

Agenda

Hightstown Borough Council

September 21, 2020

6:30 PM – Public Session

www.freeconferencecall.com

Dial-in number: (978) 990-5000

Access code: 845506#

Online meeting ID: hightstownborough

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 on the Borough website.

Roll Call

Flag Salute

Approval of the Agenda

Minutes

August 25, 2020 – Budget Meeting
August 31, 2020 – Budget Meeting
August 31, 2020 – Executive Session

Public Comment

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

Ordinances

Ordinance 2020-10 Public Hearing and Adoption – An Ordinance Amending and Supplementing Chapter 2, Entitled “Administration”, Subsection 2-19.19. Entitled “Engagement of Services of Off-Duty Police Officers”, of the Revised General Ordinances of the Borough of Hightstown, New Jersey

Resolutions

2020-181 Authorizing Payment of Bills

Consent Agenda

2020-182 Authorizing Receipt of Bids for Chemicals
2020-183 Amending Resolution 2020-170 Confirming Prosecutor
2020-184 Amending Resolution 2020-171 Confirming Public Defender
2020-185 Authorizing Temporary Appropriations Prior to Adoption of the 2020 Budget
2020-186 Resolution of the Borough of Hightstown, County of Mercer, State of New Jersey, Supports the Township of East Windsor’s Grant Application to the Delaware Valley Region Planning Commission’s (DVRPC) Congestion Management/Air Quality (CMAG) Grant Program

New Business

Personnel Need – DPW

Old BusinessNJDOT Transportation Alternatives Set-Aside Program
Budget 2020**Subcommittee Reports****Mayor/Council/Administrative Reports****Executive Session****Resolution 2020-187** Authorizing a Meeting that Excludes the PublicContract Negotiations – Robbinsville
Housing Authority

Attorney Client Privilege

Adjournment

**Meeting Minutes
Hightstown Borough Council
August 25, 2020
Budget Workshop
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:33 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 on the Borough website.”

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Cicalese</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

Mayor Quattrone requested to add the Wycoffs Mill Road Warehouse to discussion.

Moved as amended by Council President Musing; Seconded by Councilmember Cicalese.

Roll call vote: Councilmembers Bluth, Cicalese, Jackson, Misiura and Musing voted yes.

Agenda approved as amended.

PUBLIC COMMENT

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

Mark Madonia, 224 Sunset Avenue – Inquired about the size of the warehouse that we are speaking of.

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

DISCUSSION

Budget 2020

George Lang explained that this was a challenging budget year. Mr. Lang explained the surplus anticipated is less than normal this year. Court revenues are down. Delinquent taxes are less than anticipated because the collection rate is high. All new union contracts are included in the proposed budget. A new police car is included in the operating budget this year as requested by Council. Each department was told that their budget was being rolled back to what it was in 2019. All department heads said they would make it work. He is looking into temporary financing through the County which will be beneficial to the Borough. He also stated that a portion of the Covid-19 expenses may be reimbursed through FEMA. Mr. Lang stated that the tax increase is about 4.4 cents. Mayor Quattrone stated that this is lower than the estimated tax bills that were sent to residents. Discussion ensued. There were questions construction fees, salaries and excess personnel. Mr. Lang explained that increasing construction fees would not cover the cost of the construction office. Mr. Lang explained that no department is running with excess people. There are not many ratables in town. Costs increase every year. There is not a lot to cut in this budget. We already take advantage of many shared services. It is unfortunate that there is never an increase in state aid. We have not received an increase in many years. Mr. Lang also reminded Council that we have no control over the County or School tax increase.

During the discussion Council questioned what should be done with the new Municipal Building. They instructed Borough Administrator, Debra Sopronyi, to complete an analysis of the impact of putting the municipal building on hold for a year. Ms. Sopronyi stated that we are under contract with the architect and they are moving forward with the drawings. Councilmember Misiura stated that the drawings can be completed so we can put the project out to bid so we have a cost and then the project can be put on hold.

Council would like to see 2 cents cut from the budget. Mayor Quattrone asked that all departments cut 5% from their controllable expenses and see where that leaves us. Mr. Lang explained that there is a difference between cutting the budget and cutting expenses. Cutting the budget cuts into surplus. Mayor Quattrone asked Council to please study the budget. They have made it very clear where they want to end, now there needs to be a way to get there. It was decided that there will be another budget meeting on August 31, 2020 at 6:30 p.m. The budget will be introduced at that time. Mr. Lang stated that after introduction, amendments may be made to the budget prior to adoption.

Mark Madonia and Sneah Sukhadia spoke regarding the First Aid Squad. They questioned what Council was planning on budgeting the squad for the remainder of the year. The Mayor responded that they would be received their requested amount.

Wycoffs Mill Road Warehouse

Mayor Quattrone informed Council that he met with the developer. The developer is building a warehouse on Wycoffs Mill Road in East Windsor. He needs permission to trim trees on Borough property to create a sight triangle. He is requesting a letter stating that we will allow the sight triangle. The developer would like to place signs directing Route 130 and Turnpike traffic to the left, away from Hightstown. Discussion ensued. It was stated that there is no guarantee that the motorists would follow the signs, but this should help decrease traffic. Mayor Quattrone stated that we are considering putting a storage facility on that property to store Public Works equipment. The developer is considering helping clear that land for us. Council questioned who is requesting the letter. Does the developer have approvals from East Windsor already? If not, where is he with his application. Borough Administrator, Debra Sopronyi will follow up with the developer.

ADJOURNMENT

Council President Musing moved to adjourn at 8:32 p.m. Seconded by Councilmember Cicalese. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
August 31, 2020
Budget
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:30 p.m. and he read the Open Public Meetings Act statement which stated, “Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk’s office.”

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Cicalese</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; Police Chief, Frank Gendron and George Lang, CFO.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Council President Musing; Seconded by Councilmember Cicalese.

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

Agenda approved 6-0.

PUBLIC COMMENT I

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

John Hostetler, 309 Stockton Street; Chairman, Historic Preservation Commission – Spoke about safety issues in the historic district that they would like to repair. Received three quotes to fix some of the spots on Stockton Street. They are tripping hazards. Lowest is \$2,750. One of the members bought materials to clean up at the civil war monument. \$755 was spent. He would like to reimburse him. HPC is asking \$3505 in total in the budget to cover both of these expenses.

Council thanked HPC for their stewardship and the amazing job they do for the Borough. It looks as though the proposed budget for HPC will cover their requested expenses.

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

DISCUSSION

Budget 2020

As requested, all departments reduced their requested budgets by 5%. Discussion ensued. Mr. Lang reiterated to Council that it is not a good idea to cut the budget to what was spent in 2019. This jeopardizes future budgets. Any funds left unspent is put into surplus which is beneficial to the Borough. Once again there were questions regarding salary increases, police overtime and a new police vehicle.

Police Chief, Frank Gendron explained that the reasoning for purchasing 1 new vehicle a year, the average life of a vehicle is 8-10 years. The older vehicles require more maintenance. Chief Gendron went on to address overtime stating most overtime comes from covering vacation, sick and personal time. Councilmember Misiura questioned if it be more effective to have a larger police force. Chief Gendron explained; when there were 14 officers there were squads of 3. We did not have to cover vacation or sick with overtime. The more personal we have the better we can do with overtime. It would not eliminate it but would reduce it.

Discussion ensued regarding the police vehicle. Councilmember Misiura stated that he understands the cycle of updating the vehicles but questioned if we need to purchase one this year. Can we budget \$40,000 this year and not buy it? Then next year budget another \$40,000 and purchase a new vehicle. Chief Gendron stated that the vehicle that was ordered in 2019 has still not been received. Further discussion ensued. It was suggested that the police vehicle be put back into the capital budget this year to reduce the tax increase.

Council President Musing moved the budget for introduction with the new police vehicle in the capital budget and 1.4 cent tax increase. There was no second.

Councilmember Misiura moved the budget for introduction with \$40,000 budgeted for a new police vehicle this year and a 2.4 cent tax increase. Councilmember Cicalese seconded.

Roll Call vote: Councilmembers Bluth, Cicalese, Jackson, Misiura and Stults voted yes. Council President Musing voted no.

Budget introduced 5-1.

Budget Hearing and Adoption scheduled for October 5, 2020.

Councilmember Stults recused himself at this time.

Wycoff Mills Warehouse

Ms. Sopronyi stated that the developer needs letter for high site plan. East Windsor Planning board approval is pending awaiting the agreement for sight triangle. Once we send letter, we have no more bargaining rights at all. The piece of property where we are talking is where we would like to build a DPW storage building. The developer is willing to clear the property for us and share the access driveway. Discussion ensued. Council agreed that we should get the developer's offer in writing. It was also stated that the Borough needs to check with East Windsor about requirements for us to build a DPW storage building before anything is done. Mayor Quattrone will meet with the developer again and get his offer in writing.

EXECUTIVE SESSION

Resolution 2020-168 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Bluth; Seconded by Councilmember Misiura.

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

Resolution adopted 5-0.

Resolution 2020-167

*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 August 31, 2020, via teleconference, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Personnel – Professional Services

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 November 30, 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.

Council adjourned to Executive Session at this time.

Council reconvened into public session at 8:46 p.m.

ADJOURNMENT

Moved at 8:47 by Council President Musing; Seconded by Councilmember Bluth. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Ordinance 2020-10

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2, ENTITLED
“ADMINISTRATION”, SUBSECTION 2-19.19, ENTITLED “ENGAGEMENT OF SERVICES
OF OFF-DUTY POLICE OFFICERS”, OF THE REVISED GENERAL ORDINANCES OF THE
BOROUGH OF HIGHTSTOWN, NEW JERSEY**

WHEREAS, the Administrator and Police Chief of the Borough find it necessary to amend the ordinance of the Borough governing the engagement of services of off-duty police officers to address the use of the third-party administrator with the scheduling of such services; and

WHEREAS, it is also necessary to address the FOP Agreement changes effective July 1, 2020 regarding the rate of compensation for such services; and

WHEREAS, the Mayor and Borough Council agree that the requested changes are required as requested.

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

Section 1. That Chapter 2, entitled “Administration”, Subsection 2-19.19, entitled “Engagement of Services of Off-Duty Police Officers”, is hereby repealed in its entirety and replaced with the following:

Subsection 2-19.19 Engagement of Services of Off-Duty Police Officers.

a. *Purpose.* To establish a policy regarding the hiring and use of off-duty Hightstown Borough police officers by any entity or person other than the Borough of Hightstown.

1. Members of the Police Department shall be permitted to accept police-related employment only during off-duty hours, only if authorized by the Chief of Police, and only at such time as will not interfere with the efficient performance of regularly-scheduled or emergency duty for the Borough.

2. Any person or entity wishing to employ off-duty police officers shall first contact the Police Department to obtain the Borough’s contracted Third Party Outside Employment Administrator information for such services.

b. *Requests for Outside Employment Services.*

1. Any party or employer requesting the outside employment services of an off-duty Borough police officer shall submit the following information to the Chief of Police for approval; the estimated length (number of days) of the detail, work hours of the detail and number of officers requested. The Chief of Police shall review the request and determine if it includes an adequate number of off-duty officers to ensure security, crowd control or traffic safety. The Chief of Police shall have the authority to require the requesting party to hire additional officers to make sure that any security, crowd control or traffic safety concern is met.

2. No officer shall arrange with any party to work outside employment privately, or without the authorization of the Police Chief, to provide such services.

3. Every officer shall have the right to turn down without any penalty any request to work an outside employment detail. No officer shall be required or ordered to work any extra duty detail.

4. The Police Chief shall keep in view the needs of the Borough for shift coverage in determining whether to approve or to deny any request for off-duty officer services by any party or entity.

5. Requests by a party to hire off-duty officers must be made to the Borough's Outside Employment Administrator (3) three business days prior to the date off-duty officers are needed. Emergency requests to hire off-duty officers will be evaluated on a case by case basis and approved by the Chief of Police.

c. Outside Employment assignment/rate for extra duty.

1. The rate charged by the Borough of Hightstown for outside employment performed by officers of the Hightstown Police Department shall be in accordance with the collective negotiations bargaining agreement between the Borough and FOP, a copy of which is on file in the Municipal Clerk's office.

2. A fifteen dollar (\$15.00) per hour Administrative Fee shall apply for each hour of outside employment performed by officers of the Hightstown Police Department. This fee shall be in addition to the hourly rate determined by the negotiations bargaining agreement between the Borough and FOP. The Administrative Fee shall be retained by the Borough and shall not be paid to officers who perform the services.

d. Minimum number of hours.

1. There shall be a minimum obligation of four (4) hours pay for each off-duty officer hired to work an outside employment detail. This four (4) hour pay obligation shall not apply to any Borough/Board of Education and related entities off-duty activities/events.

e. Use of marked police vehicles. In the event that a party or employer employs any off-duty Borough police officer pursuant to this section, in addition to any compensation to be paid to the Borough pursuant to the requirements herein, there shall also be a twenty (\$20.00) per hour per vehicle fee for the use of marked or unmarked police vehicles.

f. Penalty. Any person or entity who employs off-duty Borough police officers in order to perform the above services without first having complied with the requirements of this section shall be subject to the fines set forth section 1-5 of the Borough Code for each day that the party or entity employs any Borough police officer, unless a waiver of said requirements shall have been granted, in advance, by the Police Chief. Any officer or employee of the Hightstown Police Department who provides off-duty services in a manner other than as specified in this section shall be subject to prosecution for violation of the Borough Code, and also for disciplinary process and penalties, including administrative penalties up to and including dismissal, in addition to the penalties set forth in section 1-5 of the Borough Code.

g. Cancellation Policy. With the exception of Borough and Board of Education and related entities matters, if a job is cancelled with less than twelve (12) hours notice the applicable officers will receive compensation for four (4) hours. This payment for said assignment, and the administrative fee shall apply and be payable by the person or entity who reserved said services. This four (4) hour pay obligation shall not apply to any Borough/Board of Education and related entities off-duty activities/ events.

h. Control vested in the Police Chief. The Police Chief of the Borough of Hightstown shall be responsible for the overall conduct of the members of the Police Department in following the rules and regulations promulgated herein, and shall insure that the terms, conditions and provisions of this section shall be fully and faithfully carried out. Additionally, the Police Chief shall have authority to control officers engaged in off-duty or outside employment pursuant to this section, and shall further have the authority and the duty to commence disciplinary process as to any and all officers so engaged in outside employment by private employers, should cause for such charges arise or exist.

The Police Chief shall be accountable for the failure to abide by or to enforce the terms of this section as to off-duty employment by police officers.

i. *Adherence to Department Rules and Regulations.* While employed as an off-duty officer on an outside employment detail, officers shall adhere to all department rules, regulations, policies and procedures. Officers shall also follow any commands or directions given to them by the Chief of Police, Supervisor or On-Duty Officer In-Charge (OIC).

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

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

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

Introduction: September 8, 2020

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2020-181

*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 \$1,239,831.21 from the following accounts:

Current		\$953,136.85
W/S Operating		77,828.20
General Capital		195,157.87
Water/Sewer Capital		0.00
Grant		0.00
Trust		555.00
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		150.00
Escrow		<u>13,003.29</u>
Total		<u>\$1,239,831.21</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 21, 2020.

Margaret Riggio
Deputy Borough Clerk

Date: September 21, 2020

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 9/21/2020

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
EAST WINDSOR REGIONAL SCHOOL	9/11/2020	20-01125	1482	\$ 883,981.00
STATE OF NJ - DEPT OF TREASURY	9/15/2020	20-01124	1483	\$ 41,775.52
BANK OF AMERICA	9/10/2020	20-01106	31602	\$ 904.44
NJPO	9/14/2020	20-01018	31603	\$ 121.00
TOTAL				<u>\$926,781.96</u>
<u>WATER AND SEWER OPERATING</u>				
STATE OF NJ - DEPT OF TREASURY	9/15/2020	20-01124	1345	\$ 14,714.92
BANK OF AMERICA	9/10/2020	20-01106	31602	\$ 359.94
JOHN THOMAS JONES	9/16/2020	20-01129	31604	\$ 570.00
LISKO ENVIRONMENTAL	9/16/2020	20-01133	31605	\$ 2,500.00
TOPLINE CONSTRUCTION	9/16/2020	20-01150	31606	\$ 500.00
TOTAL				<u>\$ 18,644.86</u>
<u>ESCROW</u>				
UMBERTO PIRONE	9/10/2020	20-01039	3114	\$ 13,003.29
TOTAL				<u>\$ 13,003.29</u>
<u>GRANT</u>				
TOTAL				<u>\$ -</u>
<u>TRUST</u>				
BANK OF AMERICA	9/10/2020	20-01106	31602	\$ 458.28
TOTAL				<u>\$ 458.28</u>
<u>ANIMAL CONTROL TRUST</u>				
TOTAL				<u>\$ -</u>
<u>LAW ENFORCEMENT TRUST</u>				
TOTAL				<u>\$ -</u>
<u>PUBLIC DEFENDER TRUST</u>				
TOTAL				<u>\$ -</u>
<u>GENERAL CAPITAL</u>				
S & G PAVING CONSTRUCTION	9/16/2020	20-00933	6407	\$ 18,865.00
S & G PAVING CONSTRUCTION	9/16/2020	20-01128	6407	\$ 170,003.99
THE MUSIAL GROUP	9/16/2020	19-01488-07	6408	\$ 6,288.88
TOTAL				<u>\$ 195,157.87</u>
<u>WATER AND SEWER CAPITAL</u>				
TOTAL				<u>\$ -</u>
 MANUAL TOTAL				<u>\$1,154,046.26</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
A0010 ADVANCE AUTO PARTS/CAPITAL ONE										
20-01092 09/02/20 FUEL PUMP CONTROL MOD										
1 FUEL PUMP CONTROL MOD	121.45	0-01-26-290-001-034		B Motor Vehicle Parts & Access.	R	09/02/20	09/16/20		2066	N
2 TAX EXEMPT	7.55	0-01-26-290-001-034		B Motor Vehicle Parts & Access.	R	09/02/20	09/16/20		2066	N
	113.90									
Vendor Total:	113.90									

A0054 AQUA PRO-TECH LABORATORIES										
20-01135 09/14/20 INVOICE #0080262M 8/6-8/13										
1 ITEM #0080262-01 CBOD5	48.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
2 ITEM #0080262-01 TSS	25.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
3 ITEM #0080262-02 OIL & GREASE	48.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
4 ITEM #0080262-02 VO+15	150.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
5 ITEM #0080262-03 AMMONIA	42.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
6 ITEM #0080262-03 CBOD5	48.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
7 ITEM #0080262-03 PHOSPHORUS	27.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
8 ITEM #0080262-03 TSS	25.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
9 ITEM #0080262-04 FECAL	47.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
10 ITEM #0080262-05 DISSOLVED	75.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
11 ITEM #0080482-01 CBOD5	48.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
12 ITEM #0080482-01 TSS	25.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
13 ITEM #0080482-02 AMMONIA	42.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
14 ITEM #0080482-02 CBOD5	48.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
15 ITEM #0080482-02 PHOSPHORUS	27.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
16 ITEM #0080482-02 TSS	25.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
17 ITEM #0080482-03 FECAL	47.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
18 ITEM #0080482-04 DISSOLVED	75.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
19 ITEM #0080491-01 TABLE A FORM	605.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
20 ITEM #0080610-01 CBOD5	48.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
21 ITEM #0080610-01 TSS	25.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
22 ITEM #0080610-02 AMMONIA	42.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
23 ITEM #0080610-02 CBOD5	48.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
24 ITEM #0080610-02 PHOSPHORUS	27.00	0-09-55-501-002-532		B Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
A0054 AQUA PRO-TECH LABORATORIES Continued											
20-01135	09/14/20 INVOICE #0080262M 8/6-8/13	Continued									
25	ITEM #0080610-02 TSS	25.00	0-09-55-501-002-532	B	Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
26	ITEM #0080610-03 DISSOLVED	75.00	0-09-55-501-002-532	B	Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
27	HANDLING CHARGE	53.01	0-09-55-501-002-532	B	Outside Lab Testing	R	09/14/20	09/16/20		0080262M	N
		<u>1,820.01</u>									
Vendor Total:		1,820.01									
B0921 BRITTON INDUSTRIES, INC											
20-01113	09/09/20 DEBRIS DISPOSAL FROM STORM										
1	INV. 0533186	372.92	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0533186	N
2	INV. 0534192	230.32	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0534192	N
3	INV. 0535107	266.32	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0535107	N
4	INV. 0535777	317.35	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0535777	N
5	INV. 0536468	368.37	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0536468	N
6	INV. 0536953	94.02	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0536953	N
7	INV. 0538456	35.64	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0538456	N
8	INV. 0538999	144.69	0-01-26-311-001-168	B	Yardwaste	R	09/09/20	09/16/20		0538999	N
		<u>1,829.63</u>									
Vendor Total:		1,829.63									
C0735 CHART POOL USA INC.											
20-01029	08/20/20 METHANE CHART #86-4100-000										
1	METHANE CHART #86-4100-000	155.30	0-09-55-501-002-522	B	Printing w/s Bills	R	08/20/20	09/16/20		1253125-01	N
Vendor Total:		155.30									
C0058 CINTAS CORPORATION #061											
20-01149	09/14/20 UNIFORM ADVANTAGE 8/31/2020										
1	4058158745 8/7/2020	80.02	0-09-55-501-002-507	B	Uniforms & Safety Equipment	R	09/14/20	09/16/20		4058158745	N
2	4058795484 8/14/2020	48.58	0-09-55-501-002-507	B	Uniforms & Safety Equipment	R	09/14/20	09/16/20		4058795484	N
3	4059438769 8/21/2020	48.58	0-09-55-501-002-507	B	Uniforms & Safety Equipment	R	09/14/20	09/16/20		4059438769	N

Vendor # Name											
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Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
C0058 CINTAS CORPORATION #061 Continued											
20-01149	09/14/20	UNIFORM ADVANTAGE 8/31/2020	Continued								
4	4060089852	8/28/2020	48.58	0-09-55-501-002-507	B Uniforms & Safety Equipment	R	09/14/20	09/16/20		4060089852	N
			225.76								
Vendor Total:		225.76									
COMCA005 COMCAST BUSINESS											
20-01127	09/11/20	8499 05 243 0036659 9/1/20									
1	8499 05 243 0036659	9/1/20	294.57	0-01-20-140-001-060	B Internet Services and Web Services	R	09/11/20	09/16/20		499052430036659	N
Vendor Total:		294.57									
C1092 CORRPRO COMPANIES, INC.											
20-01093	09/02/20	INSPECTION SERVICE									
1	INV. 612903 - INSPECTION	2,460.00	0-09-55-501-001-518	B Maint. Contracts - Plant		R	09/02/20	09/16/20		612903	N
Vendor Total:		2,460.00									
C0087 CUSTOM BANDAG, INC											
20-01109	09/08/20	HPD ELECTRICITY 6/8/20-7/31/20									
1	HPD ELECTRICITY 6/8/20-7/31/20	1,997.13	0-01-31-430-001-071	B Electric-Borough Hall		R	09/08/20	09/16/20		JUN, JULY 2020	N
20-01152	09/15/20	HPD ELECTRICITY 7/31/20-9/2/20									
1	HPD ELECTRICITY 7/31/20-9/2/20	750.19	0-01-31-430-001-071	B Electric-Borough Hall		R	09/15/20	09/16/20		AUG 2020	N
Vendor Total:		2,747.32									
C0088 CUSTOM ENVIRONMENTAL TECH, INC											
20-00502	04/21/20	ZETA LYTE 2800 CH	B								
8	INV 6700 ZETA LYTE 2800CH 8/28	3,927.00	0-09-55-501-002-544	B Zeta Lyte 2800CH-Custom Envir.Tech, Inc.		R	08/12/20	09/16/20		6700	N
Vendor Total:		3,927.00									
EMERG005 EMERGENCY REPORTING											
20-00840	07/13/20	NF-1 NFIRS PKG 8/1/20-7/31/21									
1	NF-1 NFIRS PKG 8/1/20-7/31/21	831.60	0-01-25-252-002-029	B Computer Software/Mntc/Equip		R	07/13/20	09/16/20		INV202016204	N
2	FFP-4 FFP CAD LINK	799.00	0-01-25-252-002-029	B Computer Software/Mntc/Equip		R	07/13/20	09/16/20		INV202016204	N

Vendor # Name												
PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
GEETA005 GEETANJALI JAIN												
20-01121	09/09/20	TRAINING REIMBURSEMENT	10/19/20									
1	TRAINING REIMBURSEMENT	10/19/20	350.00	0-01-27-330-001-042	B	Education & Training	R	09/09/20	09/16/20		1644818-35677	N
Vendor Total:			350.00									
G1077 GEORGE S. COYNE CO., INC.												
20-00112	02/04/20	SODIUM BICARBONATE			B							
11	INV 343221	8/24/20 SOD BICARB	2,300.65	0-09-55-501-002-552	B	Sodium Bicarbonate	R	02/04/20	09/16/20		343221	N
20-00113	02/04/20	HYDROFLUOSILICIC ACID FLUORIDE			B							
9	INV 343413	8/26/20 HYDROFLUOSI	947.76	0-09-55-501-001-528	B	Fluorosilic Acid-	R	02/04/20	09/16/20		343413	N
20-00124	02/05/20	LIME HI-CALC HYDRATED CARMEUSE			B							
9	INV 343414	8/26/2020	1,655.25	0-09-55-501-001-527	B	Calcium Hydroxide - Lime	R	02/05/20	09/16/20		343414	N
20-01069	08/28/20	ENDIMAL INV 343220										
1	ENDIMAL INV 343220	8/24/2020	1,720.05	0-09-55-501-002-547	B	Odor Control	R	08/28/20	09/16/20		343220	N
Vendor Total:			6,623.71									
G0185 GRAINGER, INC.												
20-00949	08/10/20	2EF42 SWITCH 9007AW16										
1	2EF42 SWITCH 9007AW16		272.33	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	08/10/20	09/16/20		6479020806	N
20-01134	09/14/20	ITEM #41UK48 O-RING BUNA N DAS										
1	ITEM #41UK48 O-RING, BUNA N,		3.43	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/14/20	09/16/20		9646414155	N
Vendor Total:			275.76									
H1100 HOME DEPOT CREDIT SERVICES												
20-00782	06/26/20	JUNE 2020 INVOICES										
1	INV. 5521534 - SUPPLIES FOR		7.52	T-12-56-286-000-850	B	STORM RECOVERY SNOW,STORM, OTHER	R	06/26/20	09/16/20		5521534	N
2	INV. 5521511 - PARTS FOR COVID		14.20	T-12-56-286-000-850	B	STORM RECOVERY SNOW,STORM, OTHER	R	06/26/20	09/16/20		5521511	N
3	INV. 5613152 MORTAR MIX		18.90	0-01-28-369-001-140	B	Landscape Maintenance	R	06/26/20	09/16/20		5613152	N
4	INV. 8021990 - GRASS SEED/HOSE		81.17	0-01-28-369-001-140	B	Landscape Maintenance	R	06/26/20	09/16/20		8021990	N

Vendor # Name										
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Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
H1100 HOME DEPOT CREDIT SERVICES Continued										
20-00782 06/26/20 JUNE 2020 INVOICES Continued										
5 INV. 1511811 - CHARCOAL/NOZZLE		111.93	0-09-55-501-002-503	B Sewer Plant Maintenance	R	06/26/20	09/16/20		1511811	N
		233.72								
Vendor Total:		233.72								
J0257 JCP&L										
20-01108 09/08/20 MASTER ACCT 200 000 055 364										
1 100 008 438 010 125 S MAIN ST		13.58	0-01-31-430-001-071	B Electric-Borough Hall	R	09/08/20	09/16/20		95008740732	N
2 100 008 438 283 MAIN &STOCKTON		26.46	0-01-31-430-001-071	B Electric-Borough Hall	R	09/08/20	09/16/20		95008740732	N
3 100 008 482 018 RT 33&MAXWELL		25.02	0-01-31-430-001-071	B Electric-Borough Hall	R	09/08/20	09/16/20		95008740732	N
4 100 010 898 904 FRANKLIN&NMAIN		27.25	0-01-31-430-001-071	B Electric-Borough Hall	R	09/08/20	09/16/20		95008740732	N
5 100 012 487 714 148 N MAIN ST		489.82	0-01-31-430-001-071	B Electric-Borough Hall	R	09/08/20	09/16/20		95008740732	N
6 100 012 487 862 FIREHOUSE		1,065.28	0-01-31-430-001-072	B Electric-Fire House	R	09/08/20	09/16/20		95008740732	N
7 100 012 529 457 BORO HALL		26.50	0-09-55-501-002-504	B Electricity	R	09/08/20	09/16/20		95008740732	N
		1,673.91								
20-01126 09/11/20 MASTER ACCT 200 000 055 315										
1 100 008 452 778 MAXWELL AVE		16.36	0-09-55-501-002-504	B Electricity	R	09/11/20	09/16/20		95008746668	N
2 100 009 294 701 WESTERLEA AVE		17.25	0-09-55-501-001-504	B Electricity	R	09/11/20	09/16/20		95008746668	N
3 100 009 296 102 SPRINGCREST DR		14.80	0-09-55-501-002-504	B Electricity	R	09/11/20	09/16/20		95008746668	N
4 100 012 445 746 BANK ST		4,118.90	0-09-55-501-001-504	B Electricity	R	09/11/20	09/16/20		95008746668	N
5 100 012 529 309 OAK LN		6,265.04	0-09-55-501-002-504	B Electricity	R	09/11/20	09/16/20		95008746668	N
		10,432.35								
20-01148 09/14/20 AUG 2020 INVOICES										
1 100 068 401 122 114 ROGERS		31.19	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95626211101	N
2 100 059 701 167 WYCKOFF'S MILL		20.46	0-09-55-501-001-504	B Electricity	R	09/14/20	09/16/20		95785886337	N
3 100 077 953 188 BANK ST PARK		3.11	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95785886350	N
4 100 100 104 247 MAIN ST		54.92	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95626211119	N
5 100 029 000 310 156 BANK ST		518.67	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95626211083	N
6 100 131 110 379 230 MERCER ST		93.89	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95596254706	N
7 100 051 508 677 MAIN ST		151.41	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95626211092	N
8 100 079 096 689 GRANT ST PARK		3.38	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95626211108	N
9 100 051 508 750 STOCKTON ST		221.79	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95626211093	N
10 100 072 968 868 STREET LIGHTS		67.32	0-01-31-430-001-071	B Electric-Borough Hall	R	09/14/20	09/16/20		95775928426	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
JO257 JCP&L Continued											
20-01148	09/14/20	AUG 2020 INVOICES	Continued								
11 100 012 445 936	168 BANK ST	454.99	0-01-25-260-001-074	B Electric	R	09/14/20	09/16/20			95775925293	N
		1,621.13									
Vendor Total:		13,727.39									
JO258 JCP&L (STREET LIGHTING)											
20-01144	09/14/20	STREET LIGHTING ACCT 041 & 240									
1 100 081 608 240	N MAIN ST	58.12	0-09-55-501-001-504	B Electricity	R	09/14/20	09/16/20			95596254668	N
2 100 086 395 041	0 STOCKTON ST	33.66	0-01-31-435-001-075	B Street Lighting	R	09/14/20	09/16/20			95775928436	N
		91.78									
Vendor Total:		91.78									
JOEPA005 JOE PASSERELLA											
20-01072	08/28/20	2005 USED JOHN DEER TRACTOR									
1 2005	USED JOHN DEER TRACTOR	500.00	0-09-55-501-002-502	B Vehicle Maintenance	R	08/28/20	09/17/20			2005 MOWER	N
Vendor Total:		500.00									
KUBIA005 KUBIAK ELECTRIC CO., INC.											
20-00687	06/09/20	ELECTRICAL INSTALLATION & REPA									
1	ELECTRICAL INSTALLATION &	2,500.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	06/09/20	09/16/20			20-482	N
20-00736	06/17/20	ELECTRICAL REPLACEMENT DAMAGE									
1	ELECTRICAL REPLACEMENT OF	1,875.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	06/17/20	09/16/20			20-513	N
Vendor Total:		4,375.00									
KYLEB005 KYLE BUSSONE-PETERSON											
20-01107	09/08/20	PROD ASST 2020 PAYMENT 2 HTIP									
1	PROD ASST 2020 PAYMENT 2 HTIP	75.00	T-12-56-286-000-885	B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	09/08/20	09/16/20			PYMT 2 2020	N
Vendor Total:		75.00									

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
LAURE005 LAUREN SCARDELLA										
20-01147 09/14/20 CONFLICT PUB DEF ST V. S. WEST										
1 CONFLICT PUBLIC DEFENDER	150.00	T-17-56-286-000-837	B	RESERVE-PUBLIC DEFENDER	R	09/14/20	09/16/20		I-575	N
Vendor Total:	150.00									
M0185 MERCER CTY MUNIC. JUDGES ASSOC										
20-01047 08/26/20 HON SETH KURS, J.M.C. 2020DUES										
1 HON SETH KURS, J.M.C. 2020DUES	200.00	0-01-20-176-000-044	B	Professional Association Dues	R	08/26/20	09/16/20		JULY 27, 2020	N
Vendor Total:	200.00									
M0536 MGL PRINTING SOLUTIONS										
20-01044 08/26/20 DEP SLIPS: COURT ACCT										
1 DEP SLIPS: COURT ACCT	64.00	0-01-20-176-000-023	B	Printing and Binding	R	09/14/20	09/16/20		174189	N
2 SHIPPING & HANDLING	14.00	0-01-20-176-000-023	B	Printing and Binding	R	09/14/20	09/16/20		174189	N
	78.00									
Vendor Total:	78.00									
N0058 NATIONAL FIRE PROTECTION ASSOC										
20-01081 08/31/20 LEAD MEMBERSHIP DUES 1 YEAR										
1 LEAD MEMBERSHIP DUES 1 YEAR	1,575.00	0-01-25-256-002-048	B	FIRE PREVENTION	R	08/31/20	09/16/20		7721673X	N
Vendor Total:	1,575.00									
NJADV005 NJ Advance Media										
20-01141 09/14/20 AUGUST 2020 LEGAL ADS										
1 PLANNING BOARD AUGUST MEETING	13.92	0-01-21-180-001-021	B	Advertisements	R	09/14/20	09/16/20		0009687634	N
2 ORD 2020-04 ADOPT	15.66	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009689365	N
3 ORD 2020-07 ADOPT	13.92	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009689369	N
4 ORD 2020-08 ADOPT	13.34	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009689372	N
5 ORD 2020-09 INTRO	30.16	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009689376	N
6 CULTURAL ARTS AUGUST MEETING	12.76	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		000968163	N
7 ORD 2020-09 ADOPT	16.82	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009699806	N
8 COUNCIL 8/25 BUDGET WORKSHOP	16.53	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009699861	N
9 COMPLETE STREETS AUG MEETING	14.79	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009701946	N
10 ENV COMMISSION AUGUST MEETING	12.76	0-01-20-120-001-021	B	Advertisements	R	09/14/20	09/16/20		0009702086	N

Vendor # Name											
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Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
PENNC005 PENN CARE, INC.											
20-01120	09/09/20	EMS CHARTS SEPTEMBER INV									
1	EMS CHARTS SEPTEMBER INV	205.00	0-01-25-260-001-054	B	Computer Exp/Equipmt Repairs	R	09/09/20	09/16/20		S75828	N
Vendor Total:		205.00									
POLIC005 POLICE & SHERIFFS PRESS, INC											
20-01076	08/28/20	HPD PHOTO ID'S									
1	HPD PHOTO ID'S	32.55	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	08/28/20	09/16/20		137029	N
Vendor Total:		32.55									
P0348 PUMPING SERVICES, INC.											
20-00969	08/12/20	QUOTE 031160 7/30/2020									
1	BLOCK BEARING ASSEMBLY	554.00	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	08/12/20	09/16/20		1118063	N
2	ADAPTER GUIDE BAR LOWER FOR	658.00	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	08/12/20	09/16/20		1118063	N
		1,212.00									
Vendor Total:		1,212.00									
QUADI005 QUADIENT, INC.											
20-01105	09/08/20	LEASE N20031800 9/29-12/28/20									
1	LEASE N20031800 9/29-12/28/20	441.57	0-01-30-421-001-029	B	Meter Rental/Maintance	R	09/08/20	09/16/20		N8459166	N
Vendor Total:		441.57									
SAMUE005 SAMUEL KLEIN AND COMPANY											
20-01163	09/17/20	2019 AUDIT 50% PREP OF 2018REP									
1	2019 AUDIT 50% CURRENT	6,875.00	0-01-20-135-001-028	B	Audit Services	R	09/17/20	09/17/20		2019 50% AUDIT	N
2	2019 AUDIT 50% WTP	3,437.50	0-09-55-501-001-501	B	Audit Services	R	09/17/20	09/17/20		2019 50% AUDIT	N
3	2019 AUDIT 50% AWWTP	3,437.50	0-09-55-501-002-501	B	Audit Services	R	09/17/20	09/17/20		2019 50% AUDIT	N
		13,750.00									
Vendor Total:		13,750.00									

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
S0842 SANITATION EQUIPMENT CORP.											
20-00988	08/12/20	HOSES FOR PETERBILT									
1	INV 55548	HOSES FOR PETERBILT	64.90	0-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	08/12/20	09/16/20		55548	N
Vendor Total:		64.90									
M0254 SF MOBILE-VISION, INC											
20-01079	08/28/20	INK CARTRIDGES - BRAVO PRINTER									
1	INK CARTRIDGES - BRAVO PRINTER	82.42	0-01-25-240-001-036	B Office Supplies & Equipment	R	08/28/20	09/16/20			33917	N
Vendor Total:		82.42									
SHERW010 SHERWIN WILLIAMS PAINT											
20-01095	09/02/20	INV #06106-8 E03/20394									
1	996500175 7" 6.5"x3/4	9.51	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/02/20	09/16/20			0106-8 E0320394	N
2	144602097 9" 9 MARATHON 1 1/4	6.37	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/02/20	09/16/20			0106-8 E0320394	N
3	1600-6 HAND ROLLER CUP	3.56	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/02/20	09/16/20			0106-8	N
		19.44									
Vendor Total:		19.44									
S0249 STATE OF NEW JERSEY											
20-01145	09/14/20	2019 UNEMPLOYMENT ASSESSMENT									
1	2019 UNEMPLOYMENT ASSESSMENT	516.01	9-01-23-210-003-115	B Medical Ins-Emp'l Grp Health	R	09/14/20	09/16/20			YR END 12/2019	N
Vendor Total:		516.01									
BLOCK005 TELESYSTEM											
20-01146	09/14/20	INV 13807729 9/1/2020									
1	INV 13807729 9/1/2020	1,292.25	0-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	09/14/20	09/16/20			13807729	N
Vendor Total:		1,292.25									
TRIST005 TRI STATE ENVIRONMENTAL SVCS											
20-01101	09/02/20	SEWER CAMERA AND CABLE									
1	SEWER CAMERA AND CABLE	5,900.00	0-09-55-501-002-529	B Sewer Main Repair/Supplies	R	09/02/20	09/16/20			681	N
Vendor Total:		5,900.00									

Vendor # Name												
PO #	PO Date	Description	Contract	PO Type				First	Rcvd	Chk/Void		1099
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc	Date	Date	Date	Invoice	Excl
U0061 USALCO BALTIMORE PLANT, LLC												
20-00258	03/02/20	ALUMINUM SULFATE RES	2018-221	B								
4 INV	1379949	8/27/2020 LIQ ALUM	4,669.81	0-09-55-501-002-542	B Aluminum Sulfate	R	03/02/20	09/16/20			1379949	N
Vendor Total:		4,669.81										
W0002 W.B. MASON CO., INC.												
20-01142	09/14/20	OFFICE SUPPLIES SEPTEMBER 2020										
1 CENTRAL	OFFICE SUPPLIES	444.84	0-01-20-125-001-036	B Office Supplies		R	09/14/20	09/16/20			PEGGY 9/3/2020	N
Vendor Total:		444.84										
W0071 WASTE MGMT OF NEW JERSEY, INC.												
20-00176	02/14/20	GRIT & SCREENING 2020		B								
4 INV	2943834-0502-3	8/3/20 GRIT	1,336.14	0-09-55-501-002-540	B Grit/Screening Disposal-Waste Mgmt	R	02/14/20	09/16/20			2943834-0502-3	N
20-00996	08/14/20	SLUDGE REMOVAL JULY 2020										
1 SLUDGE	REMOVAL JULY 2020	6,102.21	0-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management		R	08/14/20	09/16/20			2943884-0502-8	N
Vendor Total:		7,438.35										
W0096 WATER WORKS SUPPLY CO., INC.												
20-01115	09/09/20	WATER REPAIR PARTS										
1 INV.	IF99503 - ADAPTERS	224.40	0-09-55-501-001-535	B Hydrants and Line Repair		R	09/09/20	09/16/20			IF99603	N
2 INV.	IF99626 - CAP/NIPPLE/	192.72	0-09-55-501-001-535	B Hydrants and Line Repair		R	09/09/20	09/16/20			IF99628	N
		417.12										
Vendor Total:		417.12										
WIREL005 WIRELESS ELECTRONICS, INC.												
20-01137	09/14/20	SERVICE CONTRACT SEPT 2020										
1 SERVICE	CONTRACT SEPT 2020	255.00	0-01-25-240-001-029	B Maint. Contracts - Other		R	09/14/20	09/16/20			M59904	N
Vendor Total:		255.00										

Vendor # Name												1099
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void				Exc1
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice		
W0035 WTH TECHNOLOGY, INC												
20-01139	09/14/20	ANNUAL CONTRACT										
1	ANNUAL CONTRACT	621.00	0-01-25-240-001-029	B Maint.	Contracts - Other	R	09/14/20	09/16/20		25576		N
Vendor Total:		621.00										
Z0106 ZEP SALES & SERVICE												
20-01098	09/02/20	ZEP INSTANT HAND SANITIZER										
1	ZEP INSTANT HAND SANITIZER	71.97	0-09-55-501-002-535	B Chemicals	Miscellaneous	R	09/02/20	09/16/20		9005263223		N
Vendor Total:		71.97										
Total Purchase Orders: 58 Total P.O. Line Items: 152 Total List Amount: 85,784.95 Total Void Amount: 0.00												

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	25,838.88	0.00	25,838.88	0.00	0.00	25,838.88
	0-09	59,183.34	0.00	59,183.34	0.00	0.00	59,183.34
Year Total:		85,022.22	0.00	85,022.22	0.00	0.00	85,022.22
CURRENT FUND	9-01	516.01	0.00	516.01	0.00	0.00	516.01
TRUST OTHER - FUND #12	T-12	96.72	0.00	96.72	0.00	0.00	96.72
PUBLIC DEFENDER TRUST FUND-#17	T-17	150.00	0.00	150.00	0.00	0.00	150.00
Year Total:		246.72	0.00	246.72	0.00	0.00	246.72
Total of All Funds:		85,784.95	0.00	85,784.95	0.00	0.00	85,784.95

Resolution 2020-182

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

AUTHORIZING RECEIPT OF BIDS FOR CHEMICALS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Engineer is hereby authorized to prepare specifications and advertise for bids for Chemicals for the Water and Waste Water Treatment Plants, and that the Borough is authorized to receive same after proper advertisement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 21, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-183

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

AMENDING RESOLUTION 2020-170 CONFIRMING PROSECUTOR

WHEREAS, Resolution 2020-170 adopted September 8, 2020, confirmed a Prosecutor for municipal court. It has been found that was an error in the appointment.

BE IT RESOLVED that the following appointment is hereby confirmed by the Mayor and Council of the Borough of Hightstown:

Prosecutors

Christopher K Koutsouris	December 31, 2020
Patrick Varga	December 31, 2020
Timothy McNichols	December 31, 2020
Kelsey Anthony-McGuckin	December 31, 2020
Robert E Ulaky	December 31, 2020

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 21, 2020.

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2020-184

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

AMENDING RESOLUTION 2020-171 CONFIRMING PUBLIC DEFENDER

WHEREAS, Resolution 2020-171 adopted September 8, 2020, confirmed a Public Defender for municipal court. It has been found that was an error in the appointment.

BE IT RESOLVED that the following appointment is hereby confirmed by the Mayor and Council of the Borough of Hightstown:

Public Defenders

John W. Hartmann

December 31, 2020

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 21, 2020.

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2020-185

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2020 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2020 temporary budget; and

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

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

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2020 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	THIS RESOLUTION	PREVIOUS TOTAL	CUMULATIVE TOTAL
Current	189,000.00	2,353,226.00	2,542,226.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	47,000.00	1,244,015.00	1,291,015.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	236,000.00	3,597,241.00	3,833,241.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2020 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 21, 2020.

Margaret Riggio
Deputy Borough Clerk

Borough of Hightstown		
Emergency Temporary		
9/21/2020		
Current Fund		
Mayor and Council		
Salaries and Wages		3,000.00
Municipal Clerk		
Salaries and Wages		11,000.00
Financial Administration		
Salaries and Wages		12,000.00
Tax Collector		
Salaries and Wages		2,500.00
Tax Assessor		
Salaries and Wages		2,000.00
Planning Board		
Salaries and Wages		1,200.00
Police		
Salaries and Wages		110,000.00
Emergency Medical		
Other Expenses		1,000.00
Municipal Prosecutor		
Other Expenses		300.00
Streets and Roads		
Salaries and Wages		8,000.00
Sanitation/Solid Waste		
Salaries and Wages		5,000.00
Buildings and Grounds		
Salaries and Wages		4,000.00
Parks and Recreation		
Salaries and Wages		2,000.00
Maintenance of Parks		
Salaries and Wages		1,000.00
Construction Code		
Salaries and Wages		12,000.00
Housing		
Salaries and Wages		4,000.00
Electricity		5,000.00
Social Security		5,000.00
		189,000.00
Water-Sewer Utility Fund		
Salaries and Wages		40,000.00
Social Security		7,000.00
Total Water-Sewer Utility		47,000.00
		236,000.00

Resolution 2020-186

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

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, COUNTY OF MERCER,
STATE OF NEW JERSEY, SUPPORTS THE TOWNSHIP OF EAST WINDSOR'S
GRANT APPLICATION TO THE DELAWARE VALLEY REGION PLANNING
COMMISSION'S (DVRPC) CONGESTION MANAGEMENT/AIR QUALITY
(CMAG) GRANT PROGRAM**

WHEREAS, the Township of East Windsor has submitted a Grant Application to the Delaware Valley Region Planning Commission (DVRPC) for funding through the Congestion Management/Air Quality (CMAG) Grant Program); and,

WHEREAS, the Township of East Windsor is seeking funding through the CMAG to implement infrastructure improvements in the area of Route 133 and Wyckoff Mills Road; and

WHEREAS, the improvements proposed by the Township of East Windsor include a newly constructed Route 133/Wyckoff Mills Road and Route 133/Cranbury Station Road interchange; and

WHEREAS, A new interchange would allow freight vehicles to access the area directly from New Jersey Turnpike Interchange 8 and New Jersey Route 133, essentially bypassing New Jersey Route 33 and Probasco Road; and

WHEREAS, the significant benefits of constructing this bypass include diverting freight traffic away from residential areas, providing a direct and efficient route directly between the New Jersey Turnpike and the warehouses on Wyckoff Mills Road; and

BE IT RESOLVED, that the governing body of the Borough of Hightstown, County of Mercer, State of New Jersey supports the Township of East Windsor's Grant Application to the Delaware Valley Region Planning Commission (DVRPC) for funding through the Congestion Management/Air Quality (CMAG) Grant Program); and,

BE IT FURTHER RESOLVED, that the Borough Clerk shall forward a certified copy of this Resolution to: The Municipal Clerk of the Township of East Windsor.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 21, 2020.

Margaret Riggio
Deputy Borough Clerk



TOWNSHIP OF EAST WINDSOR

16 Lanning Boulevard
East Windsor, N.J. 08520-1999
609-443-4000
Fax 609-443-8303
www.east-windsor.nj.us

Mayor
JANICE S. MIRONOV

Members of Council
DENISE DANIELS
MARC LIPPMAN
ALAN ROSENBERG
PERRY M. SHAPIRO
PETER V. YEAGER
JOHN H. ZOLLER

September 18, 2020

Debra Sopronyi
Administrator
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

RE: Probasco Road Freight Bypass – Letter of Support

Dear Ms. Sopronyi;

East Windsor Township has submitted a grant application to the Delaware Valley Region Planning Commission's (DVRPC) Congestion Management/Air Quality (CMAQ) grant program to implement infrastructure improvements in the area of Route 133 and Wyckoff Mills Road. As part of the grant application, I am asking for your support in the form of a letter addressed to the Delaware Valley Region Planning Commission, 190 N Independence Mall West 8th Floor Philadelphia, PA 19106-1520.

This area has seen a growth of warehouse buildings, resulting in increasing freight traffic. The Township's grant application requests funding for a proposed newly constructed Route 133/Wyckoff Mills Road and Route 133/Cranbury Station Road interchange. A new interchange would allow freight vehicles to access the area directly from New Jersey Turnpike Interchange 8 and New Jersey Route 133, essentially bypassing New Jersey Route 33 and Probasco Road.

The significant benefits of constructing this bypass include diverting freight traffic away from residential areas, providing a direct and efficient route directly between the New Jersey Turnpike and the warehouses on Wyckoff Mills Road, enhancements to warehouse distribution in the greater region for freight transport, delivery and fulfillment, and emissions reduction and improved air quality.

I am asking for your support through a letter endorsing this project and requesting that these letters be returned no later than September 30, 2020. Support letters can be sent via email to municipal_clerk@east-windsor.nj.us, and send an original to my attention at 16 Lanning Boulevard, East Windsor, NJ, 08520.

If there are any questions or you desire to discuss further, please contact me directly at (609) 443-4000 ext. 252.

Sincerely,

JANICE S. MIRONOV
Mayor

Resolution 2020-187

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

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on September 21, 2020, via teleconference, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Robbinsville
Housing Authority

Attorney Client Privilege

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public December 21, 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.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 21, 2020.

Margaret Riggio
Deputy Borough Clerk



August 20, 2020

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

Re: NJDOT Transportation Alternatives Set-Aside Program
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1610

Dear Mayor and Council:

Enclosed with this letter, please find the following:

1. Grant Solicitation Letter from NJDOT dated July 31, 2020

The New Jersey Department of Transportation has announced that it will be accepting applications for the Transportation Alternatives Set-Aside (TA Set-Aside) grant program. Applications must be submitted on or before November 24, 2020 through the NJDOT SAGE website.

The TA Set-Aside program provides federal funds for community based “non-traditional” surface transportation projects designed to strengthen the cultural, aesthetic, and environmental aspects. Examples of awarded projects are bikeways, streetscapes, pedestrian bridges, etc. Eligible projects must fall into one of the following categories:

1. Design and construction of on-road and off-road trail facilities for nonmotorized forms of transportation.
2. Conversion and use of abandoned railroad corridors for nonmotorized forms of transportation.
3. Construction of scenic turnouts, overlooks, and viewing areas.
4. Historic preservation and rehabilitation of historic transportation facilities such as buildings, structures, and canals.
5. Community improvement activities such as streetscaping and corridor landscaping.
6. Environmental mitigation to address stormwater management, control, and water pollution prevention related to highway construction or runoff.
7. Reduce vehicle-caused wildlife mortality.

In the past, the Borough was awarded funding through this program for the construction of the Peddie Lake Dam Pedestrian Bridge. Please note that based on prior experience with this grant there will typically be a number of years between grant award and advertisement of the construction contract. The NJDOT has strict requirements during the design phase that must be met prior to advertisement for construction. In addition, should the Borough be awarded funding through this program, multiple engineering firms will be required as the program does not allow the design engineer to conduct the construction administration and inspection.

The following is a list of possible project scopes based on past reviews with Borough representatives:

1. Streetscape Improvements at Mercer Street, West Ward Street and Summit Street

This would be a continuation of the existing streetscape and will extend the improvements to the entire length of West Ward Street and on Mercer Street to the intersection with Summit Street.

This application would also include new sidewalks on Summit Street between the Greenway entrance and Mercer Street. This section of Summit Street is currently the only portion that does not have sidewalks. These improvements may require sanitary sewer improvements at the intersection with Mercer Street in order to eliminate an existing privately-owned septic system which may be in conflict with a proposed sidewalk. Right-Of-Way takings and retaining walls may also be needed.

2. Franklin Street Sidewalk Improvements

This application would be for curb and sidewalk improvements on Franklin Street between the intersections with Broad Street and Maxwell Avenue. Improvements would include new sidewalks where none exist and new crosswalks at Maxwell Avenue.

This office is prepared to move forward with preparation of an application. Our fee to prepare and submit the application will be at approximately \$6,000.00. Our final 'not to exceed' fee will be determined once the final scope of work is determined by the Borough.

I request you review and provide direction for an application at your next available Council meeting.

Should you have any questions, 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
Kenneth Lewis, Superintendent of Public Works
Complete Streets Committee
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



State of New Jersey

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

PHILIP D. MURPHY
Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

SHEILA Y. OLIVER
Lt. Governor

July 31, 2020

Re: Transportation Alternatives Set-Aside Program
Request for Applications

Dear Prospective Applicant:

On behalf of Governor Phil Murphy, I am pleased to announce that applications are now being accepted for the 2020 Transportation Alternatives Set-Aside Program (TA Set-Aside). This solicitation is administered by the New Jersey Department of Transportation (NJDOT), in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Delaware Valley Regional Planning Commission (DVRPC), and the South Jersey Transportation Planning Organization (SJTPO).

TA Set-Aside provides federal funds for community based "non-traditional" surface transportation related projects designed to strengthen the cultural, aesthetic, and environmental aspects of the nation's surface transportation intermodal system. The TA Set-Aside program was established by Congress in 2012 under MAP-21 and FAST Act in 2015, and is funded through a set-aside of the Federal-aid Highway Program. Eligible activities include most activities historically funded as "Transportation Enhancements".

For this solicitation, eligible projects must fall into one the following 7 categories:

- Design and construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, and other nonmotorized transportation users
- Construction of scenic turnouts, overlooks, and viewing areas
- Historic preservation and rehabilitation of historic transportation facilities both land and water such as buildings, structures and canals

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- Community improvement activities, specifically: Streetscaping and corridor landscaping
- Environmental mitigation to address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff
- Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats

In addition to the traditional grant criteria, for this solicitation, consideration will be given to applications that provide additional benefits to vulnerable members of our communities, including low-income residents, minorities, those with limited English proficiency, persons with disabilities, children and older adults. Census data for these categories will be used to determine if a project meets the equity criteria. Information regarding equity will be available through NJDOT's Local Aid Resource Center web site at:

<https://www.njdotlocalaidrc.com/equity>

Information about scheduling a one on one pre-submission meeting will be forthcoming on the website as well as dates for informational webinars about the Transportation Alternatives Set-Aside Program.

You are invited to submit an application for a well-developed, construction-ready project that can qualify as a TA Set Aside project. The online TA Set-Aside handbook provides the necessary information for completing your application and also answers questions regarding eligibility and program requirements. This information can be found at:

<https://www.njdotlocalaidrc.com/federally-funded-programs/transportation-alternatives>

The eligible entities to receive TA Set-Aside funds are: local governments (municipalities and counties); regional transportation authorities; transit agencies; natural resource or public land agencies; tribal governments; any other local or regional governmental entity with responsibility for oversight of transportation (other than a metropolitan planning organization or a State agency).

Nonprofit organizations are not eligible as direct grant sub-recipients for TA Set-Aside funds unless they qualify through one of the eligible entity categories (e.g., where a nonprofit organization is a designated transit agency, school, or an entity responsible for the administration of local transportation safety programs). Nonprofit entities are eligible to partner with any eligible entity on an eligible project, if State or local requirements permit. The NJDOT has final authority to make a determination on the eligibility of an applicant.

As with all federally funded programs, the funds will be disbursed on a reimbursement basis. In addition, the award of TA Set Aside grants will be contingent upon the recipient's ability to comply with all applicable federal financial management, project implementation, and oversight regulations. Before applying, applicants should assess their capability to comply with state and federal

requirements for the administration of federal-aid highway grants set forth in Title 23 – Highways, and OMB requirements related to administrative rules (2 CFR Part 200) and cost principals (2 CFR Part 1201) requirements.

Please note that all public right-of-way and facilities are required to be accessible for all users regardless of funding source. Recipients of federal and state grants will be required to comply with the provisions of Title II of the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973.

The NJDOT offers a program, the TA Set-Aside Design Assistance Program, which is meant to provide consultant engineering services to assist Local Public Agencies (LPAs) with the development of plans, specifications, and estimates for their TA Set-Aside project at no cost to the LPA. Recipients of the 2020 TA Set-Aside grant solicitation will be eligible to participate in the program. The program was developed by NJDOT as part of the Federal Highway Administration's Every Day Counts (EDC) initiative and is intended to shorten time, reduce costs, and improve quality in the delivery of TA Set-Aside projects.

Applications for the Transportation Alternatives Set-Aside Program are due on or before November 24, 2020 and must be submitted online through NJDOT SAGE at:

<https://njsage.intelligrants.com/>

I recommend that you consult your Local Aid District Office and your corresponding Metropolitan Planning Organization for assistance in preparing applications for this program. Contact information is included.

Thank you for your continued interest and support for this program, and best wishes for success with your project application.

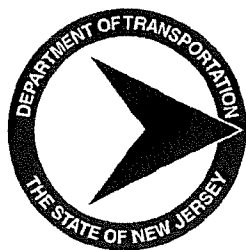
Sincerely,



Diane Gutierrez-Scaccetti
Commissioner

Enclosures

c Municipal Clerk
Municipal Engineer
County Engineer
County Clerk



Local Aid and Economic Development

Our District Offices

District 1, Mount Arlington

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
Phone: 973.810.9120
Fax: 973-601-0049
Manager: Adam Ivervolino

District 2, Newark

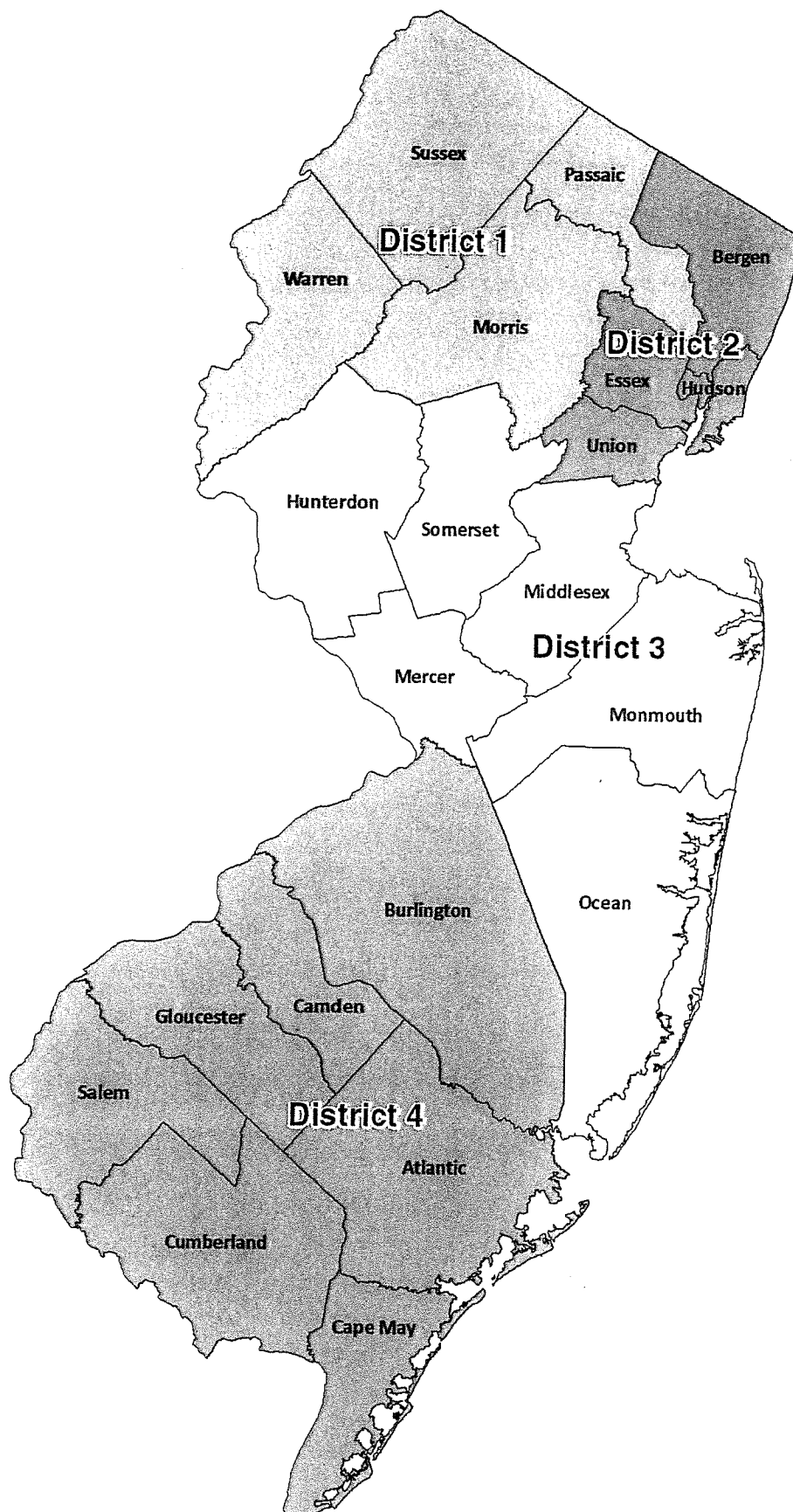
153 Halsey Street, 5th floor
Newark, NJ 07102
Phone: 973.877.1500
Fax: 973.648.4547
Manager: Eileen Schack

District 3, Trenton

1035 Parkway Avenue
Trenton, NJ 08625
Phone: 609.963.2020
Fax: 609.530.8044
Contact: Arun Kumar

District 4, Cherry Hill

One Executive Campus
Route 70 West, 3rd Floor
Cherry Hill, NJ 08002
Phone: 856.414.8414
Fax: 856.486.6771
Manager: Thomas Berryman





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