

Agenda

Hightstown Borough Council

October 19, 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

September 21, 2020 – Public Session
September 21, 2020 – Executive Session
September 28, 2020 – Special Meeting

Public Comment I

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

Ordinances

Ordinance 2020-11 Final Reading and Public Hearing An Ordinance Amending and Supplementing Chapter 7 Entitled “Traffic”, Section 7-13 Entitled “Parking Prohibited at All Times on Certain Streets” of the Revised General Ordinances of the Borough of Hightstown, New Jersey

Resolutions

2020-199 Authorizing Payment of Bills

2020-200 Authorizing a Shared Services Agreement with Robbinsville Township for Emergency Services

2020-201 Authorizing a Shared Services Agreement with Robbinsville Township for Automotive Repair Services

2020-202 Authorizing Payment #7 & Payment #8 – WSP USA, Inc. (NJDOT Safe Routes to Schools – Improvements to Stockton Street & Joseph Street)

Consent Agenda

2020-203 Authorizing Refund of Water/Sewer Overpayment

2020-204 Accepting Membership of Jimmy J. Montalvan in Hightstown Engine Co. No. 1

2020-205 Approval to Execute a Grant Agreement with the New Jersey Department of Transportation for Improvements to Stockton Street (CR571) and Joseph Street

New Business

Capital Budget

Old Business

Subcommittee Reports

Mayor/Council/Administrative Reports

Executive Session

Resolution 2020-206 Authorizing a Meeting that Excludes the Public

Attorney Client Privilege

Personnel – Business Administrator

Adjournment

**Meeting Minutes
Hightstown Borough Council
September 21, 2020
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:31 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; Carmela Roberts, Borough Engineer and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

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

Agenda approved 6-0.

APPROVAL OF MINUTES

August 25, 2020 – Budget Meeting

Moved by Council President Musing; Seconded by Councilmember Jackson.

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

Minutes approved 5-0 with 1 abstention.

August 31, 2020 – Public Session

Moved by Councilmember Bluth; Seconded by Councilmember Cicalese.

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

Minutes approved 6-0.

August 31, 2020 – Executive Session

Moved by Council President Musing; Seconded by Councilmember Jackson.

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

Minutes approved 6-0.

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 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

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

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

Moved for adoption by Council President Musing; Seconded by Councilmember Stults.

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

Ordinance adopted 6-0.

RESOLUTIONS

Resolution 2020-181 Authorizing Payment of Bills

Moved by Councilmember Bluth; Seconded by Councilmember Misiura.

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

Resolution adopted 6-0.

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>

CONSENT AGENDA

Councilmember Jackson moved Resolutions 2020-182; 2020-183; 2020-184; 2020-185 and 2020-186 as a Consent Agenda; Councilmember Stults seconded.

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

Resolutions adopted 6-0.

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.

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

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
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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:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
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.

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
	<hr/>
	189,000.00

Water-Sewer Utility Fund

Salaries and Wages	40,000.00
Social Security	7,000.00
	<hr/>
Total Water-Sewer Utility	47,000.00
	<hr/>
	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.

NEW BUSINESS

DPW - Personnel, New Hire

Ms. Sopronyi explained that Public Works as been very short on personal for some time. They are down two employees at this time. The plan was to hire before COVID but never got to advertise for the position. She explained that while she has the authority to hire without Council authorization, because of the budget constraints, she would like Council approval to start the hiring process. Mayor Quattrone confirmed the need to hire an additional person. Ms. Sopronyi explained that money is the budget already. Ms. Sopronyi explained that they are looking to hire a laborer/driver starting at \$16 per hour with an increase of \$1 per hour following probation. Discussion ensued. After a unanimous straw vote, Ms. Sopronyi was directed to move forward with the hiring process.

OLD BUSINESS

NJDOT Transportation Set Aside Program.

Carmela Roberts, Borough Engineer, spoke regarding the grant that was discussed at the September 7th meeting. She needs direction from Council if we are to move forward with the application. Councilmember Cicalese stated that the Complete Streets Committee met last week to review Ms. Roberts recommendations. Given that there are several studies underway, The Complete Streets Committee feel it is best to wait until the studies are complete before moving forward with any projects. They recommend passing on the grant at this

time. Discussion ensued. After a unanimous straw vote, Council informed Ms. Roberts that the Borough would not be applying for the grant at this time.

Budget 2020

Councilmember Bluth stated that she will not be attending the meeting on September 28th for the budget hearing and adoption. She would like to review the budget before the meeting and give her comments to the Mayor. Mr. Lang, recommended that the budget remain as is. Starting in November, transfers can be made between accounts. Ms. Bluth reiterated that the current budget does not provide for a police car this year. The Police car should be purchased through capital.

SUBCOMMITTEE REPORTS

Councilmember Misiura commented that the County is installing a crosswalk at South Main and Springcrest. This helps with the plans that we have for the project at Springcrest. This shows a good working relationship with the County.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Cicalese

Board of Health held a meeting last week. Covid is still the priority. Hightstown Borough has a total of 185 cases and 7 deaths. The West Windsor Health Department has been open 7 days a week. They received funding from the State to avoid additional costs to the municipalities. All health clinics were ceased until August.

Councilmember Misiura

The Planning Board held a three-night meeting for the Rug Mill Project Application. The application passed unanimously. The next step in the project is Council's approval of a Redeveloper's Agreement. Mayor Quattrone stated that he would like to participate in the upcoming subcommittee meetings.

Councilmember Stults

Stated that there are a lot of things good things happening in town. Two of the larger homes in the Borough are under contract for sale. Both have been renovated or rebuilt. This says a lot about direction that Hightstown is moving. Business owners are appreciative for the Construction office for their help with keeping the businesses open during COVID. We may see more restaurants seeking outdoor dining post COVID.

Councilmember Bluth

Cultural Arts Commission will be hosting a pumpkin carving lesson via zoom on October 16th. October 30th residents will bring their carved pumpkins to Memorial Park and pumpkins will be lit with LED tealights and placed on the wall along Peddie Lake. Environmental Commission meets tomorrow night.

Councilmember Jackson

We are doing a lot of good work in town. Hightstown is moving in the right direction. It is great to see the sidewalks on Lincoln Avenue.

Council President Musing

Questioned when the last assessment was done in the Borough. Ms. Sopronyi stated that this was done during Mayor Kirson's term. Mr. Musing stated that the Borough needs to be proactive in looking at property and assessment values. Mr. Musing stated that he would like an update from OEM Coordinator, Jim Sidelinger, regarding the Borough's Declaration of Emergency.

George Lang, CFO

Thanked Council for their support on the budget. Informed Council that our tax collection rate is over 97% at the current time.

Borough Administrator/Clerk, Debra Sopronyi

Stated that the Halloween letter will go out next week to Stockton Street residents. She will have the updated capital requests for the next Council Meeting.

Deputy Clerk, Peggy Riggio

The Census in in its last 10 day push. There will be a secure drop box for vote by mail ballots located at the Hightstown Firehouse. The Clerk/Registrar's office has recently begun taking marriage application via zoom.

Mayor Quattrone

Presented the Shining Star Awards last week. Congratulations to Councilmember Stults on receiving one of the awards. He has been informed that we are losing one member form the Board of Health. If anyone has any recommendations, please send them along to him for review. Requested an update on the Peddie Lake Walking Bridge at an upcoming meeting. Mayor Quattrone stated that he continues to receive a lot of compliments on how downtown looks. He is very proud of the work that is being done in the Borough. Please encourage neighbors to complete their Census. It is very important that everyone is counted.

EXECUTIVE SESSION**Resolution 2020-187 Authorizing a Meeting that Excludes the Public**

Moved by Councilmember Cicalese; Seconded Councilmember Jackson.

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

Resolution adopted 6-0.

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.

Adjourned to Executive Session at 7:52 p.m.

Reconvened into public session at 8:55 p.m.

ADJOURNMENT

Moved by 8:56 p.m. by Councilmember Jackson; Seconded by Councilmember Cicalese. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

**Meeting Minutes
Hightstown Borough Council
September 28, 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’s 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

Moved by Councilmember Cicalese; Seconded by Councilmember Stults.

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

Agenda approved 5-0.

PUBLIC COMMENT I

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

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

BUDGET 2020

Resolution 2020-188 Self Examination of Budget

Moved by Councilmember Misiura; Seconded by Council President Musing.

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

Resolution adopted 5-0.

Resolution 2020-188

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

SELF-EXAMINATION BUDGET RESOLUTION

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Hightstown has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2020 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Borough of Hightstown that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will

permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Resolution 2020-189 Authorizing the Budget to be Read by Title Only

Moved by Councilmember Jackson; Seconded by Councilmember Musing.

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

Resolution adopted 5-0.

Resolution 2020-189

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

**AUTHORIZING THE BUDGET TO
BE READ BY TITLE ONLY**

WHEREAS, pursuant to 40A:4-10, as amended by Chapter 95, P.L.2015, provides that the budget may be by title when procedures required by N.J.S.40A:4-8 and N.J.S.40A:4-9 or section 12 of P.L.1995, c.259 (C.40A:4-6.1), as applicable, have been followed; and

WHEREAS, N.J.S.A. 40A:4-8, as amended by Chapter 259, P.L. 1995 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body; and

WHEREAS, the Borough Council finds that the budget for 2020 shall be read by title only.

NOW, THEREFORE BE IT RESOLVED that the budget shall be read by title only.

ROLL CALL RECORDED VOTE:

	1st	2nd	Yes	No	Abstain	Absent
Ms. Bluth						✓
Ms. Cicalese	✓					
Mr. Jackson	✓					
Mr. Misiura	✓					
Mr. Musing	✓					
Mr. Stults	✓					

Public Hearing for the 2020 Budget

Mayor Quattrone opened the Public Hearing for the 2020 Budget.

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

Resolution 2020-190 Adoption of 2020 Budget

Moved by Councilmember Stults; Seconded by Councilmember Misiura.

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

Resolution adopted 5-0.

Appendix A – attached hereto and made part thereof

ADJOURNMENT

Moved by Councilmember Jackson at 6:42 p.m.; Seconded by Councilmember Cicalese. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

SECTION 2 - UPON ADOPTION FOR YEAR 2020

RESOLUTION 2020-190

Be it Resolved by the COUNCIL MEMBERS of the BOROUGH of HIGHTSTOWN, County of MERCER that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 5,336,095.80 (Item 2 below) for municipal purposes, and
- (b) \$ - (Item 3 below) for school purposes in Type I School Districts only (N.J.S.A. 18A:9-2) to be raised by taxation and,
- (c) \$ - (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S.A. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$ - (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ - (Item 5 Below) Minimum Library Tax

RECORDED VOTE
(Insert last name)

Ayes		Nays		Abstained	
				Absent	

Exhibit A

1. General Revenues

SUMMARY OF REVENUES

Surplus Anticipated	08-100	\$	275,000.00
Miscellaneous Revenues Anticipated	13-099	\$	1,919,247.31
Receipts from Delinquent Taxes	15-499	\$	200,000.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)	07-190	\$	5,336,095.80
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:			
Item 6, Sheet 42	07-195	\$	-
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191	\$	-
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY		\$	-
4. To Be Added TO THE CERTIFICATE FOR THE AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:			
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191		
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY TAX	07-192	\$	-
Total Revenues	13-299	\$	7,730,343.11

SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:	xxxxxx	xxxxxxxxxxxxxx
Within "CAPS"	xxxxxx	xxxxxxxxxxxxxx
(a & b) Operations Including Contingent	34-201	\$ 5,040,454.80
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$ 673,396.00
(g) Cash Deficit	46-885	\$ -
Excluded from "CAPS"	xxxxxx	xxxxxxxxxxxxxx
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$ 465,187.31
(c) Capital Improvements	44-999	\$ 140,000.00
(d) Municipal Debt Service	45-999	\$ 871,426.00
(e) Deferred Charges - Municipal	46-999	\$ -
(f) Judgments	37-480	\$ -
(n) Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)	29-405	\$ 39,879.00
(g) Cash Deficit	46-885	\$ -
(k) For Local District School Purposes	29-410	\$ -
(m) Reserve for Uncollected Taxes	50-899	\$ 500,000.00
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICT ONLY (N.J.S.A. 40A:4-13)	07-195	
Total Appropriations	34-499	\$ 7,730,343.11

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 28th day of September, 2020. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2020 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this _____ day of _____, 2020, _____, Clerk
Signature

Ordinance 2020-11

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

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7 ENTITLED “TRAFFIC”, SECTION 7-13 ENTITLED “PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY

WHEREAS, improvements to Lincoln Avenue include the narrowing of the roadway between Hagemount Avenue and Hutchinson Street; and

WHEREAS, during the design phase of the project, it was recommended by the Borough Engineer and confirmed by Council that parking would not be permitted on the north side of Lincoln Avenue between Hagemount Avenue and Hutchinson Street; and

WHEREAS, NJ P.L. 2008 Chapter 110 Section 1-c(1) states that by ordinance, a municipality may, without the approval of the commissioner, and consistent with the current standards prescribed by the Manual on Uniform Traffic Control Devices for Street and Highways, prohibit or restrict general parking.

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

Section 1. That Chapter 7, entitled “Traffic”, Section 7-13, entitled “Parking Prohibited at all Times on Certain Streets”, is hereby amended to read as follows (underline for additions, strikethroughs for deletions):

Section 7-13

PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS

Subsections:

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

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

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

Name of Street	Side	Location
Academy Street	North	Mercer Street to easternmost Post Office driveway
Academy Street	North	Railroad Avenue to 100 feet east
Academy Street	North	For a distance of 170 feet west of Mercer Street

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

		Lane to Westerlea Avenue
Leshin Lane	South	From a point 50' west of the western side of the driveway of 17 Leshin Lane to Westerlea Avenue
Lincoln Avenue	North	Between Hagemount Avenue and Hutchinson Street
Monmouth Street	North	From North Main Street to a point opposite the east curblineline of Broad Street
Monmouth Street	South	From the east curblineline of Manlove Avenue 652.67 feet east
Monmouth Street	South	From Pennsylvania Railroad to Broad Street
North Main Street	East	From the northerly curblineline of Franklin Street to a point 80 feet north
North Main Street	West	From a point 239.5 feet north of the north curblineline of Stockton Street to a point 242 feet north
North Main Street	North	From Monmouth Street to Sunset Avenue
North Main Street	South	From the Borough Line to Monmouth Street
Oak Lane	East	From Stockton Street to the north curblineline of Lincoln Avenue; thence from Lincoln Avenue for 397 feet north
Oak Lane	West	From the northerly curblineline of Stockton Street to a point 450 feet north
Outcalt Avenue	East	For a distance of 50 feet north or south of the First Avenue and Second Avenue intersections
Outcalt Street	West	From Rogers Avenue to Morrison Avenue
Park Avenue	South	From the westerly curblineline of Academy Street to a point 50 feet west
Name of Street	Side	Location
Pershing Avenue	West	From Grape Run Road to South Street
Purdy Street	East	From Bank Street to Reed Street
Railroad Avenue	East	From Stockton Street to Academy Street
Railroad Avenue	West	From Stockton Street to Rogers Avenue
Reed Street	North	From Mechanic Street to Rev. Powell Drive
Rev. Powell Drive	East	From Reed Street to Chamberlin Avenue
Rogers Avenue	North	From Stockton Street to Mercer Street

Second Avenue	North	From Outcalt Street to Joseph Street
Second Avenue	North	From Summit Street to Joseph Street
South Main Street	West	From Ward Street to Mercer Street
South Street	North	From Mercer Street to South Main Street
Stockton Street	North	From Mercer Street to South Main Street for 199 feet west
Stockton Street	South	From Main Street to the west curbline of Dutch Neck Road; thence on Dutch Neck Road for 624 feet
Ward Street	North	From Mercer Street to South Main Street
Ward Street	North	From the easterly curbline of South Main Street to a point 793.25 feet east
Ward Street	South	From the southeasterly curbline of Mercer Street to a point 57 feet east
Ward Street	South	From the easterly curbline of South Main Street to a point 2,241 feet east
Westerlea	West	Leshin Lane to Grape Run Road

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: October 5, 2020

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2020-199

*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 \$31,117.75 from the following accounts:

Current		\$950,814.93
W/S Operating		59,130.73
General Capital		105,416.55
Water/Sewer Capital		0.00
Grant		0.00
Trust		941.29
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Public Defender Trust		0.00
Escrow		<u>31,117.75</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 October 19, 2020.

Margaret Riggio
Deputy Borough Clerk

Date: October 19, 2020

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 10/19/2020

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
TREASURER, STATE OF NJ, DCA	10/8/2020	20-01239	31720	\$ 1,173.00
BANK OF AMERICA	10/15/2020	20-01295	31722	\$ 252.85
EAST WINDSOR REGIONAL SCHOOL	10/15/2020	20-01282	1485	\$ 883,981.00
STATE OF NJ - DEPT OF TREASURY	10/15/2020	20-01238	1486	\$ 41,792.51
TOTAL				<u><u>\$927,199.36</u></u>
<u>WATER AND SEWER OPERATING</u>				
TREASURER STATE OF NEW JERSEY	10/8/2020	20-01178	31721	\$ 900.00
STATE OF NJ - SFWTR	10/15/2020	20-01259	31723	\$ 589.77
STATE OF NJ - DEPT OF TREASURY	10/15/2020	20-01238	1347	\$ 16,994.74
TOTAL				<u><u>\$ 18,484.51</u></u>
<u>ESCROW</u>				
TOTAL				<u><u>\$ -</u></u>
<u>GRANT</u>				
TOTAL				<u><u>\$ -</u></u>
<u>TRUST</u>				
BANK OF AMERICA	10/15/2020	20-01295	31722	\$ 941.29
TOTAL				<u><u>\$ 941.29</u></u>
<u>ANIMAL CONTROL TRUST</u>				
TOTAL				<u><u>\$ -</u></u>
<u>LAW ENFORCEMENT TRUST</u>				
TOTAL				<u><u>\$ -</u></u>
<u>PUBLIC DEFENDER TRUST</u>				
TOTAL				<u><u>\$ -</u></u>
<u>GENERAL CAPITAL</u>				
S & G PAVING CONSTRUCTION	10/8/2020	20-01243	6410	\$ 97,327.47
THE MUSIAL GROUP	10/8/2020	19-01488-08	6411	\$ 8,089.08
TOTAL				<u><u>\$ 105,416.55</u></u>
<u>WATER AND SEWER CAPITAL</u>				
TOTAL				<u><u>\$ -</u></u>
MANUAL TOTAL				<u><u>\$1,052,041.71</u></u>

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
DRAEG005 DRAEGER, INC.												
	20-00829	07/13/20	CERT SOLUTION 10%									
	1		ALCOTEST CERT SOLUTION .10%	120.00	0-01-25-240-001-116	B Traffic Bureau	R	07/13/20	10/14/20		5951045715	N
	Vendor Total:			120.00								
Q0176 EUROFINS QC, INC												
	20-01218	09/30/20	WATER ANALYSIS									
	1	INV 2010993 -	WATER ANALYSIS	132.00	0-09-55-501-001-532	B Outside Testing/Labs	R	09/30/20	10/14/20		2010993	N
	2	INV 2017993 -	WATER ANALYSIS	200.00	0-09-55-501-001-532	B Outside Testing/Labs	R	09/30/20	10/14/20		2017993	N
	3	INV 2018205 -	WATER ANALYSIS	200.00	0-09-55-501-001-532	B Outside Testing/Labs	R	09/30/20	10/14/20		2018205	N
				<u>532.00</u>								
	Vendor Total:			532.00								
G0181 FRANKLIN-GRIFFITH, LLC												
	20-01227	09/30/20	FNQ-R-20									
	1	FNQ-R-20	MIDGET FUSE 500V	122.10	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/30/20	10/14/20		S116503526	N
	20-01250	10/05/20	INVOICE #S116540931									
	1	ITEM #CH H2005B-3	3PK OF ETON	59.04	0-09-55-501-002-502	B Vehicle Maintenance	R	10/05/20	10/14/20		S116540931.001	N
	Vendor Total:			181.14								
G0171 GEORGE E. CONLEY ELECTRIC												
	20-00871	07/15/20	FIRE HOUSE - OSHA VIOLATIONS									
	1	INV. 24563 -	FH OSHA VIOLATION	1,249.75	0-01-26-310-001-024	B Building Maintenance	R	07/15/20	10/14/20		24563	N
	2	INV. 24585 -	FH OSHA VIOLATION	448.52	0-01-26-310-001-024	B Building Maintenance	R	07/15/20	10/14/20		24585	N
	3	QUOTE FH	OUTSIDE OUTLET	875.00	0-01-26-310-001-024	B Building Maintenance	R	07/15/20	10/14/20		092920-01	N
				<u>2,573.27</u>								
	Vendor Total:			2,573.27								
G1077 GEORGE S. COYNE CO., INC.												
	20-00112	02/04/20	SODIUM BICARBONATE		B							
	12	INV 345421	DATED 9/28/2020	2,300.65	0-09-55-501-002-552	B Sodium Bicarbonate	R	02/04/20	10/14/20		345421	N

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
G1077 GEORGE S. COYNE CO., INC. Continued												
	20-00113	02/04/20	HYDROFLUOSILICIC ACID FLUORIDE		B							
	10 INV 34512	DATED 9/24/2020		947.76	0-09-55-501-001-528	B Fluorosilic Acid-	R	02/04/20	10/14/20		345192	N
	20-00124	02/05/20	LIME HI-CALC HYDRATED	CARMEUSE	B							
	10 INV 345191	DATED 9/24/20		1,655.25	0-09-55-501-001-527	B Calcium Hydroxide - Lime	R	02/05/20	10/14/20		345191	N
	Vendor Total:			4,903.66								
G0191 GRAMCO BUSINESS COMMUNICATIONS												
	20-01270	10/08/20	MAINT CONTRACT 2020-2021									
	1	DIGITAL RECORDER		495.00	0-01-20-120-001-026	B Maint. Contracts - Office	R	10/08/20	10/14/20		4692	N
	Vendor Total:			495.00								
H0126 HIGHTS ELECTRIC MOTOR, INC.												
	20-01169	09/21/20	QUOTE #091620BS01									
	1	EURODRIVE REPLACEMENT MOTOR		2,661.54	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/21/20	10/14/20		0955065-IN	N
	20-01221	09/30/20	EXHAUST FAN UNIT REPLACEMENT									
	1	ITEM UE-46A EXHUST FAN UNIT		292.16	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/30/20	10/14/20		0955025	N
	20-01255	10/06/20	INVOICE #0955054									
	1	MOTOR FOR A/S #1 DRIVE UNIT		518.76	0-09-55-501-002-503	B Sewer Plant Maintenance	R	10/06/20	10/14/20		0955054	N
	Vendor Total:			3,472.46								
H0048 HIGHTS REALTY LLC												
	20-01237	10/01/20	OCTOBER 2020 RENT FOR HPD									
	1	OCTOBER 2020 RENT FOR HPD		4,446.38	0-01-26-310-001-025	B Building Rental	R	10/01/20	10/14/20		OCTOBER 2020	N
	Vendor Total:			4,446.38								
H0161 HUNTER TECH.SOLUTIONS INC												
	20-01244	10/05/20	WATCHGUARD SUPPORT HPD									
	1	WATCHGUARD SUPPORT HPD		98.57	0-01-25-252-002-029	B Computer Software/Mntc/Equip	R	10/05/20	10/14/20		76301	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
H0161 HUNTER TECH.SOLUTIONS INC Continued											
	20-01269	10/08/20	ON SITE SUPPORT - PHONE LINES								
	1		ON SITE SUPPORT - PHONE LINES	175.00	0-01-25-252-002-029	B Computer Software/Mntc/Equip	R	10/08/20	10/14/20	10995	N
	Vendor Total:			273.57							
J0257 JCP&L											
	20-01257	10/06/20	MASTER ACCT 200 000 055 364								
	1	100 008 438 010	125 S MAIN ST	15.16	0-01-31-430-001-071	B Electric-Borough Hall	R	10/06/20	10/14/20	95008781639	N
	2	100 008 483 283	MAIN &	25.72	0-01-31-430-001-071	B Electric-Borough Hall	R	10/06/20	10/14/20	95008781639	N
	3	100 008 482 018	RT 33 &	24.16	0-01-31-430-001-071	B Electric-Borough Hall	R	10/06/20	10/14/20	95008781639	N
	4	100 010 898 904	FRANKLIN ST &	28.10	0-01-31-430-001-071	B Electric-Borough Hall	R	10/06/20	10/14/20	95008781639	N
	5	100 012 487 714	148 N MAIN ST	502.38	0-01-31-430-001-071	B Electric-Borough Hall	R	10/06/20	10/14/20	95008781639	N
	6	100 012 487 862	FIREHOUSE	3,347.34	0-01-31-430-001-072	B Electric-Fire House	R	10/06/20	10/14/20	95008781639	N
	7	100 012 487 862	FIREHOUSE CRDT	2,917.28	0-01-31-430-001-072	B Electric-Fire House	R	10/06/20	10/14/20	95008781639	N
	8	100 012 529 457	BORO HALL	28.14	0-09-55-501-002-504	B Electricity	R	10/06/20	10/14/20	95008781639	N
				<u>1,053.72</u>							
	20-01283	10/09/20	MASTER ACCT 200 000 055 315								
	1	100 008 482 778	MAXWELL AVE	19.83	0-09-55-501-002-504	B Electricity	R	10/09/20	10/14/20	95008788063	N
	2	100 009 294 701	WESTERLEA AVE	18.38	0-09-55-501-001-504	B Electricity	R	10/09/20	10/15/20	95008788063	N
	3	100 009 296 102	SPRINGCREST DR	14.63	0-09-55-501-002-504	B Electricity	R	10/09/20	10/15/20	95008788063	N
	4	100 012 445 746	W/S BANK ST	4,067.88	0-09-55-501-001-504	B Electricity	R	10/09/20	10/15/20	95008788063	N
	5	100 012 529 309	W/S OAK LN	7,115.49	0-09-55-501-002-504	B Electricity	R	10/09/20	10/15/20	95008788063	N
				<u>11,236.21</u>							
	20-01285	10/09/20	INVOICES DATED 10/5 & 10/6/20								
	1	100 100 104 247	MAIN ST	48.06	0-01-31-430-001-071	B Electric-Borough Hall	R	10/09/20	10/14/20	95706123944	N
	2	100 029 000 310	156 BANK ST	407.15	0-01-31-430-001-071	B Electric-Borough Hall	R	10/09/20	10/14/20	95706123897	N
	3	100 131 110 379	230 MERCER ST	78.88	0-01-31-430-001-071	B Electric-Borough Hall	R	10/09/20	10/14/20	95706123974	N
	4	100 051 508 677	MAIN ST	145.53	0-01-31-430-001-071	B Electric-Borough Hall	R	10/09/20	10/14/20	95706123912	N
	5	100 079 096 689	GRANT ST PARK	2.54	0-01-31-430-001-071	B Electric-Borough Hall	R	10/09/20	10/14/20	95706123935	N
	6	100 051 508 750	STOCKTON ST	198.74	0-01-31-430-001-071	B Electric-Borough Hall	R	10/09/20	10/14/20	95706123913	N
	7	100 012 445 936	168 BANK ST	328.70	0-01-25-260-001-074	B Electric	R	10/09/20	10/14/20	95566306358	N
				<u>1,209.60</u>							
	Vendor Total:			13,499.53							

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
J0258 JCP&L (STREET LIGHTING)												
	20-01284	10/09/20	100 081 608 240 10/5/2020									
	1	100 081 608 240 10/5/2020		54.15	0-09-55-501-001-504	B Electricity	R	10/09/20	10/14/20		95546317675	N
	Vendor Total:			54.15								
J0069 JERSEY ELEVATOR SERVICE												
	20-01274	10/08/20	OCT 2020 ELEVATOR SERVICE									
	1	OCT 2020 ELEVATOR SERVICE		178.47	0-01-26-310-001-029	B Maintenance Contracts	R	10/08/20	10/14/20		242230	N
	Vendor Total:			178.47								
J1050 JOHN THOMAS JONES												
	20-01293	10/14/20	LAB MGR CONSULT PPE 10/8/2020									
	1	LAB MGR CONSULT PPE 10/8/2020		600.00	0-09-55-501-002-528	B Outside Consulting Services (B	R	10/14/20	10/14/20		PPE 10/8/2020	N
	Vendor Total:			600.00								
KUBIA005 KUBIAK ELECTRIC CO., INC.												
	20-01119	09/09/20	ELECTRICAL INSTALLATION									
	1	ELECTRICAL INSTALLATION OF		775.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/09/20	10/14/20		20-827	N
	Vendor Total:			775.00								
L1085 LORCO PETROLEUM SERVICES												
	20-01173	09/21/20	OIL DISPOSAL/RECYCLING									
	1	OIL DISPOSAL/RECYCLING		100.00	0-01-26-311-001-167	B Oil Disposal	R	09/21/20	10/14/20		1588624	N
	Vendor Total:			100.00								
M0127 MONMOUTH COUNTY												
	20-01265	10/08/20	SEPT. 2020 ROOSEVELT TIPPING									
	1	SEPT. 2020 ROOSEVELT TIPPING		3,150.08	0-01-43-513-001-171	B Borough of Roosevelt-Tipping Fees	R	10/08/20	10/14/20		SEPT 2020	N
	Vendor Total:			3,150.08								

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
M0143 MSM SERVICE CO.												
	20-01184	09/21/20	FIRST AID KIT MAINTENANCE									
	1 INV	D2707	FIRST AID KIT REFILL	59.65	0-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	09/21/20	10/14/20		D2707	N
	2 INV	D2708	FIRST AID KIT REFILL	68.64	0-09-55-501-001-507	B Uniforms & Safety Equipment	R	09/21/20	10/14/20		D2708	N
				128.29								
	20-01185	09/21/20	HPD FIRST AID SUPPLIES									
	1	HPD	FIRST AID SUPPLIES	38.23	0-01-25-240-001-116	B Traffic Bureau	R	09/21/20	10/14/20		D2706	N
			Vendor Total:	166.52								
P0005 PARIS AUTOMOTIVE SUPPLY												
	20-01175	09/21/20	AUGUST 2020 BILLING									
	1	AUGUST 2020	BILLING	690.77	0-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	09/21/20	10/14/20		AUG 2020	N
			Vendor Total:	690.77								
PENNC005 PENN CARE, INC.												
	20-01249	10/05/20	EMS CHARTS OCT INV S77518									
	1	EMS CHARTS OCT INV	S77518	205.00	0-01-25-260-001-054	B Computer Exp/Equipmt Repairs	R	10/05/20	10/14/20		S77518	N
			Vendor Total:	205.00								
POLIC005 POLICE & SHERIFFS PRESS, INC												
	20-01140	09/14/20	HPD ID CARDS									
	1	HPD	ID CARDS	17.55	0-01-25-240-001-036	B Office Supplies & Equipment	R	09/14/20	10/14/20		137333	N
			Vendor Total:	17.55								
QUART005 QUARTZ LAMPS INC												
	20-01075	08/28/20	NEW LAMPS FOR UV SYSTEM									
	1	ITEM #QL-302418	UV LAMP FOR	1,440.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	08/28/20	10/14/20		17001	N
	2	ITEM #QL-302300	UV3000 O-RING	160.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	08/28/20	10/14/20		17001	N
	3	ITEM #QL-302208	QUARTZ SLEEVE	1,440.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	08/28/20	10/14/20		17001	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
QUART005 QUARTZ LAMPS INC											
	20-01075	08/28/20	NEW LAMPS FOR UV SYSTEM	Continued							
	4		SHIPPING	360.97	0-09-55-501-002-503	B Sewer Plant Maintenance	R	08/28/20	10/14/20	17001	N
				<u>3,400.97</u>							
			Vendor Total:	3,400.97							
RICHA030 RICHARD A. MERLINO & ASSOC											
	20-01287	10/12/20	Court Reporter-3PRCLLC Hearing								
	1		PB Hearing-Sept.14/15/16, 2020	825.00	3PRCLLC	P Site Plan Application #2020-01	R	10/12/20	10/14/20	#18520	N
	2		Transcripts-413 pages/\$8 page	3,304.00	3PRCLLC	P Site Plan Application #2020-01	R	10/12/20	10/14/20	18520	N
	3		Postage/Handling Transcripts	25.00	3PRCLLC	P Site Plan Application #2020-01	R	10/12/20	10/14/20	18250	N
				<u>4,154.00</u>							
			Vendor Total:	4,154.00							
R0077 ROBERTS ENGINEERING GRP LLC											
	20-01252	10/05/20	#4019, 9/26/2020-Mill Property								
	1		#4019-site plan rev/prep/mtgs	26,963.75	3PRCLLC	P Site Plan Application #2020-01	R	10/05/20	10/14/20	#4019	N
			Vendor Total:	26,963.75							
SHERW010 SHERWIN WILLIAMS PAINT											
	20-01180	09/21/20	GALLON LOXON CONCRETE PRIMER								
	1		GALLON LOXON CONCRETE PRIMER	260.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	09/21/20	10/14/20	6905-5	N
	2		MIRACLE BND EASYFLOW	45.96	0-09-55-501-002-503	B Sewer Plant Maintenance	R	10/05/20	10/14/20	6905-5	N
	3		MIRACLE BND EASYFLOW CR 1361-8	45.96	0-09-55-501-002-503	B Sewer Plant Maintenance	R	10/05/20	10/14/20	1361-8	N
				<u>260.00</u>							
	20-01256	10/06/20	INVOICE #3970-9 TUBES MAXFLEX								
	1		PRODUCT #9999 TUBES MAXFLEX	7.74	0-09-55-501-002-503	B Sewer Plant Maintenance	R	10/06/20	10/15/20	6970-9	N
	20-01278	10/08/20	INVOICE #1509-2								
	1		PRODUCT #99999 MAXFLEX WHITE	7.74	0-09-55-501-002-503	B Sewer Plant Maintenance	R	10/08/20	10/15/20	1509-2	N
			Vendor Total:	275.48							

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	Item Description	Amount	Charge Account	Acct Type Description							
W0002 W.B. MASON CO., INC.											
	20-01245 10/05/20 HPD OFFICE SUPPLIES										
	1 HPD OFFICE SUPPLIES	19.38	0-01-25-240-001-036	B Office Supplies & Equipment	R	10/05/20	10/15/20			214423138	N
	2 HPD OFFICE SUPPLIES	1.24	0-01-25-240-001-036	B Office Supplies & Equipment	R	10/05/20	10/15/20			214423138	N
	3 HPD OFFICE SUPPLIES	3.64	0-01-25-240-001-036	B Office Supplies & Equipment	R	10/05/20	10/15/20			214423138	N
	4 HPD OFFICE SUPPLIES	3.12	0-01-25-240-001-036	B Office Supplies & Equipment	R	10/05/20	10/15/20			214423138	N
	5 HPD OFFICE SUPPLIES	30.35	0-01-25-240-001-036	B Office Supplies & Equipment	R	10/05/20	10/15/20			214423138	N
		<u>57.73</u>									
	Vendor Total:	57.73									
W0096 WATER WORKS SUPPLY CO., INC.											
	20-01220 09/30/20 FLANGES/HYDRANT/BOLTS										
	1 INV. IF99844 - FLANGESS	563.88	0-09-55-501-001-535	B Hydrants and Line Repair	R	09/30/20	10/15/20			IF99844	N
	2 INV. IF99875 - HYDRANTS/BOLTS	7,761.02	0-09-55-501-001-535	B Hydrants and Line Repair	R	09/30/20	10/15/20			IF99844	N
		<u>8,324.90</u>									
	20-01279 10/08/20 WATER REPAIR PARTS										
	1 INV. IF99535 - FLANGES	2,521.56	0-09-55-501-001-535	B Hydrants and Line Repair	R	10/08/20	10/15/20			IF99535	N
	2 INV. IF99808 - FRICTION COLLAR	210.54	0-09-55-501-001-535	B Hydrants and Line Repair	R	10/08/20	10/15/20			IF99808	N
	3 INV. IF99885 - COPPER TUBING	598.50	0-09-55-501-001-535	B Hydrants and Line Repair	R	10/08/20	10/15/20			IF99885	N
	4 INV. IF99907 - REPAIR KIT	277.52	0-09-55-501-001-535	B Hydrants and Line Repair	R	10/08/20	10/15/20			IF99907	N
		<u>3,608.12</u>									
	Vendor Total:	11,933.02									
WIREL005 WIRELESS ELECTRONICS, INC.											
	20-01263 10/08/20 SERVICE CONTRACT - OCT. 2020										
	1 SERVICE CONTRACT - OCT. 2020	255.00	0-01-25-240-001-029	B Maint. Contracts - Other	R	10/08/20	10/15/20			M59905	N
	Vendor Total:	255.00									
<hr/>											
Total Purchase Orders:	51	Total P.O. Line Items:	92	Total List Amount:	95,379.54	Total Void Amount:	0.00				

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	0-01	23,615.57	0.00	23,615.57	0.00	0.00	0.00	23,615.57
	0-09	40,646.22	0.00	40,646.22	0.00	0.00	0.00	40,646.22
	0-21	0.00	0.00	0.00	0.00	0.00	31,117.75	31,117.75
Total of All Funds:		<u>64,261.79</u>	<u>0.00</u>	<u>64,261.79</u>	<u>0.00</u>	<u>0.00</u>	<u>31,117.75</u>	<u>95,379.54</u>

Project Description	Project No.	Rcvd Total	Held Total	Project Total
Site Plan Application #2020-01	3PRCLLC	31,117.75	0.00	31,117.75
Total of All Projects:		<u>31,117.75</u>	<u>0.00</u>	<u>31,117.75</u>

Resolution 2020-200

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH ROBBINSVILLE TOWNSHIP FOR EMERGENCY MEDICAL SERVICES

WHEREAS, there is a need for Emergency Medical Service coverage in Hightstown Borough; and

WHEREAS, Hightstown Borough desires to enter into an agreement with Robbinsville Township for Emergency Medical Service and Robbinsville Township has agreed to provide said services to Hightstown Borough; and

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

WHEREAS, the Mayor and Council have reviewed the proposed Shared Services Agreement for Emergency Medical Service for the period January 1, 2021 through December 31, 2021; and

WHEREAS, this agreement may be extended by mutual agreement of the parties for up to two (2) additional one year terms; and

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

WHEREAS funds for this expenditure will be made available in the 2021 budget.

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

1. The Shared Services Agreement with the Township of Robbinsville for Emergency Medical Service for the period January 1, 2021 through December 31, 2021 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. The Mayor and Borough Clerk are hereby authorized and directed to execute the agreement for same.
3. This agreement is approved subject to the provision of adequate funds in the Borough's 2021 budget.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 19, 2020.

Margaret Riggio
Deputy Borough Clerk

SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF ROBBINSVILLE
AND BOROUGH OF HIGHTSTOWN

THIS SHARED SERVICES AGREEMENT is effective January 1, 2021, between the TOWNSHIP OF ROBBINSVILLE, a municipal corporation of the State of New Jersey, 2298 Route 33, Robbinsville, NJ, hereinafter referred to as “Robbinsville”, and BOROUGH OF HIGHTSTOWN, a municipal corporation of the State of New Jersey, 156 Bank Street, Hightstown, NJ, hereinafter referred to as “Hightstown.”

Witnesseth that:

Whereas, Hightstown desires to contract with Robbinsville for the provision of emergency medical ambulance services (hereinafter “EMS Services”); and

Whereas, Robbinsville is agreeable to providing said EMS Services to Hightstown for a fee and certain specified conditions; and

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

Whereas, Robbinsville and Hightstown have authorized and approved of this Agreement by resolution duly adopted pursuant to *N.J.S.A. 40A:65-5* of the *Uniform Shared Services Consolidation Act*;

Now, Therefore, in consideration of the mutual agreements and covenants contained herein, the Parties hereto agree as follows:

1. **Term.** This Agreement shall take effect January 1, 2021, and expire December 31, 2021, unless extended by mutual agreement of the Parties for up to two (2) additional one (1) year terms.
2. **Scope of Services.** Robbinsville shall provide the requested EMS Services to Hightstown pursuant to the terms and conditions of Robbinsville’s contract with the provider for Emergency Medical/Ambulance Services.
3. **Fees.** Hightstown shall pay Robbinsville an annual fee of Forty Thousand Dollars (\$40,000.00) for the provision of EMS Services under this Agreement.
4. **Billing and Payment.** Robbinsville shall provide Hightstown with itemized billings on a quarterly basis for services rendered. Payment shall be due from Hightstown within thirty (30) days of the date of billing and all payments shall be made payable to the Township of Robbinsville.

5. **Liability.** (a) Robbinsville and Hightstown shall be responsible for acts of their own negligence consistent with the provisions of the *New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq.*, arising out of or related to performance of any activity under the terms of this Agreement.

(b) During the term of this Agreement, Hightstown shall defend and indemnify Robbinsville, its agents, servants, employees, officers and directors, from and against any demand or claim, or assertion of liability, or any action founded thereon, including reasonable attorney's fees, arising out of, or alleged to have arisen out of the performance by Robbinsville in providing the services contemplated by this Agreement and, so long as the actions upon which the demand or claim, or assertion of liability are founded, were performed in the course of carrying out official duties on behalf of Hightstown Band were not out of the scope of performing official duties or performed in bad faith, and did not constitute actual fraud, actual malice, willful misconduct, an intentional act or a criminal act.

(c) During the term of this Agreement, Hightstown shall add Robbinsville Township to its general liability insurance policies for coverage.

6. **Insurance.** It is recognized and understood that Robbinsville and Hightstown each participate in a Joint Insurance Fund ("JIF"). Final approval of this Agreement by the Parties is subject to each obtaining insurance coverage satisfactory to the respective JIFs. Each municipality agrees to name the other as an additional insured party on any insurance policies that it separately maintains. These policies shall include, without limitation, comprehensive general liability, automobile liability, errors and omissions and worker's compensation, with limits and deductibles as mutually agreed upon. Each municipality shall provide the other with a Certificate of Insurance setting forth the above coverage and naming the other as additional insured promptly upon the execution of this Agreement. In the event that either municipality ceases to participate in a JIF, then such party shall provide alternative insurance comparable to the JIF and subject to the reasonable approval of the other party.
7. **Extension or Termination.** Each party shall notify the other in writing sixty (60) days before expiration of this Agreement if it desires to extend the contract for an additional one year term.
8. **Notices.** All notices, statements, or other documents required by this Agreement shall be hand-delivered or mailed to the following designated municipal representatives:

- A. The designated municipal representative for Robbinsville is:

Township Clerk
Township of Robbinsville
2298 Route 33
Robbinsville, NJ 08691

B. The designated municipal representative for Hightstown is:

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

9. Choice of Law. Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

10. Entire Agreement. This Agreement sets forth the entire understanding of the Parties and cannot be changed or modified orally.

11. Modification. This Agreement may only be supplemented, amended or revised in writing, which has been duly authorized by the Parties and signed by the proper authorized representatives thereof.

12. Severability. In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable, in any respect, by any court of competent jurisdiction, the rest of this Agreement shall nevertheless remain in full force and effect.

13. Filing. A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

IN WITNESS WHEREOF, parties of the Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

ATTEST: (Affix Seal)

TOWNSHIP OF ROBBINSVILLE

MICHELE SEIGFRIED,
Township Clerk

DAVID FRIED, Mayor

ATTEST: (Affix Seal)

HIGHTSTOWN BOROUGH

Borough Clerk

Mayor

Resolution 2020-201

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH ROBBINSVILLE TOWNSHIP FOR AUTOMOTIVE REPAIR SERVICES

WHEREAS, with the adoption of Resolution 2008-35 on January 7, 2008, the Borough Council approved an Interlocal Service Agreement with Robbinsville Township for the provision of Automotive Repair Services, which has been renewed with the last renewal ending December 31, 2019; and

WHEREAS, the parties desire to enter into a successor Shared Services Agreement to continue the provision of these services to the Borough by Robbinsville for a one-year period, January 1, 2020 through December 31, 2020; and

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

WHEREAS, the CFO has certified that funds are available in the 2020 budget; and

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

1. That the Mayor is hereby authorized to execute and the Borough Clerk to attest the Shared Services Agreement on behalf of Hightstown.
2. That, in accordance with the aforementioned agreement, Hightstown hereby designates Frank Gendron, Police Chief, or his appointee, to schedule and be responsible for all repairs to police vehicles and Ken Lewis, Superintendent of Public Works, to schedule and be responsible for all repairs to all other Borough-owned vehicles.
3. That, in accordance with the aforementioned agreement, no repair in excess of \$350 shall be made by Robbinsville unless specifically authorized by the designated Hightstown Borough Representative.
4. That the continuation of this agreement is contingent upon the availability of adequate funding in the Borough's 2020 budget.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 19, 2020.

Margaret Riggio
Deputy Borough Clerk

**AGREEMENT BETWEEN THE BOROUGH OF HIGHTSTOWN AND THE
TOWNSHIP OF ROBBINSVILLE FOR THE PROVISION OF AUTOMOTIVE REPAIR
SERVICES**

THIS AGREEMENT made this ____ day of _____, 2019, by and between:

THE BOROUGH OF HIGHTSTOWN (“Hightstown”), a municipal corporation of the State of New Jersey, with its principal offices located at 156 Bank Street, Hightstown, New Jersey 08520; and

THE TOWNSHIP OF ROBBINSVILLE (“Robbinsville”), a municipal corporation of the State of New Jersey, with its principal offices located at 2298 Route 33, Robbinsville, New Jersey 08691.

(Hightstown and Robbinsville will be collectively referred to herein as the “Parties”).

WITNESSETH:

WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1, *et seq.* (the “Act”), authorizes local units of this State to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, Hightstown is in need of the provision of automotive repair services for its vehicles and equipment (“Services”); and

WHEREAS, Robbinsville has the ability to provide and is agreeable to providing Services to Hightstown; and

WHEREAS, the Parties wish to enter into an agreement in accordance with the Act so that Robbinsville can provide the Services to Hightstown; and

WHEREAS, the Governing Bodies of Robbinsville and Hightstown find that it would be in the best interests of the Parties for Robbinsville to provide the Services to Hightstown under the terms and conditions referenced herein.

NOW, THEREFORE, with the foregoing Recitals incorporated herein by reference and in consideration of the mutual covenants contained herein, Robbinsville and Hightstown, intending to be legally bound, hereby agree as follows:

1. Scope of Services. Robbinsville shall provide the Services to Hightstown in accordance with the terms and conditions set forth below:

A. No vehicle/equipment repair in excess of \$350.00 shall be made by Robbinsville unless specifically authorized by the designated Hightstown representative.

B. Hightstown shall designate one (1) person and one (1) back-up person to schedule and be responsible for authorization on all repairs.

C. Minor road calls shall be performed by Robbinsville during normal business hours at the hourly rate provided in subsection E below, provided that manpower and equipment is available and not being utilized in the servicing or repair of Robbinsville's vehicles.

D. Minor emergency repairs, such as flat tires, inoperative lighting, wiper blades, etc., will be performed on an immediate basis at the Robbinsville facility (DPW garage) during normal business hours.

E. Robbinsville shall charge Hightstown for the Services as follows:

- i. Labor rate of \$71.40 per man hour.
- ii. Ten Percent (10%) over Robbinsville's cost for all repair parts and sublet parts. No charge will be made for parts which are supplied by Hightstown.

F. Payment shall be made by Hightstown to Robbinsville in accordance with invoices provided by Robbinsville to Hightstown. Payment by Hightstown to Robbinsville shall be made within thirty (30) days of receipt of each invoice.

2. Term. This Agreement shall commence on January 1, 2020, and the provisions thereof shall continue until December 31, 2020. Each Party shall notify the other in writing at least sixty (60) days before expiration of this Agreement if it desires to continue Services and negotiate a new agreement for the succeeding year.

3. Hold Harmless/Indemnification. Hightstown shall indemnify and hold Robbinsville, its Personnel, officers, employees and agents, harmless from and against any and all claims of whatever nature or type arising from the provision of Services pursuant to this Agreement, so long as the actions upon which the demand or claim, or assertion of liability, are founded were performed in the course of receiving the Services pursuant to the terms of this Agreement, and were not performed in bad faith, and did not constitute actual fraud, actual malice, willful misconduct, gross negligence, an intentional wrong or a criminal act. Such indemnification shall include payment of reasonable attorney's fees and costs in the defense of any claim made by a third person. It is understood and agreed that Robbinsville shall be responsible for any actions of its Personnel, when providing Services pursuant to this Agreement, performed in bad faith or constituting actual fraud, actual malice, willful misconduct, gross negligence, an intentional wrong, or a criminal act.

4. Notices. All notices, statements, or other documents required by this Agreement shall be hand-delivered or mailed to the following designated municipal representatives:

- A. The designated municipal representative for Robbinsville is:

Township Clerk
 Township of Robbinsville
 2298 Route 33
 Robbinsville, New Jersey 08691

- B. The designated municipal representative for Hightstown is:

Township Clerk
 Borough of Hightstown
 156 Bank Street
 Hightstown, New Jersey 08520

5. Choice of Law. Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

6. Venue. Any dispute regarding the terms of this Agreement shall be venued in New Jersey Superior Court, Mercer County.

7. Assignment and Waiver. The rights, duties and obligations of this Agreement may not be assigned without either Party's prior written consent and it is agreed that a failure or delay in the enforcement of any of the provisions of this Agreement by either Party shall not constitute a waiver of those provisions.

8. Entire Agreement. This Agreement sets forth the entire understanding of the Parties and cannot be changed or modified orally.

9. Modification. This Agreement may only be supplemented, amended or revised in writing, which has been duly authorized by the Parties and signed by the proper authorized representatives thereof.

10. Severability. In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable, in any respect, by any court of competent jurisdiction, the rest of this Agreement shall nevertheless remain in full force and effect.

11. Filing. A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and have caused this Agreement to be dated as of the day and year written above.

SIGNATURES APPEAR ON THE NEXT PAGE

ATTEST:

BOROUGH OF HIGHTSTOWN

Debra Sopronyi, Municipal Clerk

Lawrence Quattrone, Mayor

ATTEST:

TOWNSHIP OF ROBBINSVILLE

Michele Seigfried, MMC, RMC, CMR

David Fried, Mayor

Resolution 2020-202

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

AUTHORIZING PAYMENT #7 & #8 – WSP USA INC. (NJDOT SAFE ROUTES TO SCHOOLS – IMPROVEMENTS TO STOCKTON STREET & JOSEPH STREET)

WHEREAS, on November 7, 2016, the Borough Council awarded a contract for Preliminary Engineering and Final Design and Construction Support activities related to the Improvements to Stockton Street and Joseph Street in the Borough to Parsons Brinckerhoff, Inc., of Dallas, Texas at the price of \$103,819.36; and

WHEREAS, Since the time of award, Parsons Brinckerhoff has changed the company name to WSP USA Inc. and all future payments should be made accordingly; and

WHEREAS, the engineer has submitted payment request #7 for work completed on the project from March 3, 2019 – August 2, 2019 in the total amount of \$2,908.65; and

WHEREAS, the engineer has submitted payment request #8 for work completed on the project from August 2, 2019 – November 1, 2019 in the total amount of \$3,934.28; and

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

WHEREAS, this payment shall be contingent upon approval being provided by FHWA and NJDOT through the Safe Routes to School Design Assistance Program; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Payment Request #7 & #8 to WSP USA, Inc., P.O. Box 732476, Dallas, Texas, 75373-2476, in the total amount of \$6,842.93 is hereby approved as detailed herein, and the CFO is authorized to issue same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 15, 2020.

Margaret Riggio
Deputy Borough Clerk

WSP USA INC. INVOICE NOS. AR-891289 DATED: September 03, 2019
52264A HIGHTSTOWN BOROUGH
NJDOT Safe Routes to Schools - Improvements to Stockton Street and Joseph Street

WSP USA Inc. Consulting Engineers 2000 Lenox Drive, 3rd Floor, Lawrenceville, New Jersey 08648 (609) 512-3500

For professional engineering services rendered in connection with NJDOT Safe Routes TS.

	Contract Amount As Of 11/07/16	Total Costs To Date Thru 08/02/19	Total Costs Prev. Billed Thru 03/02/19	Costs This Period As Of 08/02/19
Direct Labor	\$ 29,185.33	\$ 28,406.50	\$ 27,664.43	\$ 742.07
Overhead @ 154.12%	\$ 44,980.37	\$ 43,780.11	\$ 42,636.43	\$ 1,143.68
Fixed Fee	\$ 4,326.50	\$ 4,148.00	\$ 3,369.23	\$ 778.77
Subtotal	\$ 78,492.20	\$ 76,334.61	\$ 73,670.09	\$ 2,664.52
Direct Expenses	\$ 2,511.69	\$ 671.77	\$ 427.64	\$ 244.13
Subtotal	\$ 81,003.89	\$ 77,006.38	\$ 74,097.73	\$ 2,908.65
Subcontractors	\$ 14,428.11	\$ 11,203.19	\$ 11,203.19	\$ -
Total	<u>\$ 95,432.00</u>	<u>\$ 88,209.57</u>	<u>\$ 85,300.92</u>	<u>\$ 2,908.65</u>
Total Amount Due This Invoice:				<u><u>\$2,908.65</u></u>

The following billing report is a true statement of the costs incurred by our staff during the period.

WSP USA Inc.



 Thomas Pagani
 Project Manager

9-3-19

 Date

WSP USA INC. INVOICE NOS. AR-909687 DATED: November 22, 2019
52264A HIGHTSTOWN BOROUGH
NJDOT Safe Routes to Schools - Impvements to Stockton Street and Joseph Street

WSP USA Inc. Consulting Engineers 2000 Lenox Drive, 3rd Floor, Lawrenceville, New Jersey 08648 (609) 512-3500

For professional engineering services rendered in connection with NJDOT Safe Routes TS.

	Contract Amount As Of 11/07/16	Total Costs To Date Thru 11/01/19	Total Costs Prev. Billed Thru 08/02/19	Costs This Period As Of 11/01/19
Direct Labor	\$ 29,185.33	\$ 29,925.90	\$ 28,406.50	\$ 1,519.40
Overhead @ 154.12%	\$ 44,980.37	\$ 46,121.81	\$ 43,780.11	\$ 2,341.70
Fixed Fee	<u>\$ 4,326.50</u>	<u>\$ 4,191.27</u>	<u>\$ 4,148.00</u>	<u>\$ 43.27</u>
Subtotal	\$ 78,492.20	\$ 80,238.98	\$ 76,334.61	\$ 3,904.37
Direct Expenses	<u>\$ 2,511.69</u>	<u>\$ 701.68</u>	<u>\$ 671.77</u>	<u>\$ 29.91</u>
Subtotal	\$ 81,003.89	\$ 80,940.66	\$ 77,006.38	\$ 3,934.28
Subcontractors	<u>\$ 14,428.11</u>	<u>\$ 11,203.19</u>	<u>\$ 11,203.19</u>	<u>\$ -</u>
Total	<u><u>\$ 95,432.00</u></u>	<u><u>\$ 92,143.85</u></u>	<u><u>\$ 88,209.57</u></u>	<u><u>\$ 3,934.28</u></u>
Total Amount Due This Invoice:				<u><u>\$3,934.28</u></u>

The following billing report is a true statement of the costs incurred by our staff during the period.

WSP USA Inc.

Thomas Pagani
Project Manager

Date

Resolution 2020-203

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

AUTHORIZING REFUND OF WATER/SEWER OVERPAYMENT

WHEREAS, a water/sewer overpayment was made for Block 53; Lot 24, 105 Armellino Court, in the amount of \$5,960.72; and

WHEREAS, the owner, The Peddie School, PO Box A, Hightstown, New Jersey 08520, has requested that a refund be issued for the overpayment in the amount of \$5,960.72; and

WHEREAS, the Collector has requested that said overpayment be refunded in the amount of \$5,960.72.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Collector and CFO are hereby authorized to issue a refund in the amount of \$5,960.72 to The Peddie School, PO Box A, Hightstown, New Jersey 08520 , representing the water/sewer overpayment as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 19, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-204

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

ACCEPTING MEMBERSHIP OF JIMMY J. MONTALVAN IN HIGHTSTOWN ENGINE CO. NO. 1

WHEREAS, Jimmy J. Montalvan of East Windsor, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Montalvan has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the membership of Jimmy J. Montalvan in Hightstown Engine Company No. 1 is hereby accepted.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 19, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-205

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

**APPROVAL TO EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY
DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS TO STOCKTON
STREET (CR571) AND JOSEPH STREET**

WHEREAS, the Federal Highway Administration (FHWA) authorized funding in the amount of \$502,356.00 for construction and construction inspection for Improvements to Stockton Street (CR57) and Joseph Street.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Hightstown and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 19, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-206

*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 October 19, 2020, via www.freeconferencecall.com, 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:

Attorney Client Privilege

Personnel – Administrator

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 January 19, 2021, 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 October 19, 2020.

Margaret Riggio
Deputy Borough Clerk

2020 CAPITAL BUDGET REQUESTS

DEPARTMENT	PURPOSE	AMOUNT
Administration/Police	Renovations to Municipal Facilities	\$ 7,500,000.00
	Police Vehicle	\$ 80,000.00
	Blinking Crosswalk Signal - Franklin & Broad	\$ 15,000.00
	Furniture & Fixtures for Municipal Facilities	
TOTALS		\$ 7,595,000.00
Police	Copier	\$ 11,000.00
	Computer Equipment	
	Body Camera Replacements	
	Replace Obsolete Radar/Traffic Counter	\$ 5,000.00
TOTALS		\$ 16,000.00
Fire	SCBA Bottle Replacements	\$ 14,500.00
	Bailout Kits	\$ 30,000.00
	AED Replacements	\$ 12,000.00
	Refurbish/Replace Engine 41	
	Rescue Equipment Upgrades	
	Upfit of Rescue 41	
	Station Upgrades	\$ 75,000.00
	Epoxy Floor - Engine Bay	???
	Turn-Out Gear Replacements	\$ 15,000.00
	Vehicle Compressor System	\$ 12,000.00
Vehicle Exhaust System	\$ 50,000.00	
TOTALS		\$ 208,500.00
First Aid	Building Generator	\$ 100,000.00
	Radio Updates	
TOTALS		\$ 100,000.00
Public Works	Replace 1991 Ford Truck	
	Replace 1995 Astro Van	
	Replace John Deere Back Hoe	
	Replace Ford F250	
	Replace Sewer Jet	
	Springcrest, Taylor Spruce & Glen Dye & Railroad Improvements	\$ 760,000.00
TOTALS		\$ 760,000.00
AWWTP	Activated Sludge Tank/Final Clarifier Improvements	

	Drywell Pump House Improvements ??? Safety @ \$12,000	\$	150,000.00
	Improvements to Retaining Wall ???	\$	30,000.00
	Asphalt Replacement ???	\$	100,000.00
	Monorail Lift System	\$	40,000.00
	Replace Anerobic Digester		
	Improvements to Spring Crest Pump Station	\$	270,000.00
	Replace Pearth Compressor with Jet Mixing System		
TOTALS		\$	590,000.00
WATER PLANT			
	Paint & Repair First Avenue Water Tank	\$	240,500.00
	Paint & Repair Leshin Lane Standpipe	\$	480,000.00
	Paint & Repair Cranbury Station Water Tank	\$	90,000.00
TOTALS		\$	810,500.00
GRAND TOTALS		\$	2,485,000.00
PARKS & RECREATION			
	Improvements to Association Park	\$	100,000.00
	Electrical Upgrades required for increased Lighting 4-5 New Lamp Posts in keeping with borough historic designs		
			added to Lincoln Ave. Project (Safety Concern)
	Remove and Replace Association Park Walkways		
	Place Artistic Bicycle Racks-Move Equipment from YMCA Yard- repair and replace water fountain to include pet hydration station		
TOTALS		\$	100,000.00
ENVIRONMENTAL COMMISSION			
	Purchase 5 New Pedal Boats for Events Boats	\$	7,500.00
	Repair Kits for Boats (Spare)	\$	600.00
	Remove and Replace Association Park Walkways	\$	25,000.00
	Install 2" topcoat to Greenway	\$	18,000.00
	Repair Greenway Edging	\$	5,000.00
TOTALS		\$	56,100.00
	Capital Recommendation for 2020	\$	1,983,000.00
	Water Tanks (NJIT already in process)		810,500.00
	Bond W/S Monorail Lift System (\$40,000) + Springcrest (\$270,000)		310,000.00
	Total:		1,120,500.00
	Equipment:		
	Administration		\$15,000.00
	Police		\$16,000.00
	Fire		\$71,500.00

Projects:	\$102,500.00
Springcrest, Taylor Spruce & Glen (Grant totals \$600,000.00)	160,000.00
Total:	\$262,500.00