

Agenda

Hightstown Borough Council

November 18, 2019
Hightstown Fire House
7:30 PM – Public Session

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

Meeting called to order by Mayor Lawrence Quattrone.

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

Roll Call

Flag Salute

Approval of the Agenda

Swearing in New Councilmember

Presentation Proclamation – Patricia Egan

Minutes October 28, 2019 – Capital Budget Workshop
October 29, 2019 – Capital Budget Workshop
November 4, 2019 – Executive Session
November 4, 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.

Ordinances

Ordinance 2019-18 Public Hearing and Final Reading An Ordinance Appropriating \$100,000 from the General Capital Fund Balance for Capital Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey

Ordinance 2019-19 Public Hearing and Final Reading Bond Ordinance Providing for Various Improvements to the Water and Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$110,000 therefor and Authorizing the Issuance of \$104,700 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Ordinance 2019-20 Public Hearing and Final Reading Bond Ordinance Providing for Various Capital Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$195,000 therefor and Authorizing the Issuance of \$185,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Resolutions

- 2019-206** Payment of Bills
- 2019-207** Authorizing Payment #3 – Reivax Contracting (Stockton Street Water Main Replacement)
- 2019-208** Authorizing Change Order #3 & Payment #4 Final – JTG Construction (Improvements to First Avenue)
- 2019-209** Authorizing a Shared Services Agreement between Hightstown Borough and East Windsor Township for Contribution of the Matching Local Share for Bus Services
- 2019-210** Authorizing Refund of Tax 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**Subcommittee Reports****Mayor/Council/Administrative Reports****Adjournment**

**Meeting Minutes
Hightstown Borough Council
October 28, 2019
Capital Budget Workshop
7:30 p.m.**

The meeting was called to order by Mayor Quattrone at 7:34 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The flag salute followed Roll Call.

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

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator; George Lang, CFO and Carmela Roberts, Borough Engineer.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Stults; Seconded by Councilmember Jackson.

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

Agenda approved 6-0.

PUBLIC COMMENT I

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

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

DISCUSSION

AWWTP Capital Budget Request

Carmela Roberts, Borough Engineer, reviewed her letter of October 17, 2019. Ms. Roberts also stated that the roof at the lab needs to be replaced right away. Mr. Searing, Superintendent AWWTP, stated that there is also some sidewalk work to be done at the sewer plant. Discussion ensued. Council instructed Ms. Roberts to work with Mr. Searing to update the project list to include the projects that were not done in 2017 and 2018. Council cannot make a decision with the numbers that were presented. They requested that this schedule be updated for the 2020 capital budget discussion. Ms. Sopronyi, Borough Administrator/Clerk stated that the roof and sidewalk repairs can be done through a fully funded ordinance this year. The total for both projects would not be more than \$100,000. After discussion, Council agreed to move forward with the self-funded ordinance for the AWWTP.

Water Plant Capital Budget Request

Borough Engineer, Carmela Roberts, stated that the lagoon liner needs to be replaced. There has been patch work done but a replacement should be made before issues arise with the DEP. Total cost for this should not exceed \$50,000. Ms. Roberts also discussed refurbishment of the three water towers. Mr. Lewis, Superintendent of Public Works and the Water Plant stated that the Water Plant is in need of a new vehicle. Discussion ensued. Council agreed to move forward with 1 new truck for the water plant and replacement of the lagoon liner. The water tower refurbishments will be done over 2020 and 2021.

Department of Public Works

Superintendent of Public Works, Ken Lewis, explained the Public Works is in need of a new pickup truck and a trench box. Discussion ensued. Council agreed to move forward with the purchase of a trench box and pick up truck.

ADJOURNMENT

Councilmember Stults moved to adjourn at 9:21 p.m.; Councilmember Egan seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

**Meeting Minutes
Hightstown Borough Council
October 29, 2019
Capital Budget Workshop
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:35 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The flag salute followed Roll Call.

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

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator and George Lang, CFO

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Stults moved to amend the agenda by adding the refurbishment of the water towers to discussion; Seconded by Council President Misiura.

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

Agenda approved as amended 5-0.

PUBLIC COMMENT I

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

Mark Madonia, 224 Sunset Avenue – Asked if Bank Street is being repaved. The road is not in good shape since the water pipe was done last year.

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

DISCUSSION

Fire Department Capital Request

Kevin Brink, Captain, Hightstown Fire Company explained the Fire Departments capital budget request. Mr. Brink explained that a few thousand feet of hose failed inspection along with 1 ladder on the ladder truck. Both the hose and the ladder needs to be replaced. Scott Jenkins, Chief, Hightstown Fire Department stated that they are in need of a new fire truck. They only have front line trucks, no reserves. Their current truck is a 1998 and not in good condition. They currently have three (3) suppression trucks and 1 rescue truck. The trucks serve different purposes. He stated that they cannot rely on mutual aid. The Fire House is also in need of a new ventilation system. During discussion, Mr. Jenkins stated that if a new truck is not purchased, the Fire Department needs more money in their operating budget to maintain the truck they currently have. After discussion, Council stated that they need to see the operating budget of the fire department so they can determine what it costs to run the department. Councilmember Stults moved to approve \$52,500 in capital purchases for the Fire Department; Councilmember Bluth seconded. Roll Call Vote: Councilmembers Bluth, Jackson, Misiura, Musing and Stults voted yes. \$52,500 approved for the Fire Department 5-0.

First Aid Capital Request

Mark Madonia and Keith Stackhouse represented the First Aid Squad. Mr. Madonia stated that the First Aid is requesting \$10,000 for a first responder update. He explained that the first responder is the car which the squad using to get to calls in addition to the ambulance. The current vehicle is in need of numerous repairs. Ms. Sopronyi explained that vehicle repairs are not covered under capital. Discussion ensued. Ms. Sopronyi will reach out Public Works and the Police Department to see what vehicles are available to come out of rotation and turned over to the First Aid Squad to replace their current first responder vehicle.

Water Tower Refurbishment

Borough Administrator/Clerk, Debra Sopronyi, explained that Carmela Roberts, Borough Engineer, had spoken to a representative from the NJEIT regarding Hightstown's inability a low interest loan from NJEIT. Ms. Roberts stated that Hightstown is being penalized for doing things correctly. She explained the need for the Water Tower Refurbishments. She was advised to file the application quickly as the larger towns had not yet filed and funds are still available. Ms. Sopronyi is requesting permission to have Ms. Roberts move forward with the application. Discussion ensued. Council agreed to move forward with the application for the NJEIT loan.

ADJOURNMENT

Council President Misiura moved to adjourn at 8:20 p.m.; Councilmember Bluth seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

**Meeting Minutes
Hightstown Borough Council
November 4, 2019
7:00 p.m.**

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

The flag salute followed Roll Call.

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

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

EXECUTIVE SESSION

Resolution 2019-193 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Bluth; Seconded by Councilmember Jackson.

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

Resolution adopted 4-0.

Resolution 2019-193

*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 November 4, 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 – FOP and Local 32

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public February 4, 2020, or when the need for confidentiality no longer exists.

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

Mayor Quattrone called the public meeting to order at 7:37 and again read the Open Public Meetings Statement. George Lang and Carmela Roberts arrived after executive session and are now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Misiura moved to amend the agenda adding the Safe Routes to School Silver Recognition and a discussion on zoning maps; Councilmember Jackson seconded.

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

Agenda approved as amended 4-0.

APPROVAL OF MINUTES

October 21, 2019 – Executive Session

Moved by Council President Misiura; Seconded by Councilmember Egan.

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

Minutes approved 4-0.

October 21, 2019 – Public Session

Moved as amended by Council President Misiura; Seconded by Councilmember Bluth.

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

Minutes approved 4-0.

PRESENTATIONS

Bicycle Lanes – Mercer County Planning Board

Matt Lawson, Principle Planner, Mercer County Planning spoke and thanked Council for adopting the Complete Streets Policy. He apologized for the implementation of the bike lanes and no parking. The County should have worked more closely with the Borough on the implementation. Mercer County is disappointed that the previous ordinance did not pass but it was appropriate. They are now recommending No Parking northbound from Monmouth Street to Sunset Avenue and southbound from the Borough line to Monmouth Street. There is ample parking on side streets for the parcels affected by the no parking. The County can not dictate what Council chooses to move forward with. The bike lanes can be taken away if the Borough so chooses. Mr. Lawson stated that bicycle riders over the age of 12 years old are required to use the road. The County can install Share the Road signs. Council President Misiura stated the he was not aware of the State Law requiring use of the road by riders over the 12 years of age. He also asked if the County intends to install bike lanes on all County roads. Mr. Lawson stated that yes, this is part of the County Master Plan. Mayor Quattrone asked what happens when the County Road turns into the State Highway. Mr. Lawson stated that State law supersedes County Law. Council will look to make the amendments and reintroduce the Ordinance. Scott Caster, 12 Clover Lane stated that he is on the NJ website and it states that riding a bicycle on the sidewalk is not prohibited. Steven Wong, 558 North Main Street stated that Downtown Hightstown is a State highway and share the road signs should be posted.

Safe Routes to School Silver Award

Beverly Asselstine, Complete Streets Committee, stated that the Borough of Hightstown has received a Silver Level Recognition from the New Jersey Safe Routes to Schools Program in honor of our commitment and support in encouraging children to walk and bicycle to school. Ms. Asselstine presented Mayor Quattrone with the award.

ENGINEERING ITEMS

Soil Fill Importation Ordinance

Borough Engineer, Carmela Roberts explained the proposed soil fill importation ordinance. Such an ordinance would help prevent contaminated soil and/or fill from being brought into Hightstown unknowingly. The New Jersey Department of Environmental Protection (NJDEP) encourages municipalities to be proactive by enacting a soil and fill ordinance. NJDEP provides a model ordinance. Ms. Roberts thinks this is a good ordinance, but implementation needs to be discussed. Discussion ensued. Council agreed to refer this to the Environmental Commission and have them make a recommendation. Once a recommendation is received from the Environmental Commission, a subcommittee can be appointed to devise an implementation plan.

Resolution 2019-194 Resolution Authorizing an Application for a Loan from the New Jersey Infrastructure Bank Financing Program

Borough Engineer, Carmela Roberts explained that the three (3) water towers in town all need refurbishment. We can apply to NJ iBank for a low interest loan. We will apply for the loan and include all 3 projects in 1 contract.

Moved by Councilmember Bluth; Seconded by Councilmember Jackson.

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

Resolution adopt 4-0

Resolution 2019-194

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

**RESOLUTION AUTHORIZING AN APPLICATION FOR A LOAN FROM THE
NEW JERSEY INFRASTRUCTURE BANK FINANCING PROGRAM**

WHEREAS, the Borough of Hightstown intends to file an application with the New Jersey Infrastructure Bank for painting and repair of the First Avenue Elevated Water Tank, Leshin Lane Elevated Standpipe and the Cranbury Station Road Elevated Water Tank; and

WHEREAS, the Borough Council has authorized the Borough Engineer, Carmela Roberts of Roberts Engineering Group, for an amount not to exceed \$3,000.00, to prepare and submit the required documentation and specifications for the New Jersey Infrastructure Bank.

NOW, THEREFORE BE IT RESOLVED, that Debra Sopronyi is hereby authorized to act as the Authorized Representative to represent the Borough of Hightstown in all matters relating to the project undertaken pursuant to the above referenced New Jersey Infrastructure Bank Loan. The Authorized Representative may be contacted at the Borough of Hightstown, 156 Bank Street, Hightstown, NJ 08520, (609) 490-5100.

PUBLIC COMMENT I

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

Keith LePrevost, 213 Greely Street – Spoke regarding the retaining wall that needs to be replaced on Bank Street. Asked about what social media accounts the Borough has. Stated that according to Best Practices the Borough has a 5-year capital plan. That is not on the website. Does the Borough have this plan?

Eugene Sarafin, 528 South Main Street – Stated that he is impressed with how Council dealt with the bicycle lanes. Stated that he feels developers are evil and a rip off. We need to make sure the developers have adequate funding before entering into an agreement.

Matthew Warren, 569 North Main Street – Stated that the bike lanes look great but he feels that the cars are going faster now. What can be done to make it safer. He suggested flashing sign indicating speed or installing speed bumps to ensure that the speed limit is actually followed.

Scott Caster, 12 Clover Lane – Refreshing to hear discussion about bikes on sidewalks. Please address bikes on sidewalks downtown.

Frank Rivera, 110 Broad Street – Please reconsider discussing the sidewalk and tree ordinance until next meeting since 2 Councilmembers are missing. Stated that Council President Misiura spoke at the last meeting staying that “he was not elected to Council to hear Frank complain about his sidewalk.” This comment was hurtful because he is being told that he is nuisance and should go away.

Councilmember Misiura stated that he was misquoted. What he said at the last meeting was “When I was elected to Council, I didn’t expect to be spending so much time talking about trees. I mentioned Frank’s trees and I mentioned the trees on Lincoln and Hagemount and I mentioned some other tree issue we had. If I offended you or hurt you I apologize. That was not my intent. And my intent was not to punt this issue, at the time and as it still stands, there was a subcommittee formed, we have not heard from the subcommittee and we have not made any decisions yet on what to do about this tree issue. Again, I apologize, and my intent was not to be insulting.”

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

ORDINANCES

Ordinance 2019-18 First Reading and Introduction An Ordinance Appropriating \$100,000 from the General Capital Fund Balance for Capital Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey

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

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

Ordinance introduced 4-0.

Public Hearing scheduled for 11/18/2019

Ordinance 2019-18

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

AN ORDINANCE APPROPRIATING \$100,000 FROM THE WATER SEWER CAPITAL FUND BALANCE FOR CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY

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

Section 1. The sum of \$100,000.00 is hereby appropriated from Water Sewer Capital Fund Balance for the following capital purpose by the Borough of Hightstown, in the County of Mercer, New Jersey, including all work and materials necessary therefor and incidental thereto:

Improvements to the Hightstown Advanced Waste Water Treatment Plant (AWWTP)

Section 2. The capital budget of the Borough of Hightstown is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 3. This ordinance shall take effect as provided by the law.

Ordinance 2019-19 First Reading and Introduction Bond Ordinance Providing for Various Improvements to the Water and Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$110,000 therefor and Authorizing the Issuance of \$104,700 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

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

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

Ordinance introduced 4-0.

Public Hearing scheduled for 11/18/2019

ORDINANCE 2019-19

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO THE WATER AND SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$110,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$104,700 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

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

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$110,000, including the aggregate sum of \$5,300 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$104,700 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
----------------	---	--	---------------------------------

a) Acquisition of a 4-wheel drive utility truck, including all related costs and expenditures incidental thereto.	\$57,500	\$54,700	5 years
b) Acquisition of a lagoon liner, including all related costs and expenditures incidental thereto.	\$52,500	\$50,000	15 years
TOTAL:	<u>\$110,000</u>	<u>\$104,700</u>	

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

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

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

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses.

They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 9.77 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$104,700, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$5,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

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

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

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

opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

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

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

Ordinance 2019-20 First Reading and Introduction Bond Ordinance Providing for Various Capital Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$195,000 therefor and Authorizing the Issuance of \$185,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

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

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

Ordinance introduced 4-0.

Public Hearing scheduled for 11/18/2019

ORDINANCE 2019-20

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$195,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$185,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

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

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as

general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$195,000, including the aggregate sum of \$9,500 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$185,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Police Department:</u>			
(i) Acquisition of a sports utility vehicle and a sonic fire wall, including all related costs and expenditures incidental thereto.	\$80,000	\$76,100	5 years
b) <u>Fire Department:</u>			
Acquisition of equipment, including self-contained breathing apparatus bottles, turn out gear, a hose and a ladder, including all related costs and expenditures incidental thereto.	\$54,000	\$51,400	15 years
c) <u>Department of Public Works:</u>			
(i) Acquisition of a trench box, including all related costs and expenditures incidental thereto.	\$5,250	\$5,000	15 years
(ii) Acquisition of a 4-wheel drive utility truck with plow, including all related costs and expenditures incidental thereto.	<u>\$55,750</u>	<u>\$53,000</u>	5 years

TOTAL:	<u>\$61,000</u>	<u>\$58,000</u>
GRAND TOTAL:	<u>\$195,000</u>	<u>\$185,500</u>

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

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

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

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

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 7.63 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$185,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$4,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

(e) Any action taken prior to the date of adoption of this bond ordinance in furtherance of the several improvements or purposes described in Section 3, including but not limited to, expenditures of funds appropriated hereby, are hereby ratified, confirmed and approved.

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

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

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

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

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

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

RESOLUTIONS

Resolution 2019-195 Payment of Bills

Moved by Council President Misiura; Seconded by Councilmember Bluth.

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

Resolution adopted 4-0.

Resolution 2019-195

*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 \$515,381.51 from the following accounts:

Current		\$84,700.01
W/S Operating		42,017.73
General Capital		263,263.71
Water/Sewer Capital		110,317.38
Grant		3,490.00
Trust		3,921.36
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>7,671.42</u>
Total		<u>\$515,381.61</u>

Resolution 2019-196 Authorizing Payment to French & Parrello Associates (Engineer of Record for the Peddie Lake Dam Walking Bridge Replacement)

Moved by Councilmember Jackson; Seconded by Councilmember Bluth.

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

Resolution adopted 4-0.

Resolution 2019-196

*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 \$5,247.50 professional services through October 12, 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 \$5,247.50 to French and Parrello Associates of Wall, New Jersey is hereby approved as detailed herein.

Resolution 2019-197 Authorizing Payment to Remington Vernick for Inspection and Contract Administration Services Associated with the Peddie Lake Dam Pedestrian Bridge Project

Moved by Councilmember Jackson; Seconded by Councilmember Bluth

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

Resolution adopted 4-0.

Resolution 2019-197

*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 September 30, 2019, in the total amount of \$20,548.27; 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 \$20,548.27, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2019-198 Authorizing the Renewal of a Shared Services Agreement with Robbinsville Township for Emergency Medical Services

Moved by Councilmember Bluth; Seconded by Councilmember Bluth; Seconded by Councilmember Egan.

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

Resolution adopted 4-0.

Resolution 2019-198

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

**AUTHORIZING THE RENEWAL OF A SHARED SERVICES AGREEMENT WITH
ROBBINSVILLE TOWNSHIP FOR EMERGENCY MEDICAL SERVICES**

WHEREAS, Resolution 2018-26 authorized a shared services agreement for Robbinsville Township to provide Emergency Medical Service coverage in Hightstown Borough; and

WHEREAS, said agreement was approved for the period January 1, 2018 through December 31, 2018 with the option to renew for two additional one-year periods; and

WHEREAS, Resolution 2018-204 renewed said agreement for the period January 1, 2019 through December 31, 2019 with the option to renew for one additional one-year period; and

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

WHEREAS, the Mayor and Council wish to renew the Shared Services Agreement for Emergency Medical Service for the period January 1, 2020 through December 31, 2020, which constitutes the final year applicable to the current agreement; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, will be Forty Thousand Dollars (\$40,000.00) annually; and

WHEREAS funds for this expenditure will be made available in the 2020 budget;

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

1. The extension of the Shared Services Agreement with the Township of Robbinsville for Emergency Medical Service for the period January 1, 2020 through December 31, 2020 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. This agreement is approved subject to the provision of adequate funds in the Borough's 2020 budget.

Resolution 2019-199 Authorizing a Renewed Shared Services Agreement with Mercer County for EMS Dispatch Services

Moved by Councilmember Bluth; Seconded by Councilmember Egan.

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

Resolution adopted 4-0.

Resolution 2019-199
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AUTHORIZING A RENEWED SHARED SERVICES AGREEMENT WITH MERCER
COUNTY FOR EMS DISPATCH SERVICES**

WHEREAS, with the adoption of Resolution 2014-126 on June 2, 2014, the Borough Council approved a Shared Services Agreement with Mercer County for Emergency Medical Dispatch Services for the period of July 1, 2014 to December 31, 2016; and

WHEREAS, Hightstown Borough has entered into successor agreements annually since the inception of the original agreement; and

WHEREAS, the parties desire to enter into a successor agreement to continue the provision of Emergency Medical Dispatch Services to the Borough by Mercer County for a one-year period, January 1, 2020 through December 31, 2020; and

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

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for Emergency Medical Dispatch Services for the period January 1, 2020 through December 31, 2020; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, for the period January 1, 2020 through December 31, 2020 will be Four Thousand Three Hundred and Thirty Dollars (\$4,330.00) for this 12-month period; and

WHEREAS, additional terms of said Services shall be established in a shared services agreement signed by Mercer County and Hightstown Borough; and

WHEREAS, it is the intention of the Mayor and Council to provide adequate funding for this expenditure in the 2020 budget.

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

1. The Mayor and Municipal Clerk are hereby authorized to execute a shared services agreement for EMS Dispatch Services as stated herein.
2. This agreement is approved subject to the provision of adequate funds in the Borough's 2020 budget.

CONSENT AGENDA

Council President Misiura moved Resolutions 2019-200; 2019-201; 2019-202; 2019-203 and 2019-204 as a Consent Agenda; Councilmember Jackson seconded.

Resolution 2019-200

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

RESOLUTION CALLING FOR STUDY COMMISSION TO REVIEW THE OPEN PUBLIC RECORDS ACT

WHEREAS, the Borough of Hightstown strongly believes in and supports open transparent government, and that citizens and residents have the right to be informed about the workings of government in order to best participate in a democracy; and

WHEREAS, on January 8, 2002 then Acting Governor DiFrancesco signed into law the Open Public Records Act (OPRA) which mandates that government records shall be available, with limited exceptions, for public access and simplifying the procedures for requesting such specific records; and

WHEREAS, the intent of the law was to provide the public with easy access to government records with an uncomplicated process for obtaining the records and eliminating bureaucratic red tape; and

WHEREAS, over the course of 18 years OPRA has been a positive light, but it has also been fraught with abuse and misuse, and has become an unanticipated financial cost to the taxpayers of New Jersey; and

WHEREAS, the Borough of Hightstown has labored under a well-intended law that has spiraled out of control, due to the volume and nature of requests, the cost to taxpayers in responding to the requests, and the potential liability in having to pay disproportionate prevailing party attorney's fees should the requests turn into litigated matters, as well as the liability in determining which documents shall be released, with or without redaction, while attempting to maintain individual privacy; and

WHEREAS, it is not only the volume of OPRA requests that challenge our resources, but it is also the cost associated with reviewing, retrieving, and processing the OPRA request(s) by public entity personnel and counsel and possibly defending our action(s) before the Government Records Council or in Superior Court; and

WHEREAS, the Borough of Hightstown received and responded 78 OPRA requests in 2017, 91 OPRA requests in 2018, and to date has received and responded to 73 OPRA requests; and

WHEREAS, due to the often-conflicting case law and Government Record Council decisions, as well as the unique characteristics of OPRA requests, the Borough of Hightstown must often times rely on the municipal attorney to review certain OPRA requests, resulting in additional attorney fees; and

WHEREAS, with limited exceptions OPRA has not been amended to address the clear and apparent advancement in technology that has changed the way government records are created, stored, and/or transmitted; the various interpretive decisions; privacy concerns; abuse for commercial gain; and/or the ever increasing cost to taxpayers; and

WHEREAS, as the current law approaches its twentieth (20th) anniversary it has outgrown its original intended use and has become ripe for comprehensive review and reform.

NOW, THEREFORE BE IT RESOLVED that the governing body of the Borough of Hightstown appeals to the legislature to form a Commission comprised of Mayors, Municipal Clerks, Municipal Managers, Attorneys, Police Chiefs, open government advocates, privacy experts, members of the media, citizens and other appropriate stakeholders, to review and examine the effects of OPRA on local government and the needs to be fulfilled by the law, and use the Commission's findings to perform a comprehensive reform of OPRA; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to Assemblyman Daniel Benson, Assemblyman Wayne DeAngelo, Senator Linda Greenstein, Assembly Speaker Craig Coughlin, Senate President Stephen Sweeney, Senator Weinberg, Executive Director of the Government Records Council, the Governor of the State of New Jersey, the Municipal Clerks Association of New Jersey and New Jersey State League of Municipalities.

Resolution 2019-201

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

AUTHORIZING DEPOSITORIES AND SIGNATURES FOR MUNICIPAL COURT ACCOUNTS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the banks designated as depositories of monies of the Borough of Hightstown and the Hightstown Borough Municipal Court are hereby established in accordance with the Cash Management Plan adopted by the Borough on January 1, 2019; and

BE IT FURTHER RESOLVED that the following Municipal Court Officers of the Hightstown Borough Municipal Court be hereby authorized to sign checks for the payment of money from the accounts of the Hightstown Borough Municipal Court and that **all notes and drafts** of the Hightstown Borough Municipal Court be signed in like manner by any one of said same officers:

Seth Kurs, Municipal Judge
Carol Gaynor, Municipal Court Administrator
Sarah Graubart, Deputy Court Administrator
Ana Collazo, Deputy Court Administrator

BE IT FURTHER RESOLVED, that the Municipal Judge, Municipal Court Administrator and the Deputy Court Administrator shall not be held liable for any loss of public money deposited by them with the aforesaid banks when such loss is occasioned by the failure of such banks faithfully to account for and pay over such money on legal demand.

Resolution 2019-202

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

AUTHORIZING A TRANSFER OF FUNDS IN THE 2019 BUDGET

WHEREAS N.J.S.A. 40A:4-58 provides that the governing body may authorize a transfer of funds in the budget during the last two months of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2019 budget are hereby authorized:

<u>Current:</u>	<u>From</u>	<u>To</u>
Municipal Court		
Salaries and Wages	20,000.00	
Municipal Court		
Other Expenses		20,000.00
TOTALS	\$ 20,000.00	\$ 20,000.00

Resolution 2019-203

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

**REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE
IN THE 2019 BUDGET**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item

shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

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

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

Source	Amount	Revenue Title	Appropriation Title
County of Mercer	\$50,000	County of Mercer – Mercer at Play	County of Mercer – Mercer at Play

Resolution 2019-204

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

PROCLAIMING DECEMBER 2, 2019 AS COMMUNITIES OF LIGHT DAY

WHEREAS, it is the policy of Hightstown Borough to recognize organizations that have contributed to the overall benefit of the community; and

WHEREAS, Womanspace, founded in 1977, has demonstrated a unique ability to provide comfort, support services, crisis intervention and safety to women who are victims of sexual assault and domestic violence; and

WHEREAS, Womanspace, in the belief that “peace begins at home”, has asked the Mercer County Community to join them in their struggle against violence toward women by participating in their annual Communities of Light project; and

WHEREAS, Womanspace has provided emergency shelter in secure locations and comprehensive services for victims of domestic violence since 1977 and sexual assault since 2002, for more than 71,393 women, 13,717 children and 5,153 men. Additionally, Womanspace has assisted more than 277,877 hotline callers over the last 42 years; and

WHEREAS, Hightstown Borough applauds the efforts of Womanspace to bring an end to the cycle of interpersonal violence imposed on women, children and men; and

WHEREAS, the Mayor and Council of Hightstown Borough urges that each and every household demonstrate their support of the concept that “peace begins at home” by placing luminaries along their driveways and sidewalks on Monday, December 2, 2019, as a visible symbol of that support; and

WHEREAS, the proceeds from Communities of Light 2019 will be used to fund vital services for victims of domestic violence and sexual assault.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that Monday, December 2, 2019 is Community of Light Day and hereby commends Womanspace on its many accomplishments and wish them continued success with Communities of Light in the years to come.

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Spoke in opposition of President Trump.

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

DISCUSSION

Best Practices

Borough Administrator/Clerk, Debra Sopronyi, spoke to Mr. LePrevost's question regarding the 5-year capital budget and social media. The Borough does have a 5-year capital budget plan that gets updated annually. While the Borough itself does not maintain social media accounts, several boards and committees do. George Lang, CFO explained that this year Best Practices consisted of 84 questions. 30 points were required. Hightstown scored a 46. This has already been filed with DCA.

SUBCOMMITTEE REPORTS

Sidewalk and Tree Subcommittee Update

Councilmembers Bluth and Jackson reviewed the current ordinance. The recommendation of the subcommittee is to leave this ordinance as is. There is no solution that makes sense. Hightstown cannot afford to repair sidewalks damaged by trees. Discussion ensued. It was stated that the Environmental Commission needs to work with homeowners affected by trees causing damage to sidewalks to come up with a solution on a case by case basis. Mayor Quattrone asked the subcommittee to hold their recommendation and he will work with the subcommittee to come up with amendments to the ordinance.

Lot Size Ordinance

The ordinance review subcommittee met to discuss undersized lots in Hightstown. Developers have no interest in the lots because the lots require variances from Planning Board which is timely and costly. The subcommittee recommends adding section "K" to the existing code which, if all criteria is met, would be able to be approved by the Borough Construction Official. After discussion, it was decided to send the proposed amendments to the Planning Board for their comments.

Zoning Map

Council President Misiura stated that changes to boundaries in the zoning map needs to be made. Said changes have been approved by the Planning Board with the adoption of the Master Plan. Discussion ensued. Council agreed to have the Planning Board make a request to have zoning map changes made according to the Master Plan.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Deputy Clerk, Peggy Riggio

Communities of Light – Luminary kits can be picked up at the East Windsor Police Department and McCaffrey's in West Windsor. A full list is posted on our website. Free Rabies Clinic – December 5th 5:00 p.m. – 7:00 p.m. at the First Aid Squad. Dog and Cat renewals – will be mailed within the next few weeks. Renew in the month of January. Election Day – Tomorrow, November 5th. Polls are open 6:00 a.m. – 8:00 p.m. All districts vote upstairs at the Firehouse.

Borough Administrator/Clerk, Debra Sopronyi

Dedication of the Peddie Lake Walking Bridge was done last week. The sitework will continue for the next few weeks.

George Lang, CFO

Received the first payment for the Mercer at Play Grant for the improvements to Dawes Park.

Fred Raffetto, Borough Attorney

Working with the Construction Official, George Chin, on the accessory structure ordinance.

Councilmember Egan

Board of Health meets next Wednesday.

Councilmember Jackson

Parks and Rec meets on the 14th. Halloween on Stockton Street had a great turnout. Thanked the residents of Stockton Street.

Councilmember Bluth

The Environmental Commission completed tagging the trees in Association Park. Cultural Arts will meet next week.

Mayor Quattrone

The bridge dedication had a wonderful turnout. Very proud of the work that we are doing in Hightstown. Thanked Council for their hard work.

ADJOURNMENT

Moved by Councilmember Jackson at 9:25; Seconded by Councilmember Egan.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Ordinance 2019-18

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

**AN ORDINANCE APPROPRIATING \$100,000 FROM THE WATER SEWER CAPITAL FUND BALANCE
FOR CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN,
IN THE COUNTY OF MERCER, NEW JERSEY**

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

Section 1. The sum of \$100,000.00 is hereby appropriated from Water Sewer Capital Fund Balance for the following capital purpose by the Borough of Hightstown, in the County of Mercer, New Jersey, including all work and materials necessary therefor and incidental thereto:

Improvements to the Hightstown Advanced Waste Water Treatment Plant (AWWTP)

Section 2. The capital budget of the Borough of Hightstown is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 3. This ordinance shall take effect as provided by the law.

Introduced: November 4, 2019

Adopted:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

ORDINANCE 2019-19

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO THE WATER AND SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$110,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$104,700 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

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

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$110,000, including the aggregate sum of \$5,300 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$104,700 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) Acquisition of a 4-wheel drive utility truck, including all related costs and expenditures incidental thereto.	\$57,500	\$54,700	5 years
b) Acquisition of a lagoon liner, including all related costs and expenditures incidental thereto.	<u>\$52,500</u>	<u>\$50,000</u>	15 years
TOTAL:	<u>\$110,000</u>	<u>\$104,700</u>	

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

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes

authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

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

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 9.77 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$104,700, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$5,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

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

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

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of

obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

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

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

Introduction: November 4, 2019

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

ORDINANCE 2019-20

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$195,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$185,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

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

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$195,000, including the aggregate sum of \$9,500 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$185,500 pursuant to the Local Bond Law. In anticipation

of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Police Department:</u>			
(i) Acquisition of a sports utility vehicle and a sonic fire wall, including all related costs and expenditures incidental thereto.	\$80,000	\$76,100	5 years
b) <u>Fire Department:</u>			
Acquisition of equipment, including self-contained breathing apparatus bottles, turn out gear, a hose and a ladder, including all related costs and expenditures incidental thereto.	\$54,000	\$51,400	15 years
c) <u>Department of Public Works:</u>			
(i) Acquisition of a trench box, including all related costs and expenditures incidental thereto.	\$5,250	\$5,000	15 years
(ii) Acquisition of a 4-wheel drive utility truck with plow, including all related costs and			

expenditures incidental thereto.

	<u>\$55,750</u>	<u>\$53,000</u>	5 years
TOTAL:	<u>\$61,000</u>	<u>\$58,000</u>	
GRAND TOTAL:	<u>\$195,000</u>	<u>\$185,500</u>	

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

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

and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

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

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

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 7.63 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of

the bonds and notes provided in this bond ordinance by \$185,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$4,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

(e) Any action taken prior to the date of adoption of this bond ordinance in furtherance of the several improvements or purposes described in Section 3, including but not limited to, expenditures of funds appropriated hereby, are hereby ratified, confirmed and approved.

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

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

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough

pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

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

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

Introduction: November 4, 2019

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2019-206

*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 \$111,963.69 from the following accounts:

Current		\$51,602.19
W/S Operating		27,917.03
General Capital		26,780.77
Water/Sewer Capital		0.00
Grant		0.00
Trust		1,178.20
Housing Trust		0.00
Animal Control		27.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>4,458.50</u>
Total		<u><u>\$111,963.69</u></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 November 18, 2019.

Debra L. Sopronyi
Borough Clerk

Date: November 18, 2019

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 11/18/19

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
RUTGERS UNIVERSITY	11/4/2019	19-00342	30313	\$ 150.00
ENCHANTMENT AT HIGHTSTOWN	11/7/2019	19-01678	30394	\$ 2,077.84

TOTAL	<u>\$2,227.84</u>
--------------	--------------------------

WATER AND SEWER MANUAL

TOTAL	<u>\$ -</u>
--------------	--------------------

ESCROW

TOTAL	<u>\$ -</u>
--------------	--------------------

GENERAL CAPITAL

MERCER COUNTY SOIL CONSERV	11/7/2019	19-01701	6363	\$ 985.00
REMINGTON & VERNICK ENGINEERS	11/7/2019	19-01699	6364	\$ 20,548.27
FRENCH & PARRELLO ASSOCIATES	11/8/2019	19-01700	6365	\$ 5,247.50
TOTAL				<u>\$ 26,780.77</u>

WATER AND SEWER CAPITAL

TOTAL	<u>\$ -</u>
--------------	--------------------

MANUAL TOTAL	<u>\$ 29,008.61</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		First	Rcvd	Chk/Void		1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
A0064 ACCURATE LANGUAGE SERVICES										
19-01698 11/04/19 INTERPRETING INV 19-6025										
1 INTERPRETING INV 19-6025	170.00	9-01-20-176-000-111	B	Interpretor/Outside Help	R	11/04/19	11/12/19		19-6025	N
2 MILEAGE 10/16/19	35.96	9-01-20-176-000-111	B	Interpretor/Outside Help	R	11/04/19	11/12/19		19-6025	N
	205.96									

Vendor Total: 205.96

ACTIO010 ACTION UNIFORM CO, LLC										
19-01537 10/09/19 CLOTHING ALLOWANCE - ESPOSITO										
1 CLOTHING ALLOWANCE - ESPOSITO	636.20	9-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	10/09/19	11/08/19		27209	N
19-01542 10/09/19 CLOTHING ALLOWANCE - MECCA										
1 CLOTHING ALLOWANCE - MECCA	745.98	9-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	10/09/19	11/08/19		26990	N
Vendor Total:	1,382.18									

A0107 ANSELL GRIMM & AARON, PC										
19-01739 11/13/19 OCTOBER 2019 CLIENT 058682										
1 GENERAL FILE 2019 INV 446539	877.50	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446539	N
2 ORDINANCES 2019 INV 446540	1,282.50	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446540	N
3 RESOLUTIONS 2019 INV 446541	54.00	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446541	N
4 ENGINEERING MATTERS INV 446542	94.50	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446542	N
5 LABOR MATTERS 2019 INV 446543	40.50	9-01-20-155-001-031	B	Labor,Personnel & Union Council	R	11/13/19	11/13/19		446543	N
6 MEETING 2019 INV 446544	877.50	9-01-20-155-001-029	B	Attendance at Council Meetings	R	11/13/19	11/13/19		446544	N
7 BORO TO AMERICANA R.D. BLOCK 7	27.00	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446545	N
8 BORO ADV CASTORO & CO	162.00	9-01-20-155-001-033	B	Litigation	R	11/13/19	11/13/19		446546	N
9 OPRA ISSUES 2019 INV 446547	418.50	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446547	N
10 REDEVELOPMENT OF BANK ST AREA	175.00	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446548	N
11 BORO V ATLAS SEPTIC INV 446549	27.00	9-01-20-155-001-033	B	Litigation	R	11/13/19	11/13/19		446549	N
12 HOUSING AUTH (HHA) MATTERS	351.64	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446550	N
13 HECTOR & TRANSITO TORRES	121.50	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446551	N
14 DOUGLAS F. & COLLEEN BEAN	202.50	9-01-20-155-001-027	B	General Matters	R	11/13/19	11/13/19		446552	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
A0107 ANSELL GRIMM & AARON, PC Continued											
19-01739	11/13/19	OCTOBER 2019 CLIENT	058682	Continued							
15	GARY EVERS & KARIN LOWERY TO	216.00	9-01-20-155-001-027	B General Matters	R	11/13/19	11/13/19			446553	N
		4,927.64									
Vendor Total:		4,927.64									
ATLAN005 ATLANTIC COAST POLYMERS, INC											
19-01670	10/30/19	POLYLIFT 500 POLYMER REMOVER									
1	POLYLIFT 500 POLYMER REMOVER	325.00	9-09-55-501-002-535	B Chemicals Miscellaneous	R	10/30/19	11/08/19			25430	N
2	SHIPPING	10.00	9-09-55-501-002-535	B Chemicals Miscellaneous	R	11/07/19	11/08/19			25430	N
		335.00									
Vendor Total:		335.00									
BANKO005 BANK OF AMERICA											
19-01697	11/04/19	10/1/19-10/31/19 5289 & 3938									
1	KENNETH LEWIS 5289	34.96	9-01-26-290-001-050	B DPW Work Equipment	R	11/04/19	11/08/19			5289	N
2	DEBRA SOPRONYI 3938	47.50	9-01-28-370-002-037	B Public Events	R	11/04/19	11/08/19			3938	N
		82.46									
Vendor Total:		82.46									
B0076 BERGEY'S TRUCK CENTER											
19-01567	10/17/19	LEVEL SENSOR FOR MAC									
1	INV. PM288412R	54.87	9-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	10/17/19	11/08/19			PM288412R	N
Vendor Total:		54.87									
CHEST005 CHESTERFIELD ELECTRIC											
19-01570	10/17/19	WORK ORDER #90905134244									
1	TRIP CHARGE	89.00	9-09-55-501-002-502	B Vehicle Maintenance	R	10/17/19	11/08/19			90905134244	N
2	1 HOUR LABOR- TEMPORARILY WIRE	182.44	9-09-55-501-002-502	B Vehicle Maintenance	R	10/17/19	11/08/19			90905134244	N
		271.44									
Vendor Total:		271.44									

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type			First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
COMCA005 COMCAST BUSINESS										
19-01683 11/01/19 8499 05 244 0157826 OAK LANE										
1 8499 05 244 0157826 OAK LANE	107.97	9-09-55-501-002-545	B	Internet Services	R	11/01/19	11/08/19		499052440157826	N
19-01724 11/08/19 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	11/08/19	11/08/19		499052430036659	N
Vendor Total:	399.82									
C0087 CUSTOM BANDAG, INC										
19-01614 10/23/19 TIRES/TIRE REPAIR										
1 INV. 80157425 - TIRE REPAIR	46.50	9-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	10/23/19	11/08/19		80157425	N
2 INV. 80159020 - TIRES #108	1,553.52	9-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	10/23/19	11/08/19		80159020	N
	1,600.02									
Vendor Total:	1,600.02									
D0055 DAREK HAHN										
19-01740 11/13/19 REIMBURSE FOR BRIDGE CEREMONY										
1 REIMBURSE FOR BRIDGE CEREMONY	104.02	9-01-28-370-002-037	B	Public Events	R	11/13/19	11/13/19		10/28/19	N
Vendor Total:	104.02									
D0050 DEPT OF CHILDREN & FAMILIES										
19-01659 10/29/19 MARRIAGE LICENSE 3RD QTR 2019										
1 JULY - MARRIAGE LICENSE REPORT	50.00	9-01-55-003-000-001	B	Due To NJ - Marriage Licenses	R	10/29/19	11/08/19		HIGHTSTOWN	N
2 AUG - MARRIAGE LICENSE REPORT	75.00	9-01-55-003-000-001	B	Due To NJ - Marriage Licenses	R	10/29/19	11/08/19		HIGHTSTOWN	N
3 SEPT - MARRIAGE LICENSE REPORT	100.00	9-01-55-003-000-001	B	Due To NJ - Marriage Licenses	R	10/29/19	11/08/19		HIGHTSTOWN	N
	225.00									
Vendor Total:	225.00									
E0576 EAST WINDSOR REGIONAL SCHOOL										
19-01709 11/07/19 OCTOBER 2019 FUEL USE										
1 OCT 2019 FUEL USE - FIRE	382.62	9-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	11/07/19	11/13/19		OCT 2019	N
2 OCT 2019 FUEL USE - POLICE	1,696.21	9-01-31-460-001-145	B	Motor Fuel - Police	R	11/07/19	11/13/19		OCT 2019	N
3 OCT 2019 FUEL USE - 1ST AID	75.98	9-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	11/07/19	11/13/19		OCT 2019	N
4 OCT 2019 FUEL USE - GARBAGE	1,390.51	9-01-31-460-001-147	B	Motor Fuel - Public Works	R	11/07/19	11/13/19		OCT 2019	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
E0576 EAST WINDSOR REGIONAL SCHOOL Continued										
19-01709	11/07/19	OCTOBER 2019 FUEL USE	Continued							
5 OCT 2019		FUEL USE - STREETS	980.32	9-01-31-460-001-147	B Motor Fuel - Public Works	R	11/07/19	11/13/19	OCT 2019	N
6 OCT 2019		FUEL USE - WATER	105.85	9-09-55-501-001-512	B Motor Fuel	R	11/07/19	11/13/19	OCT 2019	N
7 OCT 2019		FUEL USE - SEWER	147.30	9-09-55-501-002-512	B Motor Fuel	R	11/07/19	11/13/19	OCT 2019	N
8 OCT 2019		FUEL USE - CONSTRUC	45.60	9-01-31-460-001-151	B MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	11/07/19	11/13/19	OCT 2019	N
9 OCT 2019		FUEL FACILITY FEE	120.00	9-01-31-460-001-144	B Upgrades to Fueling Facility	R	11/07/19	11/13/19	OCT 2019	N
			4,944.39							
Vendor Total:			4,944.39							
E0054 ERIC M. BERNSTEIN & ASSOC.,LLC										
19-01732	11/12/19	OCTOBER INVOICES 61440-61444								
1 FOP LODGE 140		POLICE OFFICERS	567.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61440	N
2 FOP LODGE 140		POLICE OFFICERS	540.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61440	N
3 OPEIU LOCAL 32		(BLUE COLLAR)	796.50	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61441	N
4 OPEIU LOCAL 32		(WHITE COLLAR)	796.50	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61442	N
5 SUPERIOR OFFICERS FOP		LODGE140	378.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61443	N
8 FEDEX TO RON BAKLEY			13.35	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61443	N
9 SUPERIOR OFFICERS FOP		LODGE140	81.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61443	N
10 FRANK MARCHIONE FILE		3179-1006	240.00	9-01-20-155-001-031	B Labor,Personnel & Union Council	R	11/12/19	11/13/19	61444	N
			2,170.35							
Vendor Total:			2,170.35							
Q0176 EUROFINS QC, INC										
19-01716	11/07/19	WATER ANALYSIS								
1 INV. 1996571 -		WATER ANALYSIS	132.00	9-09-55-501-001-532	B Outside Testing/Labs	R	11/07/19	11/13/19	1996571	N
2 INV. 1995956 -		WATER ANALYSIS	0.00	9-09-55-501-001-532	B Outside Testing/Labs	R	11/07/19	11/13/19	1995956	N
			132.00							
Vendor Total:			132.00							
G0181 FRANKLIN-GRIFFITH, LLC										
19-01717	11/07/19	LIGHT TUBES/BULBS								
1 INV. S2093206 -		MED HID LAMPS	343.36	9-01-31-435-001-075	B Street Lighting	R	11/07/19	11/13/19	S2093206	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	
J0019 JCI JONES CHEMICALS, INC.											
19-00365	03/20/19	CHLORINE RES 2018-217	B								
9 CHLORINE	11/01/19	INV 805217	800.00	9-09-55-501-001-526	B Chlorine	R	08/23/19	11/13/19	805217	N	
Vendor Total:		800.00									
J0257 JCP&L											
19-01679	11/01/19	100 012 445 936 168 BANK ST									
1 100 012 445 936 168 BANK ST	296.19	9-01-25-260-001-074	B Electric	R	11/01/19	11/08/19	100012445936	N			
19-01702 11/06/19 MASTER ACCT 200 000 055 364											
1 100 008 438 010 125 S MAIN ST	13.29	9-01-31-430-001-071	B Electric-Borough Hall	R	11/06/19	11/08/19	95008250011	N			
2 100 008 438 283 MAIN &STOCKTON	25.47	9-01-31-430-001-071	B Electric-Borough Hall	R	11/06/19	11/08/19	95008250011	N			
3 100 008 482 018 RT 33 AND	23.98	9-01-31-430-001-071	B Electric-Borough Hall	R	11/06/19	11/08/19	95008250011	N			
4 100 010 898 904 FRANKLIN ST &	27.74	9-01-31-430-001-071	B Electric-Borough Hall	R	11/06/19	11/08/19	95008250011	N			
5 100 012 487 714 148 N MAIN ST	501.72	9-01-31-430-001-072	B Electric-Fire House	R	11/06/19	11/08/19	95008250011	N			
6 100 012 487 714 148 N MAIN ST	9,836.29	9-01-31-430-001-072	B Electric-Fire House	R	11/06/19	11/08/19	95008250011	N			
7 100 012 487 862 FIREHOUSE	8,822.27	9-01-31-430-001-072	B Electric-Fire House	R	11/06/19	11/08/19	95008250011	N			
8 100 012 529 457 BORO EQUIP	27.45	9-09-55-501-002-504	B Electricity	R	11/06/19	11/08/19	95008250011	N			
	1,633.67										
19-01703 11/06/19 ELECTRIC OCTOBER 2019											
1 100 081 608 240 BL LT 0 N.MAIN	56.13	9-09-55-501-001-504	B Electricity	R	11/06/19	11/08/19	100081608240	N			
2 100 131 110 379 230 MERCER ST	83.72	9-01-31-430-001-071	B Electric-Borough Hall	R	11/06/19	11/08/19	100131110379	N			
	139.85										
19-01725 11/08/19 ELECTRIC 10/3/19-11/01/19											
1 100 086 395 041 0 STOCKTON ST	34.45	9-01-31-435-001-075	B Street Lighting	R	11/08/19	11/08/19	100086395041	N			
2 100 072 968 868 STREET LIGHTS	77.05	9-01-31-430-001-071	B Electric-Borough Hall	R	11/08/19	11/08/19	100072968868	N			
3 100 079 096 689 GRANT ST PARK	3.10	9-01-31-430-001-071	B Electric-Borough Hall	R	11/08/19	11/08/19	100079096689	N			
4 100 051 508 750 STOCKTON ST	228.96	9-01-31-430-001-071	B Electric-Borough Hall	R	11/08/19	11/08/19	100051508750	N			
5 100 029 000 310 156 BANK ST	429.99	9-01-31-430-001-071	B Electric-Borough Hall	R	11/08/19	11/08/19	100029000310	N			
	773.55										
19-01726 11/08/19 ELECTRIC 10/2/19-11/1/19											
1 100 100 104 247 MAIN ST	53.43	9-01-31-430-001-071	B Electric-Borough Hall	R	11/08/19	11/08/19	100100104247	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
J0257	JCP&L	Continued									
19-01726	11/08/19	ELECTRIC 10/2/19-11/1/19	Continued								
2	100 051 508 677 MAIN ST	177.14	9-01-31-430-001-071	B	Electric-Borough Hall	R	11/08/19	11/08/19		100051508677	N
		230.57									
19-01731	11/08/19	MASTER ACCT 200 000 055 315									
1	100 008 482 778 MAXWELL AVE	17.82	9-09-55-501-002-504	B	Electricity	R	11/08/19	11/08/19		95008257707	N
2	100 009 294 701 WESTERLEA AVE	19.90	9-09-55-501-001-504	B	Electricity	R	11/08/19	11/08/19		95008257707	N
3	100 009 296 102 SPRINGCREST DR	22.18	9-09-55-501-002-504	B	Electricity	R	11/08/19	11/08/19		95008257707	N
4	100 012 445 746 BANK ST	4,195.79	9-09-55-501-001-504	B	Electricity	R	11/08/19	11/08/19		95008257707	N
5	100 012 529 309 OAK LN	5,999.66	9-09-55-501-002-504	B	Electricity	R	11/08/19	11/08/19		95008257707	N
		10,255.35									
19-01738	11/13/19	ELECTRIC OCTOBER 2019									
1	100 077 953 188 BANK ST PARK	5.50	9-01-31-430-001-071	B	Electric-Borough Hall	R	11/13/19	11/13/19		100077953188	N
2	100 059 701 167 WYCKOFFS MILL	25.76	9-09-55-501-001-504	B	Electricity	R	11/13/19	11/13/19		100059701167	N
3	100 068 401 122 114 ROGERS AVE	31.81	9-01-31-430-001-071	B	Electric-Borough Hall	R	11/13/19	11/13/19		100068401122	N
		63.07									
Vendor Total:		13,392.25									
J0069	JERSEY ELEVATOR SERVICE										
19-01712	11/07/19	NOV 2019 ELEVATOR SERVICE									
1	INV. 226640	172.82	9-01-26-310-001-029	B	Maintenance Contracts	R	11/07/19	11/13/19		226640	N
Vendor Total:		172.82									
L0208	LAKESIDE EQUIPMENT CORPORATION										
19-01512	10/04/19	QUOTE #Q19000133									
1	1-31SAP-0.25 SEPTAGE	2,165.00	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	10/04/19	11/08/19		900174	N
Vendor Total:		2,165.00									
M0010	MARYLAND BIOCHEMICAL CO.										
19-01665	10/29/19	PUMP STATION DASK PRO									
1	PUMP STATIONS DASK PRO BAC	671.90	9-09-55-501-002-559	B	ALGAECIDE/FUNGICIDE- MARYLAND BIOCHEM	R	10/29/19	11/08/19		11MM1002	N

[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	Excl
NORTH005 NORTH AMER. PIPELINE SVCS, LLC										
19-01365	09/12/19	DAY #2 JET/VAC 8 HOUR								
1 8 HOUR JET/VAC DAY #2		1,450.00	9-09-55-501-002-537	B Sewer Main Cleaning & Testing	R	09/12/19	11/08/19		3044	N
Vendor Total:		1,450.00								
00050 ONE CALL CONCEPT INC										
19-01361	09/12/19	AUG 2019 MARK OUT REQUESTS								
1 AUG 2019 MARK OUT REQUESTS		39.44	9-09-55-501-001-535	B Hydrants and Line Repair	R	09/12/19	11/08/19		9085087	N
Vendor Total:		39.44								
P0044 PSE&G										
19-01682	11/01/19	ACCT 13 014 184 04 9/13-10/14								
1 7341583509	140 N MAIN ST	100.55	9-01-31-446-001-143	B Gas/Heat - Fire House	R	11/01/19	11/08/19		503100064052	N
2 7341583606	148 N MAIN ST #R	38.98	9-01-31-446-001-070	B Gas Heat - Borough Hall	R	11/01/19	11/08/19		503100064052	N
3 7341583703	BANK ST	59.77	9-09-55-501-001-505	B Gas Service	R	11/01/19	11/08/19		503100064052	N
4 7341583800	OAK LN	530.47	9-09-55-501-002-505	B Gas Service	R	11/01/19	11/08/19		503100064052	N
		729.77								
Vendor Total:		729.77								
REDAR005 RED ARROW TECHNOLOGIES, LLC										
19-01694	11/04/19	MONTHLY SUPPORT NOVEMBER 2019								
1 TECH SUPPORT		1,359.69	9-01-20-140-001-094	B Computer Service & Support	R	11/04/19	11/08/19		3577	N
2 INTERNET & WEB		1,066.94	9-01-20-140-001-060	B Internet Services and Web Services	R	11/04/19	11/08/19		3577	N
3 TECH SUPPORT/INTERNET/WEB		257.96	9-09-55-501-002-530	B Computer Software/Maint/Equip	R	11/04/19	11/08/19		3577	N
4 TECH SUPPORT/INTERNET/WEB		257.96	9-09-55-501-001-530	B Computer Software/Maint/Equip	R	11/04/19	11/08/19		3577	N
5 AWWTP SERVER F1 ISSUE 10/21/19		179.95	9-09-55-501-002-530	B Computer Software/Maint/Equip	R	11/04/19	11/08/19		3644	N
		3,122.50								
Vendor Total:		3,122.50								
R0077 ROBERTS ENGINEERING GRP LLC										
19-01644	10/29/19	Pre-planning Meeting/5/2019								
1 #3105/5/22/19-pre-planning rev		330.00	3PRCLLC	P Pre-Planning Review	R	10/29/19	11/08/19		#3105	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
R0077 ROBERTS ENGINEERING GRP LLC Continued											
19-01723	11/07/19	#2723/6/15; #2812/7/27									
1	#2723 plan rev; const. insp/CO	2,849.00	201802		P PRELIMINARY FINAL MINOR SUBDIV	R	11/07/19	11/08/19		#2723	N
2	#2812,7/27-CO insp/Pef. quart	337.00	201802		P PRELIMINARY FINAL MINOR SUBDIV	R	11/07/19	11/08/19		#2812	N
		3,186.00									
19-01728	11/08/19	STOCKTON ST PARKING LOT									
1	STOCKTON ST PARKING LOT	1,423.75	9-01-20-165-001-028		B General Engineering	R	11/08/19	11/08/19		3065	N
19-01729	11/08/19	#3071/10/19-Hearing 421 N Main									
1	#3071/10/19-Hearing 421 N Main	172.50	2019-03		P MINOR SUBDIVISION	R	11/08/19	11/12/19		#3071	N
	Vendor Total:	5,112.25									
R1054 RONALD STEPHENSEN											
19-01666	10/29/19	REIMBURSEMENT - STEPHENSEN									
1	REIMBURSEMENT - STEPHENSEN	129.99	9-01-25-240-001-043		B Uniform Allowance/Leather Gds.	R	10/29/19	11/08/19		191633806623	N
	Vendor Total:	129.99									
W0156 SEARING, WILLIAM											
19-01652	10/29/19	REIMBURSEMENT									
1	1 GALLON CLOROX BLEACH	11.49	9-09-55-501-002-535		B Chemicals Miscellaneous	R	10/29/19	11/08/19		1022141083724	N
	Vendor Total:	11.49									
SHERW010 SHERWIN WILLIAMS PAINT											
19-01690	11/04/19	EXTERIOR PRIMER									
1	GALLON OF EXTERIOR PRIMER	25.49	9-09-55-501-002-529		B Sewer Main Repair/Supplies	R	11/04/19	11/08/19		4397-7	N
	Vendor Total:	25.49									
S1096 STAPLES BUSINESS ADVANTAGE											
19-01657	10/29/19	HPD OFFICE SUPPLIES									
1	HPD OFFICE SUPPLIES	7.49	9-01-25-240-001-036		B Office Supplies & Equipment	R	10/29/19	11/08/19		3429113815	N
2	HPD OFFICE SUPPLIES	18.49	9-01-25-240-001-036		B Office Supplies & Equipment	R	10/29/19	11/08/19		3429113819	N
3	HPD OFFICE SUPPLIES	22.60	9-01-25-240-001-036		B Office Supplies & Equipment	R	10/29/19	11/08/19		3429113815	N
4	HPD OFFICE SUPPLIES	1.99	9-01-25-240-001-036		B Office Supplies & Equipment	R	10/29/19	11/08/19		3429113815	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
S1096 STAPLES BUSINESS ADVANTAGE Continued										
19-01657	10/29/19	HPD OFFICE SUPPLIES	Continued							
5		HPD OFFICE SUPPLIES	15.64	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
6		HPD OFFICE SUPPLIES	9.78	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
7		HPD OFFICE SUPPLIES	9.78	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
8		HPD OFFICE SUPPLIES	2.15	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
9		HPD OFFICE SUPPLIES	16.47	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
10		HPD OFFICE SUPPLIES	109.86	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
11		HPD OFFICE SUPPLIES	22.99	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
12		HPD OFFICE SUPPLIES	207.88	9-01-25-240-001-036	B Office Supplies & Equipment	R	10/29/19	11/08/19	3429113815	N
			445.12							
Vendor Total:			445.12							
BLOCK005 TELESYSTEM										
19-01737	11/13/19	INV 13744825 11/1 ACCT 9977943								
1		INV 13744825 11/1 ACCT 9977943	1,336.27	9-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	11/13/19	11/13/19	13744825	N
Vendor Total:			1,336.27							
T0060 TOWNSHIP OF ROBBINSVILLE										
19-01685	11/04/19	COURT ADMINISTRATOR 6/24-9/13								
1		COURT ADMINISTRATOR 6/24-7/29	5,148.50	9-01-20-176-000-114	B Court Assistance	R	11/04/19	11/12/19	6/24-7/29/19	N
2		COURT ADMINISTRATOR 8/5-9/13/19	5,972.26	9-01-20-176-000-114	B Court Assistance	R	11/04/19	11/12/19	8/5-9/13/19	N
			11,120.76							
Vendor Total:			11,120.76							
T0147 TRACTOR SUPPLY COMPANY										
19-01711	11/07/19	5TH WHEEL JACK 10K								
1		INV. 146814 5TH WHEEL JACK 10K	199.99	9-01-26-311-001-034	B Equipment Parts & Accessories	R	11/07/19	11/13/19	146814	N
Vendor Total:			199.99							

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
T1885 TWIN RIVERS ANIMAL HOSPITAL										
19-01741 11/13/19 STRAY PONCHO INV 117186271										
1 STRAY-PONCHO INV 117186271	628.20	T-12-56-286-000-861	B	ANIMAL WELFARE COMMITTEE	R	11/13/19	11/13/19		117186271	N
Vendor Total:	628.20									
U0021 U.S. MUNICIPAL										
19-01622 10/23/19 SIGNS/SPLICE KITS										
1 H/I 30 X 30 STOP SIGNS	208.50	9-01-26-290-001-126	B	Signs & Posts	R	10/23/19	11/08/19		1146573	N
2 UCLAPSPLICE-KIT-SILVER	179.76	9-01-26-290-001-126	B	Signs & Posts	R	10/23/19	11/08/19		1146573	N
3 FREIGHT	39.53	9-01-26-290-001-126	B	Signs & Posts	R	10/23/19	11/08/19		1146573	N
	427.79									
Vendor Total:	427.79									
U0144 UPS										
19-01627 10/23/19 ACCT161Y33 DENNIS CHLORINATION										
1 ACCT161Y33 DENNIS CHLORINATION	12.56	9-09-55-501-001-516	B	Postage & Express Charges	R	10/23/19	11/08/19		0000161Y33429	N
Vendor Total:	12.56									
U0013 USA BLUE BOOK										
19-01333 09/09/19 PLANT SUPPLY										
1 ITEM #41701 OTG GOGGLES	32.85	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		004188	N
2 ITEM #330488 GOGGLES	59.56	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		003973	N
3 ITEM #41621 DOUBLE MATRIX	36.95	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		004188	N
4 ITEM #50413 1 20 GALLON SPILL	159.95	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		004188	N
5 ITEM #48109 FAST PACK KIT	74.95	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		002512	N
6 ITEM #50405 OIL-ONNLY SORBENT	44.95	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		004188	N
7 ITEM #51738 BLEACH	5.45	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		002512	N
8 ITEM #51588 DANGER NO SMOKING	99.05	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		012752	N
9 ITEM #92387 MAG HYDROXIDE	19.25	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		004188	N
10 ITEM #92386 LIME	19.25	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		012752	N
11 ITEM #51680 ALUM	26.40	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		003973	N
12 ITEM #51681 POLYMER	26.40	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/09/19	11/08/19		004188	N
13 ITEM #41627	9.89	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/26/19	11/08/19		004188	N
14 FREIGHT INV 002512 9/9/19	31.03	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	11/07/19	11/08/19		002512	N
15 FREIGHT INV 003973 9/10/19	15.00	9-09-55-501-002-503	B	Sewer Plant Maintenance	R	11/07/19	11/08/19		003973	N

Total Purchase Orders: 69 Total P.O. Line Items: 174 Total List Amount: 82,955.08 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	75.00	0.00	75.00	0.00	0.00	0.00	75.00
CURRENT FUND	9-01	49,299.35	0.00	49,299.35	0.00	0.00	0.00	49,299.35
	9-09	27,917.03	0.00	27,917.03	0.00	0.00	0.00	27,917.03
	9-21	0.00	0.00	0.00	0.00	0.00	4,458.50	4,458.50
Year Total:		77,216.38	0.00	77,216.38	0.00	0.00	4,458.50	81,674.88
TRUST OTHER - FUND #12	T-12	1,178.20	0.00	1,178.20	0.00	0.00	0.00	1,178.20
ANIMAL CONTROL TRUST FUND #13	T-13	27.00	0.00	27.00	0.00	0.00	0.00	27.00
Year Total:		1,205.20	0.00	1,205.20	0.00	0.00	0.00	1,205.20
Total Of All Funds:		78,496.58	0.00	78,496.58	0.00	0.00	4,458.50	82,955.08

Project Description	Project No.	Rcvd Total	Held Total	Project Total
Senior Living Facility	2018-04	252.00	0.00	252.00
PRELIMINARY FINAL MINOR SUBDIV	201802	3,186.00	0.00	3,186.00
MINOR SUBDIVISION	2019-03	172.50	0.00	172.50
Zoning Appeal	2019-04	518.00	0.00	518.00
Pre-Planning Review	3PRCLLC	330.00	0.00	330.00
Total of All Projects:		<u>4,458.50</u>	<u>0.00</u>	<u>4,458.50</u>

Resolution 2019-207

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

AUTHORIZING PAYMENT #3 – REIVAX CONTRACTING (STOCKTON STREET WATER MAIN REPLACEMENT)

WHEREAS, on April 24, 2019, the Borough Council awarded a contract for the Stockton Street Water Main Replacement to Reivax Contracting of Newark, New Jersey at the price of \$933,750.00; and

WHEREAS, the contractor has submitted payment request #3 for partial payment through October 25, 2019 for police traffic director, 8" HDPE pipe, gate valves, fire hydrant assemblies and permanent pavement restoration on Stockton Street in the total amount of \$183,058.39; and

WHEREAS, the Borough Engineer has recommended approval of payment #3 to Reivax Contracting of Newark, New Jersey for \$183,085.39; 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 #3 to Reivax Contracting of Newark, New Jersey for \$183,058.39, 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 November 18, 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: November 1, 2019

RE: Stockton Street Water Main Replacement
Payment No. 3
Our File No.: H1676

Attached please find the following in reference to Payment No. 3 which is a partial payment through October 25, 2019 for police traffic directors, 8" HDPE pipe, gate valves, fire hydrant assemblies, and permanent pavement restoration.

1. Payment No. 3.
2. Invoice No. 3.
3. Wage Rate Interviews.
4. Certified Payrolls.

I recommend payment be made to Reivax Contracting in the amount of \$183,058.39.

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

cc: Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Borough Deputy Borough Clerk
Mickie O'Conner, Borough Accounts Payable
George Lang, Borough CFO
Monika Patel, Borough Assistant Finance Officer
Ken Lewis, Borough Superintendent of Public Works
Roosevelt Rebimbas, Jr., Reivax Contracting
Cameron Corini, PE, Roberts Engineering Group, LLC
Paul Weitz, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC

PAYMENT No. 3

STOCKTON STREET WATER MAIN REPLACEMENT

Borough of Hightstown, Mercer County, New Jersey

October 29, 2019

File No.: H1676

Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	1.00	LS	1.00	0.00	\$8,800.00	\$8,800.00
2	Site Clearing	1.00	LS	0.25	0.00	\$20,000.00	\$5,000.00
3	Project Video & Photographs	1.00	LS	1.00	0.00	\$1,800.00	\$1,800.00
4	Traffic Control	1.00	LS	0.50	0.00	\$2,700.00	\$1,350.00
5	Police Traffic Directors	1,000.00	HOURL	311.04	232.71	\$95.00	\$29,548.80
6	Inlet Protection	6.00	EA	0.00	0.00	\$1.00	\$0.00
7	Test Holes, If & Where Directed	200.00	CY	64.65	0.00	\$250.00	\$16,162.22
8	8" HDPE Water Main	2,005.00	LF	1,456.00	866.00	\$105.00	\$152,880.00
9	6" HDPE Water Main	15.00	LF	0.00	0.00	\$105.00	\$0.00
10	4" HDPE Water Main	24.00	LF	0.00	0.00	\$70.00	\$0.00
11	8" x 8" Wet Tap and Valve	3.00	EA	0.00	0.00	\$7,000.00	\$0.00
12	4" X 4" Wet Tap and Valve	3.00	EA	0.00	0.00	\$5,100.00	\$0.00
13	8" Insertion Valve	6.00	EA	3.00	0.00	\$9,000.00	\$27,000.00
14	4" Insertion Valve	4.00	EA	4.00	0.00	\$7,700.00	\$30,800.00
15	8" Gate Valve	16.00	EA	9.00	8.00	\$3,900.00	\$35,100.00
16	6" Gate Valve	4.00	EA	1.00	1.00	\$3,500.00	\$3,500.00
17	4" Gate Valve	2.00	EA	0.00	0.00	\$3,300.00	\$0.00
18	2" Gate Valve	1.00	EA	0.00	0.00	\$2,900.00	\$0.00
19	10" x 10" x 8" D.I. Tee	1.00	EA	0.00	0.00	\$1.00	\$0.00
20	8" X 8" HDPE Tee	4.00	EA	0.00	0.00	\$1.00	\$0.00
21	8" x 6" HDPE Tee	8.00	EA	0.00	0.00	\$1.00	\$0.00
22	8" x 4" HDPE Tee	2.00	EA	0.00	0.00	\$1.00	\$0.00
23	8" Cap	7.00	EA	0.00	0.00	\$1.00	\$0.00
24	6" Cap	1.00	EA	0.00	0.00	\$1.00	\$0.00
25	4" Cap	1.00	EA	0.00	0.00	\$1.00	\$0.00
26	Fire Hydrant Assembly	4.00	EA	3.00	3.00	\$7,000.00	\$21,000.00
27	1" Crosslinked Polyethylene Water Service	1,145.00	LF	0.00	0.00	\$60.00	\$0.00
28	2" Crosslinked Polyethylene Water Service	25.00	LF	0.00	0.00	\$170.00	\$0.00
29	Abandon Existing Water Main in Place	1.00	LS	0.00	0.00	\$7,500.00	\$0.00
30	Select Fill, If & Where Directed	100.00	CY	0.00	0.00	\$1.00	\$0.00
31	1-1/2" Clean Stone, If & Where Directed	100.00	CY	0.00	0.00	\$1.00	\$0.00
32	Concrete Curb, 4000 PSI, If & Where Directed	525.00	LF	0.00	0.00	\$28.00	\$0.00
33	Concrete Sidewalk, 4000 PSI, 4" Thick, If & Where Directed	200.00	SY	0.00	0.00	\$100.00	\$0.00
34	Permanent Pavement Restoration	1,970.00	SY	300.94	300.94	\$60.00	\$18,056.67
35	24" Wide Yellow Epoxy Pavement Striping	20.00	LF	0.00	0.00	\$7.00	\$0.00
36	24" Wide White Thermoplastic Pavement Striping	425.00	SF	0.00	0.00	\$5.00	\$0.00
37	8" Wide White Thermoplastic Pavement Striping	200.00	SF	0.00	0.00	\$4.00	\$0.00
38	4" Wide Double Yellow Epoxy Pavement Striping	5,400.00	LF	0.00	0.00	\$1.00	\$0.00
39	4" Wide White Epoxy Pavement Striping	175.00	LF	0.00	0.00	\$1.00	\$0.00
40	Arrow 'Only' Pavement Marking	1.00	EA	0.00	0.00	\$550.00	\$0.00
41	Topsoiling, 5" Thick	700.00	SY	0.00	0.00	\$1.00	\$0.00
42	Fertilizer, Seed and Mulch	700.00	SY	0.00	0.00	\$1.00	\$0.00
43	Fuel Price Adjustment	1.00	LS	0.00	0.00	\$5,000.00	\$0.00
44	Asphalt Price Adjustment	1.00	LS	0.00	0.00	\$7,500.00	\$0.00
45	Allowance	1.00	LS	0.00	0.00	\$50,000.00	\$0.00

TOTAL WORK COMPLETED	\$350,997.69
LESS: RETAINAGE 2%	\$7,019.95
SUBTOTAL	\$343,977.74
LESS: PREVIOUS PAYMENTS	\$160,919.35
TOTAL AMOUNT DUE	\$183,058.39
AMOUNT OF ORIGINAL CONTRACT	\$933,750.00

REIVAX CONTRACTING CORP.

062

INVOICE

68 Finderne Ave.
Bridgewater, NJ 08807

Date	Invoice #
10/28/2019	1908-03

Borough of Hightstown
156 Bank Sreet
Highstown, NJ 08520

Reivax Project #	Customer P.O.	Project Name	Customer Project #
19-08		19-08 Stockton Stree...	

Bid Item	Description	Qty	Rate	Previous Qty	Total Qty to...	Amount
19-08 Hights... RETAINAGE	Work Period of 10/8/19 to 10/25/19		186,794.27 -3,735.88			186,794.27 -3,735.88
				Balance Due		
				\$183,058.39		

Phone #	Fax #
908-864-4253	908-864-4257

Resolution 2019-208

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

AUTHORIZING CHANGE ORDER #3 & PAYMENT #4 FINAL – 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 #3 which adjusts the contract completion time by 95 calendar days from June 22, 2019 to September 25, 2019 due poor weather conditions for planting season; and

WHEREAS, the contractor has submitted payment #4 in the amount of \$10,744.82, Final Payment; and

WHEREAS, the Borough Engineer has recommended approval of Change order #3; and

WHEREAS, the Borough Engineer has recommended approval of payment #4, final payment in the amount of \$10,744.82; 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 #3 and payment #4 of \$10,744.82, final payment to JTG Construction of Newark, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 18, 2019.

Debra L. Sopronyi
Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

064

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

November 1, 2019

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

Re: Improvements to First Avenue
Borough of Hightstown, Mercer County
Our File No.: H1747

Dear Mayor and Council:

Enclosed please find Payment No. 4 and Final which releases retainage and Change Order No. 3 and Final which adjusts the contract completion time. Punch list items are completed. The project may be accepted and closed out.

The original contract amount bid for this project was \$328,356.00 and was reduced by multiple change orders to a final contract amount of \$297,141.18. This project is funded by an NJDOT Trust Fund Grant in the amount of \$275,000.00, which is expected to be reimbursed in its entirety.

The Borough Attorney has reviewed the following closeout documents and found them to be in order:

1. Maintenance Bond
2. Contractor's Affidavit and Release
3. Acknowledgment of Contractor
4. Consent of Surety to Final Payment
5. Contractor's Release

Please have the Mayor sign the enclosed change order and return all copies to this office.

I recommend final payment be made to JTG Construction, Inc. in the amount of \$10,744.82. Certified payrolls have previously been forwarded to the Borough.

Should you have any questions regarding the above, please do not hesitate to contact me.

Very truly yours,

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

cc: Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
George Lang, Borough CFO
Monika Patel, Borough Assistant Financial Officer
Mickie O'Connor, Accounts Payable
Frederick C. Raffetto, Esq., Borough Attorney
Davy Gomes, JTG Construction, Inc.
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Giovanni Zangrilli, Roberts Engineering Group, LLC

1

**Improvements to First Avenue
Borough of Hightstown, Mercer County
CHANGE ORDER NUMBER 3 and FINAL**

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

In accordance with the project Specification, the following are changes in the contract.
Location and Reason for Change (Attach additional sheets if required) -
 Extension of contract completion date by 95 calendar days from June 22, 2019 to September 25, 2019 due to poor weather conditions for planting season.

EXTRA

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
-----------------	--------------------	-----------------------	-------------------	---------------

SUPPLEMENTAL

\$0.00

REDUCTION

\$0.00

\$0.00

Amount of Original Contract \$328,356.00

**Adjusted Amount Based on Change
Order 1, 2, and 3 and FINAL**

\$297,141.18

Extra	\$0.00
Supplemental	\$0.00
Reduction	\$0.00
Total Change	\$0.00

% Change in Contract -9.51 %

[(+) Increase or (-) Decrease]

Carol Robb

 (Engineer)

11-01-19

 (Date)

.....
 (Local Aid) (Date)

.....
 (Presiding Officer)

.....
 (Date)

John

 (Contractor)

10/29/19

 (Date)

Resolution 2019-209

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

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

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

WHEREAS, the term of said agreement shall be from July 1, 2019 through June 30, 2020; and

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

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

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

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 18, 2019.

Debra L. Sopronyi
Borough Clerk

RESOLUTION R2019-159
EAST WINDSOR TOWNSHIP
MERCER COUNTY

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

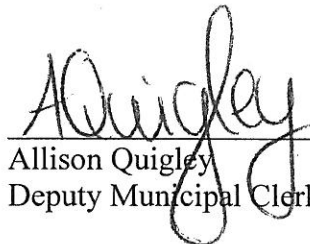
WHEREAS, the Township of East Windsor and the Borough of Hightstown have agreed to provide matching local shares for bus services.

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

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

1. The attached "Shared Services Agreement for Contribution of the Matching Local Share for Bus Services", between the Township of East Windsor and the Borough of Hightstown, for the term of July 1, 2019 through June 30, 2020, is approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on October 15, 2019.


Allison Quigley
Deputy Municipal Clerk

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

THIS AGREEMENT, made this _____ day of _____, 2019, by and between the ***TOWNSHIP OF EAST WINDSOR***, located at 16 Lanning Boulevard, East Windsor, New Jersey 08520-1999, hereinafter, the "Township" and the ***BOROUGH OF HIGHTSTOWN***, located at 156 Bank Street, Hightstown, New Jersey 08520, hereinafter the "Borough."

WITNESSETH:

WHEREAS, N.J. Transit has offered funding to East Windsor Township of transportation services for **Fiscal Year 2019 beginning July 1, 2019**; and

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

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

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

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

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

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

2. Commuter Bus Services. It is agreed and understood between the parties that the Township shall execute an agreement with a bus operator to provide a weekday commuter bus service to the Princeton Junction train station from East Windsor Township and Hightstown Borough.
3. Change in Service. The parties may agree in writing at any time to request that the Township modify the commuter bus schedule.
4. Community Bus Schedule. It is agreed and understood between the parties that the Township's Senior Center shall provide transportation services for senior citizens, the handicapped, and other residents of East Windsor Township and Hightstown Borough.
5. Term. This agreement shall be effective from **July 1, 2019 and shall continue through June 30, 2020**.
6. Transportation Costs. The estimated cost of bus services during the term of this agreement is approximately \$213,000.00. All contributions from Hightstown Borough will go toward this cost.
7. Contribution. The Borough agrees to contribute **\$2,180.00** toward a minimum total local share of \$50,000.00 for transportation costs.
8. Authorization and Certification of Funds. Simultaneously, with the execution and delivery hereof, each party hereto shall deliver to each other party a true and complete copy of an ordinance or resolution, as appropriate, authorizing such party to enter in to this Agreement, together with a certificate showing the availability of funds for such party's contributions required by this Agreement.
9. Project Account. Non-Township cash contributions shall be given to the Township within sixty (60) days of the execution of this agreement, to be maintained in a separate account to be known as Project Account and to be disbursed solely for the costs of this project.
10. Accounting. The Borough may submit a written request to the Township for an accounting of monies disbursed for this project. The Township shall provide an accounting within forty-five (45) days receipt of such written request.
11. Termination. In the event the agreement with N.J. Transit or with the bus company is cancelled or terminated for any reason whatsoever, this agreement shall be null and

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

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

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

TOWNSHIP OF EAST WINDSOR

Kelly Lettera
Municipal Clerk

Date: _____

JANICE S. MIRONOV
Mayor

BOROUGH OF HIGHTSTOWN

Debra Sopronyi
Borough Clerk

Date: _____

LAWRENCE QUATTRONE
Mayor

Resolution 2019-210

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

AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, an overpayment of 2019 taxes were made for Block 7/Lot 15, 105 Oak Lane in the amount of \$2,166.73, by the mortgage company; and

WHEREAS, the property owner a 100% disabled vet and tax-exempt effective July 25, 2019; and

WHEREAS, the mortgage company, CoreLogic Tax Services, PO Box 9202, Coppell, TX 75019-9978 has requested that a refund be issued for the overpayment in the amount of \$2,166.73; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$2,166.73.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and Finance Officer are hereby authorized to issue a refund in the amount of \$2,166.73 to CoreLogic Tax Services, PO Box 9202, Coppell, TX 75019-9978, representing the tax overpayment as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 18, 2019.

Debra L. Sopronyi
Borough Clerk