

Agenda
Hightstown Borough Council

March 21, 2022

6:30 PM – Public Session

www.zoom.com

Meeting ID: 829 7221 7248

Passcode: RZ06eh

<https://us02web.zoom.us/j/82972217248?pwd=LzlQYTZkOERyemJlOGNack4xcUs1UT09>

By phone

(929)205-6099

Meeting ID: 829 7221 7248

Passcode: 578650

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

Flag Salute

Approval of the Agenda

Minutes

January 18, 2022 – Public Session
January 18, 2022 – Executive Session

Presentations

Joe Cicalese - Board of Health

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.

Resolutions

- 2022-66** Authorizing Payment of Bills
- 2022-67** Awarding a Contract for Removal of Underground Storage Tank at the Hightstown AWWTP
- 2022-68** Resolution Authorizing a 5th Amendment to the Lease Agreement for the Borough's Continued Use of the Portion of the Property Known and Designated as Block 61.01, Lots 43, 44 & 45, Commonly Known as 415A Mercer Street, Hightstown, NJ
- 2022-69** Resolution of the Borough of Hightstown, In the County of Mercer, Authorizing and Directing the Borough Planning Board to Determine Whether Certain Property Constitutes and Area in Need of Redevelopment

Consent Agenda

- 2022-70** Appointing a Municipal Housing Liaison
- 2022-71** Designating Saturday, April 23, 2022, As Arbor Day in the Borough of Hightstown

2022-72 Authorizing a Transfer of Funds in the 2021 Budget

2022-73 Authorizing Emergency Temporary Appropriation Prior to the Adoption of the 2022 Budget

Discussion

Enforcement Zone

Wycoff Mills One Way

Weight Limit – Truck Routes

Covid-19 Reopening

Subcommittee Reports

Mayor/Council/Administrative Reports

Executive Session

Resolution 2022-74 Authorizing a Meeting that Excludes the Public

Attorney Client Privilege

Contract Negotiations – Animal Control

Contact Negotiations – Shared Services Stockton Street Sidewalks

Contract Negotiations – Curbside Recycling

Action may be taken following Executive Session

Adjournment

**Meeting Minutes
Hightstown Borough Council
January 18, 2022
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 Frederick Montferrat</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Borough Clerk; Dimitri Musing, Borough Administrator, Police Chief Frank Gendron, and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Montferrat; Seconded by Councilmember Fowler.

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

Agenda approved 6-0.

PRESENTATIONS

Musial Group – Municipal Facilities

Noel Musial, Jr. gave a history of the purchase of the YMCA. He also presented the current set of plans which are attached hereto and made part thereof (Attachment “A”). The current cost estimated for what was presented is approximately \$4,800,000.00. Mr. Musial stated that they anticipate the construction documents being completed in May, 2022. Awarding the job and notice to proceed estimated August, 2022. Construction of the project should be approximately 18 months. The building should be ready to be occupied March 20024. The presentation will be posted to the website for the public. Council liaisons should speak with their boards and committees and forward any comments to the architects.

PUBLIC COMMENT

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

Sneah - Captain, First Aid Squad - Stated that the squad has been able to acquire a new vehicle and would like to insure it in the Borough's name. This was purchased with donations made to the Squad directly. Mr. Musing stated that in order to insure the vehicle under the Borough's policy, the title will be need be in the Borough's name. By a unanimous straw vote, Council supported this purchase.

Jim McDade, 125 South Street - Stated that he is in support of the proposed ordinance for home-based businesses referring to the detached garage. He wanted to confirm that the detached garages could also be used for study, fitness and recreational use. George Chin responded that this can be added to the ordinance with the stipulation that is be for recreational use only, no commercial use.

Nancy Laudemberger, 632 South Main Street - Requesting a public meeting for the Ward Street Bridge Project. If this projects happens, it will impact many neighborhoods in town and would impact traffic on Ward Street.

Wendy McDade - 125 South Street - Requested a public meeting for the West Ward Street Bridge. The residents need to be heard.

Eugene Sarafin, 628 South Main Street - Stated that we all use the Ward Street Bridge to bypass downtown to get to the Turnpike. The Borough can place signs for weight restrictions. The County owns the bridge and they have the right to build it to accommodate all vehicles. A public meeting is a waste of time for the few residents who don't want this. Complained about federal government regarding voter rights legislation.

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

RESOLUTIONS

Resolution 2022-31 Authorizing Payment of Bills

Moved by Councilmember Montferrat; Seconded by Councilmember Jackson.

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

Resolution adopted 6-0.

Resolution 2022-31

*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 \$1,055,478.86 from the following accounts:

Current		\$924,681.22
W/S Operating		69,107.51
General Capital		43,118.39
Water/Sewer Capital		666.95
Grant		11,223.77
Trust		200.00
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>6,481.02</u>
Total		<u>\$1,055,478.86</u>

Resolution 2022-32 Authorizing Payment # 3 and Change Order #2 – Earle Asphalt Company - Improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive & Schuyler Avenue

Moved by Councilmember Bluth; Seconded by Councilmember Fowler.

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

Resolution adopted 6-0.

Resolution 2022-32

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

AUTHORIZING PAYMENT #3 AND CHANGE ORDER #2– EARLE ASPHALT COMPANY – IMPROVEMENTS TO SPRINGCREST DRIVE, TAYLOR AVENUE, SPRUCE COURT, GLEN DRIVE & SCHUYLER AVENUE

WHEREAS, on March 15, 2021, the Borough Council awarded a contract for the Improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive & Schuyler Avenue to Earle Asphalt Company of Wall, New Jersey at the price of \$1,370,813.13; and

WHEREAS, the contractor has submitted a request for payment No. 2 in the amount of \$625,840.01 for partial work performed through December 3, 2021, traffic control, soil erosion and sediment control, excavation, decommissioning the existing sanitary lift station, sanitary sewer improvements, stormwater improvements, water main improvements, concrete curb and sidewalk, driveway repair, detectable warning surfaces, milling and paving and lawn restoration; and

WHEREAS, the contractor has submitted Change Order No. 2 an adjustment to asbuil quantities as well as a number of supplemental pay items; and

WHEREAS, Change Order No. 2 reduces the contract by \$414.82; and

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

WHEREAS, the Borough Engineer has recommended approval of Payment Request No. 3 to the contractor in the amount of \$625,840.01; 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 No. 2 and Payment Request No. 3 to Earle Asphalt Company of Wall, New Jersey for \$625,840.01, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2022-33 Authorizing a Shared Services Agreement with Robbinsville Township for Automotive Services

Moved by Councilmember Cicalese; Seconded by Councilmember Bluth.

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

Resolution adopted 6-0.

Resolution 2022-33

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

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

WHEREAS, the Borough of Hightstown desires to contract with the Township of Robbinsville for the provision of Automotive Repair services for the period of January 1, 2022 to December 31, 2022; and

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

WHEREAS, funds for this expenditure will be made available in the 2022 budget; and

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

1. That the Mayor is hereby authorized to execute and the Borough Clerk to attest the Shared Services Agreement on behalf of Hightstown.
2. That, in accordance with the aforementioned agreement, Hightstown hereby designates Frank Gendron, Police Chief, or his appointee, to schedule and be responsible for all repairs to police vehicles and Ken Lewis, Superintendent of Public Works, to schedule and be responsible for all repairs to all other Borough-owned vehicles.
3. That, in accordance with the aforementioned agreement, no repair in excess of \$350 shall be made by Robbinsville unless specifically authorized by the designated Hightstown Borough Representative.
4. That the continuation of this agreement is contingent upon the availability of adequate funding in the Borough's 2022 budget.

Resolution 2022-34 Amending Resolution 2020-109 – Authorizing Employment Agreement with William Searing, AWWTP Superintendent

Moved by Councilmember Bluth; Seconded by Councilmember Cicalese.

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

Resolution adopted 6-0.

Resolution 2022-34

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

AMENDING RESOLUTION 2020-109 - AUTHORIZING EMPLOYMENT AGREEMENT WITH WILLIAM SEARING, AWWTP SUPERINTENDENT

WHEREAS, on May 4, 2020, Hightstown Borough Council adopted Resolution 2020-109, which authorized the Borough to enter into an Employment Agreement with William Searing to serve as AWWTP Superintendent; and

WHEREAS, the parties now wish to amend the Agreement in certain limited respects, in accordance with the 1st Amendment to Employment Agreement, a copy of which is attached hereto and made a part thereof.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hightstown that the Mayor is hereby authorized to execute and the Borough Clerk to attest the attached 1st Amendment, on behalf of the Borough.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

1. William Searing, AWWTP Superintendent
2. Nicolette Devish, Hightstown Borough Payroll
3. George Lang, CFO
4. Dimitri Musing, Borough Administrator

Resolution 2022-35 Resolution Authorizing In Rem Foreclosure Proceedings Relating to Certain Properties Located Within the Borough of Hightstown, New Jersey

Moved by Councilmember Bluth; Seconded by Councilmember Montferrat.

Mr. Musing explained the in rem procedure. Council questioned why this took so long to happen and asked if there are other municipal liens out there. They feel that we need to have a better handle on this going forward so we can move in on foreclosures as soon as we can.

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

Resolution adopted 6-0.

Resolution 2021-35

BOROUGH OF HIGHTSTOWN

*COUNTY OF MERCER
STATE OF NEW JERSEY*

**RESOLUTION AUTHORIZING
IN REM FORECLOSURE PROCEEDINGS
RELATING TO CERTAIN PROPERTIES LOCATED WITHIN THE
BOROUGH OF HIGHTSTOWN, NEW JERSEY**

WHEREAS, the Borough of Hightstown (the “Borough”) obtained Municipal Liens relating to various properties through a tax sale held on December 3, 2009, and the four (4) properties identified below and in the attached are eligible for In Rem tax foreclosure proceedings pursuant to N.J.S.A. 54:5-104.29 and N.J.S.A. 54:5-104.55; and

WHEREAS, the property located on Grant Ave, more commonly known and designated as Block 9, Lot 39 on the Borough’s Tax Map, bearing Certificate No. 09-00016, was struck off to the Borough at the tax sale in the amount of \$3,375.59, at 18% interest, as recorded in Book No. 10457, Page No. 026, with a current redemption amount of \$112,025.15, as set forth in more detail in Schedule 1 of the attached In Rem Foreclosure List; and

WHEREAS, the property located at 175 N. Main Street, more commonly known and designated as Block 26, Lot 14 on the Borough’s Tax Map, bearing Certificate No. 09-00033, was struck off to the Borough at the tax sale in the amount of \$4,464.72, at 18% interest, as recorded in Book No. 10457, Page No. 0323, with a current redemption amount of \$122,013.36, as set forth in more detail in Schedule 2 of the attached In Rem Foreclosure List; and

WHEREAS, the property located at 246 Academy Street, more commonly known and designated as Block 40, Lot 27 on the Borough’s Tax Map, bearing Certificate No. 09-00040, was struck off to the Borough at the tax sale in the amount of \$648.29, at 18% interest, as recorded in Book No. 10457, Page No. 0283, with a current redemption amount of \$76,224.62, as set forth in more detail in Schedule 3 of the attached In Rem Foreclosure List; and

WHEREAS, the property located on Mercer Street, more commonly known and designated as Block 61.01, Lot 36 on the Borough’s Tax Map, bearing Certificate No. 09-00056, was struck off to the Borough at the tax sale in the amount of \$5,495.47, at 18% interest, as recorded in Book No. 10457, Page No. 0249, with a current redemption amount of \$106,542.70, as set forth in more detail in Schedule 4 of the attached In Rem Foreclosure List.

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

1. That the Borough Attorney, the Tax Collector, the Chief Financial Officer and any other relevant Borough officials are hereby authorized to pursue In Rem foreclosure proceedings relating to the properties referenced above and in the attached In Rem Foreclosure List, including the institution of necessary actions before the Superior Court of New Jersey.
2. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Dimitri Musing, Borough Administrator;
 - b. George Lang, Chief Financial Officer;
 - c. Pamela Lewis, Tax Collector; and
 - d. Frederick C. Raffetto, Esq., Borough Attorney.

Resolution 2022-36 Amending Resolution 2022-05 – Designating Official Borough Newspapers

Moved by Councilmember Jackson; Seconded by Councilmember Fowler.

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

Resolution adopted 6-0.

Resolution 2022-36

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

**AMENING RESOLUTION 2022-05 - DESIGNATING OFFICIAL BOROUGH
NEWSPAPERS**

WHEREAS, on January 3, 2022, Borough Council adopted Resolution 2022-05 Designating Official Borough Newspapers for the year 2022; and

WHEREAS, the Borough Attorney and the Borough Clerk, feel it beneficial to designate an additional official newspaper for Hightstown Borough; and

WHEREAS, *The Star Ledger* shall be added as an additional official newspaper for Hightstown Borough.

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the *Trenton Times*, *The Star Ledger* and the *Windsor-Hights Herald* are hereby designated as the official newspapers of the municipality for the year 2022.

DISCUSSION

Amendment to Height and Use of Accessory Structure Ordinance

George Chin, Construction Official stated that this ordinance is allowing to increase the maximum height for detached garages and allowing usage for home based business. This cannot be used as additional dwelling space. He will also add that detached garages can be used for studies, fitness and recreation uses. After discussion, Council supports the ordinance and asked that it be forwarded to Planning Board for their comments.

Proposed Revision of the Municipal Garbage Dumpster Ordinance

Mr. Musing stated that the businesses on Main Street are not breaking down their cardboard and are not placing their garbage in the dumpster. These changes will give the ordinance more strength for enforcement. Notices have been sent to the businesses regarding issuance of summonses if the ordinance is not being followed.

Purchase and Installation of Cameras for Stockton Street Municipal Parking Lot

Mr. Musing explained that Housing Inspector/Zoning Officer, Dave Bell has been investigating the use of a cameras in the Stockton Street Parking lot to help with the enforcement of illegal dumping. Discussion ensued. Council asked if there were legal ramifications for surveillance in this location. Mr. Raffetto did not think there would be an issue with the installation of a camera provided that there are signs posted. We should check with Chief Gendron and our Insurance. Council agreed that they would like to see cameras in this location.

Proposed Revisions for a Setback for Treehouses

Mr. Chin stated that restrictions needed to be placed on where you can locate a treehouse. This restriction would have no regulations on how the treehouse was built, this would have to do with giving neighbors privacy in their backyards. The treehouse cannot be placed on the property line. He used the same setback as pools and gazebos. Discussion ensued. Council agreed that this is justifiable and reasonable. Ms. Riggio will forward this to the Planning Board for their comments before introduction.

Proposed Revisions of Construction Permit and Zoning Fees

Mr. Chin explained that the Construction and Zoning fees need to be increased to be in line with other municipalities throughout the State. Our auditor suggested the increase several years ago. Councilmember Montferrat stated that the proposed fees are in line with other municipalities. After discussion, Council instructed Ms. Riggio to prepare the ordinance for introduction at the March 7th meeting.

Complete Streets Committee Recommendations to Improve Pedestrian and Bicycle Safety in the Borough of Hightstown

The Complete Streets Committee requested Council pass ordinances establishing no passing on the shoulder or bike lanes and establishing a 25 mile per hour speed limit Borough wide. Discussion ensued. It was decided that the Complete Streets Committee will need to work with Chief Gendron to see if these types are ordinances are something that can be done.

Rapid Covid Test Purchase

Mr. Musing questioned if the Borough should purchase a large quantity of Covid self-test kits for employees to self-test. 180 tests would cost approximately \$1,800. During discussion, it was stated that the Government is sending 4 tests to all residents if requested. Mayor Quattrone stated that this is something that should be looked into.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Fowler

Environmental Commission - Planning events for April; Arbor Day, Tree Planting and Stream Cleanup. They are working on creating an internship program that will hire 4 Peddie students and 4 Hightstown students.

Councilmember Misiura

Municipal Facilities Presentation – Requested that Council liaisons speak with their boards and commissions to review and comment on the plans presented tonight for the municipal facilities.

Planning Board – At the last Planning Board meeting, Beverly Asselstine was voted as Chair; Joanna Jackson voted as Vice Chair. Two new members were sworn in. The Board is moving forward with the Affordable Housing Master Plan with the Planner. The Cannabis Subcommittee has many questions still. They will have a recommendation at the next meeting. They are looking to the Planner and Attorney for their input. Both the Planner and Planning Board Attorney are up to speed with what is going on in the State. Planning Board hopes to present a recommendation to Council at the February 22nd meeting.

Councilmember Montferrat

Construction Office - The Construction office is working on many things.

Councilmember Cicalese

Parks and Rec - The new Chair is now Joran Adler. Stacey Judge will be Vice Chair for 2022. They are moving forward with phase 2 of the Dawes Park Improvements.

Board of Health - After the holidays, there were 211 positive Covid Cases in 14 days. One of the big challenges is lack of testing capabilities. There was a rabies clinic provided at the First Aid Squad in December. Several inspections were conducted, including Dunkin Donuts. Most of their efforts have been focused on vaccination clinics and spreading good information to the public. If anyone has any questions, they can reach out to the West Windsor Department of Health.

Councilmember Jackson

HPC – Next meeting is this Thursday at 6:30.

Public Works – Thanked Ken Lewis and Public Works Staff for keeping the streets clear during snow storms.

Council President Bluth

Cultural Arts Commission - Next meeting is tomorrow night. Asked that the commission pages be updated on the website.

Peggy Riggio, Borough Clerk

Dog & Cat License Renewals – All licenses up to date. If a resident has mailed or dropped off their renewal in December or January, it has been processed and mailed back to them. They will continue to be processed as they are received.

Food Licenses – Currently receiving 2022 food licenses renewals. They are being processed and sent to the Health Department so annual inspections can be performed.

Taxi Licenses - All 5 company licenses have been accounted for. Individual drivers are bringing in their applications to be processed by the clerk's office and forwarded to the Police Department.

Recycling Bid - Bid opening for curbside recycling was December 29th. No bids were received. Bid specifications have been rewritten and the new bid opening is now scheduled for March 10th at 11:00.

Dimitri Musing, Borough Administrator

Everyone is working hard under these crazy conditions. We received good news from the Green Acres Program. After a recent inspection of Dawes Park, the report was that the park is clean, well maintained and in compliance. The next inspection will be 2025.

George Lang, CFO

Finance is working on year end reports and tax forms. Edmunds was rolled over today to 2022.

Mayor Quattrone

Flags were placed downtown in observance of Martin Luther King Day

Public Works is all set with sand and salt for upcoming winter storms. They are still short staffed, but they are doing a great job with the people they have.

Thanked the Musial Group for their presentation.

Thanked Borough Administrator, Dimitri Musing for the excellent job he is doing.

Downtown Hightstown is looking wonderful, as always.

Thanked Council for the wonderful job they are doing. Could not ask for a better Council.

EXECUTIVE SESSION

Resolution 2022-37 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Montferrat; Seconded by Councilmember Bluth

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

Resolution adopted 6-0.

Resolution 2022-37

*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 January 18, 2022, 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 – Shared Services East Windsor Senior Center

Attorney Client Privilege

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public April 18, 2022, or when the need for confidentiality no longer exists.

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

Council President Bluth moved to adjourn to Executive Session at 8:36 p.m.; Councilmember Fowler seconded. All ayes.

Council returned to public session.

ADJOURNMENT

Councilmember Montferrat moved to adjourn at 9:11 p.m.; Councilmember Jackson seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Borough Clerk

Approved by Hightstown Borough Council: _____



AGENDA

Background/History

Project Timeline

Initial Design

Substation Design

2004 Main Street Redevelopment Plan is adopted.

- Includes the Hightstown municipal building property as part of the Bank Street redevelopment sub-area, in order to be redeveloped as mixed-use residential and retail.

2011 Hurricane Irene Flooding causes major damage to the existing municipal building making it unoccupiable.

- Municipal functions are relocated to 156 Bank Street
- Police facilities are relocated to leased space at 415 Mercer Street
- Courts and jails are relocated to Robbinsville as part of a shared services agreement.
- Intent was that these relocations were to be temporary.

2012 Borough Council turns down opportunity to purchase 415 Mercer Street property.

2013 Borough Council adopts bond ordinance to rebuild municipal facilities in the same location.

- Citizen petition in opposition to the bond ordinance is successful and the ordinance is rescinded.

2014-2017 Various options explored, including:

- Shared services for police, dispatch and courts.
- Other locations within the Borough.
- Lease vs. purchase options.
- Upper floor of the Firehouse.

2016 Borough enters into a Redevelopers Agreement with R. Black Global, which includes the purchase of the Borough Hall Property as part of the rug mill redevelopment.

2017-2018 YMCA approaches the Borough regarding the purchase of their facility at 230 Mercer Street.

- Feasibility report prepared by Clark Canton Hintz to determine the suitability of the site for a municipal, police and court facility.

2018 Borough of Hightstown purchases the former YMCA Building at 230 Mercer Street.

2019 Borough of Hightstown retains the Musial Group Architects to prepare architectural drawings for the renovation and addition to the former YMCA building for municipal and police functions.

- Hightstown enters into an agreement with Robbinsville for a Shard Municipal Court.

2020 The Borough adopts a revised Redevelopment Plan for the rug mill property which still includes the former municipal property.

- PRC Group purchases the Rug Mill from R.Black Global and is named conditional redeveloper.
- PRC obtains planning board approval for the redevelopment of the rug mill and municipal property.
- Former municipal site to be purchased and redeveloped for Main Street commercial, residential and a multi-story parking garage.

BACKGROUND/HISTORY

2020-2021 Borough of Hightstown enters into negotiations with Robbinsville Township for a shared services agreement for the new construction of a police station, court building and jail, located in Robbinsville.

- Design of the municipal /police facilities put on hold pending the outcome of those negotiations.

2021 Hightstown enters into a shared service agreement.

- The Musial Group is directed to redesign the Hightstown Municipal facility to eliminate the jails and redesign the police station as a police sub-station, since many of the functions will be located in the shared facility.

PROJECT TIMELINE

01/22/2019	Musial Group hired to design Municipal Building & Police Station on 230 Mercer St site.
03/20/2019	Musial Group conducted Programming exercise by interviewing key end users and taking inventory of existing facility elements.
03/28/2019	Musial Group conducted a Public Visioning Meeting to gain insight & input from the community.
07/01/2019	Musial Group presents Schematic Design before community .
10/28/2019	Musial Group proceeds to Design Development Phase.
11/15/2019	At the end of Design Development Phase, Musial Group advised to hold on the project pending agreement with Robbinsville Police Department to provide shared services.
01/24/2020	The Musial Group notified to proceed with substation design.
03/13/2020	Musial Group Prepares alternate "Sub-Station" design, which reduces size of Police Department functions on -site.
06/18/2021	Musial Group receives comments relative to Railroad Avenue connection and incorporates comments into site design.

PROGRAMMING EXERCISE

Musial Group conducted a programming exercise by interviewing key end users and taking inventory of existing facility elements.

Space requirements were established for each department.

NAME	SPACE TYPE	EXIST.	PROP.	TOTAL AREA	
		AREA	AREA	EXISTING	PROPOSED
MUNICIPAL CLERK / ADMIN				806.00	1,142.00
POSITION/TITLE					
Municipal Clerk/Admin	Private Office	120.00	180.00		
Deputy Clerk (full-time)	Private Office	120.00	110.00		
Assessor (part-time)	Shares Reception Workstation	-	-		
Receptionist (full-time)	Workstation	80.00	72.00		
SPECIAL USE AREAS					
Reception (seating for 4)	Can be shared with other departments	100.00	436.00		
Huddle Room	Shared by department	120.00	111.00		
FILES & STORAGE					
(1) 4 H 36"W lateral files	Admin	6.00	6.00		
(1) 4 H 37.5"W lateral files	Admin: Fireproofed	6.00	6.00		
(1) 4 H 19.5" vert files	Clerk: Fireproofed	5.00	30.00		
(1) 3 H 36" W lateral files	Receptionist	6.00	6.00		
(1) 3 H 30" W lateral files		6.00	6.00		
(1) 5 H 30" W lateral files		6.00	6.00		
(1) 2 H 18" W vert files	Near deputy clerk	6.00	6.00		
(3) Storage Cabinets 36"w x 19"d x 72" h	Fireproof	75.00	75.00		
Copy/Mail Room	Separate Room; copier, shredder, postal machine, trash bin	150.00	92.00		
			<i>Subtotal</i>	806.00	1,142.00
			<i>35% Circulation Proposed New</i>		399.70
Total Area for Clerk/Admin				806.00	1,541.70

Site Plan

Project Data

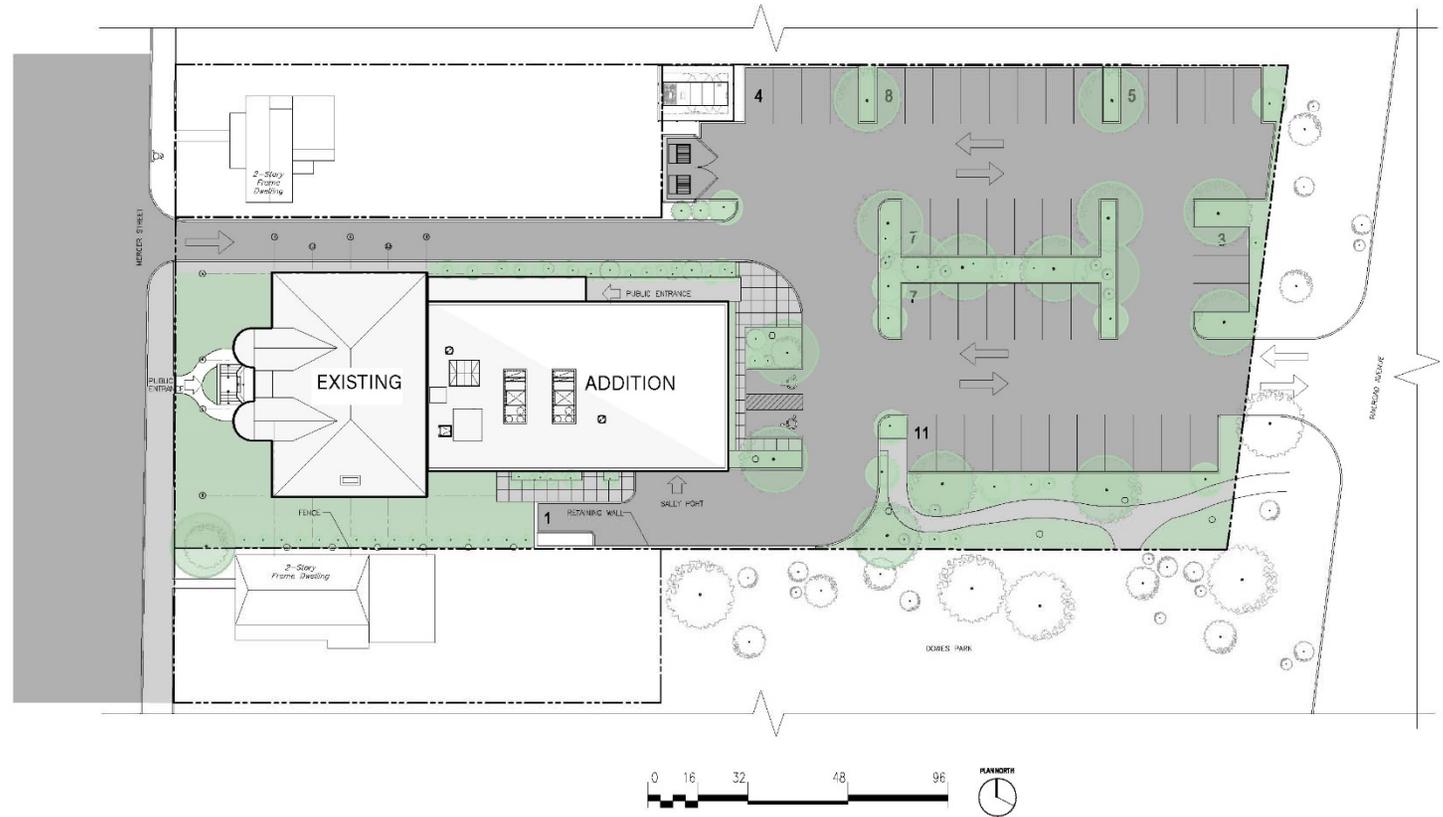
Parking: 48 Spaces

Area: 22,629 SF

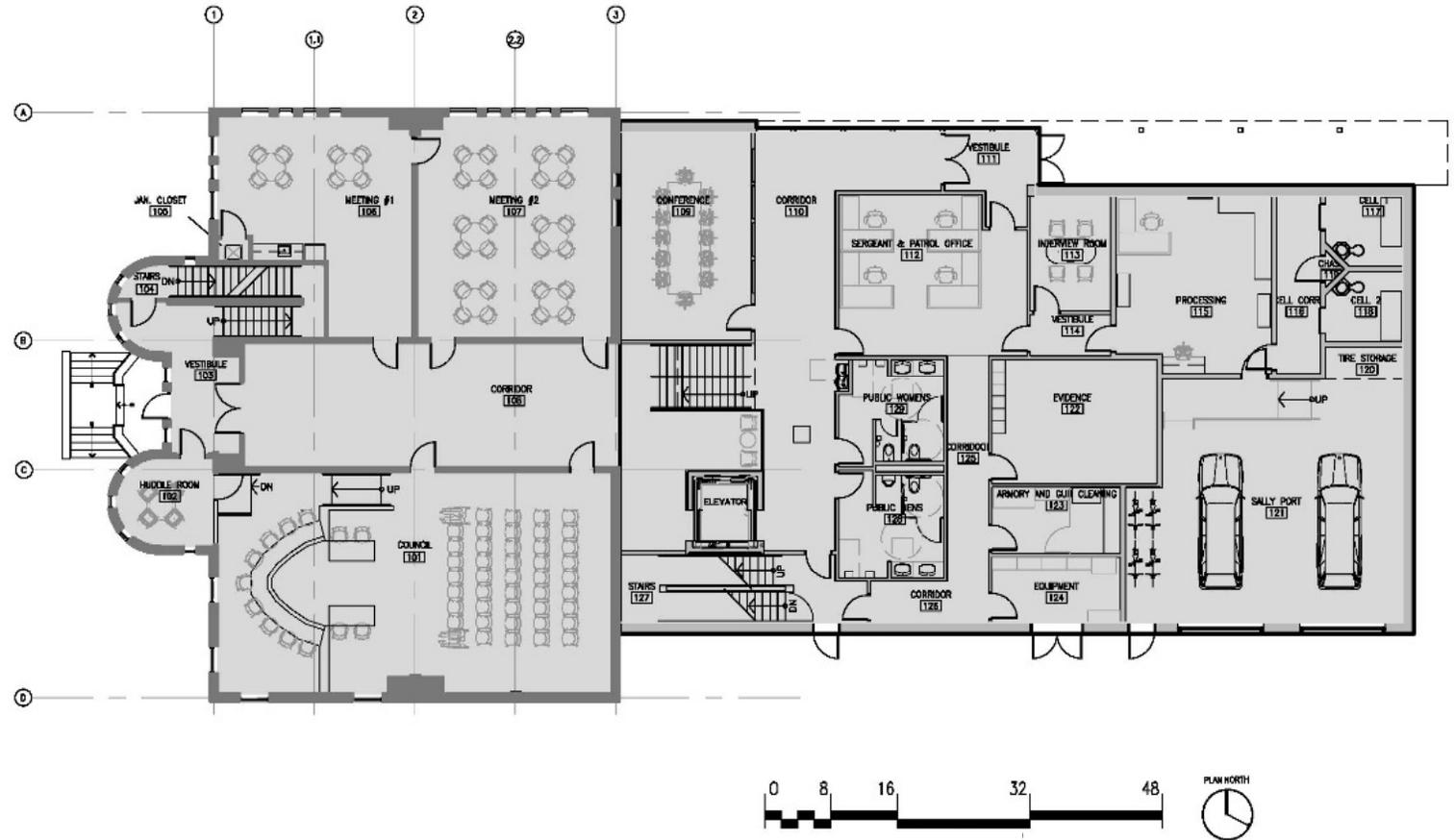
1st Floor: 9,495 SF

2nd Floor: 9,098 SF

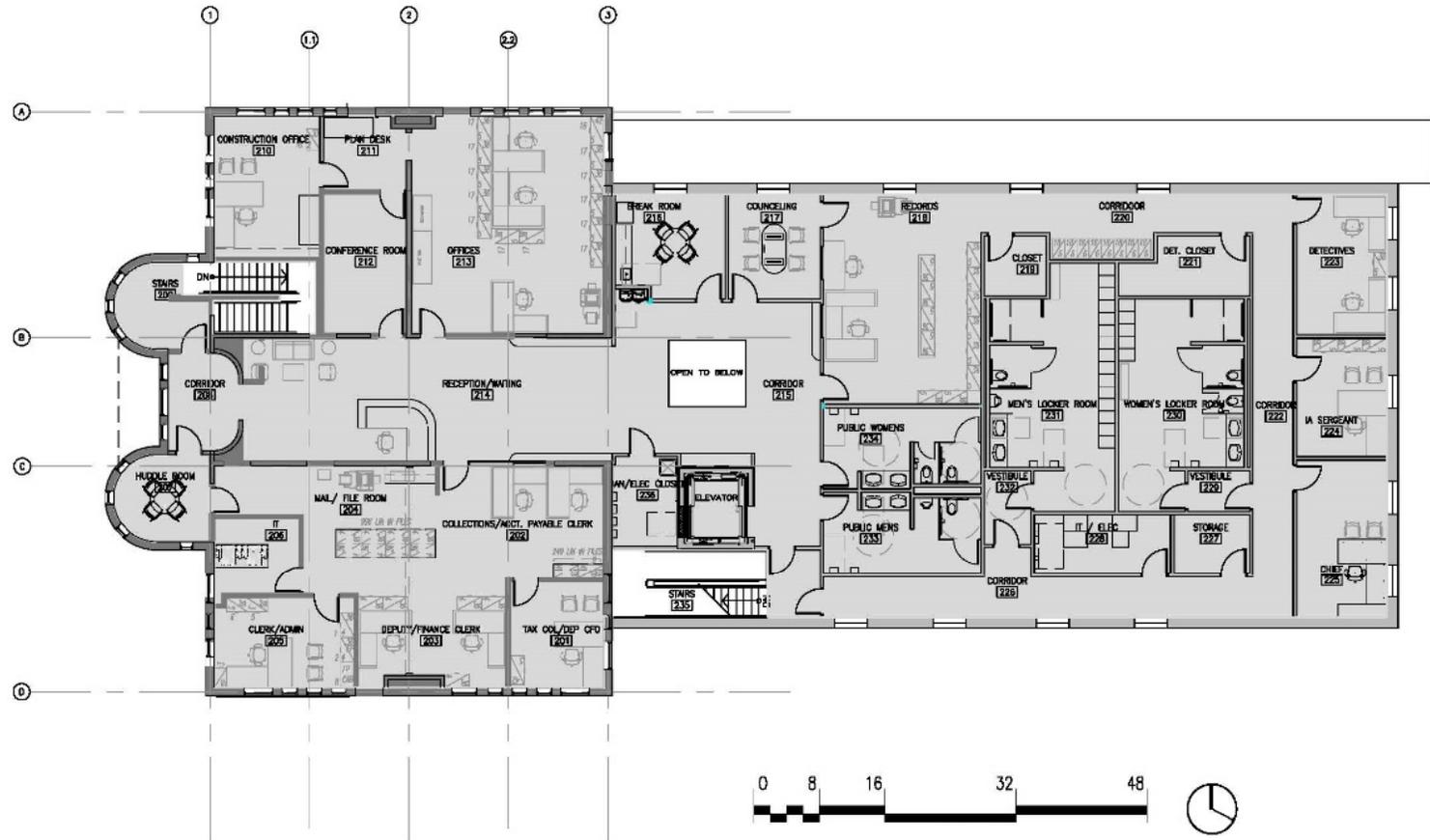
Basement: 4,036 SF



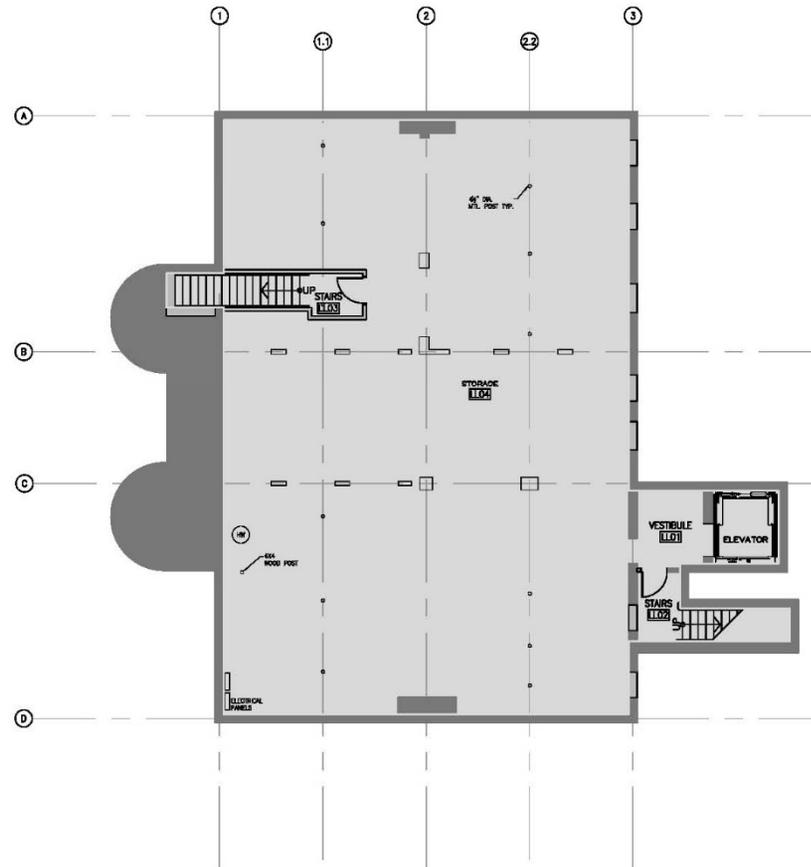
Ground Floor Plan



Second Floor Plan



Basement Floor Plan



SCHEMATIC LOWER FLOOR PLAN
SCALE: 1/16" = 1'-0"



Elevations



DESIGN DEVELOPMENT DESIGN

Site Plan

Project Data

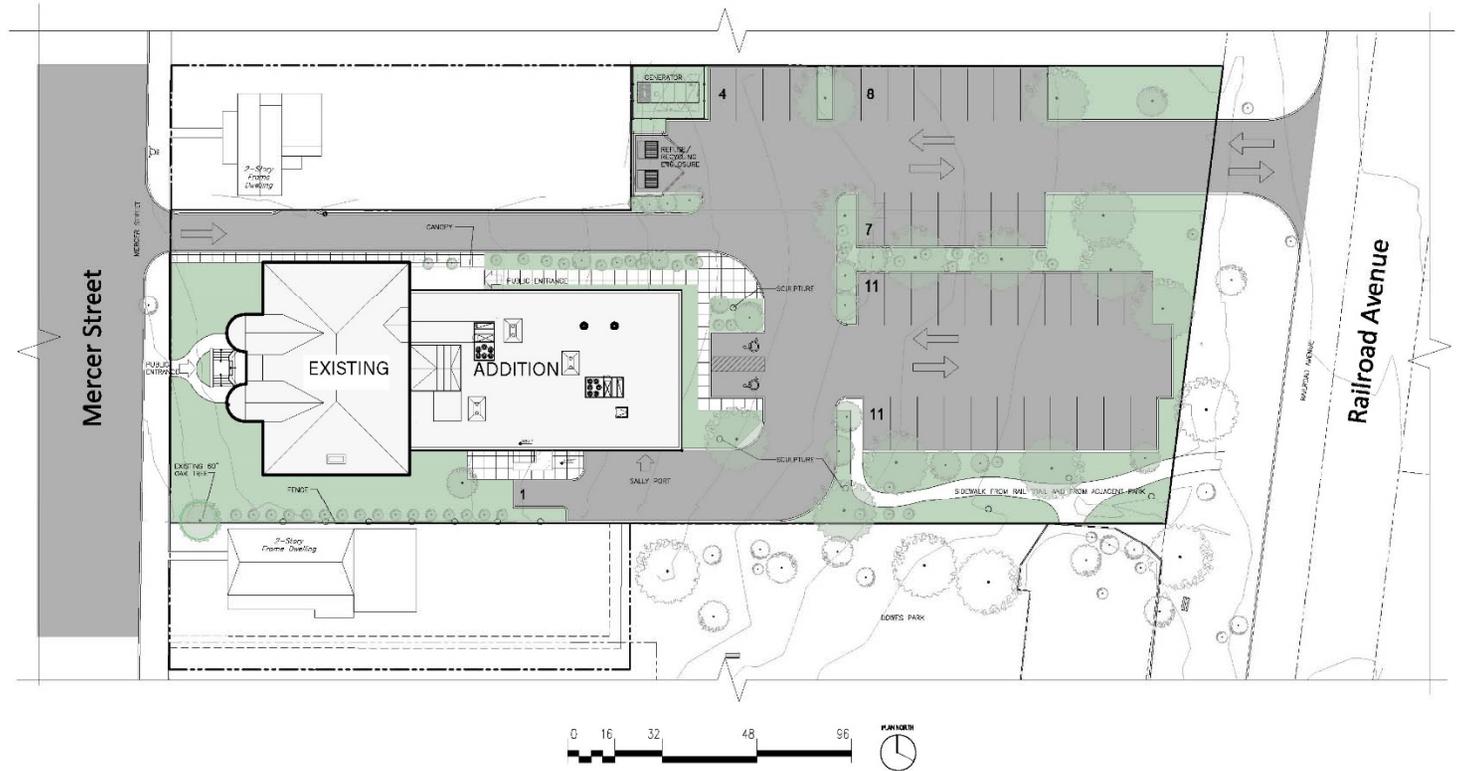
Parking: 44 Spaces

Area: 21,562 SF

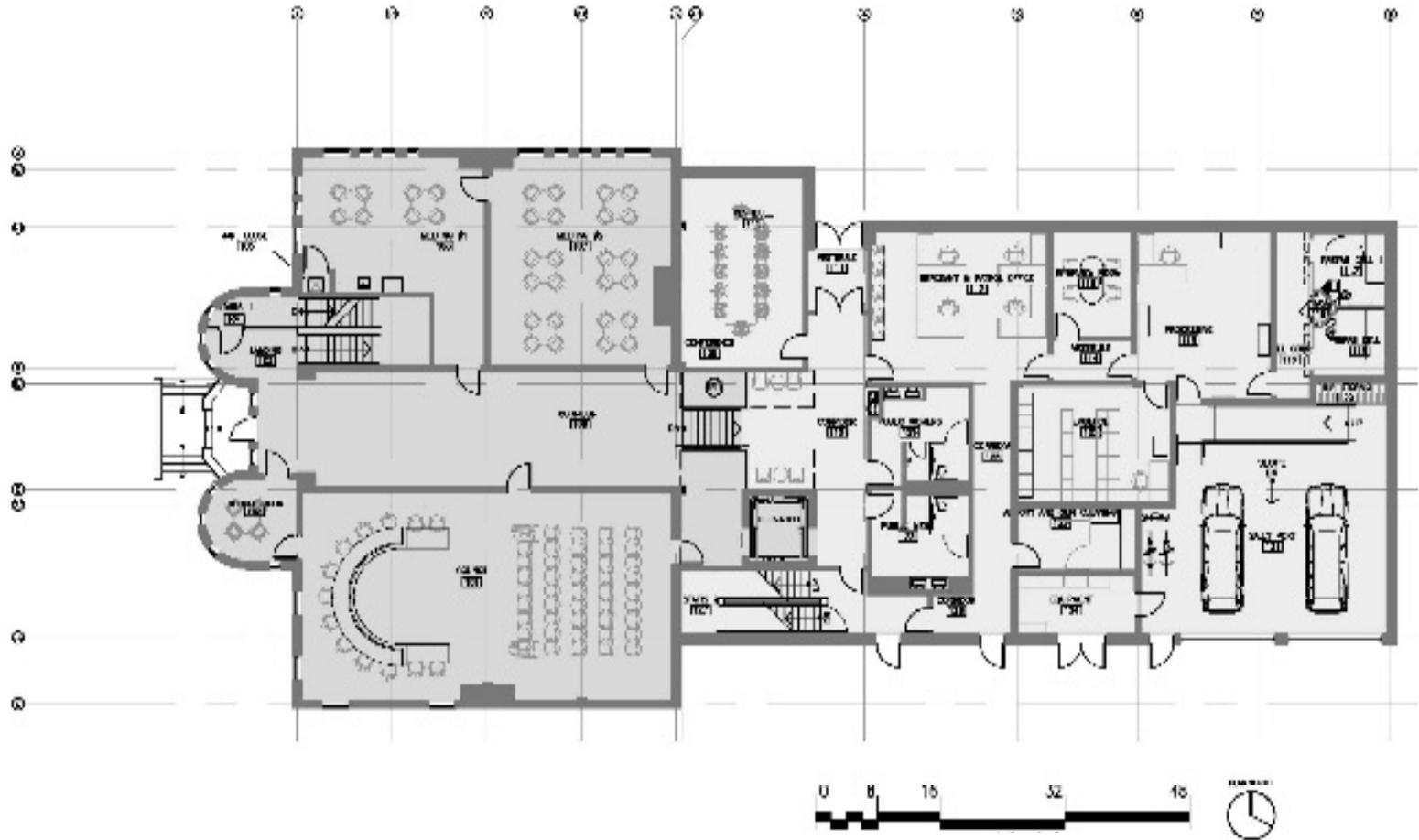
1st Floor: 8,984 SF

2nd Floor: 8,638 SF

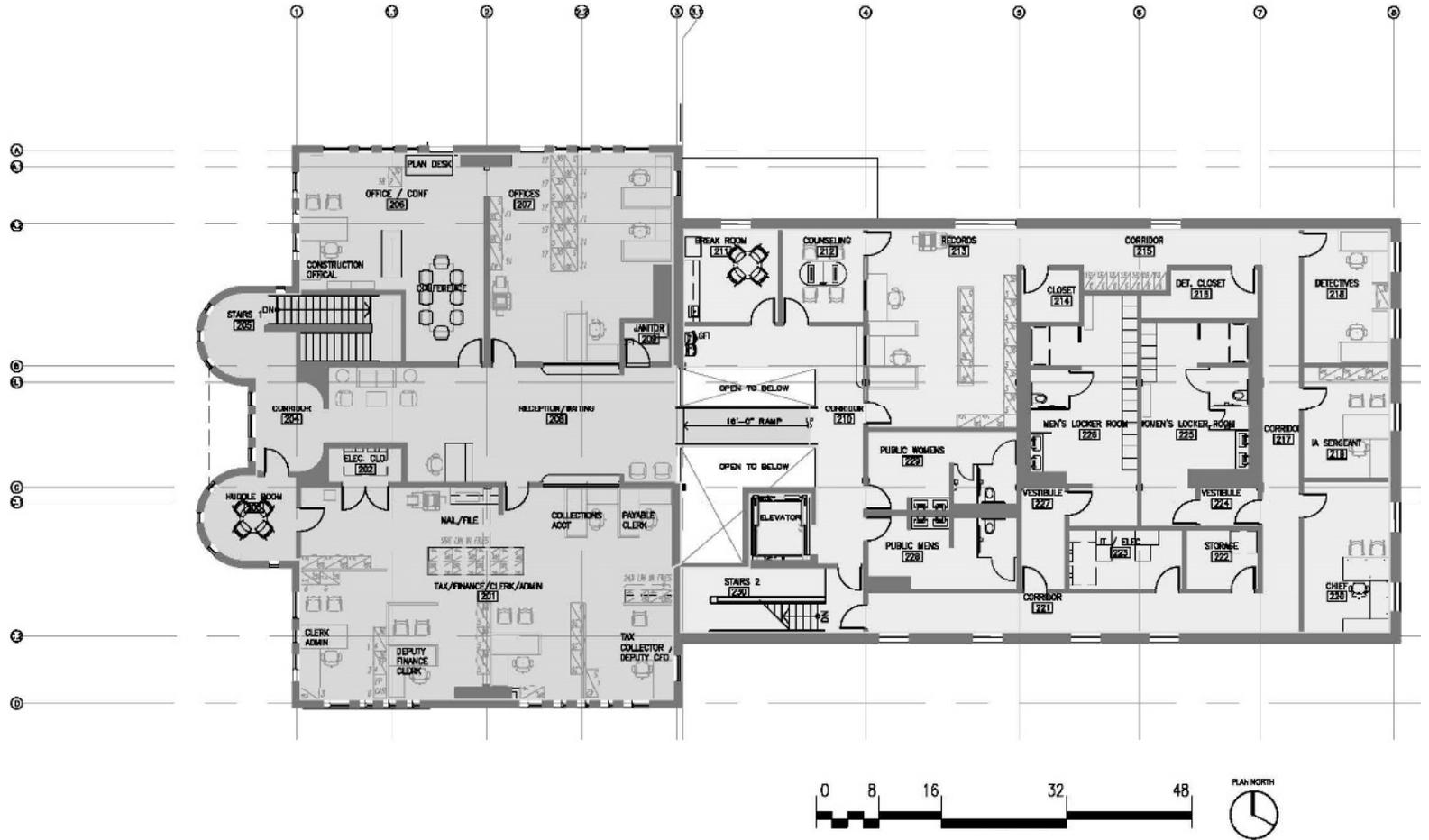
Basement: 3,940 SF



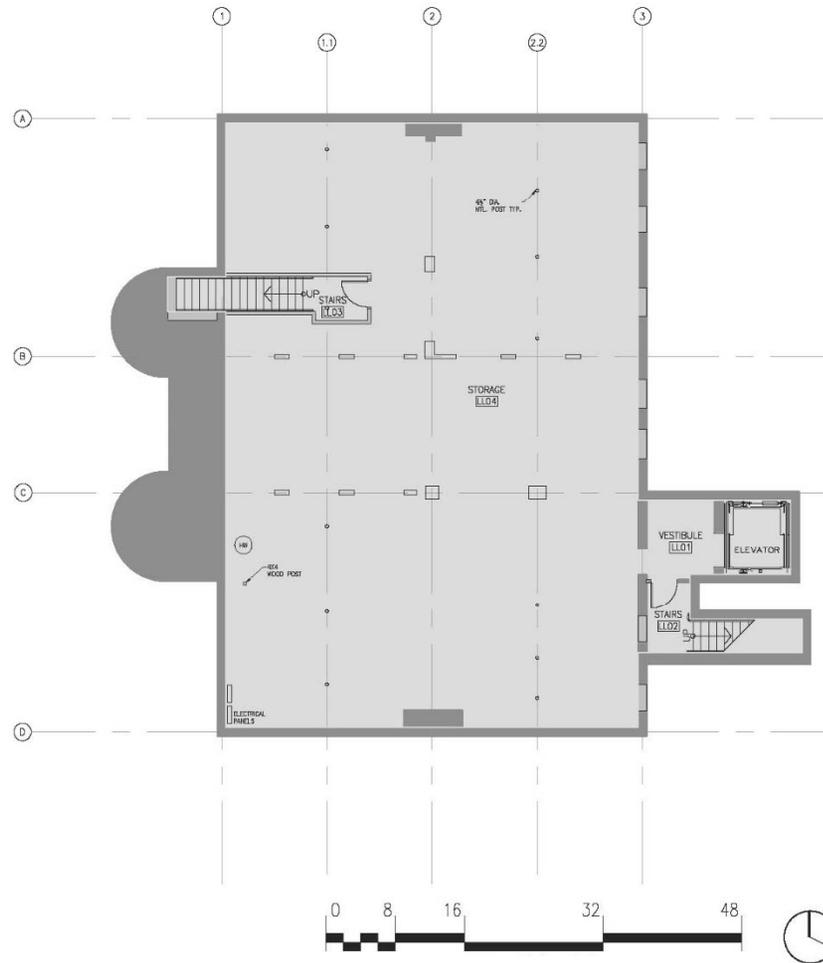
Ground Floor Plan



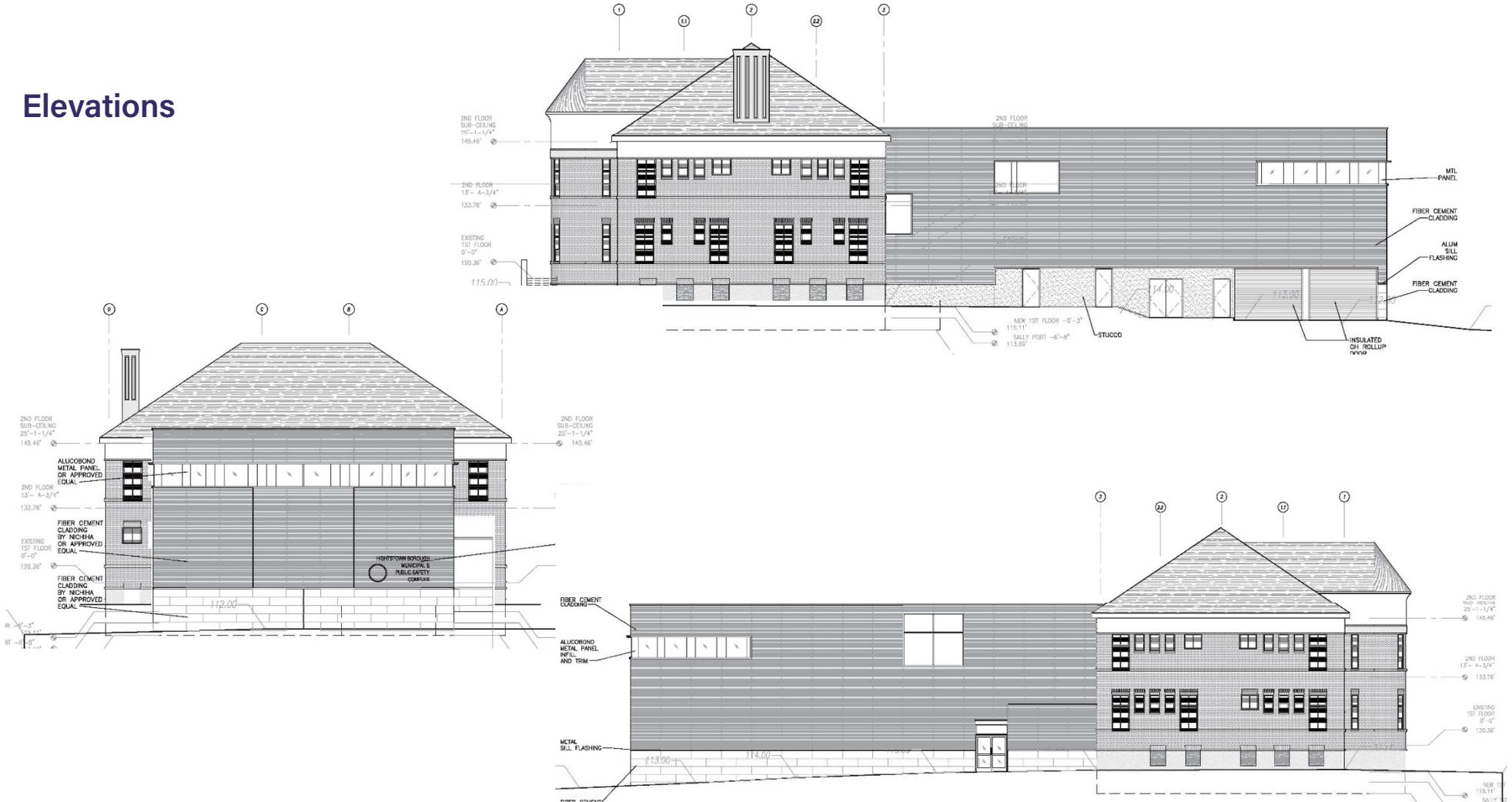
Second Floor Plan



Basement Floor Plan



Elevations



SUBSTATION DESIGN

Site Plan

Project Data

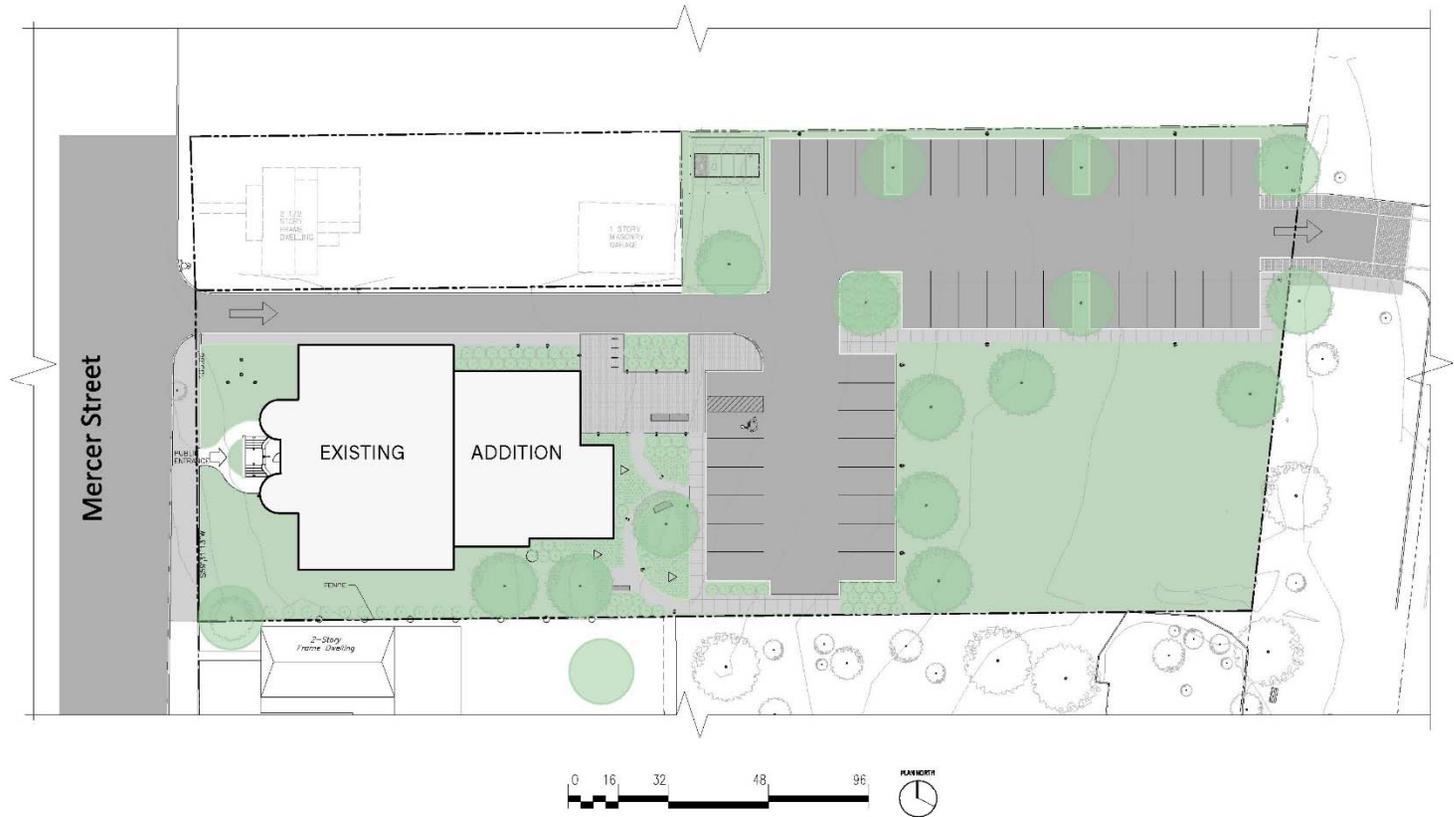
Parking: 43 Spaces

Areas: 12,003 SF

1st Floor: 6,434 SF

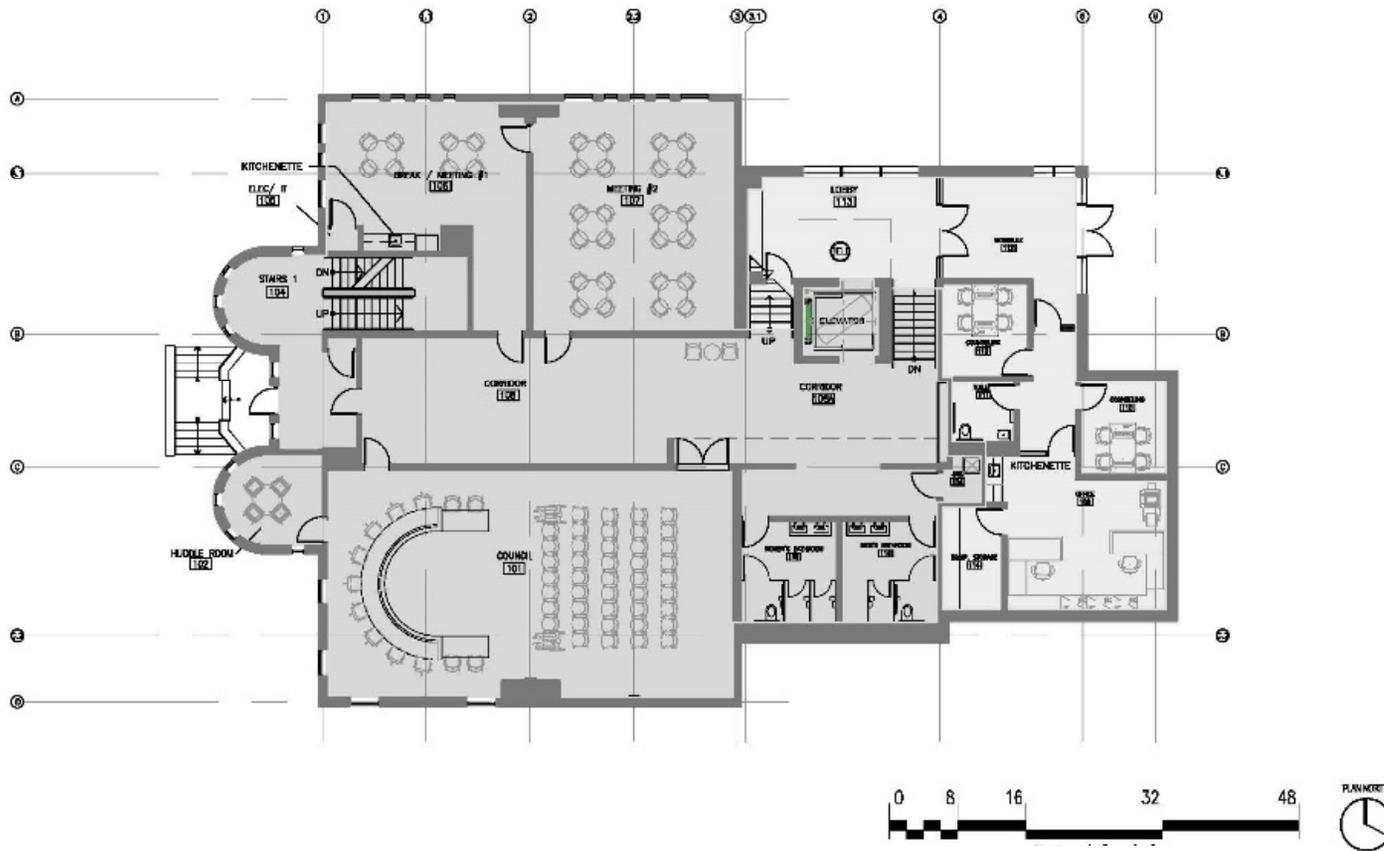
2nd Floor: 5,255 SF

Basement: 314 SF



SUBSTATION DESIGN

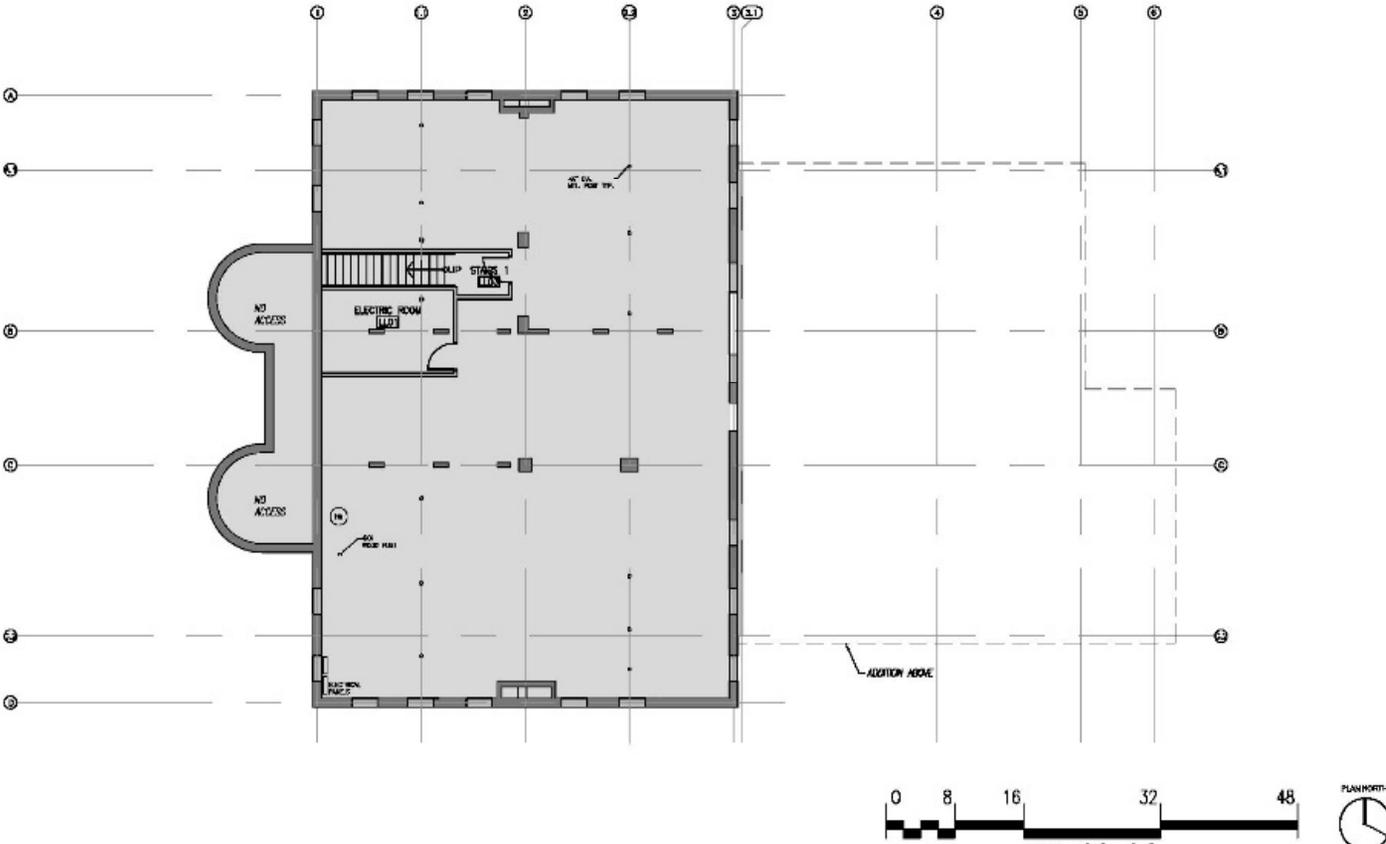
Ground Floor Plan



Second Floor Plan



Basement Floor Plan



SUBSTATION DESIGN



SUBSTATION DESIGN



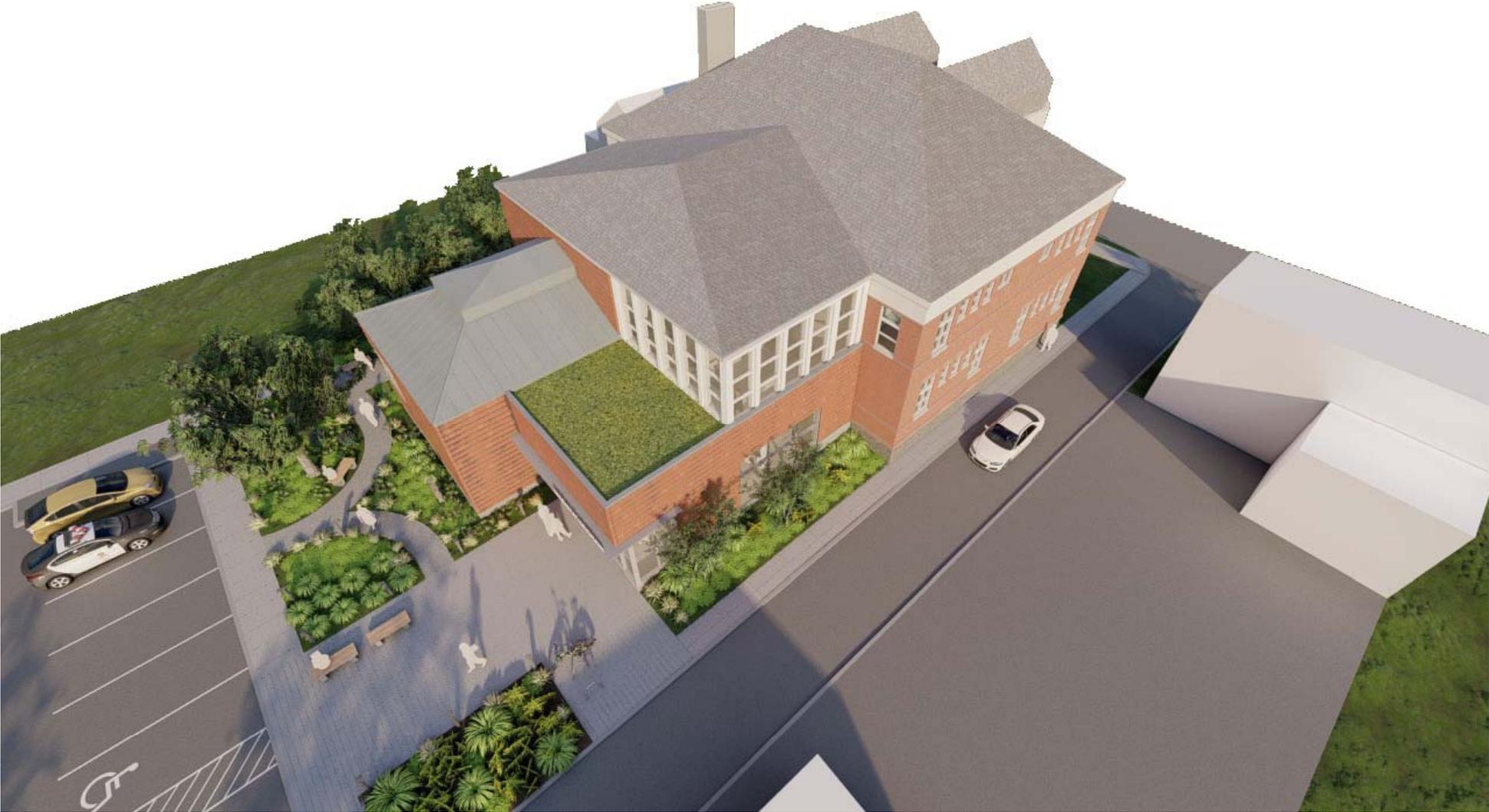








SUBSTATION DESIGN





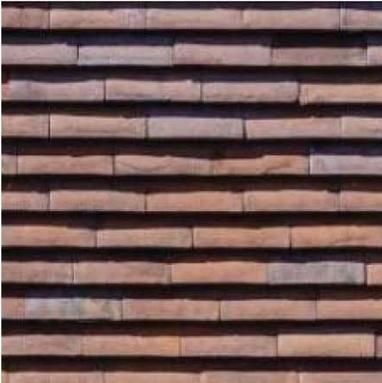






SUBSTATION DESIGN

CLADDING MATERIALS



TERRA COTTA CLADDING
C48 Cover Finish



STANDING SEAM METAL ROOF
Blue-Grey Finish



STONE
Grey Statesboro Buff



SUBSTATION DESIGN

PLANTING



PAL
Dwarf Fountain Grass



PAL
Dwarf Fountain Grass



FG
Mexican Feather Grass



JF
Japanese Forest Grass



DW
White Dogwood - Small



HL
Honey Locust

SCHEMATIC DESIGN, DESIGN DEVELOPMENT DESIGN, AND NEW SUBSTATION DESIGN COMPARISON

	SCHEMATIC	DESIGN DEV	SUBSTATION
TOTAL AREA	22,629 SF	21,562 SF	12,003 SF
BASEMENT	4,036 SF	3,940 SF	314 SF
1 ST FLOOR	9,495 SF	8,984 SF	6,434 SF
2 ND FLOOR	9,098 SF	8,638 SF	5,255 SF
CONST. COST ESTIMATES *	\$8,814,500	\$7,324,678	\$4,832,920

*UPDATED TO TODAY'S COSTS

7 February 2022	Architect Released to Start Construction Documents
22 May 2022	Construction Documents Complete
22 June 2022	Advertise for Bidding
22 July 2022	Receive Bids
22 August 2022	Notice to Proceed Given to Contractor

Assume 18 Months Construction

February 2024	Close Out Project
March 2024	Building Opens

THANK YOU

This letter is written to the Borough of Hightstown as a commendation and recognition for service of Geetanjali Jain, the public health nurse for the Borough of Hightstown. Ms. Jain has exceeded expectations in this challenging position during the COVID-19 pandemic. Her contribution as a professional nurse has enabled our department to respond to outbreaks, provide mass vaccinations, outreach to the most vulnerable members of the communities have unboundedly saved many lives.

Ms. Jain has embraced every challenge thrown her way and has emerged as a leader. Prior to the pandemic, this position required periodic short term supervisory functions. However, the demands of the pandemic have evolved this position's occasional supervisory role to a daily responsibility. Throughout the pandemic, she has been required to organize, train and supervise part-time and volunteer medical professionals on a regular basis. She has performed these duties with skill and precision. The expertise which she has developed during this challenging time will continue to enhance the capacity of the Health Department to respond^{to} the current and future crises and help to safeguard the residents who live, work and visit our communities.

Submitted by Hightstown Borough Board of Health

Resolution 2022-66

*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 \$1,641,595.36 from the following accounts:

Current		\$931,705.35	
W/S Operating		76,933.21	
General Capital		626,137.01	
Water/Sewer Capital		0.00	
Grant		0.00	
Trust		75.00	
Unemployment Trust		0.00	
Animal Control		559.29	
Law Enforcement Trust		0.00	
Tax Lien Trust		0.00	
Public Defender Trust		0.00	
Housing Trust		0.00	
Escrow		<u>6,185.50</u>	
Total		<u>\$1,641,595.36</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 March 21, 2022.

Margaret Riggio
Borough Clerk

Date: March 21, 2022

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 3/21/2022

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
FANA REMODELING, LLC	3/8/2022	22-00222	33706	\$ 13,170.00
LERETA, LLC	3/8/2022	21-01531	33707	\$ 2,766.57
TREASURER STATE OF NEW JERSEY	3/8/2022	22-00235	33708	\$ 1,015.00
BANK OF AMERICA	3/11/2022	22-00276	33769	\$ 350.78
STATE OF N.J.-DEPT OF TREASURY	3/15/2022	22-00231	1535	\$ 41,329.24
EAST WINDSOR REGIONAL SCHOOL	3/16/2022	22-00232	1536	\$ 757,347.00
TOTAL				\$ 815,978.59
<u>WATER AND SEWER OPERATING</u>				
TREASURER STATE OF NEW JERSEY	3/8/2022	22-00248	33709	\$ 835.00
BANK OF AMERICA	3/11/2022	22-00276	33769	\$ 204.50
STATE OF N.J.-DEPT OF TREASURY	3/15/2022	22-00231	1373	\$ 14,830.08
TOTAL				\$ 15,869.58
<u>ESCROW</u>				
TOTAL				\$ -
<u>GRANT</u>				
TOTAL				\$ -
<u>TRUST- OTHER</u>				
TOTAL				\$ -
<u>ANIMAL CONTROL TRUST</u>				
TOTAL				\$ -
<u>LAW ENFORCEMENT TRUST</u>				
TOTAL				\$ -
<u>UNEMPLOYMENT TRUST</u>				
TOTAL				\$ -
<u>PUBLIC DEFENDER TRUST</u>				
TOTAL				\$ -
<u>TAX LIENTRUST</u>				
TOTAL				\$ -
<u>GENERAL CAPITAL</u>				
EARLE ASPHALT COMPANY	3/15/2022	21-01096-03	6488	\$ 625,840.01
TOTAL				\$ 625,840.01
<u>WATER AND SEWER CAPITAL</u>				
TOTAL				\$ -
MANUAL TOTAL				\$ 1,457,688.18

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

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
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ACCES005 ACCESS COMPLIANCE, LLC												
21-01181 09/28/21 FIREFIGHTER PHYSICALS/FIT TEST												
	1	FIREFIGHTER PHYSICAL EXAMS	2,880.00	1-01-25-252-002-093	B Medical Expenses/Hepatitis B	R	09/28/21	03/15/22			2025419/2025685	N
	2	QUANTATIVE FIT TESTS	1,000.00	1-01-25-252-002-093	B Medical Expenses/Hepatitis B	R	09/28/21	03/15/22			2026008	N
	3	FIREFIGHTER PHYSICAL EXAM	130.00	1-01-25-252-002-093	B Medical Expenses/Hepatitis B	R	03/10/22	03/15/22			2027090	N
			4,010.00									
		Vendor Total:	4,010.00									

A0164 ALLIED BOILER REPAIR CORP.												
22-00156 02/15/22 1/2" SOLENOID VALVE HEAT EXCH												
	1	1/2" SOLENOID VALVE	870.06	2-09-55-501-002-503	B Sewer Plant Maintenance	R	02/15/22	03/15/22			18574	N
		Vendor Total:	870.06									

A0107 ANSELL GRIMM & AARON, PC												
22-00293 03/14/22 FEB 2022 LEGAL INVOICES												
	1	GENERAL FILE 480629	2,291.81	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480629	N
	2	ORDINANCES 480630	99.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480630	N
	3	ENGINEERING MATTERS 480631	247.50	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480631	N
	4	LABOR MATTERS 480632	33.00	2-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/14/22	03/16/22			480632	N
	5	MEETINGS 480633	825.00	2-01-20-155-001-029	B Attendance at Council Meetings	R	03/14/22	03/16/22			480633	N
	6	OPRA ISSUES 480635	33.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480635	N
	7	AFFORDABLE HOUSING MATTERS	280.50	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480637	N
	8	JOINT POLICE/MUNICIPAL COURT	132.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480638	N
	9	HIGHTSTOWN HOUSING AUTHORITY	49.50	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480639	N
	10	STATE OF NJ V MARYBETH COLVELL	99.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480640	N
	11	BORO ADV MARY B COLVELL	165.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480641	N
	12	SHARED SVCS AGREEMENT W/EAST	16.50	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480642	N
	13	PUBLIC IMPROVEMENTS PROJECT	297.00	C-04-55-880-001-446	B STOCKTON & JOSEPH SIDEWALK LITIGATION	R	03/14/22	03/16/22			480643	N
	14	BORO V MERCER ST B61.01 L36	414.50	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480644	N
	15	BORO V 246 ACADEMY ST B40 L27	365.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480645	N
	16	BORO V 175 N MAIN ST B26 L14	414.50	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480646	N
	17	BORO V GRANT AVE B9 L39	607.50	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480647	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	Item Description	Amount	Charge Account	Acct Type Description							
A0107 ANSELL GRIMM & AARON, PC Continued											
	22-00293 03/14/22 FEB 2022 LEGAL INVOICES		Continued								
	18 STATE V KEVIN COLVELL	99.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480648	N
	19 HIGHTS REALTY, LLC	132.00	2-01-20-155-001-027	B General Matters	R	03/14/22	03/16/22			480649	N
		<u>6,601.31</u>									
22-00295 03/15/22 Services thru 02/28/2022											
	1 #480634; SRVCS THRU 2/28/22	66.00	2021-02	P Amended Site Plan	R	03/15/22	03/16/22			480634	N
	2 #480636; SRVCS THRU 2/28/22	33.00	3PRCLLC	P Site Plan Application #2020-01	R	03/15/22	03/16/22			480636	N
		<u>99.00</u>									
	Vendor Total:	6,700.31									
A0025 AT&T MOBILITY											
	22-00256 03/08/22 INV 287298218043X0228202										
	1 INV 287298218043X0228202 FIRE	82.89	2-01-25-256-002-094	B Computer Service,Support & Software	R	03/08/22	03/15/22			X02282022	N
	2 INV 287298218043X0228202 HPD	389.03	2-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	03/08/22	03/15/22			X02282022	N
	3 INV 287298218043X0228202 DPW	208.03	2-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	03/08/22	03/15/22			X02282022	N
	4 INV 287298218043X0228202 WTP	156.97	2-09-55-501-003-545	B Telephone-w/S-VERIZON	R	03/08/22	03/15/22			X02282022	N
	5 INV 287298218043X0228202 AWWTP	103.51	2-09-55-501-003-545	B Telephone-w/S-VERIZON	R	03/08/22	03/15/22			X02282022	N
		<u>940.43</u>									
	Vendor Total:	940.43									
ATSEN005 ATS ENVIRONMENTAL SERVICES LLC											
	22-00239 03/03/22 DIESEL TANK INSPECTION										
	1 DIESEL TANK INSPECTION	650.00	2-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B)	R	03/03/22	03/15/22			GS2022173	N
	Vendor Total:	650.00									
G0017 CANDACE B. GALLAGHER											
	22-00292 03/14/22 CODIFICATION SERVICES										
	1 CODIFICATION DECEMBER 2021	275.00	1-01-20-140-001-060	B Internet Services and Web Services	R	03/14/22	03/16/22			FINAL INVOICE	N
	2 CODIFICATION JANUARY 2022	275.00	2-01-20-140-001-060	B Internet Services and Web Services	R	03/14/22	03/16/22			FINAL INVOICE	N

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
G0017 CANDACE B. GALLAGHER Continued														
		22-00292	03/14/22	CODIFICATION SERVICES			Continued							
		3		CODIFICATION SERVICES THROUGH	137.50		2-01-20-140-001-060	B Internet Services and Web Services	R	03/14/22	03/16/22		FINAL INVOICE	N
					687.50									
				Vendor Total:	687.50									
CGPH0005 CGP&H														
		22-00297	03/15/22	GRANT WRITING/AFF HOUSING 2022										
		1		AFFORDABLE HOUSING RES 2022-16	1,368.00		2-01-21-180-001-108	B COAH Planning	R	03/15/22	03/16/22		43341	N
		2		GRANT WRITING RES 2022-15	486.00		2-01-20-136-001-028	B Grant Writing/Administration	R	03/15/22	03/16/22		43342	N
					1,854.00									
				Vendor Total:	1,854.00									
C0752 CHAD REED														
		22-00246	03/03/22	REIMBURSEMENT 1ST RESPONDCLASS										
		1		REIMBURSEMENT 1ST RESPONDER	100.00		2-01-25-256-002-042	B Education & Training	R	03/03/22	03/15/22		5592968	N
				Vendor Total:	100.00									
C0058 CINTAS CORPORATION #061														
		22-00228	03/03/22	UNIFORM ADVANTAGE FEB 2022										
		1		INV 4109770089 2/4/22	155.55		2-09-55-501-002-507	B Uniforms & Safety Equipment	R	03/03/22	03/15/22		4109770089	N
		2		INV 4110446286 2/11/22	53.11		2-09-55-501-002-507	B Uniforms & Safety Equipment	R	03/03/22	03/15/22		4110446286	N
		3		INV 4111135603 2/18/22	53.11		2-09-55-501-002-507	B Uniforms & Safety Equipment	R	03/03/22	03/15/22		4111135603	N
		4		INV 4111826901 2/25/22	54.66		2-09-55-501-002-507	B Uniforms & Safety Equipment	R	03/03/22	03/15/22		4111826901	N
					316.43									
				Vendor Total:	316.43									
COMCA005 COMCAST BUSINESS														
		22-00253	03/04/22	8499 05 243 0051047 2/23/22										
		1		8499 05 243 0051047 2/23/22	113.17		2-09-55-501-002-545	B Internet Services	R	03/04/22	03/15/22		499052430051047	N
		22-00259	03/08/22	8499 05 243 0036659 OFC 1										
		1		8499 05 243 0036659 OFC 1	301.17		2-01-20-140-001-060	B Internet Services and Web Services	R	03/08/22	03/15/22		MARCH 2022	N

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
COMCA005 COMCAST BUSINESS Continued													
22-00298	03/15/22	8499 05 243 0034100 413	MERCER										
1	8499 05 243 0034100 413	MERCER	170.35	2-01-20-140-001-060	B Internet Services and Web Services	R	03/15/22	03/16/22		0034100	MARCH22	N	
Vendor Total:			584.69										
DASTI005 DASTI, MURPHY & MCGUCKIN, P.C.													
22-00278	03/10/22	INV 114139 MUNI COURT	APPEAL										
1	INV 114139 MUNI COURT	APPEAL	1,260.00	2-01-20-155-001-027	B General Matters	R	03/10/22	03/15/22		114139		N	
22-00279	03/10/22	INV 113436 MUNI COURT	APPEAL										
1	INV 113436 MUNI COURT	APPEAL	350.00	2-01-20-155-001-027	B General Matters	R	03/10/22	03/15/22		113436		N	
Vendor Total:			1,610.00										
DENNI005 DENNIS CHLORINATION													
22-00269	03/09/22	FLINT & WALLING BOOSTER PUMP											
1	INV 22-3459		1,009.70	2-09-55-501-001-503	B Water Plant Maintenance	R	03/09/22	03/15/22		22-3459		N	
Vendor Total:			1,009.70										
D0092 DYNAMIC IMAGING SYSTEMS INC.													
22-00218	02/25/22	MAINTENANCE CONTRACT 2022											
1	MAINTENANCE CONTRACT 2022		2,998.00	2-01-25-240-001-029	B Maint. Contracts - Other	R	02/25/22	03/15/22		DYNNM0000025		N	
Vendor Total:			2,998.00										
E0201 EDMUNDSGOVTECH, INC.													
22-00241	03/03/22	INV 21-IN4700 SOFTWARE 2022											
1	EDMUNDS SOFTWARE 2022		3,620.45	2-01-20-145-001-027	B Edmunds Software Support	R	03/03/22	03/15/22		21-IN4700		N	
2	EDMUNDS SOFTWARE 2022		5,974.00	2-01-20-130-001-027	B Edmunds Software Support	R	03/03/22	03/15/22		21-IN4700		N	
3	EDMUNDS SOFTWARE 2022		743.40	2-09-55-501-001-517	B Maint. Contracts - Office	R	03/03/22	03/15/22		21-IN4700		N	
4	EDMUNDS SOFTWARE 2022		3,999.75	2-09-55-501-002-517	B Maint. Contracts - Office	R	03/03/22	03/15/22		21-IN4700		N	
5	EDMUNDS SOFTWARE 2022		559.29	T-13-56-286-000-824	B RESERVE-ANIMAL CONTROL TRUST	R	03/03/22	03/15/22		21-IN4700		N	
6	EDMUNDS SOFTWARE 2022		1,004.25	2-01-21-180-001-053	B COMPUTER/EQUIPMENT/SOFTWARE	R	03/03/22	03/15/22		21-IN4700		N	
			<u>15,901.14</u>										

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
E0201 EDMUNDSGOVTECH, INC. Continued														
22-00261	03/09/22	INV 22-IN1229	HOSTING LEVEL 1											
1	INV 22-IN1229	HOSTING LEVEL 1	2,160.00	2-01-20-130-001-027	B	Edmunds Software Support	R	03/09/22	03/15/22			22-IN1229	N	
2	INV 22-IN1229	HOSTING LEVEL 1	540.00	2-09-55-501-001-517	B	Maint. Contracts - Office	R	03/09/22	03/15/22			22-IN1229	N	
3	INV 22-IN1229	HOSTING LEVEL 1	900.00	2-09-55-501-002-517	B	Maint. Contracts - Office	R	03/09/22	03/15/22			22-IN1229	N	
			<u>3,600.00</u>											
Vendor Total:			19,501.14											
Q0176 EUROFINS QC, LLC														
22-00188	02/22/22	WATER ANALYSIS												
1	INV 6300019903	- WATER ANALYSY	257.00	2-09-55-501-001-532	B	Outside Testing/Labs	R	02/22/22	03/15/22			6300019903	N	
2	INV 6300019904	- WATER ANALYSY	165.00	2-09-55-501-001-532	B	Outside Testing/Labs	R	02/22/22	03/15/22			6300019904	N	
			<u>422.00</u>											
22-00210	02/25/22	WATER ANALYSIS												
1	INV 6300020219	WATER ANALYSIS	200.00	2-09-55-501-001-532	B	Outside Testing/Labs	R	02/25/22	03/15/22			6300020219	N	
2	INV 6300020254	WATER ANALYSIS	440.00	2-09-55-501-001-532	B	Outside Testing/Labs	R	02/25/22	03/15/22			6300020254	N	
			<u>640.00</u>											
22-00234	03/03/22	WATER ANALYSIS												
1	INV 6300020405	WATER ANALYSIS	247.50	2-09-55-501-001-532	B	Outside Testing/Labs	R	03/03/22	03/15/22			6300020405	N	
22-00272	03/09/22	WATER ANALYSIS												
1	INV 6300020599	WATER ANALYSIS	247.50	2-09-55-501-001-532	B	Outside Testing/Labs	R	03/09/22	03/15/22			6300020599	N	
Vendor Total:			1,557.00											
FIREA005 FIRE APPARATUS REPAIR, INC.														
21-01601	12/21/21	REPAIR SQUIRT 41 EST 21-285												
1	REPAIR SQUIRT 41 EST 21-285		141.12	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	
2	5" EXHAUST CLAMP		33.12	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	
3	LABOR REMOVE & REPLACE		190.00	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	
4	INTERSTATE GROUP 31 BATTERY		1,104.00	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	
5	LABOR REMOVE BATTERY & REPLACE		95.00	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	
6	LABOR INSPECT BRAKES		190.00	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	
7	LABOR REAR SUSPENSION LUBE		190.00	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	
8	HALE LDH DIS VALVE OLD VERSION		925.00	1-01-25-252-002-121	B	Preventive Maintenance	R	12/21/21	03/16/22			16590	N	

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
				Amount	Charge Account	Acct Type Description						
FIREA005 FIRE APPARATUS REPAIR, INC. Continued												
		21-01601	12/21/21	REPAIR SQUIRT 41 EST 21-285	21-285	Continued						
		9		LABOR REMOVE & INSTALL	285.00	1-01-25-252-002-121	R	12/21/21	03/16/22		16590	N
		10		LABOR REBUILD, DERUST & CLEAN	190.00	1-01-25-252-002-121	R	12/21/21	03/16/22		16590	N
		11		SHIPPING - HALE	45.00	1-01-25-252-002-121	R	12/21/21	03/16/22		16590	N
					3,388.24							
	Vendor Total:				3,388.24							
FRENC005 French & Parrello Associates												
		21-00847	07/23/21	ENGINEERING SVC PEDDIELAKE DAM		B						
		7		ENGINEERING SVC PEDDIELAKE DAM	1,769.00	1-01-20-165-001-105	R	07/23/21	03/15/22		131357	N
	Vendor Total:				1,769.00							
GEETA005 GEETANJALI JAIN												
		21-01619	12/28/21	MILEAGE REIMBURSE OCT-DEC								
		1		MILEAGE REIMBURSE OCT-DEC	374.08	1-01-27-330-001-045	R	12/28/21	03/16/22		OCT-DEC 21	N
	Vendor Total:				374.08							
G1077 GEORGE S. COYNE CO., INC.												
		22-00204	02/25/22	RES 2020-236 LIMEHI-CALC AWWTP		B						
		2		INV 376521 2/7/22 HI-CALC LIME	1,127.50	2-09-55-501-002-553	R	02/25/22	03/15/22		376521	N
	Vendor Total:				1,127.50							
G0185 GRAINGER, INC.												
		22-00192	02/22/22	2EF42 LIMIT SWITCH								
		1		2EF42 LIMIT SWITCH	272.33	2-09-55-501-002-503	R	02/22/22	03/15/22		9224698689	N
		22-00250	03/03/22	CASE OF 12 2DYV3								
		1		CASE OF 12 2DYV3	111.24	2-09-55-501-002-503	R	03/03/22	03/15/22		845998194	N
	Vendor Total:				383.57							

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
G0050 GROVE SUPPLY INC										
	22-00211 02/25/22 COUPLING AND UNION FOR WTP									
	1 INV S5562678.001 - COUPLING		78.00 2-09-55-501-001-503	B Water Plant Maintenance	R	02/25/22	03/15/22		S5562678.001	N
	2 INV S5560131.002 - UNION		42.63 2-09-55-501-001-503	B Water Plant Maintenance	R	02/25/22	03/15/22		S5560131.002	N
			<u>120.63</u>							
	Vendor Total:		120.63							
HARDR005 HARDROCK HOTEL & CASINO										
	22-00282 03/14/22 CONFERENCE ACCOMODATIONS									
	1 CONFERENCE ACCOMODATIONS		411.00 2-01-25-240-001-042	B Education & Training	R	03/14/22	03/16/22		CONF PFY33	N
	Vendor Total:		411.00							
H0048 HIGHTS REALTY LLC										
	22-00226 03/03/22 MAR 2022 HPD RENT									
	1 MAR 2022 HPD RENT		4,902.14 2-01-26-310-001-025	B Building Rental	R	03/03/22	03/15/22		MAR 2022	N
	Vendor Total:		4,902.14							
H1100 HOME DEPOT CREDIT SERVICES										
	22-00274 03/09/22 FEB/MARCH 2022 INVOICES									
	1 INV 4021713 - MICROFIBER TOWEL		47.66 2-01-26-310-001-024	B Building Maintenance	R	03/09/22	03/15/22		4021713	N
	2 INV 5524364 - FUZE IT/SILICONE		35.20 2-09-55-501-002-503	B Sewer Plant Maintenance	R	03/09/22	03/15/22		5524364	N
	3 INV 0043641 - RATCHET/BREAKER		59.61 2-09-55-501-002-503	B Sewer Plant Maintenance	R	03/09/22	03/15/22		0043641	N
	4 INV 5904196 - WORK LIGHT FOR		380.65 2-01-25-256-002-199	B MISCELLANEOUS	R	03/09/22	03/15/22		5904196	N
	5 INV 5904196 - SUBTRACT TAX		23.65 2-01-25-256-002-199	B MISCELLANEOUS	R	03/09/22	03/15/22		5904196	N
	6 INV 5904200 - RETURN OF LIGHT		219.00 2-01-25-256-002-199	B MISCELLANEOUS	R	03/09/22	03/15/22		5904196	N
			<u>280.47</u>							
	Vendor Total:		280.47							
JANIC005 JANICE SABOGAL										
	22-00263 03/09/22 REIMBURSEMENT FOR AD HHS DRAMA									
	1 REIMBURSEMENT FOR AD HHS DRAMA		75.00 T-12-56-286-000-885	B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	03/09/22	03/15/22		FALL 2021	N
	Vendor Total:		75.00							

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
J0258	JCP&L (STREET LIGHTING)	22-00255	03/07/22	ACCT 240 FEBRUARY 2022											
		1	ACCT 100 081 608 240 FEB 2022		150.16		2-09-55-501-001-504	B	Electricity	R	03/07/22	03/16/22		95646800244	N
	Vendor Total:				150.16										
J0069	JERSEY ELEVATOR LLC	22-00271	03/09/22	MARCH 2022 ELEVATOR SERVICE											
		1	MARCH 2022 ELEVATOR SERVICE		190.39		2-01-26-310-001-029	B	Maintenance Contracts	R	03/09/22	03/16/22		268476	N
	Vendor Total:				190.39										
KAPPE005	KAPPE ASSOCIATES, INC	22-00062	01/27/22	FILTER CARTRIDGES											
		1	FILTER CARTRIDGES FOR		672.60		2-09-55-501-002-503	B	Sewer Plant Maintenance	R	01/27/22	03/15/22		22-4455-J1	N
	Vendor Total:				672.60										
L0727	LARRY BLAKE	22-00281	03/14/22	SALE TO DPW - ANTIFREEZE/VALVE											
		1	SALE TO DPW - 12 GALLONS RV		50.00		2-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	03/14/22	03/16/22		3/10/22	N
	Vendor Total:				50.00										
MWCOM005	M & W COMMUNICATIONS, INC.	21-01420	11/17/21	ESTIMATE 8448 BATTERIES											
		1	ESTIMATE 8448 BATTERIES		100.00		1-01-25-252-002-199	B	Miscellaneous	R	11/17/21	03/15/22		307912	N
		2	SHIPPING		15.12		1-01-25-252-002-199	B	Miscellaneous	R	03/11/22	03/15/22		307912	N
					115.12										
	Vendor Total:				115.12										
M1076	MCMANIMON, SCOTLAND & BAUMANN	21-01617	12/27/21	#187011; Svcs thru 11/20/21											
		1	#187011; Svcs thru 11/20/21		187.50		3PRCLLC	P	Site Plan Application #2020-01	R	12/27/21	03/15/22		187011	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
M1076	MCMANIMON, SCOTLAND & BAUMANN	Continued												
		22-00225	03/02/22	#188559; SERVICES THRU 1/31/22										
		1		#188559; CONFERENCE CALL	187.50	3PRCLLC		P Site Plan Application #2020-01	R	03/02/22	03/15/22		188559	N
		Vendor Total:			375.00									
M0256	MERCER CO IMPROVEMENT AUTH													
		22-00267	03/09/22	FEB 2022 TIPPNG										
		1		FEB 2022 TIPPNG	14,265.78	2-01-32-465-001-165		B Landfill Solid Waste Disposal-MCIA	R	03/09/22	03/15/22		FEB 2022 TIPPIN	N
		2		FEB 2022 RECYCLING TAX	372.15	2-01-43-496-001-174		B Recycling Tax	R	03/09/22	03/15/22		FEB 2022	N
					14,637.93									
		Vendor Total:			14,637.93									
M0053	MES - PENNSYLVANIA													
		21-01638	12/31/21	STRONGARM FIRE 100E PKG BLUE										
		1		STRONGARM FIRE 100E PKG BLUE	5,722.65	1-01-25-252-002-042		B Education & Training	R	12/31/21	03/15/22		IN1686001	N
		22-00283	03/14/22	SCBA SERVICE CALL		IN1680943								
		1		SCBA SERVICE CALL	36.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		2		COVER ASSY, REG MANUAL SHUT	191.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		3		SCBA MINOR REGULATOR REPAIR	23.38	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		4		SCBA FLOW TEST	360.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		5		BATTERY SEPARATOR SENSOR 2007	10.50	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		6		POST, BATTERY HOUSING, 2007	7.65	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		7		BATTERY PCB ASSY, 2007 SENSOR	86.85	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		8		BATTERY BOARD REPLACEMENT	46.75	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		9		SCBA REGULATOR REPAIR	46.75	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		10		DIAPHRAGM & VALVE ASSY,EZ FLO+	287.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		11		STRAP, GAUGE RETAINING	8.45	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		12		COVER ASSY, REG MANUAL SHUT	191.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		13		VISOR DISPLAY	9.35	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		14		SCBA MINOR REGULATOR REPAIR	23.38	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		15		DIAPHRAGM & VALVE ASSY,EZ FLO+	287.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		16		SCBA FLOW TEST	180.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		17		SCBA GAUGELINE OR HOSE REPAIR	46.75	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		18		GAUGE LINE ASSEMBLY	137.00	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N
		19		STRAP, GAUGE RETAINING	8.45	2-01-25-252-002-123		B Test Air Packs	R	03/14/22	03/16/22		IN1680943	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
QUADI005 QUADIENT, INC.											
	22-00229	03/03/22	LEASE N20031800 3/29-6/28/22								
	1	LEASE N20031800 3/29-6/28/22	441.57	2-01-30-421-001-029	B Meter Rental/Maintance	R	03/03/22	03/15/22		N9295506	N
	Vendor Total:		441.57								
REDAR005 RED ARROW TECHNOLOGIES, LLC											
	22-00247	03/03/22	VOIP SVCS INV 9400 & 2349991								
	1	VOIP SVCS INV 9400 & 2349991	154.72	2-09-55-501-003-548	B Telephone-	R	03/03/22	03/15/22		9400	N
	22-00289	03/14/22	MONTHLY SUPPORT MARCH 2022								
	1	TECH SUPPORT	1,749.63	2-01-20-140-001-094	B Computer Service & Support	R	03/14/22	03/15/22		9443	N
	2	INTERNET & WEB	1,068.51	2-01-20-140-001-060	B Internet Services and Web Services	R	03/14/22	03/15/22		9443	N
	3	TECH SUPPORT/INTERNET/WEB	629.89	2-09-55-501-002-530	B Computer Software/Maint/Equip	R	03/14/22	03/15/22		9443	N
	4	TECH SUPPORT/INTERNET/WEB	279.95	2-09-55-501-001-530	B Computer Software/Maint/Equip	R	03/14/22	03/15/22		9443	N
			3,727.98								
	Vendor Total:		3,882.70								
R0077 ROBERTS ENGINEERING GRP LLC											
	22-00227	03/03/22	Application #PB2022-02								
	1	#5668 Srvs for App#PB2022-02	4,952.50	2022-02	P PEDDIE SOLAR & PARKING LOT	R	03/03/22	03/15/22		5668	N
	Vendor Total:		4,952.50								
R0114 RUTGERS, THE STATE UNIVERSITY											
	22-00233	03/03/22	Rutgers - PB Secretary Courses								
	1	Course Code PZ-3301-SP22-1	543.00	2-01-21-180-001-042	B Education & Training	R	03/03/22	03/15/22		64031	N
	2	Course Code PZ-3302-SP22-1	205.00	2-01-21-180-001-042	B Education & Training	R	03/03/22	03/15/22		64031	N
	3	Course Code PZ-3303-SP22-1	361.00	2-01-21-180-001-042	B Education & Training	R	03/03/22	03/15/22		64031	N
			1,109.00								
	Vendor Total:		1,109.00								
S1096 STAPLES BUSINESS ADVANTAGE											
	22-00220	02/25/22	HPD OFFICE SUPPLIES								
	1	HPD OFFICE SUPPLIES	10.20	2-01-25-240-001-036	B Office Supplies & Equipment	R	02/25/22	03/15/22		3501696599	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date Date	Chk/Void	Invoice	1099
	Item Description					Enc Date	Date	Date		Excl
S1096 STAPLES BUSINESS ADVANTAGE Continued										
	22-00220 02/25/22 HPD OFFICE SUPPLIES		Continued							
	2 HPD OFFICE SUPPLIES		45.02	2-01-25-240-001-036	B Office Supplies & Equipment	R	02/25/22	03/15/22	3501696599	N
			55.22							
	Vendor Total:		55.22							
STATE005 STATEWIDE INSURANCE FUND										
	22-00277 03/09/22 INSTALLMENT 2/4 WC & LIABILITY									
	1 CURRENT FUND GENERAL LIABILITY		11,868.03	2-01-23-210-003-112	B General Liability-JIF	R	03/09/22	03/15/22	2022B33	N
	2 CURRENT FUND WORKERS COMP 2/4		22,829.95	2-01-23-210-003-113	B Workers Compensation (JIF)	R	03/09/22	03/15/22	2022B33	N
	3 WORKERS COMP 2/4		7,794.15	2-09-55-501-001-515	B County Insurance - JIF	R	03/09/22	03/15/22	2022B33	N
	4 WORKERS COMP 2/4 2022 AWWTP		31,176.62	2-09-55-501-002-515	B County Insurance - JIF	R	03/09/22	03/15/22	2022B33	N
			73,668.75							
	Vendor Total:		73,668.75							
BLOCK005 TELESYSTEM										
	22-00230 03/03/22 INV 696866 FEBRUARY 2022									
	1 INV 696866 FEBRUARY 2022		1,118.22	2-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	03/03/22	03/15/22	696866	N
	Vendor Total:		1,118.22							
T0211 TRAP ROCK INDUSTRIES LLC.										
	22-00273 03/09/22 ROCKITE									
	1 INV 8134805 - ROCKITE		1,072.80	2-01-26-290-001-127	B Street Repair & Maintenance	R	03/09/22	03/15/22	8134805	N
	Vendor Total:		1,072.80							
U0144 UPS										
	21-01632 12/31/21 INV 0000161Y33521 HPD 12/2021									
	1 INV 0000161Y33521 ST TOX LAB		5.02	1-01-30-421-001-022	B Postage & Express Charges	R	12/31/21	03/15/22	0000161Y33521	N
	2 INV 0000161Y33521 WIRELESSCOMM		8.30	1-01-30-421-001-022	B Postage & Express Charges	R	12/31/21	03/15/22	0000161Y33521	N
			13.32							
	Vendor Total:		13.32							

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

Total Purchase Orders:	78	Total P.O. Line Items:	206	Total List Amount:	183,907.18	Total Void Amount:	0.00				
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Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	1-01	16,179.13	0.00	16,179.13	0.00	0.00	0.00	16,179.13
CURRENT FUND	2-01	99,547.63	0.00	99,547.63	0.00	0.00	0.00	99,547.63
	2-09	61,063.63	0.00	61,063.63	0.00	0.00	0.00	61,063.63
	2-21	0.00	0.00	0.00	0.00	0.00	6,185.50	6,185.50
	Year Total:	160,611.26	0.00	160,611.26	0.00	0.00	6,185.50	166,796.76
GENERAL CAPITAL	C-04	297.00	0.00	297.00	0.00	0.00	0.00	297.00
TRUST OTHER - FUND #12	T-12	75.00	0.00	75.00	0.00	0.00	0.00	75.00
ANIMAL CONTROL TRUST FUND #13	T-13	559.29	0.00	559.29	0.00	0.00	0.00	559.29
	Year Total:	634.29	0.00	634.29	0.00	0.00	0.00	634.29
Total of All Funds:		177,721.68	0.00	177,721.68	0.00	0.00	6,185.50	183,907.18

Project Description	Project No.	Rcvd Total	Held Total	Project Total
Amended Site Plan	2021-02	66.00	0.00	66.00
105 Main St - Concept Plan	2022-01	759.00	0.00	759.00
PEDDIE SOLAR & PARKING LOT	2022-02	4,952.50	0.00	4,952.50
Site Plan Application #2020-01	3PRCLLC	408.00	0.00	408.00
Total of All Projects:		<u>6,185.50</u>	<u>0.00</u>	<u>6,185.50</u>

Resolution 2022-67

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

AWARDING A CONTRACT FOR REMOVAL OF UNDERGROUND STORAGE TANK AT THE HIGHTSTOWN AWWTP

WHEREAS, there is a need for the removal of an underground storage tank and installation of an above ground storage tank located at the Hightstown Borough Advanced Waste Water Treatment Plant; and,

WHEREAS, the Borough of Hightstown, pursuant to N.J.S.A. and N.J.A.C. 40A:11-12a 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, a proposal for all work associated with the removal of the current unground storage tank and the installation of an above ground storage tank has been received from R.J. Walsh Associates, Inc., of Allentown, New Jersey, State Contract number A42268 in the amount of \$52,098.60; and

WHEREAS, the Purchasing Agent has reviewed the proposal and confirmed that the State Contract is active and recommends the contract be awarded to R.J. Walsh and Associates; and

WHEREAS, the CFO has certified the availability of said funds.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract the removal of the removal of the underground storage tank and installation of the above ground storage tank at the Hightstown Advanced Wastewater Treatment Plant be awarded to R.W. Walsh Associates of Allentown, New Jersey, in the amount of \$52,098.60.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 21, 2022.

Margaret Riggio
Borough Clerk

Proposal



DATE	ESTIMATE NO.
12/17/2021	2487

NAME / ADDRESS
Borough of Hightstown William N Searing 174 Oak Lane Hightstown, NJ 0852

State Contract #	SITE
A42268	Oak Lane

DESCRIPTION	QTY	RATE	COMM. CODE	LINE NO.	TOTAL
RJ Walsh Associates, Inc to Borough of Hightstown to perform following work scope: UST Closure Provide LSRP Services for closure of 1000 gallon Diesel UST. Handle all NJDEP paperwork. Removal of concrete pad above UST and properly dispose of Prepare Confined Space Entry Permits and Health and Safety Plans to allow to power wash and provide vac truck for removal of tank contents and brine and properly dispose of. Disconnect all electric from leak detection system remove probes to be reused in new AST. Remove UST and properly dispose of Collect Samples as per NJAC 7:26 for EPH protocol for UST and Piping (6) samples will be collected Backfill to grade with certified clean fill. Prepare Site Investigation Report and Issue Response Action Outcome (RAO) - No Further Action. Submit Facility Questionnaire Form to NJDEP to delist the UST.	48	78.00	830-69-086783	00030	3,744.00
Electrician	8	100.00	830-69-086774	00021	800.00
LSRP	1	2,400.00	830-69-089792	00035	2,400.00
Backfill, concrete, concrete disposal, sampling materials, NJDEP closure plan, Site Investigation report, Response action outcome, CID, facility questionnaire	1	4,540.00	830-69-089792	00035	4,540.00
Tank disposal, confined space equipment, compressors & hammers, PID, Excavator	1	5,854.00	830-69-089792	00036	5,854.00
RJ Walsh Associates, Inc to Borough of Hightstown to perform following work scope:	120	78.00	830-69-086783	00030	9,360.00
AST Installation project Project Manager	24	78.00	830-69-086783	00030	1,872.00

TOTAL

PO Box 119

This proposal is good for
30 days

Phone: (609)371-7433
Fax: (609)371-7439

Proposal



DATE	ESTIMATE NO.
12/17/2021	2487

NAME / ADDRESS
Borough of Hightstown William N Searing 174 Oak Lane Hightstown, NJ 0852

State Contract #	SITE
A42268	Oak Lane

DESCRIPTION	QTY	RATE	COMM. CODE	LINE NO.	TOTAL
Permitting, survey drawings, concrete, 1,000 gallon AST, spill box, overfill prevention, Clock gauge, emergency vents, fittings, couplings, signage, conduit, conductors, seal offs, unistrut, return pump and float, ground rod, jersey barriers for two sides of AST Existing probe from UST will be used in new AST.	1	19,548.60	830-69-089792	00035	19,548.60
Trucks, backhoe excavator, concrete tools, machine to offload tank Sales Tax exempt	1	3,980.00 0.00%	830-69-089792	00036	3,980.00 0.00

TOTAL	\$52,098.60
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PO Box 119

This proposal is good for 30 days

Phone: (609)371-7433
Fax: (609)371-7439



Figure 1 - Hightstown UST Removal/AST INSTALL



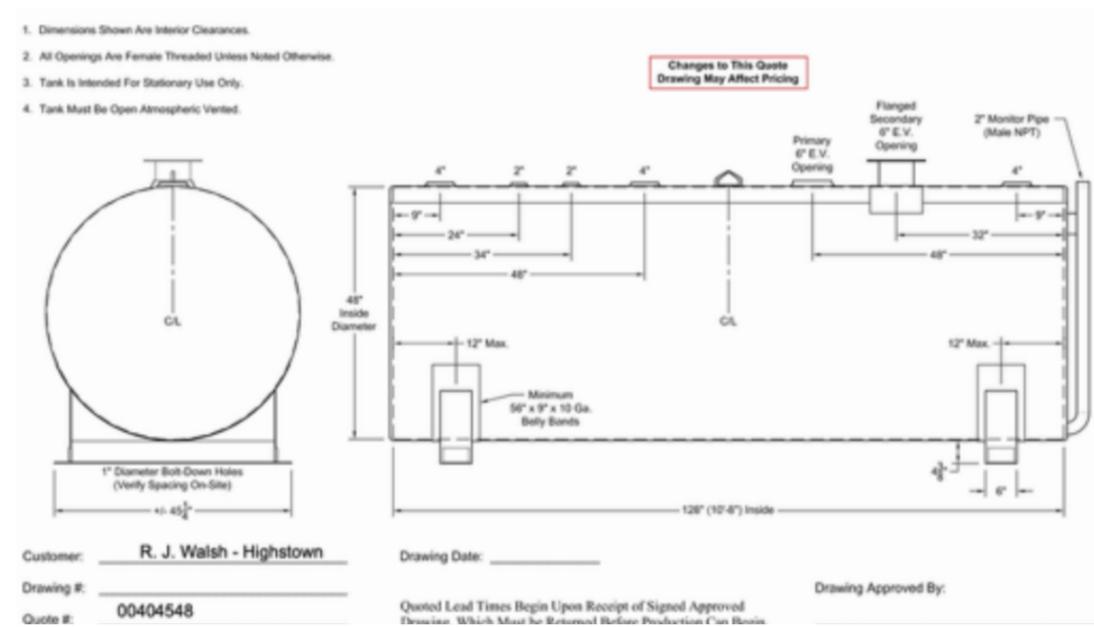
1000 gallon UST to be removed



Area of New AST on 8" concrete pad 6 x 12



Existing Simplex Day Tank and control Board
Will require an additional return pump and float.



1,000 gallon AST

Resolution 2022-68

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

**RESOLUTION AUTHORIZING A 5TH AMENDMENT TO THE LEASE AGREEMENT FOR THE
BOROUGH'S CONTINUED USE OF A PORTION OF THE PROPERTY
KNOWN AND DESIGNATED AS BLOCK 61.01, LOTS 43, 44 & 45,
COMMONLY KNOWN AS 415A MERCER STREET,
HIGHTSTOWN, NEW JERSEY.**

WHEREAS, the Hightstown Borough Governing Body previously adopted Ordinance No. 2014-02 which authorized the Borough of Hightstown (the "Borough") to enter into a Lease Agreement (the "Agreement") with Hights Realty, LLC, regarding the Borough's temporary use of a portion of the premises located at 415 Mercer Street in the Borough, commonly known and designated as Block 61.01, Lots 43, 44 and 45 on the Borough's Tax Map (hereinafter referenced as the "Property"), for the relocation of the Borough's Police Department and associated operations; and

WHEREAS, the Agreement was executed by the parties on February 1, 2014; and

WHEREAS, the parties previously executed a "1st Amendment to Lease Agreement and First Renewal Thereof" (the "1st Amendment"), which modified the renewal terms set forth in the initial Agreement; and

WHEREAS, the parties subsequently executed a "2nd Amendment to Lease Agreement (the "2nd Amendment"), which further modified the renewal terms set forth in the initial Agreement;

WHEREAS, said Lease was extended by way of a 3rd Amendment dated May 6, 2019; and

WHEREAS, the parties executed a 4th amendment on March 1, 2021 which further modified the renewal terms set forth in the initial Agreement; and

WHEREAS, the parties wish to renew the said Agreement for a 5th renewal term, which constitutes a three (3) year period retroactive to February 1, 2022, which shall expire on January 31, 2025; and

WHEREAS, the Parties have negotiated a 5th Amendment to Lease Agreement (the "5th Amendment"), which sets forth the renewal terms and conditions, a copy of which is attached hereto and made a part hereof; and

WHEREAS, the Mayor and Borough Council wish to authorize the Borough to enter into this 5th Amendment, and to authorize the Mayor and Borough Clerk to execute the same on behalf of the Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that the Mayor is hereby authorized to execute and the Borough Clerk to attest the attached 5th Amendment, on behalf of the Borough.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

1. Hights Realty, LLC
2. Robert Brown, Esq.
2. Frederick C. Raffetto, Esq., Borough Attorney
3. Police Chief Frank Gendron.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 21, 2022.

Margaret Riggio
Borough Clerk

5th AMENDMENT TO LEASE AGREEMENT

THIS 5th AMENDMENT TO LEASE AGREEMENT by and between HIGHTS REALTY, LLC, a New Jersey limited liability company, having an office at 401 E. Linden Ave., Linden, NJ 07036, hereinafter called the "Landlord," and THE BOROUGH OF HIGHTSTOWN, a municipal corporation of the state of New Jersey, having an office at 156 Bank St., Hightstown, NJ 08520; hereinafter called the "Tenant," is made this _____ day of _____, 2022, as follows:

WITNESSETH:

WHEREAS, the Landlord and the Tenant originally entered into a Lease Agreement dated February 1, 2014 (the "Lease"), regarding the Tenant's temporary use of a portion of the Landlord's premises located at 415 Mercer Street in the Borough of Hightstown, commonly known and designated as Block 61.01, Lots 43, 44 and 45 on the Borough's Tax Map, for the relocation of the Tenant's Police Department and associated operations; and

WHEREAS, said Lease was extended by way of a 1st Amendment, dated February 1, 2015; 2nd Amendment, dated February 1, 2016; 3rd Amendment, dated May 6, 2019; and 4th Amendment, dated March 1, 2021; and

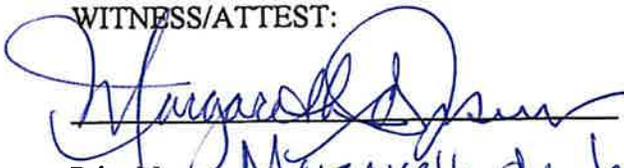
WHEREAS, the parties now wish to further amend and extend the Lease pursuant to the within 5th Amendment to Lease Agreement, in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, the parties hereto covenant and agree as follows:

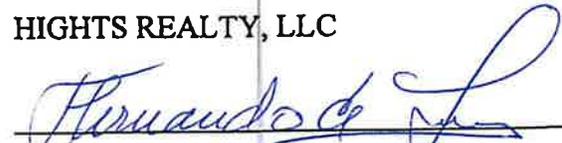
1. The within 5th Amendment shall entirely supersede the 4th Amendment, and all inconsistent provisions contained in the 4th Amendment are hereby rescinded.
2. The term of the Lease is hereby extended for an additional three (3) years, retroactive to February 1, 2022, and shall now expire on January 31, 2025.
3. The monthly rent for the period from February 1, 2022 through January 31, 2025 shall be \$4,808.77, representing a three percent (3%) increase over the prior rental payment.
4. The monthly rent for the remainder of the term shall increase by three percent (3%) annually during each of the two (2) successive yearly periods.

- 5. Landlord and Tenant shall each have the right to terminate the Lease, without cause or penalty, on ninety (90) days advance written notice. Any such notice of termination shall only be effective at the end of a calendar month.
- 6. All other terms and conditions of the Lease shall remain in full force and effect, unimpaired and unmodified, for the extension period(s) referenced herein.
- 7. This Agreement shall be binding upon the parties hereto, their heirs, successors and assigns.

WITNESS/ATTEST:


 Print Name: Margarath de Jesus

HIGHTS REALTY, LLC


 Print Name: Fernando De Jesus
 Title: President

Date: March 14, 2022

WITNESS/ATTEST:

 MARGARET RIGGIO,
 BOROUGH CLERK

BOROUGH OF HIGHTSTOWN

 By: HON. LAWRENCE D. QUATTRONE,
 MAYOR

Date: _____

Resolution 2022-69

BOROUGH OF HIGHTSTOWN
 COUNTY OF MERCER
 STATE OF NEW JERSEY

RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, AUTHORIZING AND DIRECTING THE BOROUGH PLANNING BOARD TO DETERMINE WHETHER CERTAIN PROPERTY CONSTITUTES AN AREA IN NEED OF REDEVELOPMENT

WHEREAS, pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “Redevelopment Law”), municipalities may undertake studies to determine whether certain properties should be designated as an “area in need of redevelopment”; and

WHEREAS, at the February 14, 2022 meeting of the Borough’s Planning Board (the “Planning Board”), the Planning Board discussed the proposed Master Plan amendment Visioning for Downtown and Lakeside Improvements and Downtown Redevelopment Area, Phase 3; and

WHEREAS, among other things, the Planning Board noted that there is growing interest in developing other parts of the Borough’s downtown area as progress is made in the redevelopment of the Rug Mill Redevelopment Area on the western side of Main Street; and

WHEREAS, based on that discussion, the Planning Board recommended that the Borough Council consider the expansion of the previously designated Downtown Redevelopment Area, Phase 3 to include additional lots on the eastern side of Main Street and the associated Peddie Lake Shoreline, including the parcels designated as Block 28, Lots 48 through 55 on the Borough’s tax maps (collectively, the “Study Area”); and

WHEREAS, the Borough desires to authorize and direct the Planning Board to undertake a preliminary investigation to determine whether the Study Area meets criteria for designation as an area in need of redevelopment set forth in the Redevelopment Law; and

WHEREAS, if the Study Area is determined to meet the criteria for designation as an area in need of redevelopment and the Borough so designates the Study Area, then the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a redevelopment area, including the power of eminent domain.

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

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. The Planning Board is authorized and directed to undertake a preliminary investigation and conduct a public hearing to determine whether the Study Area meets criteria necessary for designation as an area in need of redevelopment under the Redevelopment Law and, if the Study Area so qualifies, to recommend whether it should be so designated.

Section 3. In the event the governing body shall designate the Study Area as a redevelopment area, the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a redevelopment area, including the power of eminent domain.

Section 4. A copy of this resolution shall be forwarded to the Secretary of the Planning Board for action consistent herewith.

Section 5. This resolution shall take effect immediately.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 21, 2022.

Margaret Riggio
Borough Clerk

Resolution 2022-70

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

APPOINTING A MUNICIPAL HOUSING LIAISON

WHEREAS, pursuant to Hightstown Borough Code Chapter 2 Subsection 2-25.2, there is a need for the appointment of a Municipal Housing Liaison (MHL); and

WHEREAS, the MHL may be a full-time or part-time employee of the Borough of Hightstown; and

WHEREAS, Borough Council wish to appoint, Borough Administrator, Dimitri Musing, as the Municipal Housing Liaison.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Hightstown hereby appoints Dimitri Musing as Municipal Housing Liaison as set forth in Borough Code Chapter 2 Subsection 2-25.2.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 21, 2022.

Margaret Riggio
Borough Clerk

Resolution 2022-71

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

**DESIGNATING SATURDAY, APRIL 23, 2022 AS
ARBOR DAY IN THE BOROUGH OF HIGHTSTOWN**

WHEREAS, it is widely reported as historical fact that, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, the Borough is a designated Tree City USA by the Arbor Foundation; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, raw material for sculpture and painting and limitless works of art, and source materials for countless other wood products; and

WHEREAS, trees in our Borough increase property values, enhance the economic vitality of business areas, and beautify our community and spiritual renewal; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown hereby does proclaim and designate Saturday, April 23, 2022, as **ARBOR DAY** in the Borough of Hightstown and to observe this occasion a tree planting ceremony will take place on this day.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Hightstown, that all residents and members of our community are urged and encouraged to support efforts to protect our trees, walkways, riparian banks and woodlands throughout our Borough and our surrounding environment;

BE IT FURTHER RESOLVED that all residents and members of our community are urged and encouraged to plant trees where appropriate, to gladden hearts and promote the well-being of present and future generations.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 21, 2022.

Margaret Riggio
Borough Clerk

Resolution 2022-72

BOROUGH OF HIGHTSTOWN
 COUNTY OF MERCER
 STATE OF NEW JERSEY

AUTHORIZING A TRANSFER OF FUNDS IN THE 2021 BUDGET

Whereas, N.J.S.A. 40A:4-59 provides that the governing body may authorize a transfer of funds in the budget during the first three months of the following year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2021 budget are hereby authorized:

<u>Current:</u>	<u>From</u>	<u>To</u>
Vehicle Maintenance		
Other Expenses	\$ 5,000.00	\$ -
Legal		
Other Expenses	5,000.00	
Data Processing		
Other Expenses		10,000.00
TOTALS	\$ 10,000.00	\$ 10,000.00

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 21, 2022

Margaret Riggio
 Borough Clerk

Resolution 2022-73

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2022 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2022 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 2022 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	296,720.00	2,500.00	299,220.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	100,000.00	0.00	100,000.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	396,720.00	2,500.00	399,220.00

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 2022 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 March 21, 2022.

Margaret Riggio
Borough Clerk

Borough of Hightstown
 Emergency Temporary No. 1
 3/21/2022

Current Fund

Mayor and Council	Salaries and Wages	5,000.00
Financial Administration	Other Expenses	3,000.00
Collection of Taxes	Other Expenses	2,000.00
Municipal Court	Salaries and Wages	5,000.00
Municipal Court	Other Expenses	10,000.00
Planning Board	Salaries and Wages	1,000.00
Group Health Insurance	Other Expenses	50,000.00
Police	Salaries and Wages	130,000.00
Uniform Fire Safety Act	Salaries and Wages	2,000.00
First Aid	Other Expenses	6,000.00
Solid Waste	Salaries and Wages	25,000.00
Buildings and Grounds	Salaries and Wages	10,000.00
Recycling	Other Expenses	15,000.00
Board of Health	Salaries and Wages	10,000.00
Gas/Heating	Other Expenses	5,000.00
EMS County Dispatch	Other Expenses	4,720.00
Housing Code Enforcement	Salaries and Wages	8,000.00
Social Security	Other Expenses	5,000.00
		<hr/>
Total Current Fund		296,720.00
		<hr/>
Water-Sewer Operating Fund		
Salaries and Wages		50,000.00
Other Expenses		50,000.00
		<hr/>
Total Water Sewer Operating		100,000.00
		<hr/>
Total		396,720.00
		<hr/> <hr/>

Resolution 2022-74

*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 March 21, 2022, 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

Contract Negotiations – Animal Control

Contract Negotiations – Stockton Street Sidewalks

Contract Negotiations – Curbside Recycling

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 June 21, 2022, 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 March 21, 2022.

Margaret Riggio
Borough Clerk

Section 7-17
TRUCK ROUTE SYSTEM

Subsections:

7-17-1 Truck Route System.

Subsection 7-17-1 Truck Route System.

A truck route system upon which trucks in excess of four (4) tons gross weight may travel is hereby established on the following streets or parts of streets:

Name of Street	Location
Etra Road (C.R. 571)	From South Main Street to the East Windsor Township corporate line
North Main Street (C.R. 539)	Within the Borough corporate line
Rogers Avenue	Entire length
South Main Street (C.R. 539)	Within the Borough corporate line
Stockton Street (C.R. 571)	From the Township of East Windsor corporate line to Rogers Avenue
West Ward Street	From South Main Street (CR 539-- 571 to Mercer Street (Route 33)

All trucks having a total combined registered gross weight in excess of four (4) tons shall be excluded from all municipal owned streets. Vehicles will be permitted on all streets for the purpose of the local pickup and delivery of materials. Exempt vehicles include all Borough-owned vehicles, school buses, and recycling trucks.

(Ord. No. 1-16-92)