

Agenda
Hightstown Borough Council

July 19, 2021
6:00 PM Executive Session
6:30 PM – Public Session

www.zoom.com

Meeting ID: 815 8824 2600

Passcode: 32PUcQ

<https://us02web.zoom.us/j/81588242600?pwd=d0RyVmhzdlRZWJveTR2OG1tVUttQT09>

(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 Mayor Lawrence Quattrone.

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

Roll Call

Executive Session

Resolution 2021-112 Authorizing a Meeting that Excludes the Public

Attorney Client Privilege

Personnel – Municipal Clerk

Flag Salute

Approval of the Agenda

Minutes

June 7, 2021 - Public Session

June 7, 2021 – Executive Session

Engineering Items

Railroad and Dye Project

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 2021-08 Final Reading and Public Hearing Bond Ordinance Amending Bond Ordinance 2020-06, Finally Adopted July 20, 2021, In Order to Include an Additional Improvement and Providing a Supplemental Appropriation of \$665,000 for Drainage Improvements to the Water and Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, and Authorizing the Issuance of \$633,300 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Ordinance 2021-09 First Reading and Introduction An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

Resolutions	2021-113	Authorizing Payment of Bills
	2021-103	Establishing Salaries of Certain Officers and Employees of the Borough of Hightstown for the Year 2021 – pulled from 7/6 meeting
	2021-114	Authorizing Payment No. 1 – Earle Asphalt Company (Improvements to Stockton Street & Joseph Street, C.R. 571)
Consent Agenda	2021-115	Authorizing the Borough Engineer to Submit an Application for NJDOT Safe Routes to School Grant – Stockton Street Roundabout at Oak Lane
	2021-116	Amending the Primary Human Resource Officer for the Purposes of Hightstown Borough’s Domestic Violence Policy (DVP)
	2021-117	Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2021 Budget
	2021-118	A Resolution Authorizing a Partial Waiver of Certain Fees For Use of Off-Duty Police Officers – Improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive & Schuyler Avenue
New Business		
Old Business	Budget Meeting Dates	
Subcommittee Reports		
Mayor/Council/Administrative Reports		
Adjournment		

Resolution 2021-112

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

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on July 19, 2021 via www.zoom.com, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

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

Attorney Client Privilege

Personnel – Municipal Clerk

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public October 19, 2021, or when the need for confidentiality no longer exists.

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

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 19, 2021.

Margaret Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
June 7, 2021
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:31 p.m. and he read the Open Public Meetings Act statement which stated, “Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted on the Borough website.” Do to COVID-19 and self-distancing protocols, this meeting was held remotely through www.zoom.com.

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Susan Bluth</i>	✓	
<i>Councilmember Joseph Cicalese</i>	✓	
<i>Councilmember Cristina Fowler</i>	✓	
<i>Councilmember Joshua Jackson</i>	✓	
<i>Councilmember Steven Misiura</i>	✓	
<i>Councilmember Dimitri Musing</i>	✓	
<i>Mayor Quattrone</i>	✓	

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

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Musing; Seconded by Councilmember Jackson.

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

Agenda approved 6-0.

ENGINEERING ITEMS

Improvements to Stockton and Joseph Street

Borough Engineer, Carmela Roberts reviewed her letter to Council dated May 21, 2021. The Borough has expressed interest in expanding the improvements to Stockton Street to include new curbs and sidewalks from Oak Lane to the Borough limits to the west. The estimated cost for this additional work is \$289,225.00 which includes \$110,000 for police traffic control. Engineering costs would be \$29,000.00. Ms. Roberts stated that we need a decision to allow for Mercer County to prepare for paving. If we move forward with the project, the County will delay paving Stockton Street until the project is complete. Discussion ensued. There was a question regarding the amount for police coverage. Ms. Roberts explained that there is a need for traffic control. We cannot just close the

road and detour traffic. Council was in agreement that this project needs to be completed. Borough Administrator, Debra Sopronyi and CFO, George Lang will investigate if there are funds left in previous bond ordinances for the additional costs. After further discussion, it was the consensus of Council to move forward with the additional improvements to Stockton Street. Ms. Roberts will alert the County so current paving of Stockton Street will stop at Oak Lane/Dutch Neck Road.

Railroad and Dye Project

Borough Engineer, Carmela Roberts, informed Council that this is an NJDOT funded improvement project that must be awarded by November 21, 2021. Ms. Roberts will need a decision on the scope of the project by the July 6th meeting in order to award the project by the November 21st deadline. Discussion ensued. It had been stated that we have received feedback from Complete Streets and the Environmental Commission. We have also received emails from residents objecting to the improvements specifically having the primary entrance and exit of the new Borough Hall located there. They would like to see minimal impact on the greenway. Discussion ensued. There needs to be a way to get in and out of the building. A road will need to go through the greenway. Ms. Roberts will meet with the architect and civil engineer to discuss options and bring this back to Council.

NJDOT Municipal Aid Grant Recommendation

Borough Engineer, Carmela Roberts, reviewed her letter dated April 30, 2021. Ms. Roberts reviewed three project alternatives with Council. Applications are due July 1, 2021. The engineering cost to submit the application would not exceed \$4,500. Discussion ensued. Council instructed Ms. Roberts to move forward with Improvements to Orchard Avenue, Meadow Drive, Clover Lane, and South Main Street. The project would include new curbs and curb ramps as needed on Orchard Avenue, Meadow Drive, and Clover Lane, new sidewalk on one side of the road, storm sewer improvements, and milling and paving of the roadway. The new sidewalks will tie into existing sidewalks that were constructed at Etra Road in 2016 and to new sidewalks at Schuyler Avenue which are anticipated for construction in Summer 2021. The improvements at South Main Street would only include curb replacement as needed and new sidewalks on the east side where none currently exist between Springcrest Drive and Leshin Lane. Council will memorialize this decision by resolution at the next Council meeting.

NJDOT Application for Safe Routes to Schools FY2022

Borough Engineer, Carmela Roberts, reviewed her letter dated June 1, 2021. If Council chooses to move forward with an application, the cost to prepare the application would not exceed \$7,000. Ms. Roberts is requesting direction for this application at the July 6, 2021, meeting.

Ms. Roberts departed the meeting at this time.

PUBLIC COMMENT I

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

Gene Sarafin, 628 South Main Street - Stated that it was interesting to see the cannabis discussion on Facebook. Council wisely decided to take time to make a good decision. We only voted to legalize the substance in the November election. Spoke against the republicans. Stated that he would like to see council meetings continue to broadcast on www.zoom.com.

Jan Gunthrie 425 Stockton Street - Thanked Council for the moving ahead with sidewalks on Stockton Street.

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

ORDINANCES

Ordinance 2021-07 Final Reading and Public Hearing – An Ordinance Amending and Supplementing Chapter 4, Entitled “Licensing,” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” Relating to Peddlers, Solicitors and Canvassers

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

Gene Sarafin, 628 South Main Street – Thinks this is a brilliant ordinance.

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

Moved for adoption by Councilmember Bluth; Seconded by Councilmember Fowler.

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

Ordinance adopted 6-0.

ORDINANCE 2021-07 BOROUGH OF HIGHTSTOWN COUNTY OF MERCER STATE OF NEW JERSEY

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 4, ENTITLED “LICENSING,” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY,” RELATING TO PEDDLERS, SOLICITORS AND CANVASSERS

WHEREAS, the existing licensing regulations of the Borough of Hightstown (the “Borough”) as pertains to peddlers, solicitors and canvassers are set forth in Chapter 4, entitled “Licensing,” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey;” and

WHEREAS, the Mayor and Council wish to make certain revisions thereto relating to a resident’s right to privacy and quiet as pertains to peddlers, solicitors and canvassers.

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

Section 1. Chapter 4, entitled “Licensing,” Section 4-2, entitled “Peddlers”, and Section 4-3, entitled “Solicitors and Canvassers”, of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” are hereby amended and supplemented by adding the following:

DO NOT SOLICIT LIST

- A. All residents of the Borough may register their name and address with the Borough Clerk together with a request to be placed on the “Do-Not-Solicit” list to be maintained by the Borough. The list shall register residents who do not wish to be approached at their residence or within the perimeter of their property by any peddler, solicitor or canvasser without exception.

- B. All residents who have registered on the “Do-Not-Solicit” list may obtain from the Borough Clerk at no charge a sticker for display on their property warning that the property is on a No-Solicit list. Display of a sticker is not required for enforcement of the “Do-Not-Solicit” ban.
- C. It shall be unlawful for a peddler, solicitor or canvasser to approach or seek personal contact with the occupant of any residence either at the residence or within the perimeter of the property if the residence is registered on an applicable “Do-Not-Solicit” list. All nonprofit, religious, or political groups canvassing exclusively door-to-door shall be exempt from the prohibitions of this section.
- D. All peddlers, solicitors and canvassers shall be required to obtain the most current applicable “Do-Not-Solicit” list from the Borough Clerk when acquiring their license to operate.
- E. Violation of this ordinance shall be a \$100 fine and revocation of the license to operate in the Borough. Revocation of the license shall be applicable to the company to which the license is issued and includes all employees working under same.
- F. Residents shall remain on the Do-Not-Solicit list until they request to be removed or move from the registered address.
- G. The Borough Clerk shall maintain the “Do-Not-Solicit” list and provide a current copy to all who receive a license as a peddler, solicitor or canvasser. The Clerk shall thereafter provide these individuals with updated copies of the lists upon request.
- H. This ordinance shall not be applicable to non-profit and/or political groups
- I. The Borough Clerk shall also maintain copies of the lists on the Borough website.
- J. The Police Department shall be responsible for enforcement of this ordinance and the Borough Clerk shall forward copies of the lists and list updates to the Chief of Police for enforcement purposes.

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

Section 4. This Ordinance shall become effective upon final passage and publication in accordance with the law.

RESOLUTIONS

Resolution 2021-082 Authorizing Payment of Bills

Moved by Councilmember Musing; Seconded by Councilmember Misiura.

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

Resolution adopted 5-0 with 1 abstention.

Resolution 2021-082

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER*

STATE OF NEW JERSEY

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$1,041,911.73 from the following accounts:

Current		\$944,323.87
W/S Operating		54,627.36
General Capital		132.00
Water/Sewer Capital		39,970.00
Grant		0.00
Trust		950.00
Unemployment Trust		0.00
Animal Control		96.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		0.00
Escrow		<u>1,812.50</u>
Total		<u>\$1,041,911.73</u>

Resolution 2021-083 Appointing and Authorizing an Agreement for Professional Legal Services, Special Counsel – Timothy J. McNichols (Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors)

Moved by Councilmember Bluth; Seconded by Councilmember Cicalese.

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

Resolution adopted 6-0.

Resolution 2021-083

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

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL
LEGAL SERVICES, SPECIAL COUNSEL – TIMOTHY J. MCNICHOLS (DASTI,
MURPHY, MCGUCKIN, ULAKY, KOUTSOURIS & CONNORS)**

WHEREAS, there exists the need for professional legal services, special counsel representation with respect to the municipal appeal filed in the matter of State v. Mary Beth Colvell; and

WHEREAS, the Borough Council wishes to appoint Timothy J. McNichols, Esq. of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors of Toms River, New Jersey as Special Counsel; and

WHEREAS, the cost for the proposed services shall be \$175.00 per hour; and

WHEREAS, funds for this purpose will be made available in the 2021 and future budgets as necessary; and,

WHEREAS, a forthcoming agreement will be in a form acceptable to the Borough Attorney; 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 term of this contract is for the completion of the municipal appeal filed in the matter of State v. Mary Beth Colvell; 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 Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors. 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 Timothy J. McNichols. 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 of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors 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.

CONSENT AGENDA

Councilmember Musing moved Resolutions 2021-084, 2021-085, 2021-086, 2021-087, 2021-088 as a Consent Agenda; Councilmember Fowler seconded.

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

Resolutions adopted 6-0.

Resolution 2021-084

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

**AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE #1104-32-001-006
WINE DEPOT CORPORATION, T/A HEDY'S LIQUORS AND JOE CANAL'S
DISCOUNT LIQUOR OUTLET**

WHEREAS, Wine Depot Corporation has made application to the Borough for renewal of their Plenary Retail Consumption License with Broad Package Privilege License #1104-32-001-006, together with the required fees; and

WHEREAS, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Wine Depot Corporation is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to the renewal of this license; and

WHEREAS, the Police Department has been consulted and has no objections to renewal of this license.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Wine Depot Corporation, doing business as Hedy's Liquors and Joe Canal's Discount Liquor Outlet at 500 Mercer Street:

**2021-2022 Plenary Retail Consumption License with Broad Package Privilege
License #1104-32-001-006
Fee: \$2,500.00**

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Division of Alcoholic Beverage Control.

Resolution 2021-085

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

**AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE #1104-44-002-011
HIGHTSTOWN LIQUORS & WINES, LLC**

WHEREAS, Hightstown Liquors & Wines, LLC has made application to the Borough for renewal of their Plenary Retail Distribution License #1104-44-002-011, together with the required fees; and

WHEREAS, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Hightstown Liquors & Wines, LLC, is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to renewal of said license; and

WHEREAS, the Police Chief has been consulted and has no objections to renewal of this license.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Hightstown Liquors & Wines, LLC, doing business as Hightstown Liquor at 107 Stockton Street:

**2021-2022 Plenary Retail Distribution License
License #1104-44-002-011
Fee: \$2,500.00**

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded to the Division of Alcoholic Beverage Control.

Resolution 2021-086

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

**APPROVAL TO EXECUTE AND SUBMIT REQUIRED DOCUMENTATION WITH
THE STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS,
DIVISION OF LOCAL GOVERNMENT SERVICES (DLGS) FOR FUNDING
PROVIDED BY THE FEDERAL AMERICAN RESCUE PLAN ACT OF 2021**

WHEREAS, The Federal American Rescue Plan Act of 2021, signed into law on March 11, 2021, was enacted to provide funding for COVID-19 pandemic response and recovery; and

WHEREAS, Local Fiscal Recovery Fund proceeds for municipalities that are not classified as metropolitan cities under the Act (population less than 50,000); also called non-entitlement units of local government (NEUs) will be distributed by the State Treasury who will serve as intermediary; and

WHEREAS, NEUs must submit a Local Fiscal Recovery Fund Distribution Request and Certification Form and Terms and Conditions Agreement to the New Jersey Division of Local Government Services in order to request initial payment from the State; and

WHEREAS, All Local Fiscal Recovery Fund recipients must execute Assurances of Compliance with Title VI of the Civil Rights Act; and

WHEREAS, it may be required that additional documentation and signatures are required throughout the process of acquiring the appropriate funding as allocated to the Borough.

NOW, THEREFORE BE IT RESOLVED that the Borough Administrator is hereby authorized to sign and submit on behalf of the Borough of Hightstown the documents required to request the initial funding allocated to Hightstown Borough under the Federal American Rescue Plan Act of 2021.

Resolution 2021-087

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

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF
MERCER, NEW JERSEY, DETERMINING THE FORM AND OTHER DETAILS
OF ITS "NOTE RELATING TO THE CONSTRUCTION FINANCING LOAN
PROGRAM OF THE NEW JERSEY INFRASTRUCTURE BANK", TO BE
ISSUED IN THE PRINCIPAL AMOUNT OF UP TO \$70,820, AND PROVIDING
FOR THE ISSUANCE AND SALE OF SUCH NOTE TO THE NEW JERSEY
INFRASTRUCTURE BANK, AND AUTHORIZING THE EXECUTION AND
DELIVERY OF SUCH NOTE BY THE BOROUGH IN FAVOR OF THE NEW
JERSEY INFRASTRUCTURE BANK, ALL PURSUANT TO THE NEW JERSEY
INFRASTRUCTURE BANK CONSTRUCTION FINANCING LOAN PROGRAM**

WHEREAS, the Borough of Hightstown (the “Local Unit”), in the County of Mercer, New Jersey, is making improvements, including the application of paint and repairs to the First Avenue water tank, Leshin Lane Standpipe and the Cranbury Station water tank and related design costs, including all related costs and expenditures incidental thereto and further including all work and materials necessary therefor and incidental thereto (the “Project”), and it is the desire of the Local Unit to obtain financing for such Project through participation in the environmental infrastructure financing program (the “New Jersey Water Bank”) of the New Jersey Infrastructure Bank (the “I-Bank”);

WHEREAS, the Local Unit has determined to undertake a proposed temporary financing with the proceeds of a short-term loan to be made by the I-Bank (the “Construction Loan”) to the Local Unit, pursuant to the Construction Financing Loan Program of the I-Bank (the “Construction Financing Loan Program”);

WHEREAS, in order to (i) evidence and secure the repayment obligation of the Local Unit to the I-Bank with respect to the Construction Loan and (ii) satisfy the requirements of the Construction Financing Loan Program, it is the desire of the Local Unit to issue and sell to the I-Bank the “Note Relating to the Construction Financing Loan Program of the New Jersey Infrastructure Bank” in an aggregate principal amount of up to \$70,820 (the “Note”);

WHEREAS, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note to the I-Bank pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the “Local Bond Law”), and other applicable law; and

WHEREAS, Section 28 of the Local Bond Law allows for the sale of the Note to the I-Bank, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note to the I-Bank without any public offering, all under the terms and conditions set forth therein.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Local Unit as follows:

Section 1. In accordance with Section 28 of the Local Bond Law and N.J.S.A. 58:11B-9, the Local Unit hereby authorizes the issuance, sale and award the Note in accordance with the provisions hereof. The obligation represented by the Note has been appropriated and authorized by bond ordinance 2020-16, finally adopted on December 7, 2020 (the “Bond Ordinance”) authorizing an aggregate amount of \$70,820 of bonds, and any notes issued in anticipation thereof, for the Project. A quorum was present and acted throughout the Bond Ordinance, all pursuant to the terms of the Local Bond Law and other applicable law.

Section 2. The Chief Financial Officer of the Local Unit (the “Chief Financial Officer”) is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions hereof, (i) the final principal amount of the Note (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note.

Section 3. Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note by the parties authorized pursuant to Section 4(h) hereof.

Section 4. The Local Unit hereby determines that certain terms of the Note shall be as follows:

- (a) the principal amount of the Note to be issued shall be an amount up to \$70,820;
- (b) the maturity of the Note shall be as determined by the I-Bank;
- (c) the interest rate of the Note shall be as determined by the I-Bank;
- (d) the purchase price for the Note shall be par;
- (e) the Note shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note;

(f) the Note shall be issued in a single denomination and shall be numbered “CFP-2021-2”;

(g) the Note shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and

(h) the Note shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Local Unit Clerk.

Section 5. The Note shall be substantially in the form provided by the I-Bank.

Section 6. The law firm of McManimon, Scotland and Baumann, LLC is hereby authorized to arrange for the printing of the Note, which law firm may authorize McCarter & English, LLP, bond counsel to the I-Bank for the Construction Loan Financing Program, to arrange for same.

Section 7. The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the I-Bank and its representatives, agents, counsel and advisors, to be executed in connection with the issuance and sale of the Note and the participation of the Local Unit in the Construction Financing Loan Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note and the participation of the Local Unit in the Construction Financing Loan Program and to prepay the Notes.

Section 8. This resolution shall take effect immediately.

Section 9. Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to McManimon, Scotland & Baumann, LLC, bond counsel to the Local Unit, David Zimmer, Executive Director of the I-Bank, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the I-Bank.

Resolution 2021-088

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

**AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE #1104-33-003-009
PALUMBO RESTAURANTS, T/A TAVERN ON THE LAKE**

WHEREAS, Palumbo Restaurants, Inc. T/A Tavern on the Lake has made application to the Borough for renewal of their Plenary Retail Consumption License #1104-33-003-009, together with the required fees; and

WHEREAS, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Palumbo Restaurants Inc. is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to the renewal of this license; and

WHEREAS, the Police Department has been consulted and has no objections to renewal of this license;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Palumbo Restaurants, Inc., doing business as Tavern on the Lake at 101-103 Main Street:

2021-2022 Plenary Retail Consumption License
License #1104-33-003-009
Fee: \$2,500.00

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Division of Alcoholic Beverage Control.

NEW BUSINESS

Return to in person meetings

Discussion ensued regarding returning to in person meetings.

Councilmember Bluth - Stated that other municipalities are resuming in person meetings and would like to return to in person meetings also.

Councilmember Cicalese - Stated that he would like members of the public to be able to still attend meetings virtually once we resume in person meetings. He would like to stay virtual for now for the public to remain safe.

Councilmember Jackson - Stated that while he would like to return to in person meetings, he understands people's apprehension. He doesn't feel we are ready to return to live meetings yet.

Councilmember Musing - He agrees with Councilmember Jackson and understands the apprehension. Moving forward we need to get the equipment needed to handle the new normal. At some point we will have to make a decision to open back up. Maybe it still is a little premature. We will need a plan to return to normal.

Councilmember Fowler - Stated that she understands that it may not be feasible just yet, but when we are ready to resume live meetings, she is happy to work with the Clerk's office to broadcast the meetings so the public can continue to attend virtually. She agrees that the meetings should stay virtual a little longer.

Councilmember Misiura - Stated that he is ready to return to live in person meetings.

Staff to Return to the Office Full-time

Borough Administrator, Debra Sopronyi, stated that she does not think that staff should come back full time at this time. We have been working in a hybrid manner since the beginning of the pandemic and the hybrid manner is continuing to be successful. We are encouraging everyone to get vaccinated. We need to give staff some time to get comfortable with things opening up.

Councilmember Bluth - Stated that she feels that everyone should be back in the office full time with Covid protocols in place.

Councilmember Jackson - Stated that he agrees with Ms. Sopronyi. It is important that we put a plan in place to get back to normal. We should not rush things.

Councilmember Cicalese - Believes it is too early to make that decision. He agrees with Ms. Sopronyi.

Councilmember Misiura - We need the staff to return full time. Maybe not right away but a plan needs to be put into place. We need to start to return to normal.

Councilmember Musing - Questioned how we evaluate employee performance, pre-covid, post-covid. If hybrid schedules are working, do we need a new facility?

Mayor Quattrone - Stated that Administrator Sopronyi will put a plan together for Council to review and vote on before a decision is made to return to in person meetings and staff returning to the office full time.

300 Anniversary/Labor Day Events

Councilmember Cicalese would like to try to do a 300th Anniversary Celebration this fall. Discussion ensued. Mayor Quattrone suggested Councilmember Cicalese speak with the Historical Society to see if they would like to get involved.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Fowler

Environmental Commission - Trees have been planted on Main Street.

Downtown Hightstown - Hightstown Happenings is this weekend. Each downtown business will be planning their own events from June 10th - June 13th.

Councilmember Musing

Stated that moving forward with reopening is the right thing to do.

Councilmember Misiura

Complete Streets - Has been notified that Hightstown received the Gold Certification for New Jersey Safe Routes. All of our work is being recognized by the State.

Councilmember Jackson

HPC - Planning to do walk through of Willis house. This should happen in the next month or two. They are still looking for a storage place for anything worth salvaging.

Councilmember Cicalese

We spoke about a lot of serious topics and had good discussion this evening. He is feeling positive about how we are moving forward.

Council President Bluth

Cultural Arts Commission - Will be meeting in person this Wednesday. She is looking forward to seeing the commission members again.

Borough Administrator, Debra Sopronyi

The administration office has been very busy with the Stockton Street project which is winding down. Stated that she will be retiring September 1st. She has enjoyed working with Hightstown and hopes to get as much done as possible before her departure.

Borough Attorney, Fred Raffetto

The ordinance subcommittee met via zoom. They are in the process of revisions that will be brought forward to Council.

Mayor Quattrone

Stated that he is still concerned with a backslide in Covid. Looks forward to review a plan for reopening.

EXECUTIVE SESSION**Resolution 2021-089 Authorizing a Meeting that Excludes the Public**

Moved by Councilmember Jackson; Seconded by Councilmember Fowler.

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

Resolution adopted 6-0.

Resolution 2021-089

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

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on June 7, 2021, via www.zoom.com, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

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

Contract Negotiations – Robbinsville

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public September 7, 2021, or when the need for confidentiality no longer exists.

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

Councilmember Bluth moved to adjourn to Executive Session at 8:47 p.m. Councilmember Cicalese seconded. All ayes.

ADJOURNMENT

Council reconvened to public session at 9:25.

Councilmember Cicalese moved to adjourn at 9:26 p.m.; Councilmember Fowler seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

ORDINANCE 2021-08

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

BOND ORDINANCE AMENDING BOND ORDINANCE #2020-6, FINALLY ADOPTED JULY 20, 2020, IN ORDER TO INCLUDE AN ADDITIONAL IMPROVEMENT AND PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$665,000 FOR DRAINAGE IMPROVEMENTS TO THE WATER AND SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND AUTHORIZING THE ISSUANCE OF \$633,300 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

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

Section 1. The improvement described in Section 3(a) of Bond Ordinance #2020-6, finally adopted July 20, 2020 (the "Original Bond Ordinance"), of the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") is hereby amended in order to include the Schuyler water main.

Section 2. The improvement described in Section 4(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough as a general improvement. For the improvement or purpose described in Section 4(a), there is hereby appropriated the supplemental amount of \$665,000, such sum being in addition to the \$310,000 appropriated therefor by the Original Bond Ordinance and including the sum of \$31,700 as the additional down payment from the Capital Improvement Fund required by the Local Bond Law. The additional down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 3. In order to finance the additional cost of the improvement or purpose not covered by application of the additional down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$633,300 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 4. (a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is drainage improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive and

the Schuyler water main, including all work and materials necessary therefor and incidental thereto and further including all related costs and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$928,500, including the \$295,200 authorized by the Original Bond Ordinance and the \$633,300 bonds or bond anticipation notes authorized herein.

(c) The estimated cost of the improvement or purpose is \$975,000, including the \$310,000 appropriated by the Original Bond Ordinance and the \$665,000 appropriated herein.

Section 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 6. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 4(a) of this bond ordinance is not a current

expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$633,300, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$75,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$40,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$35,000 is estimated therefor herein.

Section 8. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 3 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 4(a) of this bond ordinance. This Section 8 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 9. Any grant moneys received for the purpose described in Section 4(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 10. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of

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

Section 11. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 12. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduction: July 6, 2021

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Ordinance 2021-09

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, *N.J.S. 40A: 4-45.1 et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, *N.J.S.A. 40A: 4-45.15a* provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 2.5% increase in the budget for said year, amounting to \$142,846.27 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and *N.J.S.A. 40A: 4-45.14*, be increased by 3.5%, amounting to \$199,984.78, and that the CY 2021 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, be filed with said Director within 5 days after such adoption.

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2021-113

*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 \$83,307.87 from the following accounts:

Current		\$27,909.19
W/S Operating		24,811.54
General Capital		28,682.00
Water/Sewer Capital		0.00
Grant		200.00
Trust		37.49
Unemployment Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		0.00
Escrow		<u>1,667.65</u>
Total		<u><u>\$83,307.87</u></u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 19, 2021.

Margaret Riggio
Deputy Borough Clerk

MANUAL TOTAL	\$34,909.74
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P.O. Type: All	Include Project Line Items: Yes	Open: N	Paid: N	Void: N
Range: First	to Last	Rcvd: Y	Held: Y	Aprv: N
Format: Detail without Line Item Notes		Bid: Y	State: Y	Other: Y Exempt: Y

Vendor #	Name	Contract	PO Type	First	Rcvd	Chk/Void	1099				
PO #	PO Date	Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
Item	Description										
A0164 ALLIED BOILER REPAIR CORP.											
21-00742	06/29/21	INVOICE #1802									
1	FLARE TORCH TRANSFORMER REPAIR	1,045.74	1-09-55-501-002-503	B Sewer Plant Maintenance	R	06/29/21	07/14/21			18002	N
Vendor Total:		1,045.74									
A0025 AT&T MOBILITY											
21-00761	07/08/21	INV 287298218043X06282021									
1	INV 287298218043X06282021 FI	83.05	1-01-25-256-002-094	B Computer Service,Support & Software	R	07/08/21	07/14/21			x06282021	N
2	INV 287298218043X06282021 DPW	294.48	1-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	07/08/21	07/14/21			x06282021	N
3	INV 287298218043X06282021 HPD	415.47	1-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	07/08/21	07/14/21			x06282021	N
4	INV 287298218043X06282021 WTP	159.06	1-09-55-501-003-545	B Telephone-w/S-VERIZON	R	07/08/21	07/14/21			x06282021	N
5	INV 287298218043X06282021AWWTP	105.23	1-09-55-501-003-545	B Telephone-w/S-VERIZON	R	07/08/21	07/14/21			x06282021	N
		1,057.29									
Vendor Total:		1,057.29									
C0058 CINTAS CORPORATION #061											
21-00701	06/21/21	GLOVES									
1	GLOVE BLK-OXL PF 6 MIL 100CT	660.00	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	06/21/21	07/14/21			1902267320	N
21-00717 06/23/21 WORK SHOES MINESTRA & JONES											
1	WORK SHOES MINESTRA SIZE 13	99.99	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	06/23/21	07/14/21			1902283810	N
2	WORK SHOES JONES SIZE 10.5	99.99	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	06/23/21	07/14/21			1902283810	N
3	FREIGHT	16.95	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	07/13/21	07/14/21			1902283810	N
		216.93									
21-00763 07/08/21 UNIFORM ADVANTAGE JUNE 2021											
1	INV 4086253959 6/4/21	55.27	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	07/08/21	07/14/21			4086253959	N
2	INV 4086978817 6/11/21	52.64	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	07/08/21	07/14/21			4086978817	N
3	INV 4087632401 6/18/21	142.15	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	07/08/21	07/14/21			4087632401	N

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
C0058	CINTAS CORPORATION #061			Continued										
21-00763	07/08/21	UNIFORM ADVANTAGE	JUNE 2021	Continued										
4 INV	4088306030	6/25/21			52.64	1-09-55-501-002-507		B Uniforms & Safety Equipment	R	07/08/21	07/14/21		4088306030	N
					302.70									
	Vendor Total:				1,179.63									
C0078	CITY AUTO BODY													
21-00736	06/25/21	REPAIR DAMAGE TO 2016												
1 REPAIR	DAMAGE TO 2016 FORD				1,473.70	1-01-25-252-002-199		B Miscellaneous	R	06/25/21	07/14/21		2021625	N
	Vendor Total:				1,473.70									
CLARI005	CLARIS INTERNATIONAL INC													
21-00730	06/25/21	FILEMAKER ANNUAL RENEWAL												
1 FILEMAKER	ANNUAL RENEWAL				900.00	1-01-25-240-001-029		B Maint. Contracts - Other	R	06/25/21	07/14/21		41426167	N
	Vendor Total:				900.00									
COMCA005	COMCAST BUSINESS													
21-00754	07/02/21	8499 05 243 0051047	OAK LN											
1 8499	05 243 0051047	OAK LN			109.57	1-09-55-501-002-545		B Internet Services	R	07/02/21	07/14/21		499052430051047	N
21-00796	07/13/21	8499 05 243 0036659	OFC 1											
1 8499	05 243 0036659	OFC 1			294.57	1-01-20-140-001-060		B Internet Services and web Services	R	07/13/21	07/14/21		499052430036659	N
	Vendor Total:				404.14									
EMSAR005	EMSAR													
21-00769	07/12/21	GAS SPRING/EZ GLIDE CHAIRS												
1 GAS SPRING/EZ	GLIDE CHAIR				96.37	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N
2 RELEASE,	CHAIR HANDLE				43.10	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N
3 10-32X.625	PHMS PHIL SS				2.00	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N
4 10-32X.675	PHMS PHIL SS				2.00	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N
5 59-T CARRYING	HANDLE SPRING				11.44	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N
6 .250X.028X.188	LOCK SPACER				14.04	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N
7 59-T HANDLE	SPACER				22.14	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N
8 FERNO -	LABOR				60.00	1-01-25-260-001-136		B Medical Supplies	R	07/12/21	07/14/21		99217	N

Vendor #	Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099		
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc	
EMSAR005	EMSAR	Continued										
21-00769	07/12/21	GAS SPRING/EZ GLIDE CHAIRS	Continued									
9	FERNO - TRAVEL	275.00	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
10	GAS SPRING/EZ GLIDE CHAIR	96.37	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
11	FERNO - LABOR	60.00	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
12	STRYKER MEDICAL - LABOR	60.00	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
13	STRYKER MEDICAL - LABOR	60.00	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
14	- LABOR	60.00	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
15	FERNO - LABOR	60.00	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
16	FERNO - TRAVEL	275.00	1-01-25-260-001-136	B	Medical Supplies	R	07/12/21	07/14/21		99217	N	
		1,197.46										
Vendor Total:		1,197.46										
F1183	FRANK GENDRON											
21-00791	07/12/21	DISINFECTANT SPRAYER REIMBURSE										
1	DISINFECTANT SPRAYER REIMBURSE	37.49	T-12-56-286-000-850	B	STORM RECOVERY SNOW,STORM, OTHER	R	07/12/21	07/14/21		212962	N	
Vendor Total:		37.49										
G0181	FRANKLIN-GRIFFITH, LLC											
21-00744	06/29/21	QUOTE #S118373399										
1	TORK 60MIN TW TIMER W/WLPLT	34.90	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/29/21	07/14/21		S118373399.001	N	
2	INT 60 MINUTE 125-277V SPST	61.10	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/29/21	07/14/21		S118373399.001	N	
		96.00										
Vendor Total:		96.00										
M0714	GENSERVE, INC.											
21-00746	06/29/21	INVOICE #0242058										
1	A SERVICE PENNSAUKEN	535.00	1-09-55-501-002-511	B	Generator/Engine Maintenance Agreemt (B)	R	06/29/21	07/14/21		0242058	N	
Vendor Total:		535.00										
G1077	GEORGE S. COYNE CO., INC.											
21-00065	02/01/21	SODIUM BICARBONATE RES 20-239	B									
7	INV 361824 6/23/21	SOD BICARB	2,314.40	1-09-55-501-002-552	B Sodium Bicarbonate	R	05/25/21	07/14/21		361824	N	

Vendor #	Name											
PO #	PO Date	Description	Contract	PO Type			First	Rcvd	Chk/Void		1099	
Item	Description		Amount	Charge	Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
G1077	GEORGE S. COYNE CO., INC.		Continued									
21-00747	06/29/21	SODIUM BISULFITE INV 361823										
1		SODIUM BISULFITE INV 361823	75.00	1-09-55-501-002-555	B Sodium Bisulfite-UNIVAR	R	06/29/21	07/14/21			361823	N
Vendor Total:			2,389.40									
G0038	GOLD TYPE BUSINESS MACHINE											
21-00790	07/12/21	E-TICKET - QUARTERLY FEE										
1		E-TICKET - QUARTERLY FEE	1,330.00	1-01-25-240-001-029	B Maint. Contracts - Other	R	07/12/21	07/14/21			0000030741	N
Vendor Total:			1,330.00									
G0185	GRAINGER, INC.											
21-00563	05/13/21	DOOR CLOSER 1461										
1		DOOR CLOSER 1461	332.96	1-09-55-501-002-503	B Sewer Plant Maintenance	R	05/13/21	07/14/21			9902315309	N
Vendor Total:			332.96									
G0050	GROVE SUPPLY INC											
21-00586	05/19/21	MAY 2021 INVOICES										
1		INV S5401601 - ADAPTER/PLUG	22.94	1-09-55-501-002-529	B Sewer Main Repair/Supplies	R	05/19/21	07/14/21			S5401601	N
2		INV S5394144 - SOLENOID	308.94	1-09-55-501-001-503	B Water Plant Maintenance	R	05/19/21	07/14/21			S5394144	N
			331.88									
Vendor Total:			331.88									
H0026	HALDEMAN FORD											
21-00752	06/30/21	LEFT REAR SENSOR 2013 FORD										
1		LEFT REAR SENSOR 2013 FORD	295.90	1-09-55-501-002-502	B Vehicle Maintenance	R	06/30/21	07/14/21			144021	N
Vendor Total:			295.90									
H0048	HIGHTS REALTY LLC											
21-00755	07/02/21	JULY 2021 HPD RENT										
1		JULY 2021 HPD RENT	4,668.70	1-01-26-310-001-025	B Building Rental	R	07/02/21	07/14/21			JULY 2021	N
Vendor Total:			4,668.70									

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
J0258	JCP&L (STREET LIGHTING)											
		21-00792	07/12/21	JUNE 2021 INV ACCT 041 & 240								
		1 100 086 395 041		0 STOCKTON ST	29.70	1-01-31-435-001-075	B Street Lighting	R	07/12/21	07/14/21	95716404842	N
		2 100 081 608 240		BLK LT 0	47.34	1-09-55-501-001-504	B Electricity	R	07/12/21	07/14/21	95566619258	N
					77.04							
	Vendor Total:				77.04							
JSHIN005	JSH INTERNATIONAL, LLC											
		21-00706	06/21/21	BAE FOR DIGESTER 30 DAY SUPPLY								
		1 BAE FOR DIGESTER 30 DAY SUPPLY			675.00	1-09-55-501-002-524	B BAE Digester	R	06/21/21	07/14/21	1467	N
	Vendor Total:				675.00							
L1095	LUBRICATION ENGINEERS INC.											
		21-00522	05/03/21	5 GALLON PAILS LE-4933								
		1 5 GALLON PAILS LE-4933			115.35	1-09-55-501-002-502	B Vehicle Maintenance	R	05/03/21	07/14/21	IN448644	N
		2 FREIGHT			19.21	1-09-55-501-002-502	B Vehicle Maintenance	R	07/07/21	07/14/21	IN448644	N
					134.56							
	Vendor Total:				134.56							
N0058	NATIONAL FIRE PROTECTION ASSOC											
		21-00719	06/23/21	FIRE & EXPLOSION MANUAL 2021								
		1 FIRE & EXPLOSION MANUAL 2021			103.05	1-01-25-256-002-033	B Books & Publications	R	06/23/21	07/14/21	7988685Y	N
		2 HANDLING			9.95	1-01-25-256-002-033	B Books & Publications	R	06/23/21	07/14/21	7988685Y	N
					113.00							
	Vendor Total:				113.00							
NJCRI005	NJ CRIMINAL INTERDICTION, LLC											
		21-00735	06/25/21	TRAINING - GENDRON								
		1 TRAINING - GENDRON			499.00	1-01-25-240-001-042	B Education & Training	R	06/25/21	07/14/21	4423520311B14	N
	Vendor Total:				499.00							

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
N0275 NJ LEAGUE OF MUNICIPALITIES														
21-00734 06/25/21 AWWTP & PW Job Ads														
				1 Ad for DPW Laborer/Driver	115.00	1-01-26-290-001-199		B Miscellaneous	R	06/25/21	07/14/21		DB15260	N
				2 AWWTP Operator Ad	115.00	1-09-55-501-002-510		B Advertisements	R	06/25/21	07/14/21		DB15260	N
					230.00									
				Vendor Total:	230.00									
N0652 NJ STATE POLICE CHIEF ASSN														
21-00733 06/25/21 TRAINING GENDRON - MILLER														
				1 TRAINING GENDRON - MILLER	1,900.00	1-01-25-240-001-042		B Education & Training	R	06/25/21	07/14/21		OCT 21	N
				Vendor Total:	1,900.00									
00019 O'BRIEN CONSULTING SERVICES														
21-00567 05/13/21 MONTHLY IT SUPPORT APR 2021														
				1 MONTHLY IT SUPPORT APR 2021	900.00	1-01-25-240-001-029		B Maint. Contracts - Other	R	05/13/21	07/14/21		21-5580	N
				2 MONTHLY IT SUPPORT APR 2021	250.00	1-01-25-240-001-029		B Maint. Contracts - Other	R	05/13/21	07/14/21		21-5580	N
				3 MONTHLY IT SUPPORT APR 2021	8.50	1-01-25-240-001-029		B Maint. Contracts - Other	R	05/13/21	07/14/21		21-5580	N
					1,158.50									
21-00732 06/25/21 PC FOR TRAX														
				1 PC FOR TRAX	725.00	1-01-25-240-001-036		B Office Supplies & Equipment	R	06/25/21	07/14/21		21-5673	N
21-00786 07/12/21 MONTHLY IT RATE JUNE 2021														
				1 MONTHLY IT RATE JUNE 2021	900.00	1-01-25-240-001-029		B Maint. Contracts - Other	R	07/12/21	07/14/21		21-5638	N
				2 MONTHLY IT RATE JUNE 2021	250.00	1-01-25-240-001-029		B Maint. Contracts - Other	R	07/12/21	07/14/21		21-5638	N
				3 MONTHLY IT RATE JUNE 2021	8.50	1-01-25-240-001-029		B Maint. Contracts - Other	R	07/12/21	07/14/21		21-5638	N
					1,158.50									
				Vendor Total:	3,042.00									
P0068 PARTY PERFECT RENTALS, LLC														
21-00770 07/12/21 NAT'L NIGHT OUT ENTERTAINMENT B														
				3 NAT'L NIGHT OUT ENTERTAINMENT	992.50	0-01-25-240-001-119		B Community Policing	R	07/12/21	07/14/21		40051-1	N
				Vendor Total:	992.50									

Vendor #	Name	PO #	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
READY005 READY REFRESH BY NESTLE																
21-00727 06/25/21 DEER PARK DISTILLED WATER																
1	DEER PARK DISTILLED WATER 5	155.88	1-09-55-501-002-506	B Lab. Equipment & Supplies	R	06/25/21	07/14/21			01G5050008134	N					
2	DELIVERY FEE	6.95	1-09-55-501-002-506	B Lab. Equipment & Supplies	R	06/25/21	07/14/21			01G5050008134	N					
3	5 GAL BOTTLE RETURN	65.00	1-09-55-501-002-506	B Lab. Equipment & Supplies	R	07/13/21	07/14/21			01G5050008134	N					
4	5 GAL BOTTLE DEPOSIT	60.00	1-09-55-501-002-506	B Lab. Equipment & Supplies	R	07/13/21	07/14/21			01G5050008134	N					
		157.83														
Vendor Total:		157.83														
REDAR005 RED ARROW TECHNOLOGIES, LLC																
21-00748 06/29/21 MONTHLY TECH SUPPORT JULY 2021																
1	MONTHLY TECH SUPPORT JULY 2021	1,749.63	1-01-20-140-001-094	B Computer Service & Support	R	06/29/21	07/14/21			7712	N					
2	INTERNET & WEB JULY 2021	1,004.55	1-01-20-140-001-060	B Internet Services and Web Services	R	06/29/21	07/14/21			7712	N					
3	TECH SUPPORT/INTERNET/WEB	629.89	1-09-55-501-002-530	B Computer Software/Maint/Equip	R	06/29/21	07/14/21			7712	N					
4	TECH SUPPORT/INTERNET/WEB	283.94	1-09-55-501-001-530	B Computer Software/Maint/Equip	R	06/29/21	07/14/21			7712	N					
		3,668.01														
Vendor Total:		3,668.01														
BLOCK005 TELESYSTEM																
21-00759 07/08/21 INV 495336 7/1/21																
1	INV 495336 7/1/21	1,298.85	1-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	07/08/21	07/14/21			495336	N					
Vendor Total:		1,298.85														
V0019 VERIZON																
21-00758 07/08/21 ACCTS 1-53 & 1/69 6/15/21																
1	750-717-188-0001-53 PD MODEM	438.24	1-01-31-440-001-089	B Telephone-VERIZON	R	07/08/21	07/14/21			750717188000153	N					
2	750-717-188-0001-53 PD MODEM	43.84	1-01-31-440-001-089	B Telephone-VERIZON	R	07/08/21	07/14/21			750717188000153	N					
3	250-717-367-001-69 PUMP STN	174.26	1-09-55-501-003-545	B Telephone-w/S-VERIZON	R	07/08/21	07/14/21			250717367000169	N					
4	250-717-367-001-69 PUMP STN	17.44	1-09-55-501-003-545	B Telephone-w/S-VERIZON	R	07/08/21	07/14/21			250717367000169	N					
		673.78														
Vendor Total:		673.78														

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
V0011 VILLAGE NURSERIES, INC.													
21-00756	07/07/21	WAR MEM FLOWERS STOCKTON ST											
1	WAVE PETUNIAS	131.67	1-01-20-175-000-199	B MISCELLANEOUS	R	07/07/21	07/14/21		12469	N			
2	DRIFT ROSE	83.85	1-01-20-175-000-199	B MISCELLANEOUS	R	07/07/21	07/14/21		12469	N			
3	DRIFT ROSE	99.80	1-01-20-175-000-199	B MISCELLANEOUS	R	07/07/21	07/14/21		12469	N			
4	WAVE PETUNIA 5/28	84.68	1-01-20-175-000-199	B MISCELLANEOUS	R	07/07/21	07/14/21		12469	N			
5	WAVE PETUNIA 5/28 WAR MEMORIAL	11.08	1-01-30-420-001-199	B Miscellaneous/Parade	R	07/07/21	07/14/21		12469	N			
		411.08											
Vendor Total:		411.08											
V0290 VITAL COMMUNICATIONS INC.													
21-00760	07/08/21	SAAS TAX ASSESSOR JUN/JUL 2021											
1	TAX ASSESSOR JUNE 2021	210.00	1-01-20-150-001-029	B Maintenance Contracts	R	07/08/21	07/14/21		VITMN0000125	N			
2	TAX ASSESSOR JULY 2021	210.00	1-01-20-150-001-029	B Maintenance Contracts	R	07/08/21	07/14/21		VITMN0000309	N			
		420.00											
Vendor Total:		420.00											
WATER020 WATERSHED INSTITUTE INC													
21-00581	05/19/21	2021 STREAM CLEANUP DONATION											
1	2021 STREAM CLEANUP DONATION	200.00	G-02-41-727-015-311	B CLEAN COMMUNITIES 2019	R	05/19/21	07/14/21		5/5/21	N			
Vendor Total:		200.00											
WIREL005 WIRELESS ELECTRONICS, INC.													
21-00800	07/13/21	MONTHLY SVC CONTRACT JULY 2021											
1	MONTHLY SVC CONTRACT JULY 2021	255.00	1-01-25-240-001-029	B Maint. Contracts - Other	R	07/13/21	07/14/21		M60659	N			
Vendor Total:		255.00											
W0100 WITMER PUBLIC SAFETY GROUP INC													
21-00209	03/01/21	CALGAZ CALIBRATION GAS											
1	CALGAZ CALIBRATION GAS	180.00	1-01-25-252-002-056	B Fire & Other Safety Equipment	R	03/01/21	07/14/21		2120476	N			
Vendor Total:		180.00											

[illegible]

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	992.50	0.00	992.50	0.00	0.00	992.50
CURRENT FUND	1-01	22,939.90	0.00	22,939.90	0.00	0.00	22,939.90
	1-09	24,228.24	0.00	24,228.24	0.00	0.00	24,228.24
Year Total:		47,168.14	0.00	47,168.14	0.00	0.00	47,168.14
	G-02	200.00	0.00	200.00	0.00	0.00	200.00
TRUST OTHER - FUND #12	T-12	37.49	0.00	37.49	0.00	0.00	37.49
Total of All Funds:		48,398.13	0.00	48,398.13	0.00	0.00	48,398.13

Resolution 2021-103

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ESTABLISHING SALARIES OF CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF HIGHTSTOWN FOR THE YEAR 2021

WHEREAS, Section 2-9.8(b) of the *Revised General Ordinances of the Borough of Hightstown* provides that salaries of Department Heads shall be set by the Mayor and Council and that the salaries of other non-union employees shall be set by the Borough Administrator within the range provided by Ordinance; and

WHEREAS, it is the desire of the Mayor and Council to set 2021 salaries for certain non-union employees who do not have a separate employment agreement.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the salary for the titles below shall be effective January 1, 2021:

<u>Position/Title</u>	<u>2021 Salary</u>
Chief Financial Officer	51,415.00
Administrator 01/01/2021 – 08/31/2021	31,836.00
Administrator 09/01/2021 – 08/31/2022	50,000.00
Borough Clerk	80,701.00
Registrar of Vital Statistics	4,393.00
Health Official	14,060.00
Public Health Nurse	68,951.00
Collector	20,400.00
Assessor	19,322.00
Municipal Judge	32,473.00
Construction Code Official	25,665.00
Technical Assistant	36,099.00
Building Subcode Official	4,527.00
Building Inspector	4,527.00
Zoning Official	14,370.00

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 6, 2021.

Margaret Riggio
Deputy Borough Clerk

Resolution 2021-114

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

**AUTHORIZING PAYMENT NO. 1 EARLE ASPHALT COMPANY
(IMPROVEMENTS TO STOCKTON STREET AND JOSEPH STREET – C.R. 571)**

WHEREAS, on February 16, 2021, the Borough Council awarded a contract for improvements to Stockton Street and Joseph Street (C.R. 571) to Earle Asphalt Company of Wall, New Jersey in the Amount of \$370,013.13; and

WHEREAS, the contractor has submitted a request payment in the amount of \$353,189.71 for partial work performed from March 29, 2021 – July 1, 2021; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown a payment in the amount of \$353,189.71 to Earle Asphalt Company of Wall, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 19, 2021.

Margaret Riggio
Deputy Borough Clerk

Earle Asphalt Company

Pay Estimate Summary Report

Invoice # 1

Invoice Date: 07/14/2021

Dates Submitted: 03/29/2021 - 07/01/2021

Contract # 21042SA

Hightstown Boro - Stockton & Joseph

Job: 21042SA

Owner

Hightstown Borough

156 Bank St

Hightstown, NJ 08520

USA

Contractor

Earle Asphalt Company

P. O. Drawer 556

Farmingdale, NJ 07727

USA

Owner Code	Description	Contract Quantities	Unit	Unit Price	Contract Amount	Previous Quantities	Current Quantities	Quantities to Date	Current Amount	Amount to Date	% Complete
01	Mob	1.00	LS	9,069.18	9,069.18	0.0000	1.0000	1.0000	9,069.18	9,069.18	100.0
02	Inlet Filter Type 2 2'x4'	3.00	UN	0.01	0.03	0.0000	3.0000	3.0000	0.03	0.03	100.0
03	Conc Washout Sys	1.00	LS	0.01	0.01	0.0000	0.0000	0.0000	0.00	0.00	0.0
04	Oil-Water Separator	1.00	UN	0.01	0.01	0.0000	0.0000	0.0000	0.00	0.00	0.0
05	Oil Only Emergency Spill Kit Type 1	1.00	UN	0.01	0.01	0.0000	0.0000	0.0000	0.00	0.00	0.0
06	Breakaway Barricade	25.00	UN	10.00	250.00	0.0000	6.0000	6.0000	60.00	60.00	24.0
07	Drum	70.00	UN	0.01	0.70	0.0000	0.0000	0.0000	0.00	0.00	0.0
08	Traff Cone	50.00	UN	5.00	250.00	0.0000	35.0000	35.0000	175.00	175.00	70.0
09	Constr Signs	494.00	SF	1.00	494.00	0.0000	92.0000	92.0000	92.00	92.00	18.6
10	Constr Identification Signs 4'x8'	2.00	UN	2,500.00	5,000.00	0.0000	2.0000	2.0000	5,000.00	5,000.00	100.0
11	Flashing Arrow Board 4'x8'	2.00	UN	0.01	0.02	0.0000	0.0000	0.0000	0.00	0.00	0.0
12	Traff Control Truck w/Mounted Crash Cushion	1.00	UN	4,000.00	4,000.00	0.0000	1.0000	1.0000	4,000.00	4,000.00	100.0
13	Traf Dir Flagger	240.00	HR	0.01	2.40	0.0000	0.0000	0.0000	0.00	0.00	0.0
14	Final Cleanup	1.00	LS	7,910.00	7,910.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
15	Clearing Site	1.00	LS	18,800.00	18,800.00	0.0000	1.0000	1.0000	18,800.00	18,800.00	100.0
16	Excav Test Pit	20.00	CY	25.00	500.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
17	Rem of Pavement	1596.00	SY	7.20	11,491.20	0.0000	1,433.0000	1,433.0000	10,317.60	10,317.60	89.8
18	DGA Bse Crs 6" Th	1143.00	SY	6.00	6,858.00	0.0000	254.0000	254.0000	1,524.00	1,524.00	22.2
19	DGA Bse Crs 8" Th	453.00	SY	15.30	6,930.90	0.0000	106.0000	106.0000	1,621.80	1,621.80	23.4
20	Tack Coat	300.00	GAL	0.01	3.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
21	Prime Coat	800.00	GAL	0.01	8.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
22	HMA 9.5M64 Surf Crs	210.00	TON	103.50	21,735.00	0.0000	202.3000	202.3000	20,938.05	20,938.05	96.3
23	HMA 19M64 Bse Crs	530.00	TON	101.25	53,662.50	0.0000	384.5000	384.5000	38,930.63	38,930.63	72.5
24	Reset Exist Cast	3.00	UN	380.00	1,140.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
25	Conc SW 4" Th	1126.00	SY	73.25	82,479.50	0.0000	1,126.4000	1,126.4000	82,508.80	82,508.80	100.0
26	HMA DW 6" Th	44.00	SY	83.50	3,674.00	0.0000	27.9000	27.9000	2,329.65	2,329.65	63.4
27	Stone/Gravel DW 4" Th	15.00	SY	36.60	549.00	0.0000	150.0000	150.0000	5,490.00	5,490.00	1000.0
28	Conc DW Reinf 6" Th	155.00	SY	95.25	14,763.75	0.0000	191.5000	191.5000	18,240.38	18,240.38	123.5
29	Detect Warn Surf	26.00	SY	256.50	6,669.00	0.0000	19.7000	19.7000	5,053.05	5,053.05	75.8
30	9"x16" Conc Vert Curb	77.00	LF	33.00	2,541.00	0.0000	84.0000	84.0000	2,772.00	2,772.00	109.1
31	9"x18" Conc Vert Curb	2252.00	LF	36.00	81,072.00	0.0000	2,381.0000	2,381.0000	85,716.00	85,716.00	105.7
32	9"x20" Conc Vert Curb	293.00	LF	37.00	10,841.00	0.0000	296.0000	296.0000	10,952.00	10,952.00	101.0
33	Traff Stripes 4"	200.00	LF	1.00	200.00	0.0000	0.0000	0.0000	0.00	0.00	0.0

Earle Asphalt Company

Pay Estimate Summary Report

Invoice # 1

Invoice Date: 07/14/2021

Dates Submitted: 03/29/2021 - 07/01/2021

Contract # 21042SA

Hightstown Boro - Stockton & Joseph

Job: 21042SA

Owner

Hightstown Borough

156 Bank St

Hightstown, NJ 08520

USA

Contractor

Earle Asphalt Company

P. O. Drawer 556

Farmingdale, NJ 07727

USA

Owner Code	Description	Contract Quantities	Unit	Unit Price	Contract Amount	Previous Quantities	Current Quantities	Quantities to Date	Current Amount	Amount to Date	% Complete
34	Traff Markings Symbols	38.00	SF	8.00	304.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
35	Traff Markings Lines 8"	379.00	LF	1.75	663.25	0.0000	0.0000	0.0000	0.00	0.00	0.0
36	Traff Markings Lines 24"	260.00	LF	4.80	1,248.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
37	Rem of Traff Markings	412.00	SF	3.00	1,236.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
38	Reg/Warning Sign	113.00	SF	50.00	5,650.00	0.0000	108.2500	108.2500	5,412.50	5,412.50	95.8
39	Reset Water Valve Boxes	4.00	UN	0.01	0.04	0.0000	0.0000	0.0000	0.00	0.00	0.0
40	Reset Gas Valve Boxes	6.00	UN	0.01	0.06	0.0000	0.0000	0.0000	0.00	0.00	0.0
41	Topsoiling 5" Th	837.00	SY	11.00	9,207.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
42	Borrow Topsoil	120.00	CY	2.50	300.00	0.0000	0.0000	0.0000	0.00	0.00	0.0
43	Fert/Seeding Type A-4	837.00	SY	0.60	502.20	0.0000	0.0000	0.0000	0.00	0.00	0.0
44	Straw Mulching	837.00	SY	0.01	8.37	0.0000	0.0000	0.0000	0.00	0.00	0.0
E01	Concrete Base Course - 6" Th	0.00	SY	210.00	0.00	0.0000	149.5000	149.5000	31,395.00	31,395.00	
Totals:					370,013.13				360,397.66	360,397.66	97.4

Original Contract Amount 370,013.13
 Change Order Amount 0.00
Total Contract 370,013.13

Work Completed to Date 360,397.66
 Stored Material 0.00
Total Complete/Stored/Pending 360,397.66
 Less Retainage 7,207.95
Total (Less Retainage) 353,189.71
 Adjustments 0.00
 Less Previously Requested 0.00
Amount Due This Request 353,189.71

Approved By: _____

Owner

Approved By: _____



Contractor

Approved By: _____

Pay Items which begin with an * include quantities from Change Orders

Resolution 2021-115

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

**AUTHORIZING THE BOROUGH ENGINEER TO SUBMIT AN APPLICATION FOR
NJDOT SAFE ROUTES TO SCHOOLS GRANT – STOCKTON STREET
ROUNDAABOUT AT OAK LANE**

WHEREAS, the Borough of Hightstown wishes to file an application with the New Jersey Department of Transportation for a Safe Routes to Schools Grant for the Stockton Street Roundabout at Oak Lane; and

WHEREAS, the Borough Council wishes to authorize the Borough Engineer, Carmela Roberts of Roberts Engineering Group, for an amount not to exceed \$7,000.00, to prepare the application for the NJDOT Safe Routes to Schools Grant application.

NOW, THEREFORE BE IT RESOLVED, that the Borough Engineer is hereby authorized to file an application with the New Jersey Department of Transportation for a Safe Routes to School Grant for the Stockton Street Roundabout at Oak Lane at a cost not to exceed \$7,000.00.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 19, 2021.

Margaret Riggio
Deputy Borough Clerk

Resolution 2021-116

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

AMENDING THE PRIMARY HUMAN RESOURCE OFFICER FOR THE PURPOSES OF HIGHTSTOWN BOROUGH'S DOMESTIC VIOLENCE POLICY (DVP)

WHEREAS, on February 2, 2020, Hightstown Borough Council adopted Resolution 2020-50 Adopting a Domestic Violence Policy; and

WHEREAS, due to the retirement of Sandy S. Belan, it is necessary to appoint a new Primary Human Resources Officer (HRO); and

WHEREAS, Mayor and Council wish to Appoint Pamela Lewis as Primary Human Resources Officer (HRO) for the purposes of the DVP for the Borough of Hightstown

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown, that Pamela Lewis be named as the Primary Human Resources Office (HRO) for the purposes of the DVP.

BE IT FURTHER RESOLVED that:

1. The Hightstown Borough Domestic Violence Policy be updated to reflect the changes as set forth herein; and
2. A copy of this Resolution shall be forwarded to the Borough Clerk for distribution to all Borough employees.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 19, 2021.

Margaret Riggio
Deputy Borough Clerk

Resolution 2021-117

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2021 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2021 temporary budget; and

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

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

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2021 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	29,000.00	1,776,497.00	1,805,497.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service – Current	0.00	0.00	0.00
Water/Sewer	40,000.00	761,966.00	801,966.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	69,000.00	2,538,463.00	2,607,463.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2021 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 19, 2021.

Margaret Riggio
Deputy Borough Clerk

Borough of Hightstown
Emergency Temporary
7/19/2021

SCHEDULE "A"

Current Fund

Office Supplies/Paper Products	Other Expenses	2,000.00
Financial Administration	Other Expenses	2,000.00
Data Processing	Other Expenses	15,000.00
Fire Department	Other Expenses	4,000.00
First Aid	Other Expenses	1,000.00
Emergency Management	Salaries and Wages	1,000.00
Board of Health	Other Expenses	2,000.00
Telephone	Other Expenses	2,000.00

Total Current Fund		<u>29,000.00</u>
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Water-Sewer Operating Fund

Other Expenses		<u>40,000.00</u>
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Total Water Sewer Operating		<u>40,000.00</u>
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Total		<u><u>69,000.00</u></u>
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Resolution 2021-118

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

**A RESOLUTION AUTHORIZING A PARTIAL WAIVER OF CERTAIN FEES FOR
USE OF OFF-DUTY POLICE OFFICERS – IMPROVEMENTS TO SPRINGCREST
DRIVE, TAYLOR AVENUE, SPRUCE COURT, GLEN DRIVE & SCHUYLER
AVENUE**

WHEREAS, the Borough is currently undertaking a public improvement project known as “Improvement to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive & Schuyler Avenue”; and

WHEREAS, in connection with said project, it is necessary for the contractor, Earle Asphalt Company, to secure police coverage for traffic control through the Borough’s third-party vendor; and

WHEREAS, pursuant to Hightstown Borough Code Chapter 2, Subsection 2-19.19, an administrative fee of \$15 per hour and a use of police vehicle fee of \$20 per hour shall be charged in addition to the officer’s hourly rate as determined by the negotiations bargaining agreement between the Borough and FOP; and

WHEREAS, the Borough wishes to waive the administrative and use of police vehicle fees for this public improvement project; and

WHEREAS, the contractor, is still required to schedule all police coverage for traffic control through the Borough’s third-party vendor and pay all other applicable fees including the officer’s hourly rate.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that certain fees associated with the use of off-duty officers for the “Improvement to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive & Schuyler Avenue” be waived as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 19, 2021.

Margaret Riggio
Deputy Borough Clerk