Agenda
Hightstown Borough Council
February 1, 2021
6:30 PM – Public Session

www.zoom.com
Meeting ID: 815 8824 2600
Passcode: 32PUcQ
https://us02web.zoom.us/j/81588242600?pwd=d0RyVmgzdllrZWJveTR2OG1tVUttQT09

(929)205-6099
Meeting ID: 815 8824 2600#
Participant code #
Passcode: 574223#

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 Council President Susan Bluth.

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's website.

Roll Call

Flag Salute

Approval of the Agenda

Minutes	December 29, 2020 – Special Meeting January 4, 2021 – Reorganization Meeting
Engineering Items	**Resolution 2021-035** Authorizing Payment #6 Final and Change Order #3 Final – Reivax Contracting (Stockton Street Water Main Replacement)
Public Comment	Any person wishing to address Council with his or her comments will have a maximum of three minutes to do so at this time.
Ordinances	**Ordinance 2021-01 First Reading and Introduction** An Ordinance Amending Chapter 25 "Stormwater Control" of the Revised General Ordinances of the Borough of Hightstown
Resolutions	**2021-036** Authorizing Payment of Bills
New Business	Update to Permit and Zoning Fees Proposed Revision to Generator Ordinance

Subcommittee Reports

Mayor/Council/Administrative Reports

Adjournment

Meeting Minutes
Hightstown Borough Council
December 29, 2020
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:34 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted on the Borough website." Do to COVID-19 and self-distancing protocols, this meeting was held remotely through freeconferencecall.com.

The flag salute followed Roll Call.

	PRESENT	ABSENT
Councilmember Bluth	✓	
Councilmember Cicalese	✓	
Councilmember Jackson		✓
Councilmember Misiura	✓	
Councilmember Musing	✓	
Councilmember Stults		✓
Mayor Quattrone	✓	

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

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Bluth requested to amend the agenda adding an update from the Borough Administrator Subcommittee be added.

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

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

Agenda approved 4-0.

PUBLIC COMMENT

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.

RESOLUTIONS

Resolution 2020-255 Authorizing Payment on Behalf of Participants in the Borough of Hightstown Length of Service Award Program (LOSAP)

Moved by Councilmember Bluth; Seconded by Councilmember Misiura.

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

Resolution adopted 4-0.

Resolution 2020-255

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING PAYMENT ON BEHALF OF PARTICIPANTS IN THE BOROUGH OF HIGHTSTOWN LENGTH OF SERVICE AWARD PROGRAM (LOSAP)

WHEREAS, the Borough of Hightstown instituted a Length of Service Award Program (LOSAP) with the adoption of Ordinance 1999-20 on August 2, 1999 and its subsequent approval by referendum at the November 1999 general election; and

WHEREAS, said LOSAP became effective January 1, 2000; and

WHEREAS, in accordance with *N.J.S.A.* 40A:14-191, the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 have submitted certified listings of all volunteer members who qualified for credit under the LOSAP program for the year 2019; and

WHEREAS, certain volunteers are also eligible to redeem amounts "banked" during prior years of qualified service; and

WHEREAS, the listing of all employees who qualified for credit under the LOSAP program during 2019 and/or are eligible to redeem amounts banked during prior years of qualified service is attached hereto as Schedule "A"; and

WHEREAS, *N.J.A.C.* 5:30-14.10 requires that these listings be approved by Resolution of the governing body;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the certified listings set forth on the attached Schedule A of volunteer members of the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 who qualified for credit under the LOSAP program for the year 2019 are hereby approved, and the Borough Administrator is directed to take all steps necessary to provide payment on their behalf to Lincoln Financial Group in accordance with the provisions and requirements of *N.J.S.A.* 40A:14-191 and *N.J.A.C.* 5:30-14.1 *et seq*; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Hightstown First Aid Squad and Hightstown Engine Co. No. 1; and

BE IT FURTHER RESOLVED that, in accordance with *N.J.S.A.* 40A:14-192, copies of the approved listings shall be posted for a period of not less than 30 days in the Borough Clerk's office, at the Hightstown Firehouse and at the Hightstown First Aid Squad building.

Resolution 2020-256 Authorizing a Transfer of Funds in the 2020 Budget

Moved by Councilmember Musing; Seconded by Councilmember Cicalese.

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

Resolution adopted 4-0.

Resolution 2020-256

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING A TRANSFER OF FUNDS IN THE 2020 BUDGET

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2020 budget are hereby authorized:

Current:		**From**		**To**
Vehicle Maintenance				
Other Expenses		10,000.00		
Environmental Commission				
Other Expenses		2,000.00		
Engineer				
Other Expenses		6,500.00		
Planning Board				
Salaries and Wages				3,000.00
Accumulated Sick and Vacation				15,500.00
TOTALS	**$**	**18,500.00**	**$**	**18,500.00**

Resolution 2020-257 Resolution Canceling 2020 Appropriation Balances

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

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

Resolution adopted 4-0.

Resolution 2020-257

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

RESOLUTION CANCELING 2020 APPROPRIATION BALANCES

WHEREAS, the following 2020 Current Fund Operating budget appropriation balances remain unexpended:

Gasoline (Other Expenses) $10,000.00

Electricity (Other Expenses) $8,000.00

Length of Service Awards Program $6,000.00

Recreation and Open Space (Other Expenses) $6,000.00

; and

WHEREAS, the following 2020 Water-Sewer Utility Operating budget appropriation balances remain unexpended:

Other Expenses $50,000.00

; and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances offset estimated realized revenues;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Hightstown, that the above listed unexpended balances of the Current Fund Operating 2020 Budget and the Water-Sewer Operating 2020 Budget be canceled.

SUBCOMMITTEE REPORTS

Borough Administrator Position

Councilmember Bluth stated that a subcommittee was formed to advertise and receive resumes for the position of Borough Administrator. After receipt and review of resumes, the subcommittee had decided not to move forward with interviewing candidates. They recommend keeping Debra Sopronyi has the Borough Administrator. Council President Musing thanked the subcommittee for their work and thinks this is a good recommendation.

Council President Musing moved to have Ms. Sopronyi continue in her position as Borough Administrator; Councilmember Bluth seconded.

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

Debra Sopronyi to continue as Borough Administrator 4-0.

Ms. Sopronyi thanked Council and stated that she will continue to work hard for the Borough.

ADJOURNMENT

Councilmember Cicalese moved to adjourn at 6:52 p.m. Council President Musing seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
January 4, 2021
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:34 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough's website." Do to COVID-19 and self-distancing protocols, this meeting was held remotely through freeconferencecall.com.

The flag salute followed Roll Call.

2020 Roll Call

	PRESENT	ABSENT
Councilmember Bluth	✓	
Councilmember Cicalese	✓	
Councilmember Jackson	✓	
Councilmember Misiura	✓	
Councilmember Musing	✓	
Councilmember Stults		✓
Mayor Quattrone	✓	

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

Mayor Quattrone swore Councilmember Elect Joseph Cicalese. Councilmember Elect Cristina Fowler was sworn in earlier and a video of her swearing in was played at this time.

2021 Roll Call

	PRESENT	ABSENT
Councilmember Bluth	✓	
Councilmember Cicalese	✓	
Councilmember Fowler	✓	
Councilmember Jackson	✓	
Councilmember Misiura	✓	
Councilmember Musing	✓	
Mayor Quattrone	✓	

Mayor Quattrone gave an invocation.

Mayor Quattrone recognized and welcomed Senator Linda Greenstein, Assemblyman Daniel Benson, Mercer County Commissioner Nina Melker, Mercer County Commissioner Lucylle Walter, Mercer County Surrogate Diane Gerofsky, Mercer County Clerk Paula Sollami Covello, East Windsor Mayor Janice Mironov, East Windsor Councilmember Peter Yeager, Former Hightstown Councilmembers Eugene Sarafin, Tory Watkins and Connor Montferrat, Planning Board Chair Fred Montferrat, Borough Engineer Carmela Roberts and Borough Auditor Gerry Stankiewicz.

APPROVAL OF AGENDA

Councilmember Misiura moved the agenda as presented; Councilmember Fowler seconded.

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

Agenda approved 6-0.

Mayor Quattrone presented a Proclamation to former Councilmember Charles "Lee" Stults earlier. I video of the presentation was played at this time.

PUBLIC COMMENT I

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

Eugene Sarafin, 628 South Main Street – Welcomed Cristina Fowler. Stated he is looking forward to the next year and looking forward to our new President.

Lucylle Walter, Mercer County Commissioner – Congratulated the newly elected Councilmembers. Stated that she is looking forward to working with everyone this year. Thanked the Mayor and Council for their friendship and support over the years.

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

RESOLUTIONS

Resolution 2021-01 Electing Council President for 2021

Councilmember moved Resolution 2021-01 nominating Susan Bluth as Council President; Councilmember Misiura seconded.

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

Resolution adopted 6-0.

Council President Bluth thanked Council for the confidence they have in her and she looks forward to serving as Council President this year.

Resolution 2021-01

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ELECTING COUNCIL PRESIDENT FOR 2021

WHEREAS, there exists a need to fill the position of Council President for 2021; and

WHEREAS, it is the desire of the Borough Council to elect Susan Bluth to fill that position;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Susan Bluth is hereby elected as Council President for the year 2021.

CONSENT AGENDA

Councilmember Musing moved Resolutions 2021-02; 2021-03; 2021-04; 2021-05; 2021-06, 2021-07; 2021-08; 2021-09; 2021-10; 2021-11; 2021-12; 2021-13; 2021-14; 2021-15; 2021-16; 2021-17; 2021-18; 2021-19; 2021-20; 2021-21; 2021-22; 2021-23; 2021-24; 2021-25; 2021-26; 2021-27; 2021-28 as a consent agenda; Councilmember Jackson seconded.

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

Resolutions adopted 6-0.

Resolution 2021-02

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ADOPTING ROBERT'S RULES OF ORDER

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that, in any question concerning the organization, proceedings or decorum in connection with meetings of the Borough Council, which question is not otherwise covered by Resolution of Council or general law, Robert's Rules of Order shall govern, and that the Borough Attorney shall serve as *ex officio* parliamentarian, and shall be prepared, at the request of any member of Council, to render his opinion on any question of procedure.

Resolution 2021-03

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ADOPTING GUIDELINES FOR THE CONDUCT OF BUSINESS AT HIGHTSTOWN BOROUGH COUNCIL MEETINGS

WHEREAS, pursuant to N.J.S.A. 40A:60-6, the Borough Council is the legislative body of the municipality and may adopt a resolution for any purpose required for the government of the municipality and possesses all of the executive responsibilities of the municipality not placed, by law, in the Office of the Mayor; and

WHEREAS, the Mayor and Borough Council wish to establish guidelines for conduct at all public meetings held by the Governing Body.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that the following rules and procedures shall govern at all Borough Council Meetings for the year 2021:

A. **Conduct at Meetings.**

1. The Mayor shall serve as Presiding Officer and shall conduct all meetings.
2. The Council President shall serve as Presiding Officer and conduct the meeting when the Mayor is absent.
3. If the Mayor and Council President are both absent, the Municipal Clerk shall call the meeting to order and appoint the senior member of Council to serve as Presiding Officer. The Temporary Chairperson shall conduct the meeting, but shall have no powers beyond those necessary to conduct the meeting.
4. A majority of the whole number of members of the Borough Council shall constitute a quorum for the transaction of business at a meeting.
5. If a quorum is not present fifteen minutes after the appointed time for any meeting, the Presiding Officer or the Municipal Clerk may declare the meeting cancelled due to a lack of a quorum.
6. While the Borough Council is in session, the members thereof shall preserve order and decorum, and a member shall not, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Borough Council, nor disturb any member while speaking, or refuse to obey the order of the Borough Council or its Presiding Officer, unless such action is in accordance with proper Parliamentary procedure.
7. Members of the Governing Body shall not utilize their cell phones while the meeting is in session, either during an Executive session or during the open public portion of any meeting, whether verbally or by text, except for emergent circumstances. If an emergency should arise necessitating the use of a cell phone, then the member shall excuse himself or herself from the dais and leave the meeting room to engage in cell phone communications.
8. The Borough Attorney shall be the Parliamentarian.
9. Meetings shall be conducted in accordance with relevant State statutes and these regulations, along with Robert's Rules of Order for items not covered by State statute or in these regulations.

B. **Addressing the Mayor and Council.**

Any person desiring to address the Mayor and Council shall proceed to the podium during the appropriate time and give his or her name and address. Remarks shall be confined to the order of business prescribed by this section:

1. There shall be a "Public Comment" period held during each regular meeting of the Mayor and Council. During the "Public Comment" period of the meeting, any person may address the Mayor and Council on any matter that the person feels may be of concern to the residents of the municipality; said comment shall be limited to a maximum of three minutes. A response may be provided, either directly following the public comment period or during the "Mayor/Council/Administrative Comments" portion of the meeting.

2. Any person(s) who disrupts the orderly conduct of any meeting shall be called to order by the Presiding Officer. If such conduct continues to disrupt the meeting_despite the Presiding Officer's warning(s), then the Presiding Officer, at his or her discretion, may order such person removed from the meeting.

3. During a statutorily prescribed public hearing on a particular agenda item (such as the public hearing associated with the potential adoption of any Ordinance), or during any other specifically described public hearing, comments made by members of the public shall be limited to the particular subject matter of the hearing.

BE IT FURTHER RESOLVED, that the Mayor and Borough Council of Hightstown Borough may, according to law, amend these guidelines as needed from time to time.

Resolution 2021-04

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPROVING THE BOROUGH COUNCIL MEETING SCHEDULE FOR THE YEAR 2021

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the meetings of the Mayor and Borough Council for 2021 and for the first meeting in 2022 will be held virtually via www.zoom.com. Members of the public may attend and participate during the public participation portion of the meeting by phone or computer as follows: www.zoom.com Meeting ID: 815 8824 2600; Passcode: 32PUcQ or by phone (929)205-6099; Meeting ID: 815 8824 2600# Participant code #; Passcode: 574223#. All relevant documents for scheduled meetings will be made available prior to the meeting at www.hightstownborough.com. Members of the public may submit written comments to the Council, through the Deputy Clerk, by either e-mail to (deputyclerk@hightstownborough.com) or written letter to Deputy Clerk, Borough of Hightstown, 156 Bank Street, Hightstown, NJ 08520. Written comments must be received by 12:00 noon on the scheduled day of the remote meeting in order to be included in the meeting.

2021 SCHEDULED COUNCIL MEETING DATES

MONDAY	January 4
TUESDAY	January 19
MONDAY	February 1
TUESDAY	February 16
MONDAY	March 1
MONDAY	March 15
MONDAY	April 5
MONDAY	April 19
MONDAY	May 3
MONDAY	May 17
MONDAY	June 7
MONDAY	June 21

TUESDAY	July 6
MONDAY	July 19
MONDAY	August 2
MONDAY	August 16
TUESDAY	September 7
MONDAY	September 20
MONDAY	October 4
MONDAY	October 18
MONDAY	November 1
MONDAY	November 15
MONDAY	December 6
MONDAY	December 20

2022 Meetings

MONDAY, January 3, 2022	Reorganization Meeting

Resolution 2021-05

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

DESIGNATING OFFICIAL BOROUGH NEWSPAPERS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the ***Trenton Times*** and the ***Windsor-Hights Herald*** are hereby designated as the official newspapers of the municipality for the year 2021.

Resolution 2021-06

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

RESOLUTION MAKING AND CONFIRMING BOROUGH OFFICIALS APPOINTMENTS FOR 2021

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

Borough Administrator

Debra L. Sopronyi	1 yr.	December 31, 2021

Deputy Municipal Clerk

Margaret Riggio	1 yr.	December 31, 2021

Joint Insurance Fund Commissioner

Debra L. Sopronyi	1 yr.	December 31, 2021

Alternate Joint Insurance Fund Commissioner

Margaret Riggio	1 yr.	December 31, 2021

Assessment Search Officer

Debra L. Sopronyi	1 yr.	December 31, 2021

Public Agency Compliance Officer (P.A.C.O.)

Debra L. Sopronyi	1 yr.	December 31, 2021

Recycling Coordinator

Ken Lewis	1 yr.	December 31, 2021

Clean Communities Coordinator

Ken Lewis	1 yr.	December 31, 2021

Safety Coordinator

Ken Lewis	1 yr.	December 31, 2021

Public Defender

John W. Hartmann	1 yr.	December 31, 2021

Alternate Public Defender

Mario Zapicchi	1 yr.	December 31, 2021
Joanna Perilli	1 yr.	December 31, 2021

Prosecutor

Timothy McNichols	1 yr.	December 31, 2021

Alternate Prosecutors

Gregory P. McGuckin	1 yr.	December 31, 2021
Robert Ulaky	1 yr.	December 31, 2021
Martin J. Buckley	1 yr.	December 31, 2021
Kelsey Anthony-McGuckin	1 yr.	December 31, 2021
Patrick Varga	1 yr.	December 31, 2021

Zoning Officer

George Chin	1 yr.	December 31, 2021

Housing Inspectors

George Chin	1 yr.	December 31, 2021
David Bell	1 yr.	December 31, 2021

Building Inspector

George Chin	1 yr.	December 31, 2021

Fire Protection Official

Chad Reed	1 yr.	December 31, 2021

Summer Recreation Director

Larry Gunnell	1 yr.	December 31, 2021

Borough Historian

Charles Stults III	1 yr.	December 31, 2021

Class I Officer

Chad Reed	1 yr.	December 31, 2021

School Crossing Guards

Roberto Rodriguez	1 yr.	December 31, 2021

Resolution 2021-07

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ESTABLISHING 2021 SCHEDULE OF HOLIDAYS AND BOROUGH BUSINESS HOURS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following will be considered the official holidays for the year 2021 and the first week of 2021:

January 1	New Years' Day (Friday)
January 18	Martin Luther King, Jr. Day (Monday)
February 15	Presidents Day (Monday)
April 2	Good Friday (Friday)
May 31	Memorial Day (Monday)
July 5	Independence Day (Monday)
September 6	Labor Day (Monday)
October 11	Columbus Day (Monday)
November 11	Veterans Day (Thursday)
November 25	Thanksgiving Day (Thursday)
November 26	Day after Thanksgiving (Friday)
December 24	Christmas Day (Friday)
December 31	New Years Day (Friday)

BE IT FURTHER RESOLVED that the official business hours for Borough offices will be 8:30 a.m. to 4:30 p.m. Monday through Friday, except as set forth above.

Resolution 2021-08

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING COUNCIL LIAISONS

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

SUSAN BLUTH	Cultural Arts Commission Finance
JOE CICALESE	Board of Health Parks and Recreation
CRISTINA FOWLER	Downtown Hightstown Environmental Commission Administration
JOSHUA JACKSON	Historic Preservation Commission Public Works
STEVE MISIURA	First Aid Water & AWWTP
DIMITRI MUSING	Construction/Inspections
MAYOR QUATTRONE	Fire Department Housing Authority

Resolution 2021-09

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL LEGAL SERVICES – FREDERICK C. RAFFETTO, ESQ.

WHEREAS, there exists the need for professional legal services for 2021 pertaining to general municipal, water and sewer, redevelopment and litigation/union matters; and

WHEREAS, the Borough Council wishes to appoint Frederick C. Raffetto, Esq. of the firm Ansell Grimm & Aaron, Inc. of Ocean, New Jersey as Borough Attorney effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $75,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for “professional services” without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State’s Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, or until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a “non-fair and open contract” pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, the firm of Ansell Grimm & Aaron, Inc. has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough’s own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Frederick Raffetto, Esq. regarding the above-referenced professional legal services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Ansell, Grimm & Aaron, Inc. is a firm whose attorneys are authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-10

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL BOND COUNSEL AND REDEVELOPMENT LEGAL COUNSEL SERVICES – EDWARD J. MCMANIMON III, ESQ.

WHEREAS, there exists the need for professional bond counsel and redevelopment legal counsel services for 2021; and

WHEREAS, the Borough Council wishes to appoint Edward J. McManimon III, Esq. of the firm McManimon, Scotland & Baumann, LLC of Roseland, New Jersey as Bond Counsel and Redevelopment Counsel effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $7,500.00 without further approval by the Borough

Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney has reviewed and approved the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, or until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, the firm of McManimon, Scotland & Baumann, LLC has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Edward J. McManimon III, Esq. regarding the above-referenced professional bond counsel and redevelopment counsel services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because McManimon, Scotland & Baumann, LLC is a firm whose attorneys are authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-11

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES – CARMELA ROBERTS

WHEREAS, there exists the need for specialized engineering services during 2021; and

WHEREAS, the Borough Council wishes to appoint Carmela Roberts of Roberts Engineering Group of Hamilton, New Jersey as Borough Engineer effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $50,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney has reviewed and approved the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, or until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, Roberts Engineering Group has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Carmela Roberts regarding the above-referenced professional engineering services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Roberts Engineering Group is a firm whose engineers are authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-12

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL LABOR COUNSEL SERVICES – ERIC M. BERNSTEIN, ESQ.

WHEREAS, there exists the need for specialized municipal labor counsel services during 2021; and

WHEREAS, the Borough Council wishes to appoint Eric M. Bernstein, Esq. of Warren, New Jersey as Borough

Labor Counsel effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $40,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney has reviewed and approved the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, or until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, Eric M. Bernstein, Esq. has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Eric M. Bernstein, Esq. regarding the above-referenced professional municipal labor counsel services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Eric M. Bernstein, Esq. is authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-13

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL AUDITOR SERVICES – GERARD STANKIEWICZ, CPA, RMA, PSA (SAMUEL KLEIN AND COMPANY)

WHEREAS, there exists the need for specialized auditing services for the Borough for the year 2020; and

WHEREAS, it is the desire of Borough Council to appoint Gerard Stankiewicz, CPA, RMA, PSA of Samuel Klein and Company of Freehold, New Jersey as Borough Auditor effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $27,500.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney will review and approve the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, and until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, Gerard Stankiewicz, CPA, RMA, PSA of Samuel Klein and Company has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Gerard Stankiewicz, CPA, RMA, PSA of Samuel Klein and Company regarding the above-referenced professional auditor services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Gerard Stankiewicz, CPA, RMA, PSA of Samuel Klein and Company is a firm whose auditors are authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-14

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL

PLANNING SERVICES – BRIAN M. SLAUGH

WHEREAS, there exists the need for professional Municipal Planning services for 2021; and

WHEREAS, the Borough Council wishes to appoint Brian M. Slaugh of the firm Clarke Caton Hintz, of Trenton, New Jersey as Borough Planner effective January 1, 2021; and

WHEREAS, the cost for the proposed services, with the exclusion of escrow and other funds as posted from outside sources, shall not exceed $25,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney has reviewed and approved the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, and until a the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, Clarke Caton Hintz has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Brian M. Slaugh of the firm Clarke Caton Hintz, of Trenton, New Jersey regarding the above-referenced professional municipal planning services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Clarke Caton Hintz, LLC is a firm whose municipal planners are authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-15

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL GRANT WRITING SERVICES – CGP&H, LLC

WHEREAS, there exists the need for specialized grant writing services for 2021; and

WHEREAS, the Borough Council wishes to CGP&H, LLC of Cranbury, New Jersey Grant Writer effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $25,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney has reviewed and approved the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, or until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, the firm of CGP&H, LLC has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and CGP&H, LLC regarding the above-referenced professional grant writing services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because CGP&H, LLC is a firm whose grant writers are authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-16

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES – ADMINISTRATIVE AGENT OF HIGHTSTOWN BOROUGH AFFORDABLE HOUSING PROGRAM

WHEREAS, there exists the need for an Administrative Agent to oversee the Affordable Housing Program in Hightstown Borough for 2021; and

WHEREAS, the Borough Council wishes to appoint Randall Gottesman of CGP&H, LLC of Cranbury, New Jersey Administrative Agent for Affordable Housing effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $5,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney has reviewed and approved the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, or until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, the firm of CGP&H, LLC has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and CGP&H, LLC regarding the above-referenced administrative agent for affordable housing services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because CGP&H, LLC is a firm whose administrative agents for affordable housing are authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-17

BOROUGH OF HIGHTSTOWN

COUNTY OF MERCER
STATE OF NEW JERSEY

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL AFFORDABLE HOUSING LEGAL SERVICES – JOLANTA MAZIARZ, ESQ.

WHEREAS, there exists the need for specialized affordable housing legal services during 2021; and

WHEREAS, the Borough Council wishes to appoint Jolanta Maziarz, Esq. of the Law Office of Jolanta Maziarz, LLC of Warren, New Jersey as the Affordable Housing Attorney effective January 1, 2021; and

WHEREAS, the cost for the proposed services shall not exceed $10,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2021 budget; and,

WHEREAS, the Borough Attorney will review and approve the contract for execution by the Borough; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "professional services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, it has been determined that the value of this contract may exceed $17,500, and therefore the contract is also subject to the provisions of the State's Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the anticipated term of this contract is for one (1) year, and until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, this contract is intended to be awarded as a "non-fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law;

WHEREAS, Law Office of Jolanta Maziarz, LLC has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough's own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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 authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Jolanta Maziarz, Esq. regarding the above-referenced professional affordable housing legal services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Law Office of Jolanta Maziarz, LLC is a firm who is authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

Resolution 2021-18

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR 2021 - BOARDS, COMMISSIONS AND COMMITTEES

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

Planning Board

Steve Misiura	1 yr.	December 31, 2021

Environmental Commission

Sheila Hittesdorf	3 Years	December 31,2023
Vacant	Ux. 3 Years	December 31,2021
Vacant Alternate #1	Ux. 2 Years	December 31,2021

Housing Authority

Yolanda Swiney	5 years	December 31, 2025
Vacant	Ux. 5 years	December 31, 2022

Board of Health

Nancy Distelcamp	3 Years	December 31, 2023
Jean Ray	3 Years	December 31, 2023
Deb Napolitano	3 Years	December 31, 2023
Edyth Duffy – Alternate #1	2 Years	December 31, 2022

Cultural Arts Commission

Allison Park (Peddie School)	1 Year	December 31 ,2021
Heather Lisk(School Staff)	1 Year	December 31, 2021
Vacant (Alt. #1)	1 Year	December 31, 2021
Sue Howard (Alt. #2)	1 Year	December 31, 2021

Mayor's Appointments

Police Commissioner

Councilmember Musing	1 yr.	December 31, 2021

Planning Board

Bill Searing, Class II member	1 yr.	December 31, 2021
Beth Watkins	4 yrs.	December 31, 2024
Vacant	Ux. 4 yrs.	December 31, 2024
Raymond Cabot – Alternate #2	2 yrs.	December 31, 2022

Historic Preservation Commission

John Hostetler (Class C)	4 yrs.	December 31, 2024
Dennis Egan (Class A)	4 yrs.	December 31, 2024
Joe Louderback – Alternate #2	2 yrs	December 31, 2022

Parks & Recreation Commission

Stacey Judge	5 yrs.	December 31, 2025
Gary Grubb	5 yrs.	December 31, 2025
Vacant	5 yrs.	December 31, 2025
Vacant (Alternate #1)	Ux. 5 yrs.	December 31, 2021
Vacant (Alternate #2)	5 yrs.	December 31, 2025

Resolution 2021-19

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

DESIGNATING CERTIFYING AGENT FOR PENSION FUNDS

BE IT RESOLVED by the Mayor and Council of the Borough of the Hightstown that, in accordance with requirements of the Public Employee's Retirement System and the Policeman's and Fireman's Retirement System, Borough Chief Financial Officer George J. Lang is hereby designated as Certifying Agent for Pension Funds, and shall be responsible for processing and submitting all documents, as required, pertaining to the aforesaid retirement systems.

Resolution 2021-20

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING ISSUANCE OF INTERIM CHECKS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that authorization be given to the Chief Finance Officer to issue checks for the purpose of payroll and/or emergency payments between Council meetings during 2021, and that these payments will appear on the bill list to be approved by the Mayor and Council at the next regularly scheduled Council meeting.

Resolution 2021-21

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING PETTY CASH FUNDS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk, the Finance Office and the Superintendent of the Wastewater Treatment Plant are authorized to be custodians of funds, as follows, for the purpose of petty cash expenditures:

Borough Clerk's Office - $50.00

Finance Office - $100.00

Water & Sewer Department - $50.00

Resolution 2021-22

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING 2021 TEMPORARY OPERATING BUDGET – CURRENT

WHEREAS, N.J.S.A. 40A:4-19 provides that:

"The governing body may and, if any contracts, commitments or payments are to be made prior to the adoption of the budget, shall by resolution adopted within the first 30 days of the beginning of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget.

> *The total of appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year excluding in both instances, appropriations made for interest and debt redemption charges, capital improvement fund and public assistance."*

; and

WHEREAS, 26.25 percent of the total appropriations in the 2020 current budget, exclusive of appropriations for capital improvement fund and debt service, is $1,763,715.74;

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

1. The 2021 Temporary Operating Budget (Current), as detailed on the annexed Schedule, totaling $1,760,000.00 for Operating and $890,325.00 for Capital and Debt Service is hereby adopted in accordance with N.J.S.A. 40A:4-19.
2. Certified copies of this Resolution shall be provided forthwith to the Chief Financial Officer and Borough Auditor.

Resolution 2021-023

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING 2021 TEMPORARY OPERATING BUDGET – WATER/SEWER

WHEREAS, N.J.S.A. 40A:4-19 provides that:

"The governing body may and, if any contracts, commitments or payments are to be made prior to the adoption of the budget, shall by resolution adopted within the first 30 days of the beginning of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget.

> *The total of appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year excluding in both instances, appropriations made for interest and debt redemption charges, capital improvement fund and public assistance."*

; and

WHEREAS, 26.25 percent of the total appropriations in the 2020 water-sewer utility budget, exclusive of appropriations for capital improvement fund and debt service, is $641,732.70.

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

1. The 2021 Temporary Operating Budget (Water/Sewer), as detailed on the annexed Schedule, totaling $640,000.00 for Operating and $423,100.00 for Debt Service is hereby adopted in accordance with N.J.S.A. 40A:4-19.
2. Certified copies of this Resolution shall be provided forthwith to the Chief Financial Officer and Borough Auditor.

Resolution 2021-24

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ADOPTING CASH MANAGEMENT PLAN

WHEREAS, the Chief Financial Officer, in accordance with the requirements of N.J.S.A. 40A:5-14, has prepared a Cash Management Plan ("the Plan") for the year 2021 which designates the depositories for Borough funds, outlines procedures for the handling thereof, and details other responsibilities with regard to Borough funds; and

WHEREAS, it is the desire of the Mayor and Council to formally adopt the Plan;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Cash Management Plan for the year 2021 which is attached hereto and made a part hereof is hereby adopted.

BOROUGH OF HIGHTSTOWN
County of Mercer, New Jersey

Cash Management Plan

FY 2021

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of NJSA 40A:5-14 in order to set forth the basis for the deposits and investment of certain public funds of the Borough of Hightstown, pending the use of such funds for the intended purposes. The plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits of otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Borough of Hightstown. Two authorized signatories are required for disbursements, that shall include the Accounts Payable Clerk, the Chief Financial Officer; Administrative Assistant-Finance, Business Administrator/Municipal Clerk; and/or the Mayor for the following accounts:

1. Current Fund
    - a. Current
    - b. Grant Fund
2. Trust Funds
    - a. Builder's Performance Escrow
        - Planning and Zoning Board Escrow
        - Engineering Escrow
    - b. Law Enforcement Trust
    - c. Animal Trust Fund
    - d. Payroll
    - e. Public Defender
    - f. Unemployment Trust
    - g. Other Trusts
3. General Capital
    - a. General Capital & various reserves to include arbitrage funds
4. Water-Sewer Utility
    - a. Operating
    - b. Capital

B. It is understood that this Plan is not intended to cover certain funds and accounts of the Borough of Hightstown, Specifically:

1. Municipal Court - Authorized Signatory, Court Clerk and Municipal Judge
    - a. Fines Account
    - b. Bail Accounts
2. Tax Collector - Authorized Signatory, Chief Financial Officer, Tax Collector or Accounts Payable Clerk, Administrative Assistant-Finance
    - a. Tax Collector (Lien) Trust

III. DESIGNATION OF OFFICIALS OF THE BOROUGH OF HIGHTSTOWN AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer, Administrative Assistant-Finance and Accounts Payable Clerk of the Borough of Hightstown are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made with a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

BANK OF NEW YORK
MORGAN STANLEY CHASE BANK
TD BANK
BCB BANK
WELLS FARGO BANK
FIRST CONSTITUTION BANK
PROVIDENT BANK
BANK OF PRINCETON
FULTON BANK

GARDEN STATE COMMUNITY BANK
NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM
NEW JERSEY CASH MANAGEMENT
PNC BANK
SANTANDER BANK
BANK OF AMERICA
SUN NATIONAL BANK

All depositories must conform to the Government Unit Deposit Protection Act (GUDPA), and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all Borough funds on deposit as permitted by law.

V. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt, in accordance with N.J.S.A. 40A:5-15, into appropriate fund operating accounts. Non-interest bearing operating and capital accounts shall be regularly monitored for the availability of funds for investment. Debt Service and Trust accounts shall be maintained in accordance with Federal and State statutes, regulating such funds. Payroll, Developers' Escrow, Professional Fees Escrow, Performance Bond deposits and other agency funds, which represent funds of individuals and other organizations held by the Borough, shall be deposited in interest bearing checking accounts, unless applicable State statutes direct otherwise. Grant funds shall be deposited in accordance with the regulations of the granting government or agency.

Where compensating balances are required by any designated depository to offset the cost of services provided, an agreement between the Borough and the depository shall be executed, specifying the charge for each service and the balance required to offset each charge. Said agreement shall be reviewed on an annual basis.

VI. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The preceding listed brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Officials of the Borough, referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Officials referred to in Section III above.

VII. INVESTMENT INSTRUMENTS AND PROCEDURE

A. Except as otherwise specifically provided for herein, the Designated Officials are hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government money market mutual funds;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the School district is located;
5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
6. Local government investment pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977,c.281 (C.52:18A-90.4); or
8. Agreements for the repurchase of fully collateralized securities if:
   a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
   b. the custody of collateral is transferred to a third party;
   c. the maturity of the agreement is not more than 30 days;
   d. the underlying securities are purchased through a public depository as defined in section

1 of P.L. 1970, c.236 (C.17:9-41); ND

e. A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An Investment Company or investment trusts:

a. Which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.

b. The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities: and

c. Which has:

- Attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
- Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,”15 U.S.XC. sec.80b-1 et seq., with experience investing in U.s. Government securities for at least the most recent past 60 Months and with assets under management in excess of $500 million.

Local Government Investment Pool. An investment pool:

a. Which is managed in accordance with 17 C.F.R. sec. 270.2a.7;

b. Which is rated in the highest category by a nationally recognized statistical rating organization; that is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C. F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by U.S. Government securities;

c. Which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;

d. Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonable be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

e. Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank, located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section9 of P.L. 1967 c.9 (C.49:3-56) and has at least $25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

VIII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough to assure that there is no unauthorized use of the funds or the Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the Borough or by a third party custodian prior to or upon the release of the Borough's funds.

To assure that all parties with whom the Borough deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

IX. DISBURSEMENT OF FUNDS

All funds shall be disbursed as authorized and directed in accordance with statutory provisions. The Chief Financial Officer shall, at the beginning of the fiscal year, present to the Borough Council a schedule of debt service principal and interest payments and when available, a schedule of School Tax payments for the upcoming fiscal year. Upon review of the schedules of payments by the Borough Council, the Chief Financial Officer shall then have the authority to make the following disbursements:

School Taxes
County Taxes
Interfunds
Purchase of Investments
Debt Service
Salaries and Wages
Postage
Petty Cash Reimbursements
Payroll Withholdings- *e.g.,* Taxes, Dues, Deferred Compensation, Bonds, Garnishments, Pension

X. PETTY CASH FUND

Reimbursements for expenditures through the Petty Cash Funds shall be made within the limits approved by the Director of the Division of Local Government Services. The Petty Cash Funds Shall be maintained in accordance with N.J.S.A. 40A:5-21. Petty Cash Funds shall be maintained in the following amounts:

Finance	100.00
Borough Clerk	50.00
Advanced Wastewater Treatment	50.00

XI. BONDING

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer
Tax Collector
Borough Clerk
Municipal Court Administrator

Staff members of the Departments of Finance, Tax Collection and Municipal Court not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond.

XII. COMPLIANCE

The Cash Management Plan of the Borough of Hightstown shall be subject to the approval of the Borough Attorney, and shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

As stated in N.J.S.A. 40A:5-14, the official(s) charged with the custody of Borough funds shall deposit them as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

If at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or and department thereof, the applicable State regulations shall apply.

XIII. REPORTING REQUIREMENTS.

By the tenth day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

A. The Name of any institution holding funds of the Borough as a Deposit or a Permitted Investment.
B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
C. The class or type of securities purchased or Deposits made.
D. The book value of such Deposits or Permitted Investments.
E. The earned income on such Deposits or Permitted Investment. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
F. The fees incurred to undertake such Deposits or Permitted Investments.
G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
H. All other information which may be deemed reasonable from time to time by the governing body of the Borough.

Implementation of this section is dependent upon adequate staffing in the Finance Office.

XIV. TERM OF PLAN

This Plan shall be in effect from January 1, 2021 to December 31, 2021. Attached to this Plan is a resolution of the governing body of the Borough of Hightstown approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official(s) is/are directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan. The amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Resolution 2021-25

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ESTABLISHING THE RATE OF INTEREST CHARGED ON DELINQUENT TAXES

WHEREAS, N.J.S.A. 54:4-67 permits the Borough to establish by resolution the rate of interest to be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth (10th) calendar day following the date upon which the same became due and payable; and

WHEREAS, Chapter 75, P.L. 1991, permits the Mayor and Council to establish a penalty to be charged to a taxpayer with a delinquency in excess of $10,000.00 who fails to pay that delinquency prior the end of the calendar year; and

WHEREAS, the Mayor and Council wish to continue the policies currently in effect with respect to delinquent taxes;

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

1. Pursuant to N.J.S.A. 54:4-67, the Mayor and Council hereby reaffirm that the following interest shall be charged for the non-payment of taxes or assessments on any installment which is not made before

or within the tenth (10th) calendar day following the date upon which same become payable: Eight (8%) percent annum on the first $1,500.00 of the delinquency, and eighteen (18%) percent per annum on any amount in excess of $1,500.00, to be calculated from the date the tax was payable and until the date of actual payment. The term “delinquent” as used herein shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.

2. In accordance with Chapter 75 of the Laws of 1991, any taxpayers with a delinquency in excess of Ten Thousand ($10,000.00) Dollars who fails to pay that delinquency prior to the end of any calendar year, shall be assessed a penalty for that year of six (6%) percent of the amount of the delinquency, in addition to the interest provided for in Paragraph 1.

3. The provisions of paragraphs 1 and 2 herein shall remain in effect unless and until superseded by Borough resolution or ordinance.

Resolution 2021-26

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING DEPOSITORIES AND SIGNATURES
FOR BOROUGH ACCOUNTS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the banks designated as depositories of monies of the Borough of Hightstown are hereby established in accordance with the Cash Management Plan adopted by the Borough on January 1, 2021; and

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

Lawrence Quattrone, Mayor
Michael J. O’Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the **payment of salaries and wages** from the accounts of the Borough of Hightstown:

Lawrence Quattrone, Mayor
Michael J. O’Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Animal Control Account:**

Lawrence Quattrone, Mayor
Michael J. O’Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Water & Sewer Operating Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Trust Accounts:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Unemployment Trust Fund:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Public Defender Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Current Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Capital Funds** of the Borough of Hightstown:

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Grant Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Law Enforcement Trust Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Escrow Accounts (Subdivision Site Plan):**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Administrator/ Clerk

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

Resolution 2021-27

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING DEPOSITORIES AND SIGNATURES FOR MUNICIPAL COURT ACCOUNTS

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the banks designated as depositories of monies of the Borough of Hightstown and the Hightstown Borough Municipal Court are hereby established in accordance with the Cash Management Plan adopted by the Borough on January 1, 2021; and

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

Seth Kurs, Municipal Judge

Carol Gaynor, Municipal Court Administrator
Sarah Graubart, Deputy Court Administrator
Ana Collazo, Deputy Court Administrator

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

Resolution 2021-28

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, the governing body may delegate the power to award purchases, contracts and/or agreements through State Contracts and/or Purchasing Cooperatives to which Hightstown Borough is a member; and

WHEREAS, in the interest of streamlining Borough operations and improving efficiency, it is the desire of the Mayor and Council to authorize the Qualified Purchasing Agent to approve purchases, contracts and agreements through State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.;* and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Qualified Purchasing Agent is hereby authorized to approve purchases, contracts and/or agreements through State Contracts and/or Purchasing Cooperatives to which Hightstown Borough is a member without further action from Council, provided that funds are available to cover the expenditure. Purchase approvals made by the Qualified Purchasing Agent by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*

MAYOR AND COUNCIL COMMENTS

Councilmember Cicalese

Thanked everyone for joining this evening. Thanked the residents of Hightstown for electing him back to Council for a full term. Thanked his fellow Councilmembers and Borough staff for all their work during the pandemic. He is very proud of Hightstown.

Councilmember Misiura

Wished everyone a Happy New Year and welcomed our guests. Stated that it will be nice when we can see each other in person again. Congratulated Cristina Fowler and said that he was looking forward to working with her. Also congratulated Joe Cicalese, happy that they will be able to continue working together. Thanked all our volunteers and Borough staff. It is incredible looking back at what a year it's been. We functioned well as a Borough. Looking forward to the upcoming year and the projects happening in the Borough.

Councilmember Musing

Happy New Year. Hope 2021 brings better things than 2020. He is ready to move forward. Thanked everyone who participated this evening. Showing up virtually still shows that people are interested in what is happening in the Borough. Welcomed Councilmembers Cicalese and Fowler. It has been a pleasure serving as Council President. 2021 will see us rising as a Borough.

Councilmember Fowler

It is an honor to be able to serve Hightstown. Thanked the residents who have placed their trust in her. Looking forward to working with Council and staff.

Councilmember Jackson

Thanked everyone for attending. 2020 was a Challenging year. Thanked the staff for keeping the Borough running. Thanked Health Officer, Jill Swanson and OEM Coordinator, Jim Sidelinger for their guidance and direction this year.

Council President Bluth

Thanked Council for their faith in her. 2020 was a challenging year. Our staff and volunteers met their challenges and have done well. She is hopeful that better times are ahead.

Mayor's Address

"Good Evening Everyone and I thank you for attending. Happy New Year, but more importantly a Healthy New Year.

The year 2020 will be remembered by all as the toughest and longest year ever. I hang my head in sorrow for all that lost someone to this terrible virus. We must not let our guard down now. It is time to fight harder and harder than ever. We are on the verge of conquering it.

With all that took place this year, the Borough still did well. We were able to pave streets and received many grants worth hundreds of thousands of dollars. Having an old town and having to keep up with infrastructure is a challenge. Without a good infrastructure, no real work can be down. Thanks to Roberts Engineering who helps keep us on top of big problems. We are getting it done. Water and sanitary are all working at its best ever.

Many things had to change because of Covid-19. The municipal offices remain closed to the public, staff are working from home, we are having virtual meetings and the like.

Police work was as a challenge. Crime is down and everyone is doing fine. Thanks to the outstanding leadership of our Chief. Thank you to Chief Gendron. He has been at my side through this whole thing. With the departure of Councilmember Stults, (whom will be missed), I am appointing Councilmember Musing as the Police Commissioner. We are going back to appointing liaisons to all departments. Council needs to be aware of the challenges our departments face.

Our Construction Department is overwhelmed with permits. This is a good thing. It means people are doing work to improve their homes. Property values are going up and sales are improving.

I want to thank all the State and County officials for all the work they have done and the help that they have given me.

As your Mayor, I will work to keep things moving in the right direction. I am blessed with the Council that I have and I welcome Councilmember Fowler. There are many new projects in the works and we will get them done. I want to thank everyone for attending. It has been a pleasure."

ADJOURNMENT

Councilmember Cicalese moved to adjourn at 7:10 p.m.; Councilmember Jackson seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2021-035

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING PAYMENT #6 FINAL AND CHANGE ORDER #3 FINAL – REIVAX CONTRACTING (STOCKTON STREET WATER MAIN REPLACEMENT)

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

WHEREAS, the contractor has submitted Change Order #3 Final which adjusts the contract for the project to reflect as-built quantities and includes a credit to the Borough in the amount of $7,500 for granite curb replacement on Stockton Street and police traffic control relating thereto, and which extends the contract duration by 209 calendar days to October 8, 2020; and

WHEREAS, the overall Change Order reduces the final contract amount by $241,944.14 (-25.9%) to a total contract amount of $691,925.79; and

WHEREAS, the contractor has submitted Payment Request #6 Final in the amount of $52,019.46; and

WHEREAS, the contractor has submitted all documents that are required to close out the project, including a Maintenance Bond, Environmental Maintenance Bond and Release(s) in favor of the Borough, which documents have been reviewed and approved by the Borough Engineer and the Borough Attorney; and

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

WHEREAS, the Borough Engineer has recommended approval of Payment Request #6 Final to the contractor in the amount of $52,019.46; 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 Change Order #3 Final and Payment Request #6 Final to Reivax Contracting of Newark, New Jersey for $52,019.46, is hereby approved as detailed herein, and the CFO is authorized to issue same, which will close out the project.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 1, 2021.

Margaret Riggio
Deputy Borough Clerk

Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

January 26, 2021

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

Re: Stockton Street Water Main Replacement
Borough of Hightstown, Mercer County
Our File No.: H1676

Dear Mayor and Council:

Hard copies of the following documents have been forwarded to the Borough by the Borough Attorney. PDFs of the documents are attached to this letter.

1. Payment No. 6 and Final
2. Change Order No. 3 and Final
3. Maintenance Bond
4. Environmental Maintenance Bond
5. Contractor's Affidavit and Release
6. Acknowledgement of Contractor
7. Consent of Surety to Final Payment
8. Contractor's Release

As you know, the Borough Attorney has negotiated a final contract amount for the above referenced contract with the Contractor. As such, the contract may be closed out.

Change Order No. 3 and Final adjusts the contract to as-built quantities and includes a credit to the Borough in the amount of $7,500 for granite curb replacement on Stockton Street. The overall change order reduces the final contract amount by $241,944.17 (-25.9%) to a total contract amount of $691,925.79. In addition, the change also extends the contract by 209 calendar days to October 8, 2020.

Please have the Mayor sign Page 2 of each change order and return to this office for final submission to the NJDEP.

The Borough Attorney has reviewed the enclosed closeout documents and found them to be in order.

I recommend the contract be closed and final payment be made to Reivax Contracting Corporation in the amount of $52,029.46. Certified payrolls have previously been forwarded to the Borough.

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

Very truly yours,

Carmel Roberts

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

cc: Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/ Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
Mickey O'Connor, Accounts Payable Clerk
George Lang, Borough CFO
Monika Patel, Borough Assistant Financial Officer
Ken Lewis, Borough Superintendent of Public Works
Fred Raffetto, Esq., Borough Attorney
Cameron Corini, PE, CME, Roberts Engineering Group, LLC

Roberts ENGINEERING GROUP LLC Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
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PAYMENT No. 6 and FINAL
STOCKTON STREET WATER MAIN REPLACEMENT
Borough of Hightstown, Mercer County, New Jersey
January 19, 2021
File No.: H1676

Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	1.00	LS	1.00	0.00	$8,800.00	$8,800.00
2	Site Clearing	1.00	LS	1.00	0.05	$20,000.00	$20,000.00
3	Project Video & Photographs	1.00	LS	1.00	0.00	$1,800.00	$1,800.00
4	Traffic Control	1.00	LS	1.00	0.00	$2,700.00	$2,700.00
5	Police Traffic Directors	1,000.00	HOUR	964.20	164.60	$95.00	$91,599.44
6	Inlet Protection	6.00	EA	0.00	0.00	$1.00	$0.00
7	Test Holes, If & Where Directed	200.00	CY	81.24	0.00	$250.00	$20,309.72
8	8" HDPE Water Main	2,005.00	LF	1,624.00	0.00	$105.00	$170,520.00
9	6" HDPE Water Main	15.00	LF	0.00	0.00	$105.00	$0.00
10	4" HDPE Water Main	24.00	LF	0.00	0.00	$70.00	$0.00
11	8" x 8" Wet Tap and Valve	3.00	EA	0.00	0.00	$7,000.00	$0.00
12	4" X 4" Wet Tap and Valve	3.00	EA	0.00	0.00	$5,100.00	$0.00
13	8" Insertion Valve	6.00	EA	3.00	0.00	$9,000.00	$27,000.00
14	4" Insertion Valve	4.00	EA	4.00	0.00	$7,700.00	$30,800.00
15	8" Gate Valve	16.00	EA	11.00	0.00	$3,900.00	$42,900.00
16	6" Gate Valve	4.00	EA	1.00	0.00	$3,500.00	$3,500.00
17	4" Gate Valve	2.00	EA	0.00	0.00	$3,300.00	$0.00
18	2" Gate Valve	1.00	EA	0.00	0.00	$2,900.00	$0.00
19	10" x 10" x 8" D.I. Tee	1.00	EA	1.00	0.00	$1.00	$1.00
20	8" X 8" HDPE Tee	4.00	EA	0.00	0.00	$1.00	$0.00
21	8" x 6" HDPE Tee	8.00	EA	0.00	0.00	$1.00	$0.00
22	8" x 4" HDPE Tee	2.00	EA	0.00	0.00	$1.00	$0.00
23	8" Cap	7.00	EA	8.00	0.00	$1.00	$8.00
24	6" Cap	1.00	EA	2.00	0.00	$1.00	$2.00
25	4" Cap	1.00	EA	6.00	0.00	$1.00	$6.00
26	Fire Hydrant Assembly	4.00	EA	7.00	0.00	$7,000.00	$49,000.00
27	1" Crosslinked Polyethylene Water Service	1,145.00	LF	845.00	0.00	$60.00	$50,700.00
28	2" Crosslinked Polyethylene Water Service	25.00	LF	72.00	0.00	$170.00	$12,240.00
29	Abandon Existing Water Main in Place	1.00	LS	1.00	0.00	$7,500.00	$7,500.00
30	Select Fill, If & Where Directed	100.00	CY	0.00	0.00	$1.00	$0.00
31	1-1/2" Clean Stone, If & Where Directed	100.00	CY	0.00	0.00	$1.00	$0.00
32	Concrete Curb, 4000 PSI, If & Where Directed	525.00	LF	274.00	274.00	$28.00	$7,672.00
33	Concrete Sidewalk, 4000 PSI, 4" Thick, If & Where Directed	200.00	SY	111.11	81.11	$100.00	$11,111.00
34	Permanent Pavement Restoration	1,970.00	SY	1,188.89	0.00	$60.00	$71,333.67
35	24" Wide Yellow Epoxy Pavement Striping	20.00	LF	0.00	0.00	$7.00	$0.00
36	24" Wide White Thermoplastic Pavement Striping	425.00	SF	0.00	0.00	$5.00	$0.00
37	8" Wide White Thermoplastic Pavement Striping	200.00	SF	0.00	0.00	$4.00	$0.00
38	4" Wide Double Yellow Epoxy Pavement Striping	5,400.00	LF	0.00	0.00	$1.00	$0.00
39	4" Wide White Epoxy Pavement Striping	175.00	LF	0.00	0.00	$1.00	$0.00
40	Arrow 'Only' Pavement Marking	1.00	EA	0.00	0.00	$550.00	$0.00
41	Topsoiling, 5" Thick	700.00	SY	700.00	700.00	$1.00	$700.00
42	Fertilizer, Seed and Mulch	700.00	SY	700.00	700.00	$1.00	$700.00
43	Fuel Price Adjustment	1.00	LS	0.00	0.00	$5,000.00	$0.00
44	Asphalt Price Adjustment	1.00	LS	0.00	0.00	$7,500.00	$0.00
45	Allowance	1.00	LS	0.00	0.00	$50,000.00	$0.00
S-1	6" Insertion Valve	1.00	LS	1.00	0.00	$8,350.00	$8,350.00
S-2	Connect Existing Copper Water Service to New Water Main	14.00	EA	14.00	0.00	$600.00	$8,400.00
S-3	Water Service Curb Valve and Box	7.00	EA	7.00	0.00	$600.00	$4,200.00
S-4	4" DIP	2.00	LF	2.00	0.00	$90.00	$180.00
S-5	6" DIP	56.00	LF	56.00	0.00	$125.00	$7,000.00
S-6	8" DIP	172.00	LF	172.00	0.00	$130.00	$22,360.00
S-7	10" DIP	3.00	LF	3.00	0.00	$300.00	$900.00
S-8	12/11/19 2" Water Service Installation for Grace N. Roberts Elementary School	1.00	LS	1.00	0.00	$2,018.38	$2,018.38
S-9	12/12/19 2" Water Service Installation for Walter C. Black Elementary School	1.00	LS	1.00	0.00	$2,464.58	$2,464.58
S-10	Repair 6" Lateral	3.00	EA	3.00	3.00	$750.00	$2,250.00
S-11	Furnish & Install 4" Lateral	4.00	EA	4.00	4.00	$2,600.00	$10,400.00
S-12	Deduct - Granite Curb and Sidewalk Replacement	1.00	LS	1.00	1.00	($6,000.00)	($6,000.00)
S-13	Deduct - Police Traffic Control for Granite Curb Replacement	1.00	LS	1.00	1.00	($1,500.00)	($1,500.00)

TOTAL WORK COMPLETED		$691,925.79
LESS: RETAINAGE	2%	$0.00
SUBTOTAL		$691,925.79
LESS: PREVIOUS PAYMENTS		$639,896.33
TOTAL AMOUNT DUE		**$52,029.46**
AMOUNT OF ORIGINAL CONTRACT		$933,750.00
AMOUNT OF ORIGINAL CONTRACT ADJUSTED BY CHANGE ORDER NOS. 1 ,2, and 3 & Final (-25.9%)		$691,925.79

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

1. ISSUING OFFICE	2. PROJECT NO.	3. CONTRACT NO.	4. MODIFICATION NO.
Borough of Hightstown	1104001-010	2	3 and FINAL

5. TO (CONTRACTOR)	6. PROJECT LOCATION AND DESCRIPTION
Reivax Contracting Corporation	Stockton Street Water Main Replacement

7. A proposal is required for making the hereinafter described change in accordance with specification and drawing revisions cited herein or listed in attachment hereto. Submit your proposal in space indicated on page 2, attach detailed breakdown of prime and sub-contract costs (See the clause of this contract entitled, "Changes". DO NOT start work under this proposed change until you receive a copy signed by the Contracting Officer or a directive to proceed).

Date	Carmela Roberts, P.E., Borough Engineer Type Name and Title	Signature

8. DESCRIPTION OF CHANGE: *Pursuant to the clause of this contract covering changes, the contractor shall furnish all labor and material, and all work necessary to accomplish the following described work*:

This change order adjusts pay items to as-built quantities and extends the contract time by 309 calendar days to October 8, 2020 when final restoration was completed by the Contractor. The change order includes supplemental items for deducts being withheld by the Borough for additional restoration items that were improperly repaired by the Contractor.

As a result of the above, the contract price is revised as follows:

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
DEDUCTS				
6	Inlet Protection	6 EA	$1.00	$6.00
7	Test Holes, If & Where Directed	118.76 SY	$250.00	$29,690.28
8	8" HDPE Water Main	381 LF	$105.00	$40,005.00
9	6" HDPE Water Main	15 LF	$105.00	$1,575.00
10	4" HDPE Water Main	24LF	$70.00	$1,680.00
11	8"x8" Wet Tap and Valve	2 EA	$7,000.00	$14,000.00
12	4"x4" Wet Tap and Valve	3 EA	$5,100.00	$15,300.00
13	8" Insertion Valve	1 EA	$9,000.00	$18,000.00
15	8" Gate Valve	4 EA	$3,900.00	$15,600.00
16	6" Gate Valve	3 EA	$3,500.00	$10,500.00
17	4" Gate Valve	2 EA	$3,300.00	$6,600.00
18	2" Gate Valve	1 EA	$2,900.00	$2,900.00
20	8"x8" HDPE Tee	4 EA	$1.00	$4.00
21	8"x6" HDPE Tee	8 EA	$1.00	$8.00
22	8"x4" HDPE Tee	2 EA	$1.00	$2.00
30	Select Fill, If & Where Directed	100 CY	$1.00	$100.00
31	1-1/2" Clean Stone, If & Where Directed	100 CY	$1.00	$100.00
32	Concrete Curb, 4000 PSI, If & Where Directed	251 LF	$28.00	$7,028.00
33	Concrete Sidewalk, 4000 PSI, 4" Thick, If & Where Directed	88.89 SY	$100.00	$8,889.00
34	Permanent Pavement Restoration	781.11 SY	$60.00	$46,866.33
35	24" Wide Yellow Epoxy Pavement Striping	20 LF	$7.00	$140.00
36	24" Wide White Thermoplastic Pavement Striping	425 SF	$5.00	$2,125.00
37	8" Wide White Thermoplastic Pavement Striping	200 SF	$4.00	$800.00
38	4" Wide Double Yellow Epoxy Pavement Striping	5,400 LF	$1.00	$5,400.00
39	4" Wide White Epoxy Pavement Striping	175 LF	$1.00	$175.00
40	Arrow 'Only' Pavement Marking	1 EA	$550.00	$550.00
43	Fuel Price Adjustment	1 LS	$5,000.00	$5,000.00
44	Asphalt Price Adjustment	1 LS	$7,500.00	$7,500.00
			TOTAL DEDUCT	**$240,543.61**
EXTRAS				
5	Police Traffic Directors	64.6036 HOUR	$95.00	$6,099.44
			TOTAL EXTRAS	**$6,099.44**
SUPP.				
S-12	Deduct – Granit Curb and Sidewalk Replacement	1 LS	-$6,000.00	-$6,000.00
S-13	Deduct – Police Traffic Control for Granite Curb Replacement	1 LS	-$1,500.00	-$1,500.00
			TOTAL SUPPLEMENTAL	**-$7,500.00**

TOTAL COST OF THIS MODIFICATION $241,944.17 (Decrease)

The contract time is hereby: *increase* ■ *decrease* ☐ or *remains the same* ☐ by 309 calendar days as a result of this modification.

The foregoing modification is hereby accepted:

CONTRACTOR	OWNER	(NJPE SEAL) ENGINEER
BY: Xavier Pimenta	BY: Lawrence D. Quattrone, Mayor	BY: Carmela Roberts, PE, CME
DATE: January 25, 2021	DATE:	DATE:

APPROVAL: ______________________ ______________________

STATE OF NEW JERSEY DATE

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

9. ISSUING OFFICE	10. PROJECT NO.	11. CONTRACT NO.	12. MODIFICATION NO.
Borough of Hightstown	1104001-010	2	3 and FINAL

13. CONTRACTOR'S PROPOSAL – Change in Contract Price
(Detailed breakdown, attach additional sheets as necessary)

(Proposed)

Please refer to attached emails, memos, and invoices from contractor detailing supplemental line items.

NET INCREASE	NET DECREASE	CALENDER DAYS INCREASE
$ 0	$ 241,944.17	309 DAYS

DATE:	TYPE NAME AND TITLE:	SIGNATURE:
January 25, 2021	Xavier Pimenta, Vice President Reivax Contracting Corporation	

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

14. ISSUING OFFICE & PROJECT NO.	15. CONTRACT NO.	16. MODIFICATION NO.
Borough of Hightstown, 1104001-010	2	3 and FINAL

17. ORIGINAL CONTRACT BID PRICE .... $ 933,750.00
TOTAL OF PREVIOUS CHANGE ORDERS .... $ 119.96
TOTAL CONTRACT COST INCLUDING CHANGE ORDERS ... $ 691,925.79

18. NECESSITY FOR CHANGE AND REASON FOR OMISSION FROM PLANS AND SPECIFICATIONS:

Adjust to as-built quantities.

19. OTHER IMPACTS RESULTANT OF THIS CHANGE:
None.

20. RESUME OF NEGOTIATIONS OR RECOMMENDATIONS (Loanee's Representative) :
Negotiations between Reivax Contracting Corporation, Roberts Engineering Group, and the Borough Attorney were conducted throughout the duration of construction. See attached documentation.

DATE:	TYPE NAME AND TITLE OF LOANEE'S REPRESENTATIVE:	SIGNATURE:
	Carmela Roberts, P.E., C.M.E., Borough Engineer	

Resolution 2021-036

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 $895,819.69 from the following accounts:

Current		$829,505.61
W/S Operating		57,744.32
General Capital		0.00
Water/Sewer Capital		0.00
Grant		0.00
Trust		7,659.63
Unemployment Trust		317.43
Animal Control		4.20
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		0.00
Escrow		588.50
Total		$895,819.69

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 1, 2021.

Margaret Riggio
Deputy Borough Clerk

Date: February 1, 2021

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 2/01/2021

CURRENT ACCOUNT	DATE ISSUED	PO #	CHECK #		Amount
NJ DIVISION OF FIRE SAFETY	12/31/2020	20-01483	32111	$	512.00
EAST WINDSOR REGIONAL SCHOOL DISTRICT	1/15/2021	21-00017	1493	$	738,867.00
STATE OF NJ - DEPT OF TREASURY	1/15/2021	21-00016	1494	$	39,909.60
TOTAL					**$779,288.60**
WATER AND SEWER OPERATING					
STATE OF NJ - DEPT OF TREASURY	1/15/2021	21-00016	1350	$	17,182.21
COUNTY OF MERCER	1/28/2021	21-00018	1351	$	8,965.00
TOTAL				**$**	**26,147.21**
ESCROW					
TOTAL				**$**	**-**
GRANT					
TOTAL				**$**	**-**
TRUST- OTHER					
TOTAL				**$**	**-**
ANIMAL CONTROL TRUST					
TOTAL				**$**	**-**
LAW ENFORCEMENT TRUST					
TOTAL				**$**	**-**
UNEMPLOYMENT TRUST					
N.J. STATE DEPT OF LABOR	12/31/2020	20-01782	1076	$	317.43
TOTAL				**$**	**317.43**
PUBLIC DEFENDER TRUST					
TOTAL				**$**	**-**
TAX LIENTRUST					
TOTAL				**$**	**-**
GENERAL CAPITAL					
TOTAL				**$**	**-**
WATER AND SEWER CAPITAL					
TOTAL				**$**	**-**
MANUAL TOTAL					**$805,753.24**

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

Vendor # / PO # / Item	Name / PO Date / Description	Amount	Contract PO Type / Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
ACTI0010	ACTION UNIFORM CO, LLC										
20-01563	12/09/20 CLOTHING ALLOWANCE STEPEHNSEN										
1	CLOTHING ALLOWANCE STEPEHNSEN	703.56	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/09/20	01/28/21		33879	N
20-01564	12/09/20 CLOTHING ALLOWANCE TOWNSEND										
1	CLOTHING ALLOWANCE TOWNSEND	679.00	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/09/20	01/28/21		33878	N
20-01712	12/31/20 CLOTHING ALLOWANCE - LARSEN										
1	CLOTHING ALLOWANCE - LARSEN	664.97	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/31/20	01/28/21		33877	N
	Vendor Total:	2,047.53									
ANNMA005	ANN MARIE MILLER										
20-01779	12/31/20 REIMBURSE ASCAP LIC TALENT										
1	REIMBURSE ASCAP LIC TALENT	266.00	0-01-28-373-002-199	B	MISCELLANEOUS-CULTURAL ARTS	R	12/31/20	01/28/21		400009661	N
	Vendor Total:	266.00									
A0107	ANSELL GRIMM & AARON, PC										
20-01789	12/31/20 DECEMBER INVOICES 2020										
1	GENERAL FILE INV 463506	1,343.50	0-01-20-155-001-027	B	General Matters	R	12/31/20	01/28/21		463506	N
2	ORDINANCES INV 463507	67.50	0-01-20-155-001-027	B	General Matters	R	12/31/20	01/28/21		463507	N
3	RESOLUTIONS INV 463508	108.00	0-01-20-155-001-027	B	General Matters	R	12/31/20	01/28/21		463508	N
4	ENGINEERING MATTERS INV 463509	904.50	0-01-20-155-001-027	B	General Matters	R	12/31/20	01/28/21		463509	N
5	LABOR MATTERS INV 463510	175.50	0-01-20-155-001-031	B	Labor,Personnel & Union Council	R	12/31/20	01/28/21		463510	N
6	MEETING INV 463511	783.00	0-01-20-155-001-029	B	Attendance at Council Meetings	R	12/31/20	01/28/21		463511	N
7	JOINT POLICE/MUNICIPAL COURT	337.50	0-01-20-155-001-027	B	General Matters	R	12/31/20	01/28/21		463513	N
8	HOUSING AUTHORITY (HHA)	27.00	0-01-20-155-001-027	B	General Matters	R	12/31/20	01/28/21		463514	N
		3,746.50									
	Vendor Total:	3,746.50									

Vendor # / PO # / Item	Name / 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
A1014	APPROVED FIRE PROTECTION, INC.										
20-01777	12/31/20 GAS METER CALIBRATION										
1	GAS METER CALIBRATION	125.10	0-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	12/31/20	01/28/21		00050030	N
	Vendor Total:	125.10									
CENTR010	CENTRAL JERSEY EQUIPMENT LLC										
20-01734	12/31/20 STIHL SAW										
1	INV. 1235947 - STIHL SAW	1,358.45	0-09-55-501-001-535	B	Hydrants and Line Repair	R	12/31/20	01/28/21		1235947	N
	Vendor Total:	1,358.45									
CHEST005	CHESTERFIELD ELECTRIC LLC										
20-01523	12/02/20 REME HALO AIR PURIFIERS										
1	REME HALO AIR PURIFIERS	1,250.00	T-12-56-286-000-850	B	STORM RECOVERY SNOW,STORM, OTHER	R	12/02/20	01/28/21		01201145650	N
2	REME HALO AIR PURIFIER	1,650.00	T-12-56-286-000-850	B	STORM RECOVERY SNOW,STORM, OTHER	R	12/02/20	01/28/21		01201150450	N
		2,900.00									
	Vendor Total:	2,900.00									
COMCA010	COMCAST										
21-00007	01/27/21 INV 115336546 1/15/2021										
1	INV 115336546 1/15/2021	195.30	1-01-20-140-001-060	B	Internet Services and Web Services	R	01/27/21	01/28/21		115336546	N
	Vendor Total:	195.30									
COMCA005	COMCAST BUSINESS										
21-00008	01/27/21 JAN INV ACCTS 6659 & 4100										
1	8499 05 243 0036659 OFC 1	294.57	1-01-20-140-001-060	B	Internet Services and Web Services	R	01/27/21	01/28/21		499052430036659	N
2	8499 05 243 0034100 413 MERCER	168.35	1-01-20-140-001-060	B	Internet Services and Web Services	R	01/27/21	01/28/21		499052430034100	N
		462.92									
	Vendor Total:	462.92									

Vendor # / PO # / Item	Name / 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
CONCE005	CONCENTRA MEDICAL CENTERS									
20-01751	12/31/20 INV 513094119 ABERNATHY 12/28									
1	INV 513094119 ABERNATHY 12/28	200.50	0-01-26-290-001-093	B Employee Physicals/Drug Tests	R	12/31/20	01/28/21		513094119	N
	Vendor Total:	200.50								
COREM005	CORE & MAIN LP									
20-01647	12/24/20 METERS									
1	QUOTE 1610858	4,250.00	0-09-55-501-001-524	B Meter & Meter Parts	R	12/24/20	01/28/21		N514410	N
	Vendor Total:	4,250.00								
C0087	CUSTOM BANDAG, INC									
20-01743	12/31/20 HPD ELECTRICITY 10/3/20-12/2									
1	HPD ELECTRICITY 10/3/20-12/2	1,370.21	0-01-31-430-001-071	B Electric-Borough Hall	R	12/31/20	01/28/21		OCT/NOV 2020	N
	Vendor Total:	1,370.21								
D0050	DEPT OF CHILDREN & FAMILIES									
20-01792	12/31/20 MARRIAGE REPORT 4TH QTR 2020									
1	MARRIAGE REPORT 4TH QTR 2020	25.00	0-01-55-003-000-001	B Due To NJ - Marriage Licenses	R	12/31/20	01/28/21		4TH QTR 2020	N
	Vendor Total:	25.00								
E0576	EAST WINDSOR REGIONAL SCHOOL									
20-01723	12/31/20 NOVEMBER 2020 FUEL USE									
1	NOV 2020 FUEL USE - FIRE	331.07	0-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	12/31/20	01/28/21		NOV 2020	N
2	NOV 2020 FUEL USE - POLICE	948.96	0-01-31-460-001-145	B Motor Fuel - Police	R	12/31/20	01/28/21		NOV 2020	N
3	NOV 2020 FUEL USE - 1ST AID	158.96	0-01-31-460-001-148	B Motor Fuel - Emergency Medical	R	12/31/20	01/28/21		NOV 2020	N
4	NOV 2020 FUEL USE - GARBAGE	575.54	0-01-31-460-001-147	B Motor Fuel - Public Works	R	12/31/20	01/28/21		NOV 2020	N
5	NOV 2020 FUEL USE - STREETS	533.49	0-01-31-460-001-147	B Motor Fuel - Public Works	R	12/31/20	01/28/21		NOV 2020	N
6	NOV 2020 FUEL USE - WATER	62.89	0-09-55-501-001-512	B Motor Fuel	R	12/31/20	01/28/21		NOV 2020	N
7	NOV 2020 FUEL USE - SEWER	84.64	0-09-55-501-002-512	B Motor Fuel	R	12/31/20	01/28/21		NOV 2020	N
8	NOV 2020 FUEL USE - CONSTRUC.	17.85	0-01-31-460-001-151	B MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	12/31/20	01/28/21		NOV 2020	N

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
E0576 EAST WINDSOR REGIONAL SCHOOL	Continued								
20-01723 12/31/20 NOVEMBER 2020 FUEL USE		Continued							
9 NOV 2020 FUEL FACILITY FEE	120.00	0-01-31-460-001-144	B Upgrades to Fueling Facility	R	12/31/20	01/28/21		NOV 2020	N
	2,833.40								
Vendor Total:	2,833.40								
G0181 FRANKLIN-GRIFFITH, LLC									
20-01760 12/31/20 SIGNAGE REPAIR ABUTMENT WALL									
1 INV S117042083 ABUTMENT REPAIR	332.52	0-01-26-290-001-127	B Street Repair & Maintenance	R	12/31/20	01/28/21		S117042083	N
20-01776 12/31/20 FLOW METER & FLOOD LIGHT									
1 1/2" STRAIGHT STRAIN RELIEF	8.16	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		S117221969	N
2 1G WP BLANK CVR GRY	2.20	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		S117226446	N
3 1G WP BOX W/3 1/2 HUBS GRAY	7.11	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		S117226446	N
4 1/2" NM CORD CONNECTOR	4.89	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		S117226446	N
5 1/2" STRAIGHT STRAIN RELIEF	4.08	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		S117226446	N
	26.44								
Vendor Total:	358.96								
GEETA005 GEETANJALI JAIN									
20-01769 12/31/20 MILEAGE REIMBURSEMENT APR-DEC									
1 MILEAGE REIMBURSEMENT APR-DEC	199.70	0-01-27-330-001-045	B Mileage/Travel	R	12/31/20	01/28/21		12/31/20	N
Vendor Total:	199.70								
M0714 GENSERVE, INC.									
20-01736 12/31/20 "B" GENERATOR SERVICE									
1 INV. 0223287 - WATER PLANT	195.00	0-09-55-501-001-511	B Generator/Engine Maintenance (B)	R	12/31/20	01/28/21		0223287	N
2 INV. 0223286 - POLICE DEPT	195.00	0-01-26-310-001-040	B Generator-Municipal Bldg	R	12/31/20	01/28/21		0223286	N
3 INV. 0223289 - FIRE DEPT	195.00	0-01-26-310-001-040	B Generator-Municipal Bldg	R	12/31/20	01/28/21		0223289	N
	585.00								
Vendor Total:	585.00								

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G0185	GRAINGER, INC.										
20-01342	10/22/20 N 95 MASKS										
1	20 PK HONEWELL N-95 PARTICE	58.12	0-09-55-501-002-535	B	Chemicals Miscellaneous	R	10/22/20	01/28/21		9689012624	N
	Vendor Total:	58.12									
G0050	GROVE SUPPLY INC										
20-01703	12/31/20 GRIPPER TEST PLUG										
1	GRIPPER TEST PLUG	7.14	0-09-55-501-001-503	B	Water Plant Maintenance	R	12/31/20	01/28/21		S5317097	N
	Vendor Total:	7.14									
H 85	HACH CO.										
20-01646	12/24/20 LABORATORY SUPPLIES										
1	1407028 - DPD FREE CHLORINE	197.96	0-09-55-501-001-506	B	Laboratory Supplies	R	12/24/20	01/28/21		12266361	N
2	2506025 - SPADNS FLUORIDE	359.60	0-09-55-501-001-506	B	Laboratory Supplies	R	12/24/20	01/28/21		12272518	N
3	2635300 - SPECCHECK SECONDARY	160.72	0-09-55-501-001-506	B	Laboratory Supplies	R	12/24/20	01/28/21		12273372	N
		718.28									
	Vendor Total:	718.28									
H0126	HIGHTS ELECTRIC MOTOR, INC.										
20-01601	12/14/20 SEW-EURODRIVE UNIT FOR DISK FI										
1	SEW-EURODRIVE UNIT FOR DISK	552.30	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/14/20	01/28/21		0955272-IN	N
20-01762	12/31/20 MOTOR EXHAUST FAN REPLACEMENT										
1	MOTOR EXHAUST FAN REPLACEMENT	361.88	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		0955359-IN	N
	Vendor Total:	914.18									
H0048	HIGHTS REALTY LLC										
21-00011	01/27/21 JANUARY 2021 HPD RENT										
1	JANUARY 2021 HPD RENT	4,446.38	1-01-26-310-001-025	B	Building Rental	R	01/27/21	01/28/21		JANUARY 2021	N
	Vendor Total:	4,446.38									

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H0035 HIGHTSTOWN FUEL OIL										
20-01670 12/31/20 INV #39431										
1 DIESEL FUEL FOR EMERGENCY	680.50	0-09-55-501-002-512	B	Motor Fuel	R	12/31/20	01/28/21		39431	N
Vendor Total:	680.50									
J0378 J.W. KENNEDY & SON INC WELDING										
20-01447 11/12/20 CYLINDER RENTAL										
1 INV. R6636 - CYLINDER RENTAL	12.40	0-01-26-290-001-050	B	DPW Work Equipment	R	11/12/20	01/28/21		R6636	N
20-01729 12/31/20 MONTHLY CYLINDER RENTAL										
1 INV R7475 - CYLINDER RENTAL	12.40	0-01-26-290-001-050	B	DPW Work Equipment	R	12/31/20	01/28/21		R7475	N
Vendor Total:	24.80									
J0257 JCP&L										
20-01790 12/31/20 MASTER ACCT 200 000 055 364										
1 100 008 438 010 125 S MAIN ST	10.08	0-01-31-430-001-071	B	Electric-Borough Hall	R	12/31/20	01/28/21		95008911726	N
2 100 008 438 283 MAIN&STOCKTON	26.18	0-01-31-430-001-071	B	Electric-Borough Hall	R	12/31/20	01/28/21		95008911726	N
3 100 008 482 018 RT33 & MAXWELL	24.53	0-01-31-430-001-071	B	Electric-Borough Hall	R	12/31/20	01/28/21		95008911726	N
4 100 010 898 904 FRANKLIN ST &	27.63	0-01-31-430-001-071	B	Electric-Borough Hall	R	12/31/20	01/28/21		95008911726	N
5 100 012 487 714 148 N MAIN ST	563.28	0-01-31-430-001-071	B	Electric-Borough Hall	R	12/31/20	01/28/21		95008911726	N
6 100 012 487 862 FIREHOUSE	689.23	0-01-31-430-001-072	B	Electric-Fire House	R	12/31/20	01/28/21		95008911726	N
7 100 012 529 457 BORO HALLEQUIP	126.34	0-09-55-501-002-504	B	Electricity	R	12/31/20	01/28/21		95008911726	N
	1,467.27									
Vendor Total:	1,467.27									
J0258 JCP&L (STREET LIGHTING)										
21-00014 01/27/21 ACCT 724 & 765 DATED 1/15/2021										
1 100 011 415 724 STREET LIGHT	369.50	1-01-31-435-001-075	B	Street Lighting	R	01/27/21	01/28/21		95286873988	N
2 100 011 415 765 STREET LIGHT	1,683.42	1-01-31-435-001-075	B	Street Lighting	R	01/27/21	01/28/21		95286873989	N
	2,052.92									
Vendor Total:	2,052.92									

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L0037 LINCOLN FINANCIAL GROUP										
21-00002 01/27/21 JAN & FEB LIFE INSURANCE										
1 JANUARY LIFE INSURANCE	269.23	1-01-23-210-003-115	B	Medical Ins-Empl Grp Health	R	01/27/21	01/28/21		JAN 2021	N
2 JANUARY LIFE INSURANCE - WTP	18.16	1-09-55-501-001-514	B	INSURANCE	R	01/27/21	01/28/21		JAN 2021	N
3 JANUARY LIFE INSURANCE - AWWTP	36.32	1-09-55-501-002-514	B	Insurance	R	01/27/21	01/28/21		JAN 2021	N
4 FEBRUARY LIFE INSURANCE	278.31	1-01-23-210-003-115	B	Medical Ins-Empl Grp Health	R	01/27/21	01/28/21		FEB 2021	N
5 FEBRUARY LIFE INSURANCE - WTP	18.16	1-09-55-501-001-514	B	INSURANCE	R	01/27/21	01/28/21		FEB 2021	N
6 FEBRUARY LIFE INSURANCE AWWTP	54.48	1-09-55-501-001-514	B	INSURANCE	R	01/27/21	01/28/21		FEB 2021	N
	674.66									
Vendor Total:	674.66									
L1085 LORCO PETROLEUM SERVICES										
20-01761 12/31/20 OIL RECYCLING										
1 INV. 1593402 - OIL RECYCLING	125.00	0-01-26-311-001-168	B	Yardwaste	R	12/31/20	01/28/21		1593402	N
Vendor Total:	125.00									
L1095 LUBRICATION ENGINEERS INC.										
20-01509 12/01/20 CASE OF TUBE GREASE										
1 CASE-10 TUBES OF 1275 GREASE	186.40	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/01/20	01/28/21		IN437061	N
20-01719 12/31/20 5 GALLON OIL CONTAINER										
1 80-90W 703 OIL 5 GALLON	428.40	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		IN439793	N
2 FREIGHT	37.15	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		IN439793	N
	465.55									
Vendor Total:	651.95									
M0180 MCMASTER-CARR										
20-01717 12/31/20 BOOTS SIZE 10.5-11										
1 BOOT SIZE 10.5-11	32.62	0-09-55-501-002-507	B	Uniforms & Safety Equipment	R	12/31/20	01/28/21		51484603	N
2 SHIPPING	8.08	0-09-55-501-002-507	B	Uniforms & Safety Equipment	R	12/31/20	01/28/21		51484603	N
	40.70									
20-01737 12/31/20 SAW BLADES										
1 INV. 51028034 - SAW BLADES	31.34	0-09-55-501-001-535	B	Hydrants and Line Repair	R	12/31/20	01/28/21		51028034	N

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M0180 MCMASTER-CARR	Continued								
20-01771 12/31/20 LOCKERS									
1 BEIGE LOCKERS	412.20	0-09-55-501-002-531	B Office Supplies - AWWTP	R	12/31/20	01/28/21		51887745	N
2 FREIGHT	82.18	0-09-55-501-002-531	B Office Supplies - AWWTP	R	12/31/20	01/28/21		51887745	N
	494.38								
Vendor Total:	566.42								
M0256 MERCER CO IMPROVEMENT AUTH									
20-01757 12/31/20 DEC 2020 TIPPING									
1 DEC 2020 TIPPING	18,418.52	0-01-32-465-001-165	B Landfill Solid Waste Disposal-MCIA	R	12/31/20	01/28/21		DEC 2020	N
2 DEC 2020 RECYCLIING TAX	480.48	0-01-43-496-001-174	B Recycling Tax	R	12/31/20	01/28/21		DEC 2020	N
	18,899.00								
Vendor Total:	18,899.00								
M0127 MONMOUTH COUNTY									
20-01758 12/31/20 DEC 2020 ROOSEVELT TIPPING									
1 DEC 2020 ROOSEVELT TIPPING	2,874.45	0-01-43-513-001-171	B Borough of Roosevelt-Tipping Fees	R	12/31/20	01/28/21		DEC 2020	N
Vendor Total:	2,874.45								
MORTO005 MORTON SALT, INC.									
20-01618 12/18/20 UNTREATED ROCK SALT									
1 UNTREATED ROCK SALT	4,759.63	T-12-56-286-000-850	B STORM RECOVERY SNOW,STORM, OTHER	R	12/18/20	01/28/21		5402216489/9136	N
Vendor Total:	4,759.63								
NJADV005 NJ Advance Media									
20-01787 12/31/20 LEGAL ADS DECEMBER 2020									
1 COMPLETE STREETS RFP	46.98	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		0009819753	N
2 ORD 2020-15 ADOPT	95.47	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		0009821123	N
3 ORD 2020-16 ADOPT	101.56	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		0009821128	N
4 ORD 2020-17 ADOPT	35.67	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		36.67	N
5 RFP - STOCKTON AND JOSEPH	1,075.32	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		0009817130	N
6 RFP - STOCKTON AND JOSEPH	309.49	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		0009817144	N
7 COUNCIL REORG NOTICE	18.56	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		0009831406	N
8 ASSESSOR NOTICE 2021	6.38	0-01-20-120-001-021	B Advertisements	R	12/31/20	01/28/21		0009833034	N

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NJADV005 NJ Advance Media	Continued								
20-01787 12/31/20 LEGAL ADS DECEMBER 2020		Continued							
9 PLANNING BOARD NOTICE	27.84	0-01-21-180-001-021	B Advertisements	R	12/31/20	01/28/21		0009832944	N
	1,717.27								
Vendor Total:	1,717.27								
N0425 NJ DEPT. OF HEALTH & SR SERV.									
20-01788 12/31/20 DOG PILOT PROGRAM NOV/DEC 2020									
1 DOG PILOT PROGRAM NOV/DEC 2020	4.20	T-13-05-265-000-001	B DUE STATE OF NEW JERSEY	R	12/31/20	01/28/21		NOV/DEC 2020	N
Vendor Total:	4.20								
N0275 NJ LEAGUE OF MUNICIPALITIES									
20-01548 12/07/20 RFP for Circulation Study									
1 RFP for Circulation Study	210.00	0-01-20-120-001-021	B Advertisements	R	12/07/20	01/28/21		DB14346	N
Vendor Total:	210.00								
N0044 NJAPZA									
21-00006 01/27/21 2021 MEMBERSHIP DUES G. CHIN									
1 2021 MEMBERSHIP DUES G. CHIN	100.00	1-01-21-180-001-044	B PROFESSIONAL ASSOCIATION DUES	R	01/27/21	01/28/21		2021	N
Vendor Total:	100.00								
N0170 NORCIA CORP.									
20-01732 12/31/20 REPAIR TO FLATBED PLOW									
1 REPAIR TO FLATBED PLOW	279.64	0-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	12/31/20	01/28/21		79669	N
Vendor Total:	279.64								
O0050 ONE CALL CONCEPT INC									
20-01735 12/31/20 DEC 2020 MARK OUT REQUESTS									
1 DEC 2020 MARK OUT REQUESTS	32.53	0-09-55-501-001-535	B Hydrants and Line Repair	R	12/31/20	01/28/21		0125085	N
Vendor Total:	32.53								

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P0089 PARKSON TREATING WATER RIGHT									
20-00423 04/01/20 AFTERMARKET PARTS									
1 PARKSON FINESCREEN CHAIN	308.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/01/20	01/28/21		AR1/51027880	N
2 CHAIN W/MASTERLINK 98 PITCH	90.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/01/20	01/28/21		AR1/51027880	N
3 PILLOWBLOCK BEARING	480.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/01/20	01/28/21		AR1/51027880	N
4 ROTATING BRUSH/ASSEMBLY WITH	1,098.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/01/20	01/28/21		AR1/51027880	N
5 PACKAGE AND HANDLING	25.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/01/20	01/28/21		AR1/51027880	N
6 FREIGHT	67.36	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/16/20	01/28/21		AR1/51027880	N
	2,068.36								
20-00487 04/15/20 PARTS FOR AQUA GUARD FINE SCR									
1 BUSHING, G	48.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/15/20	01/28/21		AR1/51027982	N
2 BUSHING, Q 1	140.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/15/20	01/28/21		AR1/51027982	N
3 SPROCKET DRIVEN	90.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/15/20	01/28/21		AR1/51027982	N
4 SPROCKET DRIVER	372.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	04/15/20	01/28/21		AR1/51027982	N
5 PACKAGE AND HANDLING FEE	25.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	05/01/20	01/28/21		AR1/51027982	N
6 FREIGHT	54.84	0-09-55-501-002-503	B Sewer Plant Maintenance	R	05/01/20	01/28/21		AR1/51027982	N
	729.84								
Vendor Total:	2,798.20								
P0102 PEMBERTON ELECTRICAL SUPPLY CO									
20-01669 12/31/20 QUOTE #Q028151									
1 105W TRUNNION MOUNT LED 5K	598.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		034511	N
2 2-3/8 BRONZE MOUNTING	39.50	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		034511	N
	637.50								
Vendor Total:	637.50								
A0044 Phillip Yoke									
20-01662 12/31/20 REPAIR TO WORK ORDER PROGRAM									
1 REPAIR TO WORK ORDER PROGRAM	100.00	0-01-26-310-001-054	B Computer Soft/Maintenence	R	12/31/20	01/28/21		12/14/20	N
Vendor Total:	100.00								

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P0016	PRINCETON ONE THIRTY SUPPLY									
20-01668	12/31/20 CASE OF PAPER TOWELS									
1	CASE OF PAPER TOWELS	222.30	0-09-55-501-002-523	B Paper Products/Janitorial	R	12/31/20	01/28/21		050080	N
	Vendor Total:	222.30								
P0044	PSE&G									
20-01791	12/31/20 ENERGY INV 12/12/20-1/13/21									
1	74 199 082 06 232 MERCER ST	17.19	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	12/31/20	01/28/21		603906193546	N
2	75 235 176 09 415 MERCER ST	206.23	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	12/31/20	01/28/21		6010006945190	N
3	65 039 876 09 1ST AVE W TOWER	17.19	0-09-55-501-001-505	B Gas Service	R	12/31/20	01/28/21		605903981940	N
4	66 759 467 06 140 N MAIN ST	34.87	0-01-31-446-001-143	B Gas/Heat - Fire House	R	12/31/20	01/28/21		600906972763	N
5	66 878 908 08 156 BANK ST	227.27	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	12/31/20	01/28/21		603506375286	N
		502.75								
	Vendor Total:	502.75								
QUADI005	QUADIENT, INC.									
21-00004	01/27/21 LEASE N20031800 12/29/20-3/28									
1	LEASE N20031800	441.57	1-01-30-421-001-029	B Meter Rental/Maintance	R	01/27/21	01/28/21		N8602395	N
	Vendor Total:	441.57								
R0077	ROBERTS ENGINEERING GRP LLC									
20-01684	12/31/20 #4203, 11/21/2020									
1	site inspec. documents for CO	588.50	2019-03	P MINOR SUBDIVISION	R	12/31/20	01/28/21		#4203	N
	Vendor Total:	588.50								
R0114	RUTGERS, THE STATE UNIVERSITY									
20-01747	12/31/20 MUN FIN ADMIN O'CONNOR 2/3/21									
1	MUN FIN ADMIN FM-2102-SP21-3	821.00	0-01-20-130-001-042	B Education & Training	R	12/31/20	01/28/21		FM-2102-SP21-3	N
	Vendor Total:	821.00								
SHERW010	SHERWIN WILLIAMS PAINT									
20-01773	12/31/20 5 GALLON MINERAL SPIRITS									
1	5 GALLON MINERAL SPIRITS	262.50	0-09-55-501-002-535	B Chemicals Miscellaneous	R	12/31/20	01/28/21		7826-2	N

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SHERW010	SHERWIN WILLIAMS PAINT	Continued								
20-01775	12/31/20 GALLON INDUSTRIAL ENAMEL									
1	GALLON INDUSTRIAL ENAMEL	116.28	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		4927-3	N
	Vendor Total:	378.78								
STATE010	STATEWIDE MOVING CO.,INC.									
20-01770	12/31/20 MOVE PIANO TO BORO GARAGE									
1	MOVE PIANO TO BORO GARAGE	350.00	0-01-28-373-002-199	B MISCELLANEOUS-CULTURAL ARTS	R	12/31/20	01/28/21		12/8/20	N
	Vendor Total:	350.00								
R0537	STITCHES N INK									
20-01718	12/31/20 JACKET & COAT FOR DENNIS JONES									
1	TRUE BLACK PORT AUTHORITY	59.99	0-09-55-501-002-507	B Uniforms & Safety Equipment	R	12/31/20	01/28/21		15156	N
2	BLACK CARHARTT THERMAL LINED	87.99	0-09-55-501-002-507	B Uniforms & Safety Equipment	R	12/31/20	01/28/21		15156	N
		147.98								
	Vendor Total:	147.98								
THINL005	THIN LINE CUSTOM GRAPHICS									
20-01296	10/15/20 WINTER JACKETS AND STITCHING									
1	WINTER JACKETS AND STITCHING	1,470.00	0-01-25-260-001-043	B Uniforms	R	10/15/20	01/28/21		HRS41 2020-001	N
	Vendor Total:	1,470.00								
T0147	TRACTOR SUPPLY COMPANY									
20-01726	12/31/20 SCREWS FOR GARAGE ROOF									
1	INV. 235077 - SCREWS FOR DPW	18.98	0-01-26-310-001-024	B Building Maintenance	R	12/31/20	01/28/21		235077	N
2	INV. 235093 - SCREWS FOR DPW	17.98	0-01-26-310-001-024	B Building Maintenance	R	12/31/20	01/28/21		235093	N
3	INV. 235037 - SCREWS FOR DPW	8.99	0-01-26-310-001-024	B Building Maintenance	R	12/31/20	01/28/21		235037	N
		45.95								
	Vendor Total:	45.95								
U0013	USA BLUE BOOK									
20-01666	12/31/20 9' TRIPOD WITH 2 SRL RESCUE									
1	9' TRIPOD WITH 2 SRL RESCUE	9,282.45	0-09-55-501-002-503	B Sewer Plant Maintenance	R	12/31/20	01/28/21		477652	N

Vendor # / PO # / Item	Name / PO Date / Description	Amount	Contract / PO Type / Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
U0013	USA BLUE BOOK	Continued									
20-01744	12/31/20 FREIGHT ONLY 994512 PO19-01287										
1	FREIGHT ONLY 994512 PO19-01287	25.07	1-09-67-004-000-014	B	Accounts Payable	R	12/31/20	01/28/21		994512	N
20-01755	12/31/20 PULSATION DAMPENER & CREDIT										
1	GRIFFCO PULSATION DAMPENER	485.00	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		194084	N
2	FREIGHT	14.68	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		194084	N
3	BLACOH HYBRID VALVE W/FREIGHT	494.95-	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		192821	N
		4.73									
20-01774	12/31/20 SCHEDULE 80 PVC ADAPTER										
1	SCHEDULE 80 PVC ADAPTER 1"	22.15	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		185478	N
2	FREIGHT	17.52	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/31/20	01/28/21		185478	N
		39.67									
	Vendor Total:	9,351.92									
V0275	V.E. RALPH & SON, INC.										
20-01715	12/31/20 MEDICAL SUPPLIES 12/31/20										
1	STIFNECK SELECT COLLAR	238.50	0-01-25-260-001-136	B	Medical Supplies	R	12/31/20	01/28/21		413050	N
2	LITTMAN CLASSIC III/28/GRAY	525.00	0-01-25-260-001-136	B	Medical Supplies	R	12/31/20	01/28/21		413050/413654	N
3	METREX CAVICIDE SURFACE DISINF	88.05	0-01-25-260-001-136	B	Medical Supplies	R	12/31/20	01/28/21		413050	N
4	SALINE SOLUTION/250 ML	10.78	0-01-25-260-001-136	B	Medical Supplies	R	12/31/20	01/28/21		413050	N
5	STERILE WATER 250 ML	10.78	0-01-25-260-001-136	B	Medical Supplies	R	12/31/20	01/28/21		413050	N
		873.11									
	Vendor Total:	873.11									
V0019	VERIZON										
21-00012	01/27/21 ACCTS 1-69 AND 1-53 1/15/21										
1	750-717-188-0001-53 PD MODEM	350.60	1-01-31-440-001-089	B	Telephone-VERIZON	R	01/27/21	01/28/21		750717188000153	N
2	250-717-367-0001-69 PUMP STN	139.40	1-09-55-501-003-545	B	Telephone-W/S-VERIZON	R	01/27/21	01/28/21		250717367000169	N
		490.00									
	Vendor Total:	490.00									

Vendor # / PO # / Item	Name / PO Date / Description	Amount	Contract / PO Type / Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
VERIZ015	VERIZON FIOS										
21-00013	01/27/21 155-504-140-0001-53 1/9/21										
1	155-504-140-0001-53 1/9/21	159.99	1-01-25-240-001-060	B	INTERNET AND WEB SERVICES	R	01/27/21	01/28/21		155504140000153	N
	Vendor Total:	159.99									
V0290	VITAL COMMUNICATIONS INC.										
20-01235	10/01/20 ASSESSMENT POST CARDS&MAILING										
2	ASSESSMENT POSTCARD MAILING	579.25	0-01-20-150-001-024	B	Postage & Express Charges	R	10/01/20	01/28/21		V78381	N
	Vendor Total:	579.25									
W0071	WASTE MGMT OF NEW JERSEY, INC.										
20-00176	02/14/20 GRIT & SCREENING 2020		B								
6	INV 2970157-0502-5 11/30-12/30	1,571.31	0-09-55-501-002-540	B	Grit/Screening Disposal-Waste Mgmt	R	02/14/20	01/28/21		2970157-0502-5	N
20-01756	12/31/20 SLUDGE REMOVAL DECEMBER 2020										
1	SLUDGE REMOVAL DECEMBER 2020	6,157.85	0-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	12/31/20	01/28/21		2970211-0502-0	N
	Vendor Total:	7,729.16									
W0096	WATER WORKS SUPPLY CO., INC.										
20-01730	12/31/20 WATER REPAIR PARTS FOR STOCK										
1	WATER REPAIR PARTS FOR STOCK	189.58	0-09-55-501-001-535	B	Hydrants and Line Repair	R	12/31/20	01/28/21		IF100686	N
	Vendor Total:	189.58									

Total Purchase Orders: 72 Total P.O. Line Items: 147 Total List Amount: 90,066.45 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	41,459.79	0.00	41,459.79	0.00	0.00	0.00	41,459.79
	0-09	31,305.52	0.00	31,305.52	0.00	0.00	0.00	31,305.52
Year Total:		72,765.31	0.00	72,765.31	0.00	0.00	0.00	72,765.31
CURRENT FUND	1-01	8,757.22	0.00	8,757.22	0.00	0.00	0.00	8,757.22
	1-09	291.59	0.00	291.59	0.00	0.00	0.00	291.59
	1-21	0.00	0.00	0.00	0.00	0.00	588.50	588.50
Year Total:		9,048.81	0.00	9,048.81	0.00	0.00	588.50	9,637.31
TRUST OTHER - FUND #12	T-12	7,659.63	0.00	7,659.63	0.00	0.00	0.00	7,659.63
ANIMAL CONTROL TRUST FUND #13	T-13	4.20	0.00	4.20	0.00	0.00	0.00	4.20
Year Total:		7,663.83	0.00	7,663.83	0.00	0.00	0.00	7,663.83
Total Of All Funds:		89,477.95	0.00	89,477.95	0.00	0.00	588.50	90,066.45

Project Description	Project No.	Rcvd Total	Held Total	Project Total
MINOR SUBDIVISION	2019-03	588.50	0.00	588.50
Total Of All Projects:		588.50	0.00	588.50

Subsection 12-2-1 Construction Permit Fees.

Please note that permit fees from West Windsor, East Windsor, Cranbury, Freehold and the Uniform Construction Code were used in determining the new fees. DCA needs to approve all fee changes. Since the proposed fees are from already approved fees, we should have no problem with DCA approving our fee changes. Additional items have been added. When an item was not in the Ordinance, I went to the Uniform Construction Code to determine the fee. Including these items now will make our Ordinance more complete. The Mechanical section was added because DCA wants us to start using the Mechanical tech for residential permits. This would allow the building inspector to also do the inspection instead of just the plumbing inspector. We had only used the Plumbing tech. Since I also have a plumbing license, I was already able to inspect those items.

The fee for a construction permit shall be the sum of the subcode fees listed in paragraphs a. through e. and shall be paid before the permit is issued.

a. Building Subcode Fee. The building subcode fee shall be:

1. For new construction, the permit fees shall be computed at the rate of ~~$0.034~~ $0.040 per cubic foot of volume. However, structures falling into S-1 or S-2 categories shall be charged at the rate of ~~$0.020~~ $0.30 cents per cubic foot; except that the minimum fee in all cases shall be ~~sixty-five~~ seventy-five (~~$65.00~~ $75.00) dollars.

2. For alterations, renovations and repairs, the permit fees shall be based upon the estimated cost of the work and shall be in the amount of thirty-five (~~$30.00~~ $35.00) dollars per one thousand ($1,000.00) dollars of estimated cost, up to and including fifty thousand ($50,000.00) dollars; from fifty thousand one ($50,001.00) dollars to and including one hundred thousand ($100,000.00) dollars, the additional fee shall be in the amount of ~~twenty-three~~ twenty-eight (~~$23.00~~ $28.00) dollars per one thousand ($1,000.00) dollars of estimated cost; above one hundred thousand ($100,000.00) dollars, the additional fee shall be in the amount of ~~nineteen~~ twenty-four(~~$19.00~~ $24.00) dollars per one thousand ($1,000.00) dollars of estimated cost. For the purpose of determining estimated cost, the applicant shall submit to the enforcing agency, if available, cost data produced by the architect or engineer of record or by a recognized estimate firm or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The enforcing agency shall make the final decision regarding estimated cost. There shall be a minimum of ~~sixty-five~~ seventy-five (~~$65.00~~ $75.00) dollars for any permit under this subsection.

3. For additions, permit fees shall be computed the same as for new construction, ~~$0.034~~ $0.040 per cubic foot of volume, except that the minimum fee shall be ~~sixty-five~~ seventy-five(~~$65.00~~ $75.00) dollars. Hightstown Borough Revised General Ordinances

4. For additions and alterations, permit fees shall cost the sum of respective fees for alterations and additions computed separately.

5. The fee for an above-ground swimming pool shall be ~~$126.00~~ $100.00. ~~for a pool with a surface area greater than 550 square feet; the fee in all other cases shall be $65.00~~. The fee for an in-ground swimming pool shall be ~~$189.00~~ $260.00. The fee for an in-ground pool with a surface area greater than 550 square feet~~; the fee in all other cases~~ shall be ~~$95.00~~. $400.00.

6. Retaining walls:

(a) Group R-5: $75.00.

(b) All other groups: $35.00 per $1,000.

7. Gazebos:

(a) Group R-5: $75.00

(b) All other groups: $150.00

8. Asbestos hazard abatement fee.

(a) An administrative fee of $118.00 for each construction permit issued for an asbestos hazard abatement project.

(b) An administrative fee of $24.00 for each certificate of occupancy issued following the successful completion of an asbestos hazard abatement project.

9. Lead abatement fee.

(a) The fee for a permit for lead hazard abatement work shall be $196.00.

(b) The fee for a lead abatement clearance certificate shall be $39.00.

b. Plumbing Subcode Fees. Fees for the plumbing subcode shall be as follows:

Water closet .... ~~$13.00~~ $25.00

Urinal/bidet .... ~~$13.00~~ $25.00

Lavatory .... ~~$13.00~~ $25.00

Shower .... ~~$13.00~~ $25.00

Floor drain........ ~~$13.00~~ $25.00

Sink .... ~~$13.00~~ $25.00

Dishwasher........ ~~$13.00~~ $25.00

Drinking fountain........ ~~$13.00~~ $25.00

Washing machine........ ~~$13.00~~ $25.00

Hose bib .... ~~$13.00~~ $25.00

Water heater........ ~~$13.00~~ $25.00

Fuel oil piping........ ~~$13.00~~ $25.00

Gas piping .... ~~$13.00~~ $25.00

Steam boiler .... ~~$82.00~~ $85.00

Hot water boiler .... ~~$82.00~~ $85.00

Sewer pump .... ~~$82.00~~ $100.00

Interceptor/separator .... ~~$82.00~~ $85.00

Backflow preventer... ~~$82.00~~ $85.00

Sewer connection.. ~~$82.00~~ $100.00

Water service connection... ~~$82.00~~ $100.00

Stacks... ~~$13.00~~ $25.00

Air Admittance Valve (AAV)...$50.00

Furnace.. ~~$60.00~~ $85.00

Air conditioning unit...$25.00

Air conditioning coil..$25.00

Split system...$25.00

There shall be a minimum fee of ~~fifty-five~~ sixty-five dollars (~~$55.00~~ $65.00) for any permit in this subsection.

c. Electrical Subcode Fees. Fees for the electrical subcode shall be as follows:

Lighting fixtures, receptacles, switches, detectors, light poles, motors (fractional, h.p.), emergency and exit lights, communication points, and alarm devices which are less than 20 amps:

First 50 units... ~~$45.00~~ $70.00

Each 10 units additional .... ~~$11.00~~ $13.00

Pool permit (lights included).. ~~$69.00~~ $125.00

Storable pool/spa/hot tub.. ~~$69.00~~ $125.00

Electrical range .... ~~$13.00~~ $25.00

Electrical water heater .... ~~$13.00~~ $25.00

Electrical dryer .... ~~$13.00~~ $25.00

Dishwasher .... ~~$13.00~~ $25.00

Air conditioning unit .... ~~$13.00~~ $25.00

Space heater... ~~$13.00~~ $25.00

Baseboard heater (each) .... ~~$13.00~~ $25.00

~~H.P. motors (1+ HP)~~ Motor or Electrical Device

1 – 10 HP or 1kw to 10kw.. ~~$13.00~~ $25.00

10 – 50 HP or 10kw to 50kw.. ~~$58.00~~ $125.00

50 – 100 HP or 50kw to 100kw.. ~~$116.00~~ $200.00

100+ HP or 100+kw...~~$576.00~~ $640.00

KW Transformers/Generators (under 225 amps)...~~$58.00~~ $125.00

KW Transformers/Generators (225 - 1000 amps)....................................~~$116.00~~ $200.00

KW Transformers/Generators (over 1000 amps)......................................~~$576.00~~ $640.00

Service entrance (amp service)......................... Same as Transformers/Generators

Smoke and Heat Detectors (one- and two-family dwellings) ....~~$29.00~~ $55.00

KW Electric signs, outline lights...~~$46.00~~ $70.00

Photovoltaic Systems

1 – 50 kilowatts..~~$58.00~~ $125.00

51-100 kilowatts..~~$116.00~~ $200.00

Greater than 100 kilowatts...~~$576.00~~ $640.00

~~Minimum permit...$60.00~~

There shall be a minimum fee of seventy dollars ($70.00) for any permit in this subsection.

d. Fire Subcode Fee. The fee for the fire subcode shall be as follows:

1. For plan review to establish fire safety..................................$50.00

2. For inspection of new homes $50.00

3. For inspection of newly installed wood stoves or

fireplaces or new or rebuilt chimneys.....................................~~58.00~~ $100.00

4. For inspection of smoke detectors:

Number of Detectors	Fee
(a) 1 to 20	~~75.00~~ $100.00
(b) 21 to 100	~~151.00~~ $234.00
(c) 101 to 200	~~$289.00~~ $448.00
(d) 201 to 400	~~$748.00~~ $856.00
(e) 401 to 1,000	~~$1,036.00~~ $1605.00
(f) Over 1,000	~~$1,323.00~~ $2048.00

5. ~~For inspection of~~ Flammable combustible storage tanks:

(a) Up to ~~one hundred (100)~~ two hundred seventy-five (275) gallons, not to include

drums or gas cans..~~58.00~~ $100.00

This is the standard size for a residential oil tank

(b) For each additional five hundred (500) gallons

or fraction thereof ....~~40.00~~ $50.00

6. For inspection of sprinkler systems:

Number of Heads		Fee
1	to 20	~~$ 82.00~~ $100.00
21	to 100	~~151.00~~ $234.00
101	to 200	~~289.00~~ $448.00
201	to 400	~~748.00~~ $856.00
401	to 1000	~~1,036.00~~ $1605.00
Over 1000		~~1,323.00~~ $2048.00

7. Independent pre-engineered systems (per systems)

~~For inspecting fire hazards, such as boilers, fire-suppression systems,~~

~~fire hose cabinets, fire alarms and standpipes, per visit~~..........~~$60.00~~ $165.00

8. Gas or oil-fired appliance which is not connected to the plumbing system (per appliance)

(a) Use group R-5 $100.00

(b) All other groups $165.00

9. Smoke control system or fire alarm control panel replacement

(per system)..$165.00

10. Supervisory devices..$100.00

11. Signaling devices..$165.00

12. Kitchen exhaust system (per system)..$165.00

13. Engineered suppressions pre-action systems, or

Dry pipe/alarm valves...$165.00

14. Standpipe, hydrant or fire pump (each)...$325.00

15. Underground water service for protection (per service)..................$400.00

e. Mechanical Subcode Fee. The fee for the mechanical subcode shall be as follows:

Furnace……………………………………………………………………………….$85.00

Boiler, hot water or steam……………………………………………….$85.00

Water heater…………………………………………………………………….$25.00

Air conditioning unit………………………………………………………..$25.00

Air conditioning coil………………………………………………………...$25.00

Split system………………………………………………………………………$25.00

Fuel oil equipment…………………………………………………………..$85.00

Gas or fuel oil piping………………………………………………………..$25.00

Oil tank……………………………………………………………………………..$65.00

Temporary LPG tank………………………………………………………..$25.00

Fireplace insert…………………………………………………………………$65.00

There shall be a minimum fee of sixty-five dollars ($65.00) for any permit in this subsection.

(1991 Code § 81-14; Ord. No. 847 § 1; Ord. No. 1996-6 § 1; Ord. No. 2000-19; Ord. No. 2001-16; Ord. 2000-19, Amended, 08/24/2000; Ord. No. 2004-31 § 1; Ord. No. 2008-09; Ord. No. 2015-18

Subsection 12-2-2 Plan Review Fees.

The fee for plan review shall be five (5%) percent of the amount charged for the construction permit. The fee for the plan review of a consultative nature where no immediate construction is planned shall be twenty (20%) percent of the estimated cost of the construction work or ~~fifty-five~~ seventy-five (~~$55.00~~ $75.00) dollars, whichever is higher. (1991 Code § 81-15; Ord. No. 847 § 1; Ord. No. 1996-6 § 2) (Ord. 2000-19, Amended, 08/24/2000)

Subsection 12-2-3 Demolition Fees.

The fee for a permit for demolition of a building or structure shall be two hundred-sixty (~~$200.00~~ $260.00) dollars for one (1)-family or two (2)-family residences, ~~sixty-five~~ seventy-five (~~$65.00~~ $75.00) dollars for garage or storage sheds, and three hundred ($300.00) dollars for all other buildings or structures.

The fee for a permit for underground storage tank removal shall be ~~$75.00~~ $100.00 for a residential property, $250.00 for all other uses. (1991 Code § 81-16; Ord. No. 847 § 1; Ord. No. 2015-18) (Ord. 2000-19, Amended, 08/24/2000)

Subsection 12-2-4 Building Removal; Structural Inspection of Existing Dwelling Fees.

a. The fee for a permit for the removal of a building or structure from one (1) lot to another or to a new location on the same lot shall be ten ($10.00) dollars per one thousand ($1,000.00) dollars of the sum of the estimated costs for moving, for new foundations and for placement in a complete condition in the new location, except that the minimum fee shall be seventy-fifty (~~$50.00~~ $75.00) dollars.

b. The fee or structural inspection of an existing dwelling shall be ~~fifty~~ seventy-five (~~$50.00~~ $75.00) dollars. (1991 Code § 81-17; Ord. No. 847 § 1) (Ord. 2000-19, Amended, 08/24/2000)

Subsection 12-2-5 Sign Construction Fees.

The fee for a permit to construct a sign shall be ~~two~~ four (~~$2.00~~ $4.00) dollars per square foot of the surface area of the sign, except that the minimum fee shall be ~~fifty-five~~ seventy-five (~~$55.00~~ $75.00) dollars. (1991 Code § 81-18; Ord. No. 847 § 1; Ord. 2000-19, Amended, 08/24/2000; Ord. No. 2004-31, § 2)

Subsection 12-2-6 Certificates of Occupancy Fees.

The following fees shall be charged for certificates of occupancy:

a. New home: Ten (10%) percent of the construction permit fee, but not less than ~~$55.00~~. $65.00

b. Additions, etc.	~~$55.00~~. $65.00
c. Change of use	100.00
d. Continued occupancy	~~50.00~~ $65.00
e. Temporary occupancy	None

(1991 Code § 81-19; Ord. No. 847 § 1; Ord. 2000-19, Amended, 08/24/2000; Ord. No. 2004-31, § 3)

Subsection 12-2-7 Biannual Report to Borough Council Recommending Fee Schedule.

The Construction Official shall, with the advice of the subcode officials, prepare and submit to the Borough Council biannually a report recommending a fee schedule based on the operating expenses of the agency and any other expenses of the municipality fairly attributable to the enforcement of the State Uniform Construction Code Act. (1991 Code § 81-21; Ord. No. 847 § 1; Ord. 2000-19, Amended, 08/24/2000)

Subsection 12-2-8 Surcharge.

As required by the Department of Community Affairs, the enforcing agency shall collect, in addition to the fees specified above, a surcharge fee of ~~$0.0016~~ $0.00371 per cubic foot of volume of new construction, and ~~($0.80) cents~~ ($1.90) dollars per one thousand ($1,000.00) dollars of construction costs of all other permits. Such surcharge fee shall be remitted to the Bureau of Housing Inspection, Department of Community Affairs, on a quarterly basis for the fiscal quarters ending March 31, June 30, September 30 and December 31, and not later than one (1) month next succeeding the end of the quarter for which it is due. In the fiscal year in which the regulations first become effective, such fee shall be collected and remitted for the third and fourth quarters only. (1991 Code § 81-22; Ord. No. 847 § 1) (Ord. 2000-19, Amended, 08/24/2000)

Fee amount is set by DCA.

Subsection 12-2-9 Report of Fees Collected.

The enforcing agency shall report annually, at the end of each fiscal year, to the Bureau of Housing Inspection, and not later than July 31, the total amount of the surcharge fee collected in the fiscal year. In the fiscal year in which the regulations first become effective, such report shall be for the third and fourth quarters only. (1991 Code § 81-23; Ord. No. 847 § 1) (Ord. 2000-19, Amended, 08/24/2000)

Subsection 12-2-10 Temporary Waiver of Construction Permit Fees

Fees shall be waived for all municipal construction permits issued for alterations on any building in the Borough's designated CC-1 (Central Commercial 1) zone between November 1, 2001 and the date of completion of the downtown revitalization or December 31, 2002, whichever occurs first. New Jersey DCA training fees will not be waived. (New - Ord. No. 2001-21)

Subsection 12-2-11 Application for a Variation

The fee for an application for a variation in accordance with the Uniform Construction Code shall be: ~~one hundred and fifty ($150.00) dollars. (New – Ord. No. 2008-09)~~

(a)	Group R-5	$150.00
(b)	All other Class 3	$165.00
(c)	Class 2	$165.00
(d)	Class 1	$820.00
(e)	Resubmissions, Class 2 and Class 3	$90.00
(f)	Resubmission Class 1	$320.00

Variation fee amount as per the UCC. A variation is filed when a construction does not meet code and approval is sought for the construction. DCA would prefer that the construction is corrected instead of seeking a variation Thus, the high fee amount.

Revised 1/29/21

Subsection 28-10-19 Permanently Installed Standby Generators.

a. Standby generators shall be permitted as accessory uses ~~in the following Residential Districts: R1, R-2, R-3, and R-4~~, and shall be located in the rear yard and side yard only and not project beyond the ~~side~~ front building lines of the principal structure. All generators shall be installed on a concrete pad or other pre-formed pad designed to meet the generator's specifications. The generator shall be screened so it is not visible from adjacent properties or from any street or public way. ~~For corner lots, generators may be located in the side yard with approval from the Zoning Officer.~~ Screening shall consist either of plantings or an opaque fence of sufficient size and height to completely screen the generator from adjacent properties or from any street or public way. Generators located in the side yard require six (6') foot solid fencing to completely enclose the generator. A solid gate shall be required. Screening shall be maintained by the owner or occupant of the property. All screening or fencing shall be placed in accordance with the generator manufacturer's installation instruction and clearance requirements. The location of the generator, the type of screening and the size of the screening shall be approved by the Zoning Officer.

1/29/21- Generator expanded to be allowed in all zones. A local business asked about installing a generator. Restaurants and some businesses need to protect their inventory when there is a blackout. They are required to throw away all products in the refrigerators and freezers when the power goes out. Other businesses could use a generator to allow them to continue to operate and to process transactions. Hightstown appears to experience more blackouts than other areas. This is another way to help protect our businesses from financial losses. If the generator is not allowed, businesses would be required to go before the Planning Board for a variance.

Enchantment is located in the AA, Active Adult Age-Restricted Housing, zone. They were not included in the original ordinance. I have heard from many residents who want to install a generator. Some of them have medicine which needs to be refrigerated, so they cannot lose power.

There are at least three residents in the R-4 zone who will need to get a variance in order to install the generator in the side yard.

Some points on why they need to install the generator in the side yard:

1. *The R-4 zone is the zone with the smallest lots and the smallest houses. This creates a hardship in locating the generators in the rear yard since the rear yards are small and the space is limited.*

2. *The houses are narrow, which restricts the available location for the generator along the back of the house. The living spaces, such as patios and decks, are usually right behind the house.*
3. *If there is a play area behind the house, the generator could also be a safety issue.*

The cost of the variance also needs to be considered. There is no set cost for the variance, since an escrow account is required. How can a resident decide if the cost of the variance for the generator is worth it if they do not know what the total cost would be? Or if it would even be approved?

After the blackout from Hurricane Sandy, people started to install generators or even gas fireplaces as a heat source. I know that there were some generators installed in the R-4 side yard before the generator ordinance restricted them. I had recommended a sound barrier of a fence or planting and told them that a neighbor will not complain about the noise if you give them power during a blackout. I know that you cannot require the owner to give power to the neighbor, but a generator is another way to foster closer bonds between neighbors. It is neighbors helping neighbors. One of the resident who wants to install a generator has an elderly woman, who lives alone, as a neighbor. He says he intends to give her power during a blackout.

The code enforcement office hears many types of complaints. We have yet to receive a complaint concerning generator noise.

b. Standby generators may only be used when electric power to the property has been interrupted for reasons beyond the control of the property owner or resident, or for routine testing. Routine testing is permitted for a thirty minute period once a month during weekdays between 9:00 a.m. and 4:00 p.m., subject to air quality restrictions. Routine testing shall not take place on days in which the air quality is classified as unhealthy for sensitive groups, unhealthy, very unhealthy, or hazardous in accordance with N.J.A.C. 7:27-19.2(d) as it may be amended from time to time.

c. Notwithstanding anything to the contrary, generators shall not generate noise levels in excess of 68 dB at twenty-three feet when operating at one hundred percent. Generators shall be operated at all times with a muffler, and any factory-installed enclosure for the generator may not be removed for any reason except for maintenance or repair.

d. Supplemental diesel and gasoline fuel storage tanks powering generators shall not be permitted in any residential zone. If the generator is powered by propane gas, the propane gas tank shall be completely screened so as not to be visible from adjacent properties or from any street or public way and shall obtain all applicable regulatory approvals.

(Ord. No. 2014-18)