

**Meeting Minutes
Hightstown Borough Council
September 8, 2020
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:32 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 Fred Raffetto, Borough Attorney; CFO, George Lang and Cameron Corini, Roberts Engineering.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Bluth requested to add Budget 2020 to Old Business.

Councilmember Bluth moved the agenda as amended; Seconded by Councilmember Cicalese.

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

Agenda approved as amended 5-0.

APPROVAL OF MINUTES

August 3, 2020 – Public Session

Moved by Councilmember Bluth; Seconded by Councilmember Musing.

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

abstained.

Minutes approved 4-0 with 1 abstention.

August 3, 2020 – Executive Session

Moved by Councilmember Cicalese; Seconded by Councilmember Bluth.

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

Minutes approved 4-0 with one abstention.

August 17, 2020 – Public Session

Moved by councilmember Bluth; Seconded by Councilmember Cicalese.

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

Minutes approved 5-0

August 17, 2020 – Executive Session

Moved by Councilmember Musing; Seconded by Councilmember Cicalese.

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

Minutes approved 5-0

PRESENTATIONS

NJDOT Transportation Alternative Set-Aside Grant

Cameron Corini, Roberts Engineering, Explained the NJDOT Transportation Alternative Set-Aside Grant. This is intended for large scale projects. This is a similar grant to what was used for Peddie Lake Dam Pedestrian Bridge. Mr. Corini went on to review Carmela Robert's letter from August 20, 2020. Discussion ensued. Council agreed that the Complete Streets Committee should discuss before a decision is made.

Lincoln, Hagemount and Rocky Brook Project Update

Cameron Corini, Roberts Engineering, gave update on the project. Mr. Corini explained the payment request and change order. Milling and paving will be started in October, weather permitting. This should be completed before November 3rd before in person school is to start. Discussion ensued. There were questions regarding the increase for police traffic directors. Mr. Corini explained that the bid contract was done by DOT requirements. Hightstown Police Chief requires additional requirements in the Borough. Council instructed Mr. Corini that Chief Gendron is to review Borough requirements with the Engineer regarding police coverage before bid documents are released.

Resolution 2020-168 Authorizing Payment #2 and Change Order #2 – S&G Paving Construction (Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court)

Moved by Councilmember Cicalese; Seconded by Council President Musing.

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

Resolution adopted 5-0.

Resolution 2020-168

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

**AUTHORIZING PAYMENT NO. 2 AND CHANGE ORDER NO. 2 – S & G PAVING
CONSTRUCTION (IMPROVEMENTS TO LINCOLN AVENUE, HAGEMOUNT
AVENUE AND ROCKY BROOK COURT)**

WHEREAS, on March 2, 2020, the Borough Council awarded a contract for Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court in Hightstown Borough to S & G Paving Construction, Inc, of Monroe, New Jersey at the price of \$764,028.15; and

WHEREAS, the contractor has submitted Change Order No. 2, in the amount of \$86,300.00 which represents water/sewer improvements, a reduction in price for storm sewer improvements and additional traffic control as requested by the Borough Police Department which increases the contract by 11.3% to a total contract amount of \$812,907.45; and

WHEREAS, the contractor has submitted payment No. 2, in the amount of \$170,003.99, partial payment through August 28, 2020; and

WHEREAS, the Borough Engineer has recommended approval of Change order No. 2; and

WHEREAS, the Borough Engineer has recommended approval of payment No. 2, in the amount of \$170,003.99; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Change Order No. 2 and payment No. 2, in the amount of \$170,003.99 to S&G Paving Construction, Inc. of Monroe, New Jersey is hereby approved as detailed herein.

PUBLIC COMMENT I

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

There being no one coming forward, Mayor Quattrone closed the public comment period.

ORDINANCES

Ordinance 2020-10 First Reading and Introduction – 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

Moved for Introduction by Council President Musing; Seconded by Councilmember Misiura.

Councilmember Misiura questioned the type of off duty employment the police officers undertake. Police Chief Gendron explained it is security at school, traffic control. Everything they do is approved by the department. This

does not include mutual aid.

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

Ordinance adopted 5-0. Public Hearing scheduled for September 21st.

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.

RESOLUTIONS

Resolution 2020-169 Authorizing Payment of Bills

Moved by Councilmember Cicalese; Seconded by Council President Musing.

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

Resolution adopted 4-0 with 1 abstention.

Resolution 2020-169

*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 \$1,924,163.35 from the following accounts:

Resolution 2020-170 Resolution Confirming Prosecutor

Moved by

Current		\$1,808,626.65
W/S Operating		55,560.95
General Capital		30,699.50
Water/Sewer Capital		4,597.25
Grant		2,430.00
Trust		4,726.79
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>17,522.21</u>
Total		<u>\$1,924,163.35</u>

Councilmember Misiura; seconded by Councilmember Bluth

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

Resolution adopted 5-0.

Resolution 2020-170

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

RESOLUTION CONFIRMING PROSECUTOR

WHEREAS, Pursuant to Resolution 2020-152, adopted by Council on August 2, 2020, Hightstown Borough entered into a Shared Services Agreement with Robbinsville Township which in which both municipalities share Court employees.

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

Prosecutor

John W. Hartmann

December 31, 2020

Resolution 2020-171 Resolution Confirming Public Defender

Moved by Councilmember Jackson; seconded by Councilmember Misiura

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

Resolution adopted 5-0.

Resolution 2020-171

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

RESOLUTION CONFIRMING PUBLIC DEFENDER

WHEREAS, Pursuant to Resolution 2020-152, adopted by Council on August 2, 2020, Hightstown Borough entered into a Shared Services Agreement with Robbinsville Township which in which both municipalities share Court employees.

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

Public Defenders

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

Resolution 2020-172 Authorizing Payment No. 12 – The Musial Group, P.A. (Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer Street)

Moved by Councilmember Misiura; seconded by Councilmember Cicalese.

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

Resolution adopted 5-0.

Resolution 2020-172

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

AUTHORIZING PAYMENT NO. 12 - THE MUSIAL GROUP, P.A. (ARCHITECTURAL AND CONTRACT ADMINISTRATION SERVICES FOR MUNICIPAL FACILITIES LOCATED AT 230 MERCER STREET)

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

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

WHEREAS, Resolution 2019-115, adopted on June 3, 2019, authorized the remainder of the project at a total cost not to exceed \$459,895.00; and

WHEREAS, Resolution 2020-40, adopted on January 21, 2020, amended the contract to not exceed \$472,895.00 without further authorization of the Governing Body; and

WHEREAS, Resolution 2020-153, adopted on August 3, 2020, amended the contact to not exceed \$511,995.00 without further authorization of the Governing Body; and

WHEREAS, the architect has submitted payment request No. 12 for professional services for March 15, 2020 – August 29, 2020 in the total amount of \$6,288.88; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the payment request to The Musial Group, P.A. of Mountainside, New Jersey in the amount of \$6,288.88, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2020-173 Authorizing an Amendment to the Contract for Calcium Hypochlorite – George S. Coyne Chemical, Co., Inc.

Moved by Councilmember Misiura; seconded by Councilmember Bluth

Ms. Sopronyi explained that the original amount ordered for chemical was not adequate. Changes at plant caused the Waste Water Treatment Plant to use more chemicals than normal. They are using the UV caused the additional amount of this chemical. We will have an accurate amount for bidding the chemical this year.

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

Resolution adopted 5-0.

Resolution 2020-173

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

**AUTHORIZING AN AMENDMENT TO THE CONTRACT FOR CALCIUM
HYPOCHLORITE – GEORGE S. COYNE CHEMICAL, CO., INC.**

WHEREAS, Resolution 2018-225 awarded a two-year contract for Calcium Hypochlorite to George S. Coyne Chemical Co, Inc. of Croydon, Pennsylvania; and

WHEREAS, this contract was not to exceed \$2,233.84 without further authorization from Council; and,

WHEREAS, Resolution 2020-53, adopted on February 18, 2020, amended the contract to an amount not to exceed \$3,733.84; and

WHEREAS, it has been found that additional funds in the amount of \$454.61 will be necessary to complete the contract through December 31, 2020; and,

WHEREAS, funds for this purpose will be made available in the 2020 budget; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the agreement George S. Coyne Chemical, Co., Inc. of Croydon, Pennsylvania be amended to not exceed \$4,188.45.

CONSENT AGENDA

Councilmember Bluth moved Resolutions 2020-174; 2020-175; 2020-175; 2020-176; 2020-177; 2020-178; 2020-179 as a Consent Agenda; Councilmember Cicalese seconded.

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

Resolutions adopted 5-0.

Resolution 2020-174

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

**AUTHORIZING REFUND OF A DEPOSIT FOR A TEMPORARY HYDRANT WATER
ACCOUNT**

WHEREAS, Topline Construction, 22 Fifth Street, Somerville, NJ 08876, placed a deposit for a temporary hydrant water account; and

WHEREAS, the account has been closed with a remaining deposit balance of \$500.00; and

WHEREAS, the Tax, Water/Sewer Collector has requested that said deposit balance be refunded in the amount of \$500.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and CFO are hereby authorized to issue a refund in the amount of \$500.00 to Topline Construction, 22 Fifth Street, Somerville, NJ 08876, representing the remaining deposit balance on a closed temporary hydrant water account as set forth herein.

Resolution 2020-175

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

**AUTHORIZING REFUND OF A DEPOSIT FOR TEMPORARY DISCHARGE OF
TREATED GROUNDWATER TO SANITARY SEWER**

WHEREAS, Lisko Environmental, 1300 Main Street, PO Box 083, Belmar, NJ 07719, placed a deposit for temporary to sanitary sewer account; and

WHEREAS, the project has been canceled due to insufficient ground water leaving the account with a remaining deposit balance of \$2,500.00; and

WHEREAS, the Superintendent of the AWWTP has requested that said deposit balance be refunded in the amount of \$2,500.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Utility Collector and CFO are hereby authorized to issue a refund in the amount of \$2,500.00 to Lisko Environmental, 1300 Main Street, PO Box 083, Belmar, NJ 07719, representing the deposit balance on a closed temporary sanitary sewer account as set forth herein.

Resolution 2020-176

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

AUTHORIZING REFUND OF TAX OVERPAYMENT – 9 HAGEMOUNT AVENUE

WHEREAS, an overpayment of 2020 taxes were made for Block 7/Lot 96, 9 Hagemount Avenue in the amount of \$2,386.93, by the mortgage company; and

WHEREAS, the property owner is a 100% disabled vet and tax-exempt; and

WHEREAS, the mortgage company, CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760 has requested that a refund be issued for the overpayment in the amount of \$2,386.93; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$2,386.93.

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 \$2,386.93 to CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760, representing the tax overpayment as set forth herein.

Resolution 2020-177

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

AUTHORIZING REFUND OF TAX OVERPAYMENT – 105 OAK LANE

WHEREAS, an overpayment of 2019 taxes were made for Block 7/Lot 15, 105 Oak Lane in the amount of \$5,916.75, by the mortgage company; and

WHEREAS, the property owner is a 100% disabled vet and tax-exempt; and

WHEREAS, the mortgage company, CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760 has requested that a refund be issued for the overpayment in the amount of \$5,916.75; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$5,916.75.

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 \$5,916.75 to CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760, representing the tax overpayment as set forth herein.

Resolution 2020-178

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

RECOGNIZING AND SUPPORTING NATIONAL BIKE MONTH

WHEREAS, September, 2020 is designated National Bike Month by the League of American Bicyclists; and

WHEREAS, biking has proven physical and mental health benefits; and

WHEREAS, whether riding for fun, fitness, or taking essential trips to work or shop, you are part of a movement for safer streets, connected communities, a healthier planet, and happier people; and

WHEREAS, 40% of all trips in the U.S. are less than two miles, making bicycling a feasible and fun way to get to get around; and

WHEREAS, across Greater Philadelphia, advocates and organizations will celebrate Bike Month and Bike-to-Work Week September 21-27.

WHEREAS, DVRPC encourages you to replace a car trip with a bicycle, if possible.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown recognize September 2020 as National Bike Month and September 21 – 17 as Bike-to-Work week and encourage Borough residents to give biking a try and see all the benefits biking has to offer.

Resolution 2020-179

*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:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	117,500.00	2,235,726.00	2,353,226.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	75,000.00	1,169,015.00	1,244,015.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	192,500.00	3,404,741.00	3,597,241.00

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.

Borough of Hightstown

Emergency Temporary

9/7/2020

Current Fund

Mayor and Council	
Salaries and Wages	1,000.00
Municipal Clerk	
Salaries and Wages	8,000.00
Other Expenses	1,500.00
Financial Administration	
Salaries and Wages	8,000.00
Data Processing	
Other Expenses	7,000.00
Tax Collector	
Salaries and Wages	3,000.00
Planning Board	
Salaries and Wages	1,000.00
Group Insurance	
Other Expenses	40,000.00
Municipal Court	
Salaries and Wages	3,000.00
Fire Department	
Other Expenses	2,000.00
Sanitation/Solid Waste	
Salaries and Wages	5,000.00
Parks and Recreation	
Salaries and Wages	3,000.00
Recycling	
Other Expenses	7,000.00
Maintenance of Parks	
Salaries and Wages	1,000.00
Construction Code	

Salaries and Wages	5,000.00
Telephone	4,000.00
Electricity	5,000.00
Street Lighting	5,000.00
Gasoline	2,000.00
Social Security	6,000.00
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	117,500.00
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Water-Sewer Utility Fund

Other Expense	50,000.00
Social Security	15,000.00
Bond Interest	10,000.00
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Total Water-Sewer Utility	75,000.00
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	192,500.00
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OLD BUSINESS

Halloween – Letter to Residents

Council reviewed a draft letter to residents regarding Halloween. Council agreed that this was well written and is the best way to keep our residents safe. Stockton Street will not be closed and the Borough is encouraging residents to be more reserved in their Halloween celebration by not handing out candy or inviting trick or treaters to their doors. This letter will go out with the newsletter. A letter will be mailed to residents on Stockton Street the first week of October. We will have downtown Hightstown circulate so out of town people can see. Councilmember Misiura suggested notifying neighboring municipalities.

Budget 2020

The budget was introduced with the understanding that it could be amended. Councilmember Bluth questioned if Mr. Lang had adjusted the budget in anyway. Mr. Lang stated that the budget remains as is. He believes we have cut as much as possible. Councilmember Bluth stated that she would like a police car to be purchased with the capital budget again this year. Discussion ensued regarding the budget for the Fire Department. Ms. Sopronyi stated that she has requested financial information from the Fire Company on three separate occasions. She still

has not received anything. DCA has also requested documentation and they have not received anything either. There has been no response. Mayor Quattrone instructed Ms. Sopronyi to email the Fire Company tomorrow morning and let them know that this will have a direct effect on their budget if the requested information is not received.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Cicalese

Spoke about national bike month and the circulation study being completed by Complete Streets. The Complete Streets Committee will hold a special meeting before the 9/21 council meeting so they can give direction regarding the grant discussed this evening.

Councilmember Misiura

The Redevelopment subcommittee met with PRC to discuss and talk through some issues. That process is ongoing. Mayor Quattrone stated that he would like to be part of future meetings.

Councilmember Jackson

Parks and Rec will meet this Thursday.

Councilmember Bluth

Cultural Arts is planning on doing a virtual showcase of local musicians. They received a \$500 grant from the New Jersey State Council of the Arts Program to fund this project.

Council President Musing

HPC met to review the redevelopment plan. The Wilson House is slated for demolition. They will be touring the house and then write their opinion.

Peggy Riggio, Deputy Borough Clerk

Informed Council that Jordan Adler had withdrawn from the General Election. The Democratic Committee has chosen to replace him on the November Ballot with Cristina Fowler. All necessary paperwork has been forwarded to the County. Reminded everyone that the November 3rd General Election will be primarily vote by mail. All registered voters will receive a vote by mail ballot. Information is available on the Borough website and will be updated regularly. The deadline to complete your 2020 Census is September 30, 2020.

Mayor Quattrone

The flowers downtown look beautiful. He always gets calls about how nice downtown looks. Spoke regarding the fatality at Peddie Lake.

George Lang, CFO

Explained why the budget cannot be cut any further. Stated that it is a good idea to add the police car to budget instead of incurring debt through the capital budget. Stated his concerned about cutting budget further. Informed Council that Added Assessment Bills will go out October 1st. If we wait until the October 5, 2020 meeting to adopt, we cannot send the bills out. We cannot afford to lose the additional revenue. He recommend that we schedule a special meeting to adopt the Budget on September 28th. Discussion ensued. Council agreed to schedule a special meeting for 9/28 at 6:30 p.m. This will be for the Public Hearing and Adoption of the budget only.

EXECUTIVE SESSION

Resolution 2020-180 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Cicalese; Seconded by Councilmember Misiura.

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

Resolution adopted 5-0.

Resolution 2020-180

*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 8, 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
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 8, 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 8:33 p.m.

Council reconvened into open session at 9:53 p.m.

ADJOURNMENT

Moved by Councilmember Jackson at 9:54 p.m.; Seconded by Councilmember Cicalese. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk