	N
3 2019 SOFTWARE MAINTENANCE		789.30	9-09-55-501-001-517	B Maint. Contracts - Office	R	07/31/19	08/29/19		19-00322	N
4 2019 SOFTWARE MAINTENANCE		3,157.20	9-09-55-501-002-517	B Maint. Contracts - Office	R	07/31/19	08/29/19		19-00322	N
5 2019 SOFTWARE MAINTENANCE		525.00	T-13-56-286-000-824	B RESERVE-ANIMAL CONTROL TRUST	R	07/31/19	08/29/19		19-00322	N
6 2019 SOFTWARE MAINTENANCE		1,200.00	9-01-20-145-001-027	B Edmunds Software Support	R	07/31/19	08/29/19		19-00322	N
7 2019 SOFTWARE MAINTENANCE		<u>1,200.00</u>	9-09-55-501-002-517	B Maint. Contracts - Office	R	07/31/19	08/29/19		19-00322	N
		14,960.00								
Vendor Total:		14,960.00								
E0418 ENVIRONMENTAL ENGINEERING										
19-00762 05/29/19 INVOICE #9381										
1 PRES/PRINCIPAL ENG HOURS 17		3,145.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	05/29/19	08/29/19		9381	N
2 MILEAGE		145.00	9-09-55-501-002-503	B Sewer Plant Maintenance	R	05/29/19	08/29/19		9381	N
3 REIMBURSEABLE EXPENSES		57.18	9-09-55-501-002-503	B Sewer Plant Maintenance	R	05/29/19	08/29/19		9381	N
4 MARK UP 10%		<u>5.72</u>	9-09-55-501-002-503	B Sewer Plant Maintenance	R	05/29/19	08/29/19		9381	N
		3,352.90								
19-01263 08/23/19 PRES/PRINCIPAL ENG (ELG) 5/19										
1 PRES/PRINCIPAL ENG (ELG) 5/19		1,434.20	9-09-55-501-002-528	B Outside Consulting Services (B	R	08/23/19	08/29/19		9435	N
Vendor Total:		4,787.10								
E0054 ERIC M. BERNSTEIN & ASSOC.,LLC										
19-01265 08/26/19 INV 60021-60025 7/12-7/25/19										
1 FOP LODGE 140 NEGOTIATIONS		1,431.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	08/26/19	08/29/19		60021	N
2 FOP LODGE 140 NEGOTIATIONS		1,282.50	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	08/26/19	08/29/19		60022	N

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Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
E0054 ERIC M. BERNSTEIN & ASSOC.,LLC Continued										
19-01265	08/26/19	INV 60021-60025	7/12-7/25/19	Continued						
3	FRANK MARCHIONE	INV 60023	1,002.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	08/26/19	08/29/19	60023	N
4	MILTON MATAMOROS	ENGINE CO 1	2,623.14	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	08/26/19	08/29/19	60024	N
5	JOHN MINESTRA	FILE 3179-1011	418.50	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	08/26/19	08/29/19	60025	N
			6,757.14							
Vendor Total:			6,757.14							
Q0176 EUROFINS QC, INC										
19-01113	07/26/19	WATER ANALYSIS								
1	INV. 1984761	- WATER ANALYSIS	390.00	9-09-55-501-001-532	B Outside Testing/Labs	R	07/26/19	08/29/19	1984761	N
19-01206	08/16/19	WATER ANALYSIS								
1	INV. 1985140	- WATER ANALYSIS	132.00	9-09-55-501-001-532	B Outside Testing/Labs	R	08/16/19	08/29/19	1985140	N
2	INV. 1985200	- WATER ANALYSIS	132.00	9-09-55-501-001-532	B Outside Testing/Labs	R	08/16/19	08/29/19	1985200	N
3	INV. 1986412	- WATER ANALYSIS	46.35	9-09-55-501-001-532	B Outside Testing/Labs	R	08/16/19	08/29/19	1986412	N
4	INV. 1986631	- WATER ANALYSIS	615.00	9-09-55-501-001-532	B Outside Testing/Labs	R	08/16/19	08/29/19	1986631	N
5	INV. 1987518	- WATER ANALYSIS	195.00	9-09-55-501-001-532	B Outside Testing/Labs	R	08/16/19	08/29/19	1987518	N
			1,120.35							
Vendor Total:			1,510.35							
E0007 EVIDENT, INC.										
19-01078	07/24/19	BUCAL SWAB KIT								
1	BUCAL SWAB KIT		69.00	9-01-25-240-001-114	B Detective Bureau	R	07/24/19	08/29/19	147873A	N
2	SHIPPING		20.45	9-01-25-240-001-114	B Detective Bureau	R	08/01/19	08/29/19		N
3	CREDIT 122254C	10/5/17	50.28	9-01-25-240-001-115	B ID Bureau	R	08/01/19	08/29/19	122254C	N
			39.17							
Vendor Total:			39.17							
F0036 FILEMAKER, INC										
19-00955	07/03/19	ANNUAL LICENSE RENEWAL								
1	ANNUAL LICENSE RENEWAL		900.00	9-01-25-240-001-029	B Maint. Contracts - Other	R	07/03/19	08/29/19	5534183	N
Vendor Total:			900.00							

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Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
FIONA005 FIONA MISIURA											
19-01243 08/20/19 ASSISTANT DIRECTOR SUMMER 2019											
1 ASSISTANT DIRECTOR SUMMER 2019	600.00	T-12-56-286-000-885		B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	08/20/19	08/29/19		8/19/19		N
Vendor Total:	600.00										
F1181 FOX WELDING SERVICE											
19-01179 08/15/19 REPAIR WOER BRACKET											
1 REPAIR MOWER BRACKET TAP DRILL	200.00	9-09-55-501-001-503		B Water Plant Maintenance	R	08/15/19	08/29/19		8/1/19		N
Vendor Total:	200.00										
F1183 FRANK GENDRON											
19-01152 08/13/19 REIMBURSE FOR WATER HOSE NNO											
1 REIMBURSE FOR WATER HOSE NNO	36.98	T-12-56-286-000-864		B NATIONAL NIGHT OUT - POLICE	R	08/13/19	08/29/19		6781982		N
Vendor Total:	36.98										
G0181 FRANKLIN-GRIFFITH, LLC											
19-01077 07/24/19 QUOTE #S2075396											
1 ITEM #289991 MARKEL	6,659.50	9-09-55-501-002-503		B Sewer Plant Maintenance	R	07/24/19	08/29/19		S2075396.001		N
2 ITEM #289992 MARKEL	242.50	9-09-55-501-002-503		B Sewer Plant Maintenance	R	07/24/19	08/29/19		S207596.001		N
	6,902.00										
19-01190 08/15/19 TICKET #S2081527.001											
1 TORK 5237-UL PHOTO SENSOR	13.48	9-09-55-501-002-503		B Sewer Plant Maintenance	R	08/15/19	08/29/19		S2081527.001		N
Vendor Total:	6,915.48										
GABRI005 GABRIELLA LEWIS											
19-01247 08/20/19 PARK WAY PLAYERS SUMMER 2019											
1 PARK WAY PLAYERS SUMMER 2019	1,200.00	T-12-56-286-000-885		B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	08/20/19	08/29/19		8/19/19		N
Vendor Total:	1,200.00										
G0337 GALL'S INC.											
19-00925 07/01/19 DIAMOND GRIP POWDER FREE GLOVE											
1 DIAMOND GRIP POWDER FREE GLOVE	77.94	9-01-25-240-001-112		B Prisoner Expense	R	07/01/19	08/29/19		012930339		N

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Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
H0048 HIGHTS REALTY LLC											
19-01218	08/16/19	AUGUST RENT FOR HPD									
1	AUGUST RENT FOR HPD	4,234.65	9-01-26-310-001-025	B Building Rental	R	08/16/19	08/29/19		AUGUST 2019	N	
Vendor Total:		4,234.65									
HIGHW005 HIGHWAY EQUIPMENT CO OF NJ INC											
19-01210	08/16/19	RESEAL JD CYLINDER									
1	INV S74235 - RESEAL CYLINDER	882.80	9-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	08/16/19	08/29/19		S74235	N	
2	INV S74235 - DEDUCT TAX	54.86	9-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	08/16/19	08/29/19		S74235	N	
		827.94									
Vendor Total:		827.94									
H1100 HOME DEPOT CREDIT SERVICES											
19-00998	07/15/19	JUNE/JULY 2019 INVOICES									
1	INV. 8030842 - PAINT SUPPLIES	32.37	9-01-28-369-001-141	B Parks & Playgrd Maintenance	R	07/15/19	08/29/19		8030842	N	
2	INV. 4031333 - FLEX TAPE	25.98	9-09-55-501-001-503	B Water Plant Maintenance	R	07/15/19	08/29/19		4031333	N	
3	INV. 3081513 - SHEET MTL SCRWS	7.77	9-09-55-501-002-503	B Sewer Plant Maintenance	R	07/15/19	08/29/19		3081513	N	
4	INV. 1044502 - SAKRETE	40.95	9-09-55-501-002-503	B Sewer Plant Maintenance	R	07/15/19	08/29/19		1044502	N	
		107.07									
19-01106	07/26/19	JULY 2019 INVOICES									
1	INV. 0612765 - PVC/CEMENT	24.45	9-09-55-501-002-503	B Sewer Plant Maintenance	R	07/26/19	08/29/19		0612765	N	
2	INV. 3022439 - SUPPLIES	65.73	9-09-55-501-002-503	B Sewer Plant Maintenance	R	07/26/19	08/29/19		3022439	N	
3	INV. 8622569 - CUT OFF DISC	20.97	9-09-55-501-001-503	B Water Plant Maintenance	R	07/26/19	08/29/19		8622569	N	
4	INV. 7622692 - TOOLS/COUPLINGS	206.36	9-09-55-501-002-503	B Sewer Plant Maintenance	R	07/26/19	08/29/19		7622692	N	
		317.51									
Vendor Total:		424.58									
H0161 HUNTER TECH.SOLUTIONS INC											
19-01227	08/20/19	SONIC WALL AWWTP									
1	SONIC WALL AWWTP	344.85	9-09-55-501-002-517	B Maint. Contracts - Office	R	08/20/19	08/29/19		74658	N	
Vendor Total:		344.85									

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Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
J0257 JCP&L Continued										
19-01170 08/15/19 JULY 2019 ELECTRIC										
1 100 079 096 689 GRANT ST PARK		3.39	9-01-31-430-001-071	B Electric-Borough Hall	R	08/15/19	08/29/19		100079096689	N
2 100 029 000 310 156 BANK ST		536.37	9-01-31-430-001-071	B Electric-Borough Hall	R	08/15/19	08/29/19		100029000310	N
3 100 077 953 188 BANK ST PARK		3.12	9-01-31-430-001-071	B Electric-Borough Hall	R	08/15/19	08/29/19		100077953188	N
4 100 059 701 167 WYCKOFF MILL		21.00	9-09-55-501-001-504	B Electricity	R	08/15/19	08/29/19		100059701167	N
5 100 068 401 122 114 ROGERS AVE		31.79	9-01-31-430-001-071	B Electric-Borough Hall	R	08/15/19	08/29/19		100068401122	N
		595.67								
Vendor Total:		11,356.00								
J0258 JCP&L (STREET LIGHTING)										
19-01252 08/20/19 7/19-8/19/19 STREET LIGHTING										
1 100 011 415 765STREET LIGHTING		1,699.82	9-01-31-435-001-075	B Street Lighting	R	08/20/19	08/29/19		100011415765	N
2 100 011 415 724STREET LIGHTING		374.65	9-01-31-435-001-075	B Street Lighting	R	08/20/19	08/29/19		100011415724	N
		2,074.47								
Vendor Total:		2,074.47								
JERRY010 JERRY MECCA										
19-01154 08/13/19 SHOPRITE REIMBURSEMENT NNO										
1 SHOPRITE REIMBURSEMENT NNO		18.45	T-12-56-286-000-864	B NATIONAL NIGHT OUT - POLICE	R	08/13/19	08/29/19		50616141814412	N
Vendor Total:		18.45								
J0069 JERSEY ELEVATOR SERVICE										
19-01198 08/16/19 MONTHLY ELEVATOR SERVICE										
1 INV. 222323 - MONTHLY SERVICE		172.82	9-01-26-310-001-029	B Maintenance Contracts	R	08/16/19	08/29/19		222323	N
Vendor Total:		172.82								
JOHNM005 JOHN MINESTRA										
19-01261 08/22/19 ORDER REIMBURSEMENT FOR BOOTS										
1 ARIAT WORK MEN'S GROUNDBREAKER		100.00	9-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/22/19	08/29/19		8/19/19	N
Vendor Total:		100.00								

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
JOITA005 JOI TARBART											
19-01237	08/20/19	REIMBURSE FOR FINGERPRINTING									
1	REIMBURSE FOR FINGERPRINTING	42.80	9-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	08/20/19	08/29/19		NJA0135T2H	N
Vendor Total:		42.80									
L0210 LARRY GUNNELL											
19-01153	08/13/19	REIMBURSEMENT FOR DAWES PARK									
1	REIMBURSEMENT ALDI WATER	14.94	9-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	08/13/19	08/29/19		460/006/004/004	N
2	REIMBURSEMENT MANNINO'S FOOD	224.31	9-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	08/13/19	08/29/19		08/09/19	N
		239.25									
19-01236	08/20/19	REIMBURSEMENT FOR FINGERPRINTS									
1	REIMBURSE FOR FINGERPRINTING	40.66	9-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	08/20/19	08/29/19		NJA01F9Y5K	N
Vendor Total:		279.91									
LAYCH005 LAYCHU LLC											
19-01234	08/20/19	BALANCE DUE MURAL PROJECT									
1	BALANCE DUE MURAL PROJECT	3,000.00	T-12-56-286-000-889	B	RESERVE FOR CULTURAL ARTS DONATIONS	R	08/20/19	08/29/19		8/19/19	N
Vendor Total:		3,000.00									
LENAM005 LENA M MITCHELL											
19-01238	08/20/19	FINGERPRINTING REIMBURSEMENT									
1	FINGERPRINTING REIMBURSEMENT	42.80	9-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	08/20/19	08/29/19		NJA019NK5G	N
Vendor Total:		42.80									
L0037 LINCOLN FINANCIAL GROUP											
19-01248	08/20/19	SEPTEMBER LIFE INSURANCE									
1	SEPTEMBER LIFE INSURANCE	18.16	9-09-55-501-001-514	B	INSURANCE	R	08/20/19	08/29/19		SEPTEMBER 2019	N
2	SEPTEMBER LIFE INSURANCE	54.48	9-09-55-501-002-514	B	Insurance	R	08/20/19	08/29/19		SEPTEMBER 2019	N
3	SEPTEMBER LIFE INSURANCE	251.07	9-01-23-210-003-115	B	Medical Ins-Emp] Grp Health	R	08/20/19	08/29/19		SEPTEMBER 2019	N
		323.71									
Vendor Total:		323.71									

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	Invoice	Exc
MARGA010 MARGARET LEWIS													
19-01193	08/15/19 FUN FRIDAY 8/23/19 5-8 PM												
1	FUN FRIDAY 8/23/19 5-8 PM	200.00	T-12-56-286-000-876		B	PARKS & RECREATION/ TRIATHLON		R	08/15/19	08/29/19		100	N
Vendor Total:		200.00											
M1076 MCMANIMON, SCOTLAND & BAUMANN													
19-01145	08/12/19 #163435 7/22/19												
1	#163435, 7/22/19 redevelopment	375.00	3PRCLLC		P	Pre-Planning Review		R	08/12/19	08/29/19		#163435	N
Vendor Total:		375.00											
M0180 MCMASTER-CARR													
19-01131	08/01/19 PLANT SUPPLIES												
1	ITEM #4638K232 1/2" 45 DEGREE	17.08	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/01/19	08/29/19		11987587	N
2	ITEM #4638K133 1/2" 90 DEGREE	5.40	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/01/19	08/29/19		11987587	N
3	ITEM #4638K114 1/2" COUPLING	3.95	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/01/19	08/29/19		11987587	N
4	ITEM #4499K215 1/2" X 1/2"	4.32	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/01/19	08/29/19		11987587	N
5	ITEM #4499K214 1/2" X 20"	15.48	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/01/19	08/29/19		11987587	N
6	ITEM #4499K214 1/2" X 72"	49.64	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/01/19	08/29/19		11987587	N
7	ITEM #47865K23 1/2" BALL VALVE	10.24	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/01/19	08/29/19		11987587	N
8	SHIPPING	15.06	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/14/19	08/29/19		11987587	N
		121.17											
19-01175	08/15/19 LIGHT BULBS												
1	ITEM #755 PACKS OF MINITURE	44.40	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/15/19	08/29/19		13407470	N
2	SHIPPING	5.73	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/20/19	08/29/19		13407470	N
		50.13											
19-01202	08/16/19 PLANT SUPPLY												
1	ITEM #5345K12 1" GASKETS	14.22	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/16/19	08/29/19		14298115	N
2	ITEM #5345K15 2"	8.03	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/16/19	08/29/19		14298115	N
3	ITEM #5901T82 TRAFFIC CONES	225.00	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/16/19	08/29/19		14298115	N
4	V-BELT, TRADE NUMBER 3L290	20.70	9-09-55-501-002-503		B	Sewer Plant Maintenance		R	08/28/19	08/29/19		14298115	N
		267.95											
Vendor Total:		439.25											

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
M0127 MONMOUTH COUNTY										
19-01208 08/16/19 JULY 2019 ROOSEVELT TIPPING										
1 JULY 2019 ROOSEVELT TIPPING	2,865.89	9-01-43-513-001-171	B	Borough of Roosevelt-Tipping Fees	R	08/16/19	08/29/19		JULY 2019	N
Vendor Total:	2,865.89									
NJADV005 NJ Advance Media										
19-01223 08/20/19 LEGAL ADS JULY 2019										
1 COUNCIL 7/15 MEETING CHANGE	9.86	9-01-20-120-001-021	B	Advertisements	R	08/20/19	08/29/19		0009243327	N
2 ORD 2019-12 INTRO	27.26	9-01-20-120-001-021	B	Advertisements	R	08/20/19	08/29/19		0009250911	N
3 ORD 2019-11 ADOPT	19.14	9-01-20-120-001-021	B	Advertisements	R	08/20/19	08/29/19		0009250914	N
4 COMPLETE STREETS CANCEL MEET	9.28	9-01-20-120-001-021	B	Advertisements	R	08/20/19	08/29/19		0009255652	N
5 PUBLIC HEARING SMALLS CITIES	102.20	9-01-20-120-001-021	B	Advertisements	R	08/20/19	08/29/19		0009254256	N
	167.74									
Vendor Total:	167.74									
N0425 NJ DEPT. OF HEALTH & SR SERV.										
19-01224 08/20/19 DOG PILOT REPORT JULY 2019										
1 DOG PILOT REPORT JULY 2019	10.20	T-13-05-265-000-001	B	DUE STATE OF NEW JERSEY	R	08/20/19	08/29/19		JULY 2019	N
Vendor Total:	10.20									
N0275 NJ LEAGUE OF MUNICIPALITIES										
19-01133 08/01/19 DPW LABORER AD										
1 LABORER/DRIVER EMPLOYMENT AD	115.00	9-01-26-290-001-199	B	Miscellaneous	R	08/01/19	08/29/19		12760DB	N
19-01233 08/20/19 LEAGUE CONFERENCE REGISTRATION										
1 REGISTRATION FOR DEBRA	55.00	9-01-20-100-001-041	B	Conferences & Meetings	R	08/20/19	08/29/19		8/20/19	N
2 REGISTRATION FOR PEGGY RIGGIO	55.00	9-01-20-120-001-041	B	Conferences & Meetings	R	08/20/19	08/29/19		8/20/19	N
3 REGISTRATION FOR KEN LEWIS TO	55.00	9-01-26-310-001-042	B	Education & Training	R	08/20/19	08/29/19		8/20/19	N
4 REGISTRATION FOR LARRY BLAKE	55.00	9-09-55-501-001-513	B	Education & Training	R	08/20/19	08/29/19		8/20/19	N
5 REGISTRATION FOR MAYOR	55.00	9-01-20-110-001-041	B	Conferences & Meetings	R	08/20/19	08/29/19		8/20/19	N
6 REGISTRATION FOR COUNCIL	55.00	9-01-20-110-001-041	B	Conferences & Meetings	R	08/20/19	08/29/19		8/20/19	N
7 REGISTRATION FOR MONIKA PATEL	55.00	9-01-20-130-001-041	B	Conferences & Meetings	R	08/20/19	08/29/19		8/20/19	N

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
N0275 NJ LEAGUE OF MUNICIPALITIES Continued											
19-01233	08/20/19	LEAGUE CONFERENCE REGISTRATION	Continued								
8	REGISTRATION FOR CHIEF	55.00	9-01-25-240-001-041	B	Conferences & Meetings	R	08/20/19	08/29/19		8/20/19	N
		440.00									
	Vendor Total:	555.00									
O0019 O'BRIEN CONSULTING SERVICES											
19-01137	08/02/19	COMPLIANT FIREWALL									
1	COMPLIANT FIREWALL	4,179.75	T-14-56-286-000-827	B	RESERVE-LAW ENFORCEMENT TRUST	R	08/02/19	08/29/19		19-4991	N
	Vendor Total:	4,179.75									
O0050 ONE CALL CONCEPT INC											
19-01201	08/16/19	JULY 2019 ONE CALL MESSAGES									
1	INV. 9075087	35.36	9-09-55-501-001-535	B	Hydrants and Line Repair	R	08/16/19	08/29/19		9075087	N
	Vendor Total:	35.36									
P0557 PACKET MEDIA, LLC											
19-01082	07/24/19	LEGAL ADS 7/26/2019									
1	CDBG PUBLIC NOTICE	39.63	9-01-20-120-001-021	B	Advertisements	R	07/24/19	08/29/19		300501500	N
	Vendor Total:	39.63									
P0005 PARIS AUTOMOTIVE SUPPLY											
19-01205	08/16/19	JULY 2019 BILLING									
1	JULY 2019 BILLING	692.35	9-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	08/16/19	08/29/19		JULY 2019	N
2	JULY 2019 BILLING	45.42	9-09-55-501-001-502	B	Vehicle Maintenance	R	08/16/19	08/29/19		JULY 2019	N
3	JULY 2019 BILLING	201.43	9-01-28-369-001-139	B	Mower Repairs	R	08/16/19	08/29/19		JULY 2019	N
4	JULY 2019 BILLING	19.16	9-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	08/16/19	08/29/19		JULY 2019	N
5	JULY 2019 BILLING	35.73	9-01-26-315-001-134	B	Vehicle Maint.-EMS	R	08/16/19	08/29/19		JULY 2019	N
		994.09									
	Vendor Total:	994.09									

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
PARTS005 PARTSMaster, NCH CORPORATION											
19-01075 07/24/19 QUOTE #10455											
1	ITEM #DY99514023	SPRING PIN	168.65	9-09-55-501-002-503	B Sewer Plant Maintenance	R	07/24/19	08/29/19		23445441	N
2	FREIGHT		21.14	9-09-55-501-002-503	B Sewer Plant Maintenance	R	08/13/19	08/29/19		23445441	N
			189.79								
Vendor Total:			189.79								
PETRO005 PETRO KING SERVICE CO., INC.											
19-01188 08/15/19 ANNUAL FEEDER PMI OF VEEDER											
1	ANNUAL PMI OF VEEDER ROOT		495.00	9-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B)	R	08/15/19	08/29/19		15149	N
Vendor Total:			495.00								
P0044 PSE&G											
19-01251 08/20/19 ENERGY 7/17/19-8/13/19											
1	FIRST AID 168 BANK ST		21.75	9-01-25-260-001-073	B Natural Gas Heat	R	08/20/19	08/29/19		6550326206	N
2	156 BANK ST 66 878 908 08		22.54	9-01-31-446-001-070	B Gas Heat - Borough Hall	R	08/20/19	08/29/19		6687890808	N
3	1ST AVE W TOWER 65 039 876 09		15.46	9-09-55-501-001-505	B Gas Service	R	08/20/19	08/29/19		6503987609	N
4	140 N MAIN ST 66 759 467 06		19.38	9-01-31-446-001-143	B Gas/Heat - Fire House	R	08/20/19	08/29/19		6675946706	N
5	232 MERCER ST 74 199 082 06		15.46	9-01-31-446-001-070	B Gas Heat - Borough Hall	R	08/20/19	08/29/19		7419908206	N
			94.59								
Vendor Total:			94.59								
RWTIR005 R.W. TIRE CORP.											
19-01111 07/26/19 HPD VEHICLE ALIGNMENTS											
1	HPD VEHICLE ALIGNMENTS		140.00	9-01-26-315-001-131	B Vehicle Maint. - Police	R	07/26/19	08/29/19		1-239802	N
Vendor Total:			140.00								
RBIAN005 RBIANCA CONN											
19-01163 08/14/19 COURT SESSION 8/7/19											
1	COURT SESSION 8/7 8:30-12:30		80.00	9-01-20-176-000-114	B Court Assistance	R	08/14/19	08/29/19		8/7/19	N
2	COURT SESSION 8/7 1:30-4:30		60.00	9-01-20-176-000-114	B Court Assistance	R	08/14/19	08/29/19		8/7/19	N
3	COURT SESSION 8/7 5:30-9:30		80.00	9-01-20-176-000-114	B Court Assistance	R	08/14/19	08/29/19		8/7/19	N
			220.00								

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
REMIN005 REMINGTON & VERNICK ENGINEERS											
19-01161	08/13/19	PEDDIE LAKE DAM PED BRIDGE									
1	PEDDIE LAKE DAM PED BRIDGE	18,543.57	C-04-55-868-001-444	B	IMP PEDDIE LAKE DAM WALKING BRIDGE 13-07	R	08/13/19	08/29/19		1104T001-8	N
Vendor Total:		18,543.57									
REPUB005 REPUBLIC SERVICES											
19-00148	01/31/19	BLANKET PO - DUMPSTERS		B							
8	ACCT 3-0689-0108950 DATED 7/12	2,922.79	9-01-26-305-001-029	B	Contract-Republic Services, NJ-Dumpsters	R	01/31/19	08/29/19		0689-002960708	N
9	ACCT 3-0689-0108950 DATED 8/12	3,038.29	9-01-26-305-001-029	B	Contract-Republic Services, NJ-Dumpsters	R	07/25/19	08/29/19		0689-002983238	N
		5,961.08									
Vendor Total:		5,961.08									
R0077 ROBERTS ENGINEERING GRP LLC											
19-01141	08/06/19 #2648 5/18/19 & #2721 6/15/19										
1	#2648 app. review/ltr to PB	3,029.50	2019-02	P	SITE PLAN	R	08/06/19	08/29/19		#2648	N
2	#2721/final rev/rev ltr to PB	132.00	2019-02	P	SITE PLAN	R	08/06/19	08/29/19		2721	N
		3,161.50									
19-01144	08/12/19 #2809, 7/27/19										
1	#2809-sanitary sewer inspect.	41.00	2017-03IF	P	111 ORCHARD AVENUE	R	08/12/19	08/29/19		2809	N
19-01288 08/29/19 BILLING PERIOD THROUGH 8/24/19											
1	2899 WALKING BRIDGE	1,534.50	C-04-55-868-001-447	B	PEDDIE LAKE DAM WALKING BRIDGE SOFT COST	R	08/29/19	08/29/19		2899	N
2	2900 STORM WATER PERMIT 2019	309.00	9-01-20-165-001-028	B	General Engineering	R	08/29/19	08/29/19		2900	N
3	2901 RECONSTRUCTION OF BOROUGH	3,115.00	C-04-55-883-000-447	B	ACQ OF YMCA BUILDING 2018-12 SOFT COST	R	08/29/19	08/29/19		2901	N
4	2902 GENERAL SEWER 2019	575.50	9-09-55-501-002-508	B	Engineer	R	08/29/19	08/29/19		2902	N
5	2904 STOCKTON ST PARKING LOT	1,140.00	9-01-20-165-001-028	B	General Engineering	R	08/29/19	08/29/19		2904	N
6	2905 STOCKTON & JOSEPH STREET	275.00	C-04-55-876-001-447	B	IMP STOCKTON ST & JOSEPH ST 15-15 SEC 20	R	08/29/19	08/29/19		2905	N
7	2906 IMP TO MAPLE & SUNSET	165.00	C-04-55-882-000-447	B	MAPLE AVE & SUNSET DR 17-17 SECTION 20	R	08/29/19	08/29/19		2906	N
8	2908 PLANNING BOARD MTG 2019	66.00	9-01-21-180-001-106	B	Planning Board Engineer-General	R	08/29/19	08/29/19		2908	N
9	2911 STOCKTON ST WATER MAIN	925.50	C-08-55-951-001-544	B	WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	08/29/19	08/29/19		2911	N
10	2912 IMP TO LINCOLN, HAGEMOUNT	2,182.50	C-04-55-885-000-447	B	LINCOLN, HAGEMOUNT, ROCKY BROOK SEC 20	R	08/29/19	08/29/19		2912	N
		10,288.00									
Vendor Total:		13,490.50									

[illegible]

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
R0537 STITCHES N INK											
19-00938	07/02/19	DAWES PARK CAMP T-SHIRTS									
1	DAWES PARK CAMP T-SHIRTS	842.10	9-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	07/02/19	08/29/19		11745	N
19-01074	07/24/19	NNO BANNER ADD ON									
1	NNO BANNER ADD ON	50.00	9-01-25-240-001-119	B	Community Policing	R	07/24/19	08/29/19		11821	N
19-01150	08/13/19	BACKPACK DAWES PARK									
1	BACKPACK DAWES PARK	931.80	9-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	08/13/19	08/29/19		11990	N
Vendor Total:		1,823.90									
TARPS005 TARP SUPPLY, INC											
19-00806	06/06/19	HEAVY DUTY TARP									
1	ITEM #PSB1225 HEAVY DUTY/	136.77	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/06/19	08/29/19		PH14213	N
2	UPS GROUND	35.47	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	07/25/19	08/29/19		PH14213	N
		172.24									
Vendor Total:		172.24									
BLOCK005 TELESYSTEM											
19-01160	08/13/19	INVOICE 13725489 8/1/19									
1	INVOICE 13725489 8/1/19	1,172.33	9-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSI	R	08/13/19	08/29/19		13725489	N
Vendor Total:		1,172.33									
THEMU005 THE MUSIAL GROUP, PA											
19-01253	08/22/19	PROJ 118719.00 INV 4 7/31/19									
1	PROJ 118719.00 INV 4 7/31/19	12,174.12	9-01-44-905-001-162	B	MUNICIPAL BLDG FEASIBILITY	R	08/22/19	08/29/19		4	N
Vendor Total:		12,174.12									
T0047 THE RODGERS GROUP, LLC											
19-01108	07/26/19	ANNUAL SUBSCRIPTION									
1	ANNUAL SUBSCRIPTION	2,304.00	9-01-25-240-001-029	B	Maint. Contracts - Other	R	07/26/19	08/29/19		5359	N
Vendor Total:		2,304.00									

Vendor # Name					
PO #	PO Date	Description	Contract PO Type	First Rcvd Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk Enc Date Date Invoice	Exc
T0224 TORNQUIST GARAGE					
19-01162 08/13/19 FLATBED TOW JULY 2019					
1 FLATBED TOW JULY 9, 2019	125.00	9-01-26-315-001-131	B Vehicle Maint. - Police	R 08/13/19 08/29/19	N
2 FLATBED TOW JULY 15, 2019	65.00	9-01-26-315-001-131	B Vehicle Maint. - Police	R 08/13/19 08/29/19	N
	190.00				
Vendor Total:	190.00				
T0060 TOWNSHIP OF ROBBINSVILLE					
19-01246 08/20/19 3RD QTR COURT SHARED SERVICES					
1 3RD QTR COURT SHARED SERVICES	18,000.00	9-01-26-310-001-025	B Building Rental	R 08/20/19 08/29/19	N
19-01266 08/26/19 3RD QTR SHARED SVCS EMS					
1 3RDQTR SHARED SVCS EMS 8/19/19	10,000.00	9-01-43-514-001-169	B Emerg. Medical Serv.-Robbinsville	R 08/26/19 08/29/19	N
Vendor Total:	28,000.00				
T0147 TRACTOR SUPPLY COMPANY					
19-01197 08/16/19 AUGUST 2019 INVOICES					
1 INV. 127429 - RETURN OF BELT	18.68-	9-01-28-369-001-139	B Mower Repairs	R 08/16/19 08/29/19	N
2 INV. 128621 - BOTTLE JACK	59.99	9-01-26-305-001-038	B General Hardware Tools & Parts	R 08/16/19 08/29/19	N
	41.31				
Vendor Total:	41.31				
T0130 TRIANGLE COPY/					
19-01155 08/13/19 HTIP & PWP PROGRAMS & TY CARDS					
1 300 HTIP PROGRAMS	338.34	T-12-56-286-000-885	B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R 08/13/19 08/29/19	N
2 60 TWO-SIDED THANK YOU CARDS	85.00	T-12-56-286-000-885	B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R 08/13/19 08/29/19	N
3 50 PWP PROGRAMS	25.20	T-12-56-286-000-885	B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R 08/13/19 08/29/19	N
	448.54				
Vendor Total:	448.54				

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
T0110 TURF EQUIPMENT & SUPPLY CO LLC												
19-01019	07/15/19	TORO PARTS										
1 INV.	1044728-00	- COVER/VALVE/	112.12	9-01-28-369-001-139		B Mower Repairs	R	07/15/19	08/29/19		1044728-00	N
Vendor Total:			112.12									
U0061 USALCO BALTIMORE PLANT, LLC												
19-00067	01/18/19	RES 2018-221 ALUMINUM SULFATE			B							
4 INV	1347043	DATED 7/31/19	4,690.58	9-09-55-501-002-542		B Aluminum Sulfate	R	04/23/19	08/29/19		1347043	N
Vendor Total:			4,690.58									
V0504 VAN CLEEF ENGINEERING ASSOC.												
19-01140	08/02/19	PROF SVCS E WARD AVE REHAB										
1 PROF SVCS	E WARD AVE REHAB		570.00	C-04-55-879-001-447		B REHAB OF EAST WARD ST SEC 20 2016-12	R	08/02/19	08/29/19		1601HG-18	N
Vendor Total:			570.00									
VENTU005 VENTURA, MIESOWITZ, KEOUGH &												
19-01146	08/12/19	#22165 # #22166, 8/7/19										
1 #22165-Attend	July 8 PB Mtg.		450.00	9-01-21-180-001-107		B Planning Board - Attorney	R	08/12/19	08/29/19		22165	N
2 #22166-Res	2019-07-Redevelopmt		70.00	9-01-21-180-001-107		B Planning Board - Attorney	R	08/12/19	08/29/19		22166	N
			520.00									
Vendor Total:			520.00									
V0019 VERIZON												
19-01269	08/26/19	750-717-188-0001-53 8/16-9/15										
1 750-717-188-0001-53	8/16-9/15		215.76	9-01-31-440-001-089		B Telephone-VERIZON	R	08/26/19	08/29/19		750717188000153	N
19-01276	08/26/19	ACCT250-717-367-0001-69										
1 ACCT250-717-367-0001-69			85.78	9-09-55-501-003-545		B Telephone-W/S-VERIZON	R	08/26/19	08/29/19		250717367000169	N
Vendor Total:			301.54									
VERIZ015 VERIZON FIOS												
19-01267	08/26/19	155-504-140-0001-53 JUN-AUG 19										
1 ACCT155-504-140-0001-53	JUN 19		139.99	9-01-25-240-001-060		B INTERNET AND WEB SERVICES	R	08/26/19	08/29/19		155504140000153	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
VERIZON FIOS Continued											
19-01267	08/26/19	155-504-140-0001-53	JUN-AUG 19	Continued							
2	ACCT155-504-140-0001-53	JUL 19	139.99	9-01-25-240-001-060	B INTERNET AND WEB SERVICES	R	08/26/19	08/29/19		155504140000153	N
3	ACCT155-504-140-0001-53	AUG 19	164.32	9-01-25-240-001-060	B INTERNET AND WEB SERVICES	R	08/26/19	08/29/19		155504140000153	N
			444.30								
Vendor Total:			444.30								
VERIZON WIRELESS											
19-01268	08/26/19	ACCT 442014572-00001	7/11-8/10								
1	ACCT 442014572-00001	7/11-8/10	200.20	9-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	08/26/19	08/29/19		9835795664	N
Vendor Total:			200.20								
VERMEER NORTH ATLANTIC											
18-00891	06/21/18	COUPLERS FOR VACTRON									
1	INV. 10306056 - COUPLERS FOR		75.89	8-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	06/21/18	08/29/19		10306056	N
Vendor Total:			75.89								
VITAL COMMUNICATIONS INC.											
19-00961	07/05/19	2019 TAX DUPLICATE FILE									
1	2019 TAX DUPLICATE FILE		100.00	9-01-20-145-001-023	B Tax Bill/Notice Printing	R	07/05/19	08/29/19		2019 TAX DUP	N
Vendor Total:			100.00								
W.B. MASON CO., INC.											
19-00766	05/29/19	MAY OFFICE SUPPLIES									
1	CENTRAL SUPPLIES		772.70	9-01-20-125-001-036	B Office Supplies	R	05/29/19	08/29/19		I66919579	N
2	COURT SUPPLIES		93.29	9-01-20-176-000-036	B Office Supplies	R	05/29/19	08/29/19		I66919579	N
			865.99								
19-00886	06/19/19	HPD OFFICE SUPPLIES									
1	HPD OFFICE SUPPLIES		3.90	9-01-25-240-001-036	B Office Supplies & Equipment	R	06/19/19	08/29/19		200509662	N
2	HPD OFFICE SUPPLIES		5.23	9-01-25-240-001-036	B Office Supplies & Equipment	R	06/19/19	08/29/19		200509662	N
3	HPD OFFICE SUPPLIES		10.02	9-01-25-240-001-036	B Office Supplies & Equipment	R	06/19/19	08/29/19		200509662	N
4	HPD OFFICE SUPPLIES		2.94	9-01-25-240-001-036	B Office Supplies & Equipment	R	06/19/19	08/29/19		200509662	N
5	HPD OFFICE SUPPLIES		3.66	9-01-25-240-001-036	B Office Supplies & Equipment	R	06/19/19	08/29/19		200509662	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
W0002 W.B. MASON CO., INC. Continued										
19-00886	06/19/19	HPD OFFICE SUPPLIES	Continued							
6		HPD OFFICE SUPPLIES	182.10	9-01-25-240-001-036	B Office Supplies & Equipment	R	06/19/19	08/29/19	200509662	N
7		HPD OFFICE SUPPLIES	13.99	9-01-25-240-001-036	B Office Supplies & Equipment	R	06/19/19	08/29/19	200509662	N
			221.84							
19-01116 07/26/19 OFFICE SUPPLIES - JULY 2019										
1		CENTRAL OFFICE SUPPLIES	406.88	9-01-20-125-001-036	B Office Supplies	R	07/26/19	08/29/19	JULY 2019	N
2		WWTP OFFICE SUPPLIES	19.82	9-09-55-501-002-509	B Office Supplies - Admin.	R	07/26/19	08/29/19	JULY 2019	N
3		JANITORIAL SUPPLIES	11.88	9-01-20-125-001-036	B Office Supplies	R	07/26/19	08/29/19	JULY 2019	N
			438.58							
19-01172 08/15/19 HPD OFFICE SUPPLIES										
1		HPD OFFICE SUPPLIES	3.05	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19		N
2		HPD OFFICE SUPPLIES	5.24	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
3		HPD OFFICE SUPPLIES	14.99	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
4		HPD OFFICE SUPPLIES	5.46	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
5		HPD OFFICE SUPPLIES	15.76	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
6		HPD OFFICE SUPPLIES	23.47	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
7		HPD OFFICE SUPPLIES	18.62	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
8		HPD OFFICE SUPPLIES	0.44	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
9		HPD OFFICE SUPPLIES	12.46	9-01-25-240-001-036	B Office Supplies & Equipment	R	08/15/19	08/29/19	202051561	N
			99.49							
Vendor Total:			1,625.90							
W0073 WASTE MANAGEMENT OF NJ, INC.										
19-00259	02/25/19	RECYCLING		B						
8		JULY RECYCLING 10-41496-33008	4,547.58	9-01-26-311-001-029	B Recycling Contract co-mingle-paper/cdbd	R	07/18/19	08/29/19	2880214-0502-3	N
Vendor Total:			4,547.58							
W0071 WASTE MGMT OF NEW JERSEY, INC.										
19-00260	02/25/19	SLUDGE BLANKET		B						
8		INV 2880228-0502-3 8/1/19	11,760.37	9-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	07/18/19	08/29/19	2880228-0502-3	N
Vendor Total:			11,760.37							

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
W0099 WATCHUNG SPRING WATER CO., INC													
19-01089 07/24/19 INVOICE #9549893													
	1	DP 5 GAL	DISTLD WATER	65.94	9-09-55-501-002-503		B Sewer Plant Maintenance	R	07/24/19	08/29/19		9591225	N
	2	DELIVERY FEE		6.99	9-09-55-501-002-503		B Sewer Plant Maintenance	R	07/24/19	08/29/19		9519225	N
				72.93									
19-01257 08/22/19 DISTILLED WATER													
	1	DISTILLED WATER		116.88	9-09-55-501-002-506		B Lab. Equipment & Supplies	R	08/22/19	08/29/19		8/9/19	N
	Vendor Total:			189.81									
WIREL005 WIRELESS ELECTRONICS, INC.													
19-01230 08/20/19 MONTHLY SVC CONTRACT AUG 2019													
	1	MONTHLY SVC CONTRACT AUG 2019		255.00	9-01-25-240-001-029		B Maint. Contracts - Other	R	08/20/19	08/29/19		M59112	N
	Vendor Total:			255.00									
Y0025 YOSTEMBSKI, ROBERT													
19-01171 08/15/19 MONTHLY PROSECUTOR FEES													
	1	MONTHLY PROSECUTOR FEES		1,200.00	9-01-25-275-001-111		B Municipal Prosecutor	R	08/15/19	08/29/19		JULY 2019	N
	Vendor Total:			1,200.00									
Z0106 ZEP SALES & SERVICE													
19-01204 08/16/19 SEWER AID, BLUE MARUEL CAR WAS													
	1	1 GALLON BLUE MARUEL CAR WASH		73.16	9-09-55-501-002-523		B Paper Products/Janitorial	R	08/16/19	08/29/19		9004519080	N
	2	APRIZA (4)		71.59	9-09-55-501-002-523		B Paper Products/Janitorial	R	08/16/19	08/29/19		9004519080	N
	3	ZEPAX VENTURE 2 1 CASE		88.76	9-09-55-501-002-523		B Paper Products/Janitorial	R	08/16/19	08/29/19		9004519080	N
	4	ITEM #14301 SSTEEL POLISH CASE		92.17	9-09-55-501-002-523		B Paper Products/Janitorial	R	08/16/19	08/29/19			N
	5	QUOTE #10340375 ITEM #167034		2,006.68	9-09-55-501-002-534		B Sewer Aid	R	08/16/19	08/29/19			N
				2,332.36									
	Vendor Total:			2,332.36									
Total Purchase Orders: 146 Total P.O. Line Items: 343 Total List Amount: 262,592.89 Total Void Amount: 0.00													

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	8-01	3,632.96	0.00	3,632.96	0.00	0.00	0.00	3,632.96
CURRENT FUND	9-01	143,076.08	0.00	143,076.08	0.00	0.00	0.00	143,076.08
	9-09	62,194.86	0.00	62,194.86	0.00	0.00	0.00	62,194.86
	9-21	0.00	0.00	0.00	0.00	0.00	9,132.60	9,132.60
Year Total:		205,270.94	0.00	205,270.94	0.00	0.00	9,132.60	214,403.54
GENERAL CAPITAL	C-04	26,385.57	0.00	26,385.57	0.00	0.00	0.00	26,385.57
WATER/SEWER CAPITAL	C-08	925.50	0.00	925.50	0.00	0.00	0.00	925.50
Year Total:		27,311.07	0.00	27,311.07	0.00	0.00	0.00	27,311.07
	G-02	73.55	0.00	73.55	0.00	0.00	0.00	73.55
TRUST OTHER - FUND #12	T-12	12,456.82	0.00	12,456.82	0.00	0.00	0.00	12,456.82
ANIMAL CONTROL TRUST FUND #13	T-13	535.20	0.00	535.20	0.00	0.00	0.00	535.20
LAW ENFORCEMENT TRUST FUND-#14	T-14	4,179.75	0.00	4,179.75	0.00	0.00	0.00	4,179.75
Year Total:		17,171.77	0.00	17,171.77	0.00	0.00	0.00	17,171.77
Total of All Funds:		253,460.29	0.00	253,460.29	0.00	0.00	9,132.60	262,592.89

Project Description	Project No.	Rcvd Total	Held Total	Project Total
111 ORCHARD AVENUE	2017-03IF	41.00	0.00	41.00
Senior Living Facility	2018-04	3,250.55	0.00	3,250.55
SITE PLAN	2019-02	5,466.05	0.00	5,466.05
Pre-Planning Review	3PRCLLC	375.00	0.00	375.00
Total of All Projects:		<u>9,132.60</u>	<u>0.00</u>	<u>9,132.60</u>

Resolution 2019-156

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

**AUTHORIZING PAYMENT NO. 4 - THE MUSIAL GROUP, P.A.
(ARCHITECTURAL AND CONTRACT ADMINISTRATION SERVICES FOR
MUNICIPAL FACILITIES LOCATED AT 230 MERCER STREET)**

WHEREAS, on January 22, 2019, the Borough Council awarded a contract for the Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer street to the Musial Group, P.A., of Mountainside, New Jersey at the cost not to exceed \$40,000; and

WHEREAS, the architect has submitted a payment request for concept design and schematic design work for June 9, 2019 – July 27, 2019, in the total amount of \$12,174.12; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Payment Request to The Musial Group, P.A. of Mountainside, New Jersey in the amount of \$12,174.12, 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 September 3, 2019.

Debra L. Sopronyi
Borough Clerk

Invoice

THE MUSIAL GROUP, p.a.

architecture - planning - interior design

191 Mill Lane

Mountainside, New Jersey 07092

908.232.2860 ext. 241

July 31, 2019

Project No: 118719.00

Invoice No: 4

Borough of Hightstown

156 Bank Street

Hightstown NJ 08520

Attn.: Debra Sopronyi

Borough Clerk / Administrator

Project: 118719.00

MUNICIPAL BUILDING AND POLICE HEADQUARTERS

6/3/19 RESOLUTION 2019-115

Professional services from June 9, 2019 to July 27, 2019

Fee

Phase	Fee	Percent Complete	Earned
BASE BID: MUNICIAPL BUILDING			
CONCEPT DESIGN	10,500.00	100.00	10,500.00
SCHEMATIC DESIGN	29,984.00	33.00	9,894.72
DESIGN DEVELOPMENT	44,925.00	0.00	0.00
CONSTRUCTION DOCUMENTS	71,094.00	0.00	0.00
BIDDING	7,441.00	0.00	0.00
CONSTRUCTION ADMIN.	41,000.00	0.00	0.00
ALTERNATE #2 FEE: POLICE HEADQUARTERS			
CONCEPT DESIGN	13,600.00	100.00	13,600.00
SCHEMATIC DESIGN	37,650.00	33.00	12,424.50
DESIGN DEVELOPMENT	65,117.00	0.00	0.00
CONSTRUCTION DOCUMENTS	86,128.00	0.00	0.00
BIDDING	7,219.00	0.00	0.00
CONSTRUCTION ADMIN.	45,237.00	0.00	0.00
Total Fee	459,895.00	Total Earned	46,419.22
		Previous Fee Billing	34,245.10
		Current Fee Billing	12,174.12
		Total Fee	12,174.12

Total this invoice \$12,174.12

Billings to date

	Current	Prior	Total
Fee	12,174.12	34,245.10	46,419.22
Totals	12,174.12	34,245.10	46,419.22

Resolution 2019-157

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

APPOINTING A MUNICIPAL COURT ADMINISTRATOR

WHEREAS, due to the resignation of Gretchen Gilroy, a vacancy exists in the position of Municipal Court Administrator; and

WHEREAS, the Borough Administrator and Municipal Court Judge have recommended that Carol Gaynor be appointed to the position of Municipal Court Administrator; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Carol Gaynor is hereby appointed to the position of Municipal Court Administrator.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-158

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

AUTHORIZING PAYMENT NO. 1 ASSUNCAO BROTHERS, INC. (CONSTRUCTION OF PEDDIE LAKE DAM WALKING BRIDGE REPLACEMENT)

WHEREAS, on August 20, 2018, the Borough Council awarded a contract for the construction of the Peddie Lake Dam Walking Bridge Replacement to Assuncao Brothers, Inc. of Edison, New Jersey in the Amount of \$408,575.84; and

WHEREAS, the contractor has submitted a request payment in the amount of \$9,497.90 for partial work performed from April 29, 2019 – June 7, 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 \$9,497.90 to Assuncao Brothers, Inc. of Edison, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

PAYMENT CERTIFICATION #1

INVOICE – PARTIAL PAYMENT #1

**(WORK PERFORMED
04/29/19 THROUGH 06/07/19)**

R V	REMINGTON & VERNICK ENGINEERS
	CERTIFICATE #1

Assuncao Brothers, Inc.
29 Wood Avenue
Edison, NJ 08820
(732) 549-8585

PROJECT NAME:

Peddie Lake Dam Walking Bridge Replacement

PROJECT NUMBER:

1104T001

Federal Project No. TAP-C00S(917); NJDOT No. 6504305

CLIENT:

Borough of Hightstown (Mercer County)

CERTIFICATE #1

DATE: June 7th, 2019

X

Robert Lucas 6-11-19

DATE

#	DESCRIPTION	QUANTITY & UNITS		UNITS PRICE	CONTRACT AMOUNT	QTY. COMPL. CERT #1	AMOUNT THIS PERIOD	TOTAL QTY. COMPL.	TOTAL AMOUNT PAYABLE
1	MOBILIZATION	1	LS	\$17,836.52	\$17,836.52	0.25	\$4,459.13	0.25	\$4,459.13
2	SITE CLEARING & ROUGH GRADING	1	LS	\$5,750.01	\$5,750.01	0.25	\$1,437.50	0.25	\$1,437.50
3	TRAFFIC DIRECTOR/FLAGGER	80	HR	\$0.01	\$0.80	0	\$0.00	0	\$0.00
4	SILT FENCE	300	LF	\$6.46	\$1,938.00	250	\$1,615.00	250	\$1,615.00
5	CONSTRUCTION DRIVEWAY	150	SY	\$33.54	\$5,031.00	65	\$2,180.10	65	\$2,180.10
6	TEMP. REGULATORY SIGN, R1- 1 (30" X 30")	12.5	SF	\$92.00	\$1,150.00	0	\$0.00	0	\$0.00
7	REINFORCED CONCRETE BRIDGE ABUTMENT & FOOTING, 4' X 9.08' X 5'	2	UN	\$19,147.43	\$38,294.86	0	\$0.00	0	\$0.00
8	FLOWABLE CONCRETE FILL (CLSM INFILL FOR BRIDGE FOOTING & ABANDONED PIPE)	100	CY	\$242.17	\$24,217.00	0	\$0.00	0	\$0.00
9	FURNISH 6' WIDE PEDESTRIAN WALKING BRIDGE, COMPLETE	1	UN	\$106,399.26	\$106,399.26	0	\$0.00	0	\$0.00
10	INSTALL 6' WIDE PEDESTRIAN WALKING BRIDGE, COMPLETE	1	UN	\$10,874.84	\$10,874.84	0	\$0.00	0	\$0.00
11	MANHOLE FRAME & COVER	1	UN	\$862.50	\$862.50	0	\$0.00	0	\$0.00
12	LIGHT POLE RELOCATION, COMPLETE	2	UN	\$3,450.00	\$6,900.00	0	\$0.00	0	\$0.00
13	RAISE/RELOCATE EXISTING LAWN SPRINKLER HEADS	4	UN	\$487.53	\$1,950.12	0	\$0.00	0	\$0.00
14	FILL, COMPACTED/GRADING AT NEW SIDEWALK AREAS	100	CY	\$98.68	\$9,868.00	0	\$0.00	0	\$0.00
15	TREE REMOVAL, OVER 18" TO 24" DIA. (IF & WHERE DIRECTED)	2	UN	\$3,150.00	\$6,300.00	0	\$0.00	0	\$0.00
16	CONCRETE SIDEWALK, 4" THICK	281	SY	\$55.33	\$15,547.73	0	\$0.00	0	\$0.00
17	REINFORCED CONCRETE SIDEWALK, 6" THICK	48	SY	\$252.92	\$12,140.16	0	\$0.00	0	\$0.00

18	CONCRETE STEPS, REINFORCED, 5 STEPS	2	UN	\$7,081.71	\$14,163.42	0	\$0.00	0	\$0.00
19	CONCRETE STEPS, REINFORCED, 4 STEPS	2	UN	\$7,081.71	\$14,163.42	0	\$0.00	0	\$0.00
20	DECORATIVE WALL	56	LF	\$712.26	\$39,886.56	0	\$0.00	0	\$0.00
21	ALUMINUM RAILING, 2 RAIL	159	LF	\$115.50	\$18,364.50	0	\$0.00	0	\$0.00
22	ALUMINUM RAILING, 2 RAIL, DECORATIVE	30	LF	\$210.00	\$6,300.00	0	\$0.00	0	\$0.00
23	ALUMINUM ACCESS GATE, DECORATIVE	4	UN	\$1,575.00	\$6,300.00	0	\$0.00	0	\$0.00
24	CLEAN FILL	4	CY	\$196.95	\$787.80	0	\$0.00	0	\$0.00
25	TOPSOIL, 8" THICK	10	SY	\$12.08	\$120.80	0	\$0.00	0	\$0.00
26	BOLLARD	3	UN	\$3,136.19	\$9,408.57	0	\$0.00	0	\$0.00
27	CONCRETE VERTICAL CURB, 4000 PSI	70	LF	\$89.09	\$6,236.30	0	\$0.00	0	\$0.00
28	REMOVE & RESET BRICK PAVER SIDEWALK	165	SY	\$34.87	\$5,753.55	0	\$0.00	0	\$0.00
29	DETECTABLE WARNING SURFACE	1	SY	\$345.00	\$345.00	0	\$0.00	0	\$0.00
30	8" WIDE, WHITE THERMOPLASTIC STRIPING	30	SF	\$52.50	\$1,575.00	0	\$0.00	0	\$0.00
31	12" WIDE, WHITE THERMOPLASTIC STRIPING	40	SF	\$52.50	\$2,100.00	0	\$0.00	0	\$0.00
32	WHITE THERMOPLASTIC STRIPING SYMBOL	1	UN	\$630.00	\$630.00	0	\$0.00	0	\$0.00
33	REGULATORY SIGN, R7-8 (12" X 18")	1.5	SF	\$840.00	\$1,260.00	0	\$0.00	0	\$0.00
34	REGULATORY SIGN, R7-8P (18" X 9")	1.13	SF	\$840.00	\$949.20	0	\$0.00	0	\$0.00
35	FINAL CLEANUP & RESTORATION	1	LS	\$15,170.92	\$15,170.92	0	\$0.00	0	\$0.00
Amount Completed this Period							\$9,691.73		

TOTAL AMOUNT COMPLETED TO DATE

\$9,691.73

LESS 2% RETAINAGE

\$193.83

SUBTOTAL

\$9,497.90

LESS AMOUNT PREVIOUSLY CERTIFIED

\$0.00**AMOUNT DUE THIS CERTIFICATE****\$9,497.90**

SUMMARY**ORIGINAL CONTRACT AMOUNT****\$408,575.84**

CHANGE ORDERS (ADJUSTED AMOUNTS)

1	\$0.00
2	\$0.00
3	\$0.00
4	\$0.00
5	\$0.00

TOTAL CHANGE ORDERS

\$0.00

AMENDED CONTRACT AMOUNT**\$408,575.84****PAYMENTS CERTIFIED TO DATE (AMOUNT)**

1	\$0.00
2	\$0.00
3	\$0.00
4	\$0.00
5	\$0.00

TOTAL PAYMENTS CERTIFIED TO DATE (AMOUNT)

\$0.00

AMOUNT OF THIS CERTIFICATE

\$9,497.90

TOTAL AMOUNT OF WORK COMPLETED

\$9,691.73

Resident Engineer

Date

Resolution 2019-159

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT
BETWEEN THE BOROUGH OF HIGHTSTOWN, THE EAST WINDSOR REGIONAL
SCHOOL DISTRICT, AND THE TOWNSHIP OF EAST WINDSOR,
FOR THE USE OF A JOINT FUELING FACILITY.**

WHEREAS, on April 16, 2012, the Borough of Hightstown (the "Borough") entered into an Interlocal Services Agreement with the East Windsor Regional School District (the "District"), and the Township of East Windsor (the "Township"); and

WHEREAS, said Agreement expired on April 30, 2017; and

WHEREAS, the parties acknowledge that the public benefited in the past from this facility and wish to renew their arrangement upon the terms and conditions set forth in the attached Shared Services Agreement, pursuant to **N.J.S.A.** 40A:65-1, *et seq.*; and

WHEREAS, the Mayor and Borough Council wish to authorize the Borough to enter into this Shared Services Agreement, and to authorize the Mayor and the Borough Clerk to execute same on behalf of the Borough.

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

1. That the Borough is hereby authorized to enter into a Shared Services Agreement with the East Windsor Regional School District and the Township of East Windsor for the use of a joint fueling facility, under the terms and conditions set forth in the attached Agreement.
2. That the Mayor is hereby authorized to execute and the Borough Clerk to attest the attached Agreement, or one which is substantially similar thereto and which meets with the approval of the Borough Attorney, on behalf of the Borough.
3. That a certified copy of this Resolution shall be provided to each of the following:
 - a. East Windsor Regional School District
 - b. Township of East Windsor
 - c. Debra Sopronyi, Borough Administrator/Clerk
 - d. Frederick C. Raffetto, Esq., Borough Attorney

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

SHARED SERVICES AGREEMENT - JOINT FUELING FACILITY

1. This Agreement is made pursuant to the provisions of the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. and that the District is the general agent of the parties for all purposes dealing with or stemming from this agreement.

2. This agreement shall be for **five (5) years from July 1, 2019 to June 30, 2024** and is for the exclusive benefit of the parties. All Parties are responsible to insure that only the entities set forth in this agreement use the fueling facility.

3. The fueling facility will be available for all vehicles of the parties. It will be available for their use 24 hours per day, every day of the year. Breakdowns with the facility will be resolved by the District on weekdays from 7:00 a.m. to 4:30 p.m. This provision shall not extend to holidays. Emergency breakdowns, at times when the fueling facility is not in operation, will be resolved by the District upon notification to the District's Director of Buildings and Grounds. Protocols for notification to District personnel shall be shared with parties contemporaneously herewith. It is agreed that breakdowns that are not of an emergency nature may be deferred to 7:00 a.m. the following weekday.

4. The parties agree to share all capital improvement costs and construction costs for properly maintaining and, if necessary, upgrading the facility. Said costs will include but not be limited to, engineering fees, site improvements, and all equipment purchases. The parties agree that they will share in the provision of funds to pay for said capital improvements in the following manner: the cost of said capital improvements will be based upon the percentage of cost allocated for fuel in the prior year's reconciliation maintained by the District's business office.

5. The parties further agree to share overhead costs. Overhead costs are estimated for the upcoming school year based upon the prior year's actual dollar figures. The total is divided by twelve (12) and billed monthly, and are called "administrative costs". An example is attached as Schedule "B". At the end of the District's year (June 30th), actual costs are calculated, reconciliation is performed (comparing actual costs and the amounts paid) and the difference is billed or credited. An example is attached as Schedule "C". Overhead costs will include maintenance, utilities, insurance, (liability, pollution liability, property) monitoring, record keeping and payments made over the amount otherwise covered by insurance, payments made because of insurability or payments made to reach the deductible in any insurance policy and other related, but not enumerated costs. It is recognized by the parties hereto that the District is the lead agency in relation to the joint fueling facility responsible for ordering fuel and all administrative duties. It is understood that the District shall charge for the administrative costs in relation to these duties for which the Borough and Township shall pay their proportional share, as set forth hereinabove.

6. Fuel costs are billed monthly. They are calculated by multiplying the monthly usage of each party by the price of fuel at the last delivery. An example is attached as Schedule "D". At the end of the District's year (June 30th), actual fuel costs are calculated, a reconciliation is performed (comparing actual costs and amounts paid), and any difference is billed or credited. An example is attached as Schedule "E".

7. Damage to the facility, lost keys, etc. are billed to the entity responsible directly when the costs are realized. They are termed "Miscellaneous Costs".

8. The parties agree that the prompt billing and payment of amounts owed is important to the successful operation of the facility. The parties agree that all amounts owed are due within thirty (30) days of receipt of the billing. Any questions or concerns about the amounts billed must be raised within thirty (30) days of the receipt of the billings or the billings will be deemed accurate. Any discrepancies or questioned costs in the billings will be responded to within thirty (30) days. All bills are to be paid no later than 60 days after receipt or a 1.5% per month late fee will be imposed.

9. The parties agree that any disputes arising between them, which cannot be resolved amongst the parties, shall be sent to the American Arbitration Association for binding arbitration under its aegis. The parties agree that failure to comply with any term or condition of this agreement shall be default under this agreement. The general agent to the parties is hereby empowered to notify the defaulting party of the default and allow the default to be cured. Said notice shall be fifteen days and shall be in writing sent certified mail, return receipt requested or hand delivered with an appropriate receipt signed by the clerk of the defaulting municipality. Failure to cure the default within the fifteen day period of the notice shall empower the head agent to deny access to the facility by the vehicles of the defaulting party and place this dispute in arbitration per this agreement. Questions which may arise would include interpretation of the terms of this contract and any subsequent agreement which may be entered into to fully implement same, or the performance by any of the parties of the services and other responsibilities provided for herein.

10. Upon full execution of this agreement, the District shall file same with the State of New Jersey, Division of Local Governmental Service in the Department of Community Affairs as required by N.J.S.A. 40A:65-4)(b).

IN WITNESS WHEREOF, the parties hereto have caused their properly designated officials to sign this contract and append thereto copies of the Resolutions empowering said execution.

WITNESS:

East Windsor Regional School District

Paul M. Todd
Board Secretary/SBA

By _____
Alice Weisman, President Board of Education
East Windsor Regional School District

Hightstown Borough

Debra Sopronyi, Municipal Clerk
Hightstown Borough

By _____
The Honorable Lawrence Quattrone
Mayor, Borough of Hightstown

East Windsor Township

Kelly Lettera
Municipal Clerk
East Windsor Township

By _____
The Honorable Janice S. Mironov
Mayor , Township of East Windsor

Schedule B

NAME	ESTIMATED COSTS						Hours	Est. Cost
	SALARY	PENSION, FICA SUI, W/C = 15%	MEDICAL BENEFITS	TOTAL SALARY	TOTAL HOURS	HOURLY RATE		
Employee 1	Annual \$32,962.00	\$ 4,944.30	\$ 13,434.36	\$ 51,340.66	1820	\$ 28.21	48	\$ 1,354.04
Employee 2	\$85,000.00	\$ 12,750.00	\$ 8,976.36	\$ 106,726.36	1820	\$ 58.64	61	\$ 3,577.09
							Sub Total	\$ 4,931.13

Estimated Costs	
Salaries-Calculated Above	\$ 4,931.13
Other Costs	\$ 1,200.00
Business Administrator	\$ 2,400.00
Buildings & Grounds	\$ 1,000.00
Billing	\$ 500.00
Insurance	\$ 500.00
Electric	\$ 1,500.00
Audit	\$ 375.00
Supplies and Purchase Services	\$ -
Total	\$ 12,406.13

ESTIMATE	COSTS	%AGE	ANNUAL	MONTHLY	BILLED
East Windsor	\$12,406.13	0.4716	\$ 5,850.73	\$ 487.56	\$ 470.00
Hightstown	\$12,406.13	0.1241	\$ 1,539.60	\$ 128.30	\$ 120.00
EWRS	\$12,406.13	0.4043	\$ 5,015.80	\$ 417.98	\$ 400.00
		1.00	\$ 12,406.13		

Schedule C

NAME	ESTIMATED COSTS					
	SALARY	PENSION, FICA	MEDICAL	TOTAL	HOURLY	Hours
Employee 1	Annual	SUI, W/C = 15%	BENEFITS	SALARY	RATE	
	\$32,962.00	\$ 4,944.30	\$ 13,434.36	\$ 51,340.66	\$ 28.21	48
Employee 2	\$85,000.00	\$ 12,750.00	\$ 8,976.36	\$ 106,726.36	\$ 58.64	61
						Sub Total
						\$ 4,931.13

NAME	ACTUAL COSTS					
	SALARY	PENSION, FICA	MEDICAL	TOTAL	HOURLY	Hours
Employee 1	Annual	SUI, W/C = 15%	BENEFITS	SALARY	RATE	
	\$34,301.00	\$ 5,145.15	\$ 15,215.76	\$ 54,661.91	\$ 30.03	23.25
Employee 2	\$86,275.00	\$ 12,941.25	\$ 13,185.21	\$ 112,401.46	\$ 61.76	36
						Sub Total
						\$ 2,921.62

	Estimated Costs	Actual Costs
Salaries-Calculated Above	\$ 4,931.13	\$ 2,921.62
Other Costs	\$ 1,200.00	\$ -
Business Administrator	\$ 2,400.00	\$ 1,200.00
Buildings & Grounds	\$ 1,000.00	\$ 1,000.00
Billing	\$ 500.00	\$ 500.00
Insurance	\$ 500.00	\$ 1,645.00
Electric	\$ 1,500.00	\$ 1,500.00
Audit	\$ 375.00	\$ 375.00
Supplies and Purchase Services	\$ -	\$ 3,498.00
Total	\$ 12,406.13	\$ 12,639.62

ESTIMATE	NAME	COSTS	%AGE	ANNUAL	MONTHLY	BILLED
	East Windsor	\$12,406.13	0.4716	\$ 5,850.73	\$ 487.56	\$ 470.00
	Hightstown	\$12,406.13	0.1241	\$ 1,539.60	\$ 128.30	\$ 120.00
	EWRSD	\$12,406.13	0.4043	\$ 5,015.80	\$ 417.98	\$ 400.00
			1.00	\$ 12,406.13		

ACTUAL	NAME	COSTS	ACTUAL %AGE	ACT. ANNUAL	ACT. BILLED	DIFF OWED
	East Windsor	\$12,639.62	0.4799	\$ 6,065.33	\$ 5,640.00	\$ 425.33
	Hightstown	\$12,639.62	0.1264	\$ 1,597.17	\$ 1,440.00	\$ 157.17
	EWRSD	\$12,639.62	0.3938	\$ 4,977.12	\$ 4,800.00	\$ 177.12
			1.00	\$ 12,639.62	\$ 11,880.00	\$ 759.62

HB Billed	EWT Billed	EWRSD Billed	Total Billed	HB	EWT	EWRSD	Total
\$65,521.48	\$248,820.16	\$204,178.07	\$518,519.71	12.64%	47.99%	39.38%	100.00%

Schedule D

074

EAST WINDSOR REGIONAL SCHOOL DISTRICT FUELING FACILITY

25A Leshin Lane
Hightstown, NJ 08520
P: 609 443-7717 xt. 2013
F: 609 443-8195

Entity Name
Dept. of Finance
Street Address
Entity City, NJ 08520

INVOICE DATE: MM/DD/YY
INVOICE PERIOD: MM/01/YY - MM/31/YY

EMPLOYEE#	DEPARTMENT	AMOUNT DUE
2	Police	\$ 9,160.76
3	Dept. 1	265.32
4	Dept. 2	361.15
5	Dept. 3	615.19
6	Dept. 4	649.47
7	Admin	963.92
9	Parks	2,761.14
11	Roads	5,040.34
12	Sanitation	3,587.35
13	Other	648.72
14	Recreation	935.76
SUBTOTAL		\$ 24,989.12
TOTAL DUE		\$ 24,989.12

Please remit Total Due by check payable to EWRSD

Schedule D

075'

EMP# X

Entity Dept. X

SITE	TRAN	DATE	TIME	PR	PRICE	ODOM	\$ TOTAL	QUANTITY	MILES	KEY1	
EMP	VEH						#VALUE!				
	1	1307	80520XX	1729	1	3.0965	16102	\$0.00	27000	28	828
X		3					\$83.61				
	1	1544	81420XX	2035	1	3.0965	16105	\$0.00	16500	3	828
X		3					\$51.09				
	1	1735	82620XX	1403	1	3.0965	16221	\$0.00	11700	116	828
X		3					\$36.23				
	1	7070	83020XX	1613	1	3.0965	16138	\$0.00	20000	0	828
X		3					\$61.93				
	1	1747	82220XX	2017	1	3.0965	9488	\$0.00	7700	25	829
X		4					\$23.84				
	1	1754	82620XX	1904	1	3.0965	28671	\$0.00	15200	166	830
X		5					\$47.07				
	1	7010	82920XX	6	1	3.0965	28711	\$0.00	27100	40	830
X		5					\$83.92				
	1	1220	80320XX	1710	1	3.0965	51328	\$0.00	21700	0	833
X		1					\$67.19				
	1	1771	82720XX	735	1	3.0965	5183	\$0.00	16400	0	833
X		1					\$50.78				
	1	7007	82920XX	0	1	3.0965	5218	\$0.00	25000	35	833
X		1					\$77.41				
	1	1261	80420XX	1615	2	3.1708	119652	\$0.00	19200	239	835
X		10					\$60.88				
	1	1445	81020XX	1541	2	3.1708	119873	\$0.00	18300	221	835
X		10					\$58.03				
	1	1651	81820XX	1802	2	3.1708	120190	\$0.00	20100	317	835
X		10					\$63.73				
	1	1742	82220XX	1630	2	3.1708	120225	\$0.00	8800	35	835
X		10					\$27.90				
	1	1173	82520XX	1654	2	3.1708	120410	\$0.00	16500	185	835
X		10					\$52.32				
	1	1774	82720XX	932	2	3.1708	120536	\$0.00	10500	126	835
X		10					\$33.29				
	1	1150	80120XX	1906	2	3.1708	108272	\$0.00	0	148	836
X		11					\$0.00				
	1	1151	80120XX	1908	2	3.1708	108700	\$0.00	23500	428	836
X		11					\$74.51				
	1	1120	82420XX	2028	2	3.1708	108401	\$0.00	10600	0	836
X		11					\$33.61				
	1	1671	82020XX	1554	2	3.1708	6094	\$0.00	9900	73	837
X		12					\$31.39				
	1	1171	82520XX	1952	2	3.1708	6186	\$0.00	9400	92	837
X		12					\$29.81				
	1	7027	82920XX	1608	2	3.1708	6772	\$0.00	0	500	837
X		12					\$0.00				
	1	7030	82920XX	1609	2	3.1708	6272	\$0.00	12900	86	837
X		12					\$40.90				
	1	7031	82920XX	1610	2	3.1708	6772	\$0.00	0	0	837
X		12					\$0.00				
	1	7032	82920XX	1612	2	3.1708	6773	\$0.00	0	1	837
X		12					\$0.00				
	1	7034	82920XX	1615	2	3.1708	6276	\$0.00	5500	0	837
X		12					\$17.44				
							\$1,106.89				

Schedule E

EAST WINDSOR REGIONAL SCHOOL DISTRICT
Analysis of Fund Balance - Fueling Facility

Date

	Gallons Inventory	Cost	Inventory Value
Unleaded	11,828.00	2,8895/3.049	34,787.57
Diesel	11,343.00	3,0983/3.1883	35,489.89
Total			70,277.46

Analysis of Gas Purchases vs. Billings:

Purchases From Fuel Vendor for Current Year
Purchase Pending Payment (A/P) - owed for fuel
Inventory at - Beginning
Inventory at - Ending
Cost per year
Billed to (EW / HB/ EWRSD) for current year

2010-11

498,209.32 Agreed to purchase order listing

46,353.25

42,204.70

(70,277.46)

516,489.81

530,413.71

ORIGINAL

ANY ADD'L BILLINGS BASED ON RECACULATION OF GASBOY BILLINGS

530,413.71 Agreed to Revised Billings
13,923.90 AMOUNT TO BE REFUNDED

13,923.90 NET AMOUNT TO BE REFUNDED

(Under)/Over Billings (Timing Difference)

HB Billed	EWT Billed	EWRSD Billed	Total Billed	HB	EWT	EWRSD	Total
\$1,759.46	\$6,681.61	5,482.83	\$13,923.90	12.64%	47.99%	39.38%	100.00%

THESE AMOUNTS SHOULD BE REFUNDED

Resolution 2019-160

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

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

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

WHEREAS, the engineer has submitted a payment request for inspection and contract administration services through July 31, 2019, in the total amount of \$15,326.00; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Payment Request to Remington Vernick Engineers of Haddonfield, New Jersey in the amount of \$15,326.00, 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 September 3, 2019.

Debra L. Sopronyi
Borough Clerk

Invoice

Remington & Vernick Engineers, Inc.
Attention: Finance Department
79 Grove Street
Haddonfield, NJ 08033

PLEASE REFERENCE INVOICE # ON REMITTANCE

RECEIVED⁰⁷⁸

AUG 22 2019

MUNICIPAL CLERK'S OFFICE



REMINGTON
& VERNICK
ENGINEERS

Hightstown Borough
Attn: Ms. Debra Sopronyi, RMC/QPA/CMR
Administrator/Borough Clerk
156 Bank Street
Hightstown, NJ 08520

August 15, 2019

Invoice No: 1104T001 - 9
Project Manager: Joseph Ragusa
Project Analyst: **Stacy dos Santos**

Invoice Total \$15,326.00

Project Description:
Inspection and Contract Administration - Peddie Lake Dam Pedestrian Bridge.

Client Ref No.:
NJDOT #6504305
FHWA #TAP-C00S(917)
Resolution 2017-219

Professional Services through July 31, 2019

Phase 01 Construction Inspection

Professional Personnel

			Hours	Rate	Amount
Senior Engineering Technician					
Boegly, James	7/18/2019	foundation demoliton	6.00	53.25	319.50
Boegly, James	7/19/2019	foundation demolition, site visit, submittals	3.00	53.25	159.75
Project Manager					
MacBair, Gerard	7/18/2019	inspection of demo for South Footing and abutment	4.00	97.98	391.92
MacBair, Gerard	7/18/2019 Ovt		2.00	97.98	195.96
Marchese, Gregory	7/2/2019	Oversight meeting with NJDOT	4.00	93.72	374.88
Marchese, Gregory	7/16/2019	Processing DC 70 and weekly as-built.	2.00	93.72	187.44
Marchese, Gregory	7/18/2019	Removal of foundations for bridge.	2.50	93.72	234.30
Observer					
Nauha, Gregory	7/19/2019	Removal and demo of rejected abutment footings	8.00	55.38	443.04
Nauha, Gregory	7/22/2019	Review plans and specs Review project status update with engineer	8.00	55.38	443.04
Nauha, Gregory	7/23/2019	Site Safety and Soil Erosion Contractor cancelled after arrival	8.00	55.38	443.04
Nauha, Gregory	7/24/2019	Review approved submittals and plans	8.00	55.38	443.04

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

Project	1104T001	Peddie Lake Dam Pedestrian Bridge - CM/C	Invoice	9
Nauha, Gregory	7/25/2019	8.00	55.38	443.04
Field Meeting				
Rebar Delivery				
Restake Silt Fence and Site Safety				
Nauha, Gregory	7/29/2019	8.00	55.38	443.04
Pour Abutment Subgrade CLSM Flowable Fill				
Totals		71.50		4,521.99
Total Labor				4,521.99
			Phase subtotal	\$4,521.99

Phase 02 Construction Administration

Professional Personnel

		Hours	Rate	Amount
Engineering Department Head				
Ragusa, Joseph	7/3/2019	2.00	122.47	244.94
Teleconference to discuss offsite bridge inspection. Review contractors response				
Ragusa, Joseph	7/11/2019	1.00	122.47	122.47
Review progress meeting with RE				
Ragusa, Joseph	7/15/2019	1.00	122.47	122.47
Review contractor correspondence				
Ragusa, Joseph	7/19/2019	1.00	122.47	122.47
Review submittal requirements with FPA				
Ragusa, Joseph	7/24/2019	1.00	122.47	122.47
Review project status with RE				
Ragusa, Joseph	7/29/2019	2.00	122.47	244.94
Review correspondence with RE				
Project Manager/Engineer				
Lettieri, Michael	7/1/2019	4.00	95.85	383.40
Peddie Lake Walking Bridge Replacement project construction management, reviewed source documents.				
Lettieri, Michael	7/2/2019	4.00	95.85	383.40
Peddie Lake Walking Bridge Replacement project construction management, attended NJDOT oversight meeting.				
Lettieri, Michael	7/3/2019	4.00	95.85	383.40
Peddie Lake Walking Bridge Replacement project construction management, updated DC-70s.				
Lettieri, Michael	7/5/2019	4.00	95.85	383.40
Peddie Lake Walking Bridge Replacement project construction management, sent documents to FPA and reviewed RFI's.				
Lettieri, Michael	7/8/2019	4.00	95.85	383.40
Peddie Lake Walking Bridge Replacement project construction management, drafted corrective action letter response.				
Lettieri, Michael	7/9/2019	3.00	95.85	287.55
Peddie Lake Walking Bridge Replacement project construction management, reviewed bridge fabrication visit reports.				
Lettieri, Michael	7/10/2019	4.00	95.85	383.40
Peddie Lake Walking Bridge Replacement project construction management, created PM #6 agenda.				

Project	1104T001	Peddie Lake Dam Pedestrian Bridge - CM/C	Invoice	9
Lettieri, Michael	7/11/2019	4.00 95.85	383.40	
Peddie Lake Walking Bridge Replacement project construction management, attended PM #6.				
Lettieri, Michael	7/12/2019	4.00 95.85	383.40	
Peddie Lake Walking Bridge Replacement project construction management, prepared PM #6 minutes.				
Lettieri, Michael	7/15/2019	4.00 95.85	383.40	
Peddie Lake Walking Bridge Replacement project construction management, reviewed payment #1 documents.				
Lettieri, Michael	7/16/2019	3.00 95.85	287.55	
Peddie Lake Dam construction management, wrote 3 letters, deficient materials, corrective action response, revised schedule request.				
Lettieri, Michael	7/22/2019	4.00 95.85	383.40	
Peddie Lake Dam construction management, reviewed last week's field work.				
Lettieri, Michael	7/23/2019	5.00 95.85	479.25	
Peddie Lake Dam construction management, prepared for Progress Meeting #7.				
Lettieri, Michael	7/25/2019	8.00 95.85	766.80	
Peddie Lake Dam construction management, Progress Meeting #7.				
Lettieri, Michael	7/26/2019	4.00 95.85	383.40	
Peddie Lake Dam construction management, Progress Meeting #7 minutes, and action list.				
Senior Engineering Technician				
Boegly, James	7/16/2019	2.00 53.25	106.50	
quantity log update, DC-70s				
Contract Administrator				
Ott, Elisa	7/22/2019	.50 70.14	35.07	
document preparation				
Totals		73.50	7,159.88	
Total Labor				7,159.88
			Phase subtotal	\$7,159.88

Phase	03	Meetings		
Professional Personnel				
		Hours	Rate	Amount
Project Manager				
Marchese, Gregory	7/11/2019	5.00	93.72	468.60
Progress meeting #6. Site visit for change order work.				
Marchese, Gregory	7/25/2019	4.50	93.72	421.74
Progress meeting #7 and site meeting with FPE engineer.				
Totals		9.50		890.34
Total Labor				890.34
			Phase subtotal	\$890.34

Phase	04	Shop Drawings		

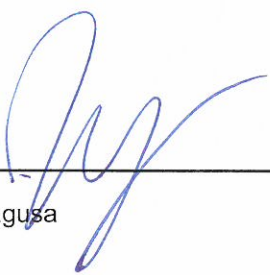
Project	1104T001	Peddie Lake Dam Pedestrian Bridge - CM/C	Invoice	9	
Professional Personnel					
			Hours	Rate	Amount
Senior Engineering Technician					
Wallace, Jamie	7/16/2019		4.00	95.23	380.92
Shop drawing approvals.					
Totals			4.00		380.92
Total Labor					380.92
			Phase subtotal		\$380.92
Phase	07	Contract Payments			
Professional Personnel					
			Hours	Rate	Amount
Senior Engineering Technician					
Boegly, James	7/19/2019		2.00	53.25	106.50
payment revisions					
Boegly, James	7/24/2019		2.00	53.25	106.50
payment 1 documents					
Boegly, James	7/26/2019		1.00	53.25	53.25
payment 1					
Boegly, James	7/31/2019		1.00	53.25	53.25
payment 1					
Contract Administrator					
Valentine, Ronald	7/3/2019		.75	110.58	82.94
consultation with engineer/njdot					
Valentine, Ronald	7/16/2019		1.00	110.58	110.58
review federal invoice					
Valentine, Ronald	7/17/2019		3.50	110.58	387.03
process/revise initial federal invoice					
Valentine, Ronald	7/19/2019		4.00	110.58	442.32
process federal documents/consultation with njdot					
Valentine, Ronald	7/23/2019		1.25	110.58	138.23
consultation with njdot					
Valentine, Ronald	7/24/2019		1.75	110.58	193.52
process federal documents					
Totals			18.25		1,674.12
Total Labor					1,674.12
			Phase subtotal		\$1,674.12
Phase	RE	Reimbursables			
Reimbursable Expenses					
Mileage					688.45
Other Reimbursables					10.30
Total Reimbursables					698.75
			Phase subtotal		\$698.75
			Total this invoice		\$15,326.00

Project	1104T001	Peddie Lake Dam Pedestrian Bridge - CM/C	Invoice	9
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Billings to Date

	Current	Prior	Total	Received
Labor	14,627.25	39,141.07	53,768.32	
Expense	698.75	716.88	1,415.63	
Totals	15,326.00	39,857.95	55,183.95	15,262.27

Certified by:



 Joseph Ragusa

Resolution 2019-161

*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 \$537.00 for the inspection of work to raise manhole and; 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 \$537.00 to Van Cleef Engineering of Hamilton, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

RECEIVED

AUG 26 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

August 16, 2019

Invoice No: 1601HG - 19

Project Manager James Bash

PROJECT NAME:

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

Resolution 2016-78 and 2018-74

Professional Services from July 1, 2019 to July 31, 2019

For inspection of work to raise manhole and coordination with contractor and inspector for repair work in accordance with Resolution 2018-74 dated March 19, 2018.

	Hours	Rate	Amount
Senior Project Manager	.50	114.00	57.00
Senior Construction Observer	6.00	80.00	480.00
Total Labor			537.00
BILLING LIMITS	Current	Prior	To-Date
Total Billings	537.00	2,411.50	2,948.50
Limit			4,621.00
Remaining			1,672.50
TOTAL DUE THIS INVOICE			\$537.00

OUTSTANDING INVOICES

Number	Date	Balance
18	6/12/2019	570.00
Total		570.00

TOTAL NOW DUE \$1,107.00

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 2019-162

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

**AUTHORIZING PAYMENT TO FRENCH AND PARRELLO ASSOCIATES
(ENGINEER OF RECORD FOR THE PEDDIE LAKE DAM WALKING BRIDGE
REPLACEMENT)**

WHEREAS, on July 15, 2019, the Borough Council awarded a contract for the professional consulting engineering services for the Peddie Lake Dam Walking Bridge Replacement to French and Parrello Associates of Wall, New Jersey at a cost not to exceed \$18,000.00; and

WHEREAS, the engineer has submitted a request payment in the amount of \$12,550.00 professional services through August 10, 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 \$12,550.00 to French and Parrello Associates of Wall, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

Invoice

RECEIVED

AUG 29 2019

MUNICIPAL CLERK'S OFFICE



1800 Route 34, Suite 101 • Wall, New Jersey 07719
 o: 732.312.9800 f: 732.312.9801

August 16, 2019

Project No: 00010877.003

Invoice No: 116967

Project Manager Christopher Marx

Ms. Debra Sopronyi
 Borough of Hightstown
 156 Bank Street
 Hightstown, NJ 08520

Project 00010877.003 Peddie Lake Dam Walking Bridge Replacement - Resolution 2019-131
 For Professional Engineering services rendered in accordance with the above referenced project.

Professional Services through August 10, 2019

Task 001 Records Collection & Review of Contract

Fee

Total Fee	5,000.00		
Percent Complete	100.00	Total Earned	5,000.00
		Previous Fee Billing	0.00
		Current Fee Billing	5,000.00
		Total Fee	5,000.00
		Total this Task	\$5,000.00

Task 002 Engineering & On-Site Inspection

Professional Personnel

		Hours	Rate	Amount
Senior Project Consultant				
Gizzi, Matthew	7/11/2019	3.00	210.00	630.00
Gizzi, Matthew	7/16/2019	1.00	210.00	210.00
Gizzi, Matthew	7/18/2019	1.00	210.00	210.00
Gizzi, Matthew	7/19/2019	1.00	210.00	210.00
Gizzi, Matthew	7/24/2019	2.00	210.00	420.00
Gizzi, Matthew	7/25/2019	1.00	210.00	210.00
Gizzi, Matthew	8/7/2019	3.00	210.00	630.00
Senior Project Manager				
Steib, Sarah	8/1/2019	2.00	175.00	350.00
Steib, Sarah	8/2/2019	1.00	175.00	175.00
Project Manager				
Marx, Christopher	7/18/2019	1.00	165.00	165.00
Marx, Christopher	7/19/2019	1.50	165.00	247.50
Marx, Christopher	7/23/2019	1.00	165.00	165.00
Marx, Christopher	7/29/2019	1.00	165.00	165.00
Marx, Christopher	7/30/2019	1.00	165.00	165.00
Marx, Christopher	7/31/2019	2.50	165.00	412.50
Marx, Christopher	8/1/2019	1.00	165.00	165.00

Project	00010877.003	Peddie Lake Dam Walking Bridge Replaceme	Invoice	116967
Staff Professional				
Taylor, Kyle	7/2/2019	2.00	55.00	110.00
Totals		26.00		4,640.00
Total Labor				4,640.00
Total this Task				\$4,640.00

Task	003	Meeting Attendance & Conference Calls
------	-----	---------------------------------------

Professional Personnel

		Hours	Rate	Amount	
Senior Project Consultant					
Gizzi, Matthew	7/11/2019	2.00	210.00	420.00	
Gizzi, Matthew	7/25/2019	3.00	210.00	630.00	
Gizzi, Matthew	8/6/2019	1.00	210.00	210.00	
Project Manager					
Marx, Christopher	7/11/2019	4.00	165.00	660.00	
Marx, Christopher	8/6/2019	1.00	165.00	165.00	
Marx, Christopher	8/7/2019	4.00	165.00	660.00	
Marx, Christopher	8/8/2019	1.00	165.00	165.00	
Totals		16.00		2,910.00	
Total Labor					2,910.00
Total this Task					\$2,910.00
Total this Invoice					<u>\$12,550.00</u>

Resolution 2019-163

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

**AUTHORIZING PAYMENT TO RGA RESOURCE CONSULTANTS
(ARCHEOLOGICAL SERVICES ASSOCIATED WITH THE GREENWAY
WALKING BRIDGE)**

WHEREAS, on July 17, 2017, the Borough Council awarded a contract for the archeological monitoring services for the Greenway Walking Bridge Replacement to RGA Resource Consultants of Cranbury, New Jersey at a cost not to exceed \$12,000.00; and

WHEREAS, RGA has submitted a request payment in the amount of \$1,481.00 for archaeological monitoring through July 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 \$1,481.00 to RGA Resource Consultants of Cranbury, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk



CULTURAL
RESOURCE
CONSULTANTS

HEADQUARTERS

259 Prospect Plains Road | Building D | Cranbury, New Jersey 08512 | 609-655-0692

The Borough of Hightstown
156 Bank Street
Hightstown, New Jersey
Atten: Debra L. Sopronyi

RECEIVED

AUG 29 2019

MUNICIPAL CLERK'S OFFICE

Invoice

Invoice Date: August 27, 2019

Invoice Number: 2017-147-03

Billing Through: July 31, 2019

Archaeological Monitoring, Peddie Lake Dam Walking Bridge Replacement, Borough of Hightstown, Mercer County, New Jersey
Contract Amount: \$9,319.00

Services Performed:

Report Writing

Amount
\$1,481.00

Amount Due This Invoice: \$1,481.00

Account Summary

Services BTD	Expenses	Last Inv	Last Inv Date	Last Inv Amt	Last Pay Amt	Prev Unpaid
\$3,881.00	\$0.00	2017-147-02	7/13/19	\$2,157.00	\$1,724.00	

Total Amount Due Including This Invoice: \$1,481.00

This invoice is due within 30 days

Please remit payment to Richard Grubb & Associates, Inc at headquarters: 259 Prospect Plains Road, Building D, Cranbury, NJ 08512

Thank you for your business!

ADDITIONAL OFFICES | Florida | Pennsylvania | Maryland | Ohio

ON THE WEB | www.rgaincorporated.com | mail@rgaincorporated.com

DBE/WBE/SBE CERTIFIED

Resolution 2019-164

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

**AUTHORIZING PAYMENT #6 – QUAD CONSTRUCTION COMPANY
(ULTRAVIOLET DISINFECTION FOR THE HIGHTSTOWN BOROUGH
ADVANCED WASTE WATER TREATMENT PLANT)**

WHEREAS, on December 5, 2016, the Borough Council awarded a contract for the Tertiary Disc Filtration and Ultraviolet Disinfection for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough to Quad Construction Company, Inc. of Lumberton, New Jersey at the price of \$910,000.00; and

WHEREAS, the contractor has submitted payment #6 in the amount of \$42,806.40 for work related to the installation of filter grating; and

WHEREAS, the Borough Engineer has recommended approval of payment #6 in the amount of \$42,806.40; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown payment #6 in the amount of \$42,806.40 to Quad Construction Company, Inc. of Lumberton, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 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: August 21, 2019

RE: Tertiary Disk Filtration and UV Disinfection
Payment No. 6
Our File No.: H1669

Attached please find Payment No. 6 for work related to installation of the filter grating.

Certified payrolls are attached.

I recommend payment be made to the Quad Construction Company in the amount of \$42,806.40.

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

Enclosures

cc: Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Peggy Riggio, Borough Deputy Borough Clerk
George Lang, Borough CFO
Monika Patel, Borough Assistant Financial Officer
Carl Zeroski, Quad Construction Company
Thak Bakhru, PE, Roberts Engineering Group, LLC
Cameron Corini, PE, Roberts Engineering Group, LLC



092
1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

August 21, 2019
Our File No.: H1669

[illegible]

Resolution 2019-165

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

AUTHORIZING USE OF THE MUNICIPAL PARKING LOT FOR THE TRIATHLON

WHEREAS, the Parks & Recreation Commission will require the use of the Memorial Parking Lot as a staging area for Triathlon to be held on September 8, 2019; and

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

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

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

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that permission is hereby granted to the Hightstown Borough Parks & Recreation Commission for the use of the Memorial Parking Lot for the Hightstown Triathlon to be held on September 8, 2019

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2019.

Debra L. Sopronyi
Borough Clerk

Resolution 2019-166

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

AUTHORIZING REFUND OF WATER/SEWER OVERPAYMENT

WHEREAS, a water/sewer overpayment was made for Block 55, Lot 53, 14 Taylor Avenue, in the amount of \$25.41; and

WHEREAS, the owner, Aquiles Sanchez, 14 Taylor Avenue, Hightstown, New Jersey 08520, has requested that a refund be issued for the overpayment in the amount of \$25.41; and

WHEREAS, the Collector has requested that said overpayment be refunded in the amount of \$25.41.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Collector and CFO are hereby authorized to issue a refund in the amount of \$25.41 to Aquiles Sanchez, 14 Taylor Avenue, Hightstown, New Jersey 08520, representing the water/sewer 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 September 3, 2019.

Debra L. Sopronyi
Borough Clerk

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

Commented [BS1]: I recommend a purpose/intent statement for the district as a whole.

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

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

(a) ~~Places of Worship;~~

(b) ~~Public facilities;~~

(c) ~~Public utility uses;~~

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

(e) ~~Cemeteries;~~

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

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

(a) Detached single-family dwellings.

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

Commented [BS2]: Definitions for these types of facilities and restaurants are needed.

(c) **Retailing** within a completely enclosed building.

Commented [BS3]: Usually these are listed as "retail sales and services" to distinguish them from personal sales and services as well as wholesale trade.

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

(e) **Performing** arts companies.

Commented [BS4]: Most of the DTG consists of single family detached dwellings. Performance arts venues can be noisy and require a good amount of back stage space for truck deliveries. They might be too intense a use on the proposed areas.

(f) Offices.

(g) Child care centers.

(h) Tutoring centers.

(i) **Financial institutions.**

Commented [BS5]: These usually have drive-thru facilities and would be permitted as written.

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

Commented [BS6]: It should say apartment dwellings if that is what is meant here.

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

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

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

(c) Signs.

(d) Fences, walls and landscaping.

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

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

Commented [BS7]: I suggest, "Accessory Uses and Structures"

Commented [BS8]: Carports are not typical accessory use but may make sense here.

Commented [BS9]: Redundant under the heading, but adding the word "non-commercial" will address the remaining part of the sentence.

Commented [BS10]: This performance standard for fencing should be in the performance standard section.

Commented [BS11]: I recommend that the sheds be limited in size. That the buildings would be subject to lot coverage standards is understood and not necessary here.

Commented [BS12]: A general catchall phrase for accessory uses and structures should be added.

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

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

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

(c) Whether suitable landscaping and buffering are proposed.

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

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

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

b. Other Restrictions.

1. Buildings will be residential in style and volume, and no existing houses / buildings should be structurally altered in a manner that is visible to the public domain without an architectural review. This zone is a gateway to the DTC zone and the existing historic structures are meant to remain intact. As much as possible, any façade renovations that are visible to the public should be consistent with the character of the downtown.

Commented [BS13]: What is meant by residential style and volume must be defined. The Board is not able to enforce an architectural review outside the historic district. It can make suggestions, but not dictate. One will also need to define what is meant by "consistent with the character of the downtown".

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

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

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

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

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

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

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

Commented [BS14]: The comma should be replaced with "and"

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

Commented [BS15]: The Board expressed concern about the level of coverage proposed. Perhaps it should be 80%.

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

Commented [BS16]: I think the Board should have a discussion about minimum distances between buildings – there are certain building code requirements that also come into play here.

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

Commented [BS17]: This should match up with the lot coverage percentage when that is established.

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

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

Commented [BS18]: Should be "paragraph"

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

Commented [BS19]: The last sentence is superfluous since access would be grandfathered.

shall be eight hundred (800) square feet.

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

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

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

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

Commented [BS20]: The parking should be given some more thought. 500 feet might be the magic number or it might not be

Commented [BS21]: Paragraph 10 should be consolidated with Para. 2.c and written in the same manner as 2.f.

Commented [BS22]: The sight triangle language is unnecessary since it is addressed in Section 28-10.8.

Commented [BS23]: There needs to be a block and lot listing of the property that the new district will apply to.

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

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

1. Principal Uses:

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

Commented [BS1]: I recommend a purpose/intent statement for the district as a whole.

Commented [BS2]: Usually these are listed as "retail sales and services" to distinguish them from personal sales and services as well as wholesale trade.

Commented [BS3]: This phrase is usually construed to mean bars and taverns, as well as take out establishments. This structure could mean bars and taverns in the DTG area, too. Definitions for drive-thru facilities and restaurants are needed.

Commented [BS4]: It should say apartment dwellings if that is what is meant here.

2. Accessory Uses:

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

Commented [BS5]: This usually also means underground and parking garages, too. I recommend that design standards for parking facilities be developed. This could also mean bicycle parking facilities, which should have its own set of performance standards.

Commented [BS6]: I would add street furniture and newspaper boxes, too.

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

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

Commented [BS7]: A general catchall phrase for accessory uses and structures should be added.

b. Other Restrictions.

1. Lot Area. A lot area of not less than two thousand (2,000) square feet shall be required.

2. Lot Width. A lot width of not less than twenty (20') feet shall be required.

3. Lot Depth. A lot depth of not less than fifty (50') feet shall be required.

4. Front Yard. None shall be required, except that building locations shall comply with Borough requirements for providing adequate sight triangles.

5. Side Yards. None shall be required, except that building locations shall comply with Borough requirements for providing adequate sight triangles.

Commented [BS8]: I think the Board should have a discussion about minimum distances between buildings – there are certain building code requirements that also come into play here.

6. Rear Yard; Principal Buildings. There shall be a rear yard not less than ten (10') feet deep.

Commented [BS9]: This should match up with the lot coverage percentage when that is established.

7. Rear Yard; Accessory Buildings. There shall be a rear yard not less than three (3') feet deep behind accessory buildings.

8. Height. The maximum height shall be three (3) stories or fifty-five (55') feet.

9. Coverage. No building shall cover more than ninety (90%) percent of the lot.

Commented [BS10]: The Board expressed concern about the level of coverage proposed.

10. Parking. Parking shall be provided in accordance with subsection 28-10.10. Parking is not required for individual uses situated within seventy-five (75') feet of a public facility or designated private parking facility subject, however, to demonstration that the facility has adequate parking to accommodate the individual use.

11. Signs. Signs for individual business establishments shall be permitted, provided that:

Commented [BS11]: The Borough has a sign section in its ordinance and I recommend that sub-section 11 be placed there and a reference added here.

(a) The total area of all signs shall not exceed two (2) square feet for each foot of building frontage but shall not exceed a maximum of forty (40) square feet.

(b) No sign shall exceed two (2') feet in height.

Commented [BS12]: Height related to signs means height above the ground, which seems an unlikely meaning here.

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

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

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

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

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

Commented [BS13]: It is not clear how these sign regulations would be applied. For example, if a building is 20 feet wide, the maximum 40 sf. sign could be applied for by each tenant. Three tenants could have 120 sf. of signage in total.

Commented [BS14]: Sight triangles should not change with the zoning district, but should be a performance standard. Typically AASHTO standards are used.

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

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

~~1. Principal uses.~~

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

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

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

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

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

b. ~~Other Restrictions.~~

1. ~~Lot Area.~~ A lot area of not less than ten thousand (10,000) square feet shall be required.
2. ~~Lot Width.~~ A lot width of not less than fifty (50') feet shall be required.
3. ~~Lot Depth.~~ A lot depth of not less than one hundred (100') feet shall be required.
4. ~~Front Yard.~~ None shall be required except for sight triangles.
5. ~~Side Yards.~~ A minimum side yard of ten (10') feet shall be provided for each side yard.
6. ~~Rear Yard.~~ The minimum rear yard shall be twenty-five (25') feet.
7. ~~Sight Triangles.~~ Sight triangles shall be provided for corner lots in accordance with subsection 28-10.8.
8. ~~Lot Coverage.~~ Total lot coverage of all buildings shall not exceed thirty-five (35%) percent of the gross lot area. Total lot coverage by all structures and other lot improvements shall not exceed eighty (80%) percent.
9. ~~Height.~~ The maximum height shall be three (3) stories, not to exceed forty (40') feet.
10. ~~Residential District Buffer.~~ For lots which adjoin a residential district, a buffer area of at least ten (10') feet shall be provided, and the buffer area shall be landscaped to provide for continuous, year-round visual screening of the property. The buffer area may contain a fence provided in accordance with subsection 28-10.4 but the fence shall be provided only to supplement necessary landscaping.
11. ~~Off-Street Parking.~~ Parking for individual uses shall be provided in accordance with subsection 28-10.10.
12. ~~Signs.~~ As permitted for the CC-1 District. (Ord. No. 93-852)

DEPARTMENT	PURPOSE	2019
Police	Vehicle (Hybrid SUV)	\$ 69,730.00
	Computer Equipment	
	Car Mounted Radar Units	
	AED Replacements	\$ 2,600.00
	Body Camera Replacements	
	Downtown Video System	
	Radio Antenna & Assoc. Equipment	
	Sonic Fire Wall	\$ 8,400.00
TOTALS		\$ 80,730.00
Fire	SCBA Bottle Replacements	\$ 14,500.00
	Bailout Kits	
	AED Replacements	
	Refurbish/Replace Engine 41	
	Rescue Equipment Upgrades	
	Upfit of Rescue 41	
	Station Upgrades	
	Turn-Out Gear Replacements	\$ 13,000.00
	Hose & Ladder Replacements	\$ 25,000.00
TOTALS		\$ 52,500.00
First Aid	First Responder Updates	\$ 10,000.00
	Building Generator	
	Radio Updates	
TOTALS		\$ 10,000.00
Public Works	Trench Box	\$ 5,000.00
	Portable Light Tower	\$ 10,000.00
	Utility 4WD with Plow	\$ 45,000.00
	Replace 1991 Ford Truck	
	Replace 1995 Astro Van	
	Replace John Deere Back Hoe	
	Replace Ford F250	
	Replace Sewer Jet Water Tank	
TOTALS		\$ 60,000.00
AWWTP	Activated Sludge Tank Improvements	\$ 517,500.00
	Final Clarifier Upgrade	\$ 321,000.00
	Roof Replacement - Lab & Advanced Treatment Bldgs	\$ 15,000.00
	Drywell Pump House Improvements	
	Improvements to Retaining Wall	
	Asphalt Replacement	
	Replace Anerobic Digester	
	Improvements to Spring Crest Pump Station	

Replace Pearth Compressor with Jet Mixing System		
TOTALS		\$ 853,500.00
WATER PLANT	New Vehicle	\$ 40,000.00
	Lagoon Liner	\$ 50,000.00
	Paint & Repair First Avenue Water Tank	
	Paint & Repair Leshin Lane Standpipe	
	Paint & Repair Cranbury Station Water Tank	
TOTALS		\$ 90,000.00
GRAND TOTALS		\$ 1,146,730.00

PROCEDURE FOR PARK USE PERMIT

- Municipal Clerk/Administration office gives applicant the application and advises that Police coverage could be required for the event.
- Municipal Clerk/Administration office receives application and payment for permit
- Permit application is sent to Chair of Parks & Recreation Commission for approval at their next meeting
- Parks & Recreation sends written approval to Municipal Clerk/Administration office
- Municipal Clerk/Administration office issues permit and advises the Applicant that the PD may require police coverage and will reach out to them.

SPECIAL NOTE: If the event has the expectation of a large number of people, the Municipal Clerk/Administration office will contact the Chief prior to issuing the license to assure that his requirements are met before the license is issued.

- Municipal Clerk/Administration sends copy of permit to PD and PD reaches out to applicant to inform them of any police coverage that may be required.
- Applicant is advised that permit is ready for pick up.

FROM PARK RULES & REGULATIONS

4. SPECIAL EVENTS.

4.1 Permit Required. No group or organization of more than twenty-five (25) people may use the facilities of any park for any event without having first obtained a special events permit. Permits for special events in parks shall be obtained by application to the Parks and Recreation Commission in accordance with the following procedure:

a. A person seeking issuance of a permit hereunder shall file an application with the Borough Clerk prior to the intended day of use stating:

- (1) The name and address of the applicant;
- (2) The name and address of the person, persons, corporation, or association sponsoring the activity, if any;
- (3) The day and hours for which the permit is desired;
- (4) The park or portion thereof for which such permit is desired; and,
- (5) Any other information which the Commissioners shall find reasonably necessary to a fair determination as to whether a permit should be issued hereunder.

b. The application shall be accompanied by a check for ten (\$10.00) dollars to cover the cost of processing the application and issuing the permit. Two (\$2.00) dollars shall be refundable if the application is denied.

c. Standards for issuance for a use permit by the Parks and Recreation Commission shall include the following findings:

- (1) That the proposed activity or use of the park will not unreasonably interfere with or detract from the general public enjoyment of the park;
- (2) That the proposed activity or use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation;
- (3) That the proposed activity or uses that are reasonably anticipated will not include violence, crime, or disorderly conduct;
- (4) That the proposed activity will not entail extraordinary or burdensome expense or police operation by the Borough;
- (5) That the facilities desired have not been reserved for other use at the date and hour requested in the application; and,
- (6) That any temporary structure for the event (tent, etc.) should be erected no more than 24 hours prior to the event and should be removed within 24 hours after the event.

d. A permittee shall be bound by all park rules and regulations and all applicable ordinances fully as though the same were inserted in the permits.

Borough of Hightstown

Parks and Recreation Commission

Application for Municipal Park Use by 25 or more persons

This application is being provided to you in accordance with the Bylaws of the Hightstown Parks and Recreation Commission.

Please return the completed application and Hold Harmless Agreement (attached) to the office of the Borough Clerk, 156 Bank Street, Hightstown, New Jersey, together with your **APPLICATION FEE OF \$10.00** and a **CERTIFICATE OF INSURANCE**. If your application is denied, \$2.00 of the fee will be refunded to you.

YOUR APPLICATION MUST BE APPROVED BY THE PARKS AND RECREATION COMMISSION BEFORE A PERMIT CAN BE ISSUED, and should be submitted at least one week prior to the Commission's meeting. Commission meetings are held on the second Thursday of each month.

Borough of Hightstown

Parks and Recreation Commission

Application for Municipal Park Use by 25 or more persons

Name of Applicant: _____

If organization, list officers:

<u>Name</u>	<u>Address</u>	<u>Tel. No.</u>
_____	_____	_____
_____	_____	_____

Name of Park: _____

Portion of park to be used: _____

Date of Use: _____ Rain Date: _____

Hours of Use: _____ Approximate # of people: _____

Will alcoholic beverages be present? 1 Yes 1 No

In making this application, the undersigned does hereby agree to comply with all ordinances and regulations of the Borough of Hightstown and the laws of the State of New Jersey which govern such usage.

Signature

Print Name

Address

Tel. No.

Date of application

Permit

PERMISSION IS HEREBY GRANTED by the Hightstown Parks and Recreation Commission for use of the park by this applicant for the purposes described herein, on the dates and times indicated above.

Date approval granted

Hightstown Parks and Recreation Commission

Borough of Hightstown

Hold Harmless Agreement between the Borough of Hightstown and

Applicant

WITNESSETH:

1. In consideration of permission to use _____
Park on the _____ of _____, 20____, the applicant does hereby covenant and agree to save and hold harmless the Borough of Hightstown, its agents, servants and employees, from any and all liabilities or costs arising out of the use of the park by the applicant, the applicant's invitees, or other persons.
2. The applicant has furnished the Certificate of Insurance described below as an additional inducement to the permission for use of the park, a true copy of which is annexed hereto.

Name of Insurance Carrier: _____

Certificate #: _____

Limits of liability: _____

Property damage: _____

Public liability: _____

3. The park will be used for the following purpose and no other:

4. The applicant is:
- 1 Non-profit corporation
 - 1 Non-profit association
 - 1 An individual
 - 1 A for-profit organization

If applicant is an association or a corporation, the undersigned certifies that the execution of this Hold Harmless Agreement has been duly authorized.

5. The applicant acknowledges that the permission to utilize the park is limited to the portion of the park herein described (if applicable) and is valid only for the activity herein described. Notwithstanding the foregoing, however, the Hold Harmless Agreement shall be applicable to any Claim asserted against the Borough of Hightstown or any loss incurred arising out of the applicant's activity, whether or not the same extends beyond the permitted type or locale of activity or occurs on a different date than specified.
6. The applicant specifically agrees that this indemnification and Hold Harmless Agreement shall include the responsibility to provide legal defense for the Borough of Hightstown for any suit arising out of the applicant's use of the park, and that, should the applicant or the applicant's insurance carrier fail or refuse to provide such a defense, the applicant will reimburse the Borough for any costs incurred by it for any person or organization acting on its behalf.
7. The undersigned is authorized to execute this Hold Harmless Agreement as the binding act of the applicant.

Signature

Print name and title

Witness

Date signed