

Meeting Minutes
Hightstown Borough Council
November 21, 2022
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:30 p.m. and he read the Open Public Meetings Act statement which stated, “Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted on the Borough website.”

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember 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; Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

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

Agenda approved 5-0.

APPROVAL OF MINUTES

Councilmember Montferrat moved the following minutes for approval:

September 6, 2022 – Public Session
September 6, 2022 – Executive Session
September 19, 2022 – Public Session

Seconded by Councilmember Fowler.

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

Minutes approved 5-0.

PRESENTATIONS

Ronald P. Mondello – New Jersey Municipal Cannabis Law

Mr. Mondello gave presentation on cannabis in New Jersey. This included the different licenses available and the process of getting state approval. He also spoke about the potential tax revenue that could be generated.

Borough Attorney, Fred Raffetto explained that Mr. Mondello is considered an expert in this field has been retained by the Borough to assist in educating Council as they complete their due diligence in determining if modifications will be made to the opt out ordinance.

Mr. Mondello departed the meeting at this time.

PUBLIC COMMENT

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

Eugene Sarafin, 628 South Main Street – Stated that he would like Council meetings to start later. He is happy to see everyone in person. Spoke about regulations and tax rates.

Michele Epstein, 421 North Main Street – Congratulated Mayor Elected Bluth and Councilmembers Elect Jackson and Franz

There being further comments, Mayor Quattrone closed the public comment period.

RESOLUTIONS

Resolution 2022-197 Authorizing Payment of Bills

Moved by Councilmember Cicalese; Seconded by Councilmember Bluth.

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

Resolution adopted 5-0.

Resolution 2022-197

*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 \$1,180,988.68 from the following accounts:

Current		\$1,064,728.13
W/S Operating		19,707.47
General Capital		32,931.04
Water/Sewer Capital		60,669.84
Grant		0.00
Trust		1,000.00
Unemployment Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		0.00
Housing Trust		0.00
Escrow		1,952.20
Total		<u>\$1,180,988.68</u>

Resolution 2022-198 Authorizing Payment No. 20 – The Musial Group, P.A. (Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer Street)

Councilmember Misiura moved to table this resolution. Councilmember Fowler seconded.

Discussed ensued. Mr. Misiura explained that we are waiting on drawings from the Musial Group and would like to hold the payment until the drawings are received.

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

Resolution tabled 5-0.

CONSENT AGENDA

Council President Bluth requested that Resolution 2022-213 be removed from the Consent Agenda and voted on separately.

Councilmember Bluth moved Resolutions 2022-199; 2022-200; 2022-201; 2022-202; 2022-203; 2022-204; 2022-205; 2022-206; 2022-207; 2022-208; 2022-209; 2022-210; 2022-211 and 2022-212 as a Consent Agenda; Councilmember Cicalese seconded.

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

Resolutions adopted 5-0.

Resolution 2022-199

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

A RESOLUTION APPROVING AND RATIFYING THE EXECUTION OF AN EMPLOYMENT AGREEMENT WITH STEVE WHITE TO SERVE AS SUPERINTENDENT OF THE ADVANCED WASTEWATER TREATMENT PLANT FOR THE BOROUGH OF HIGHTSTOWN.

WHEREAS, Section 2-17-1 of the Hightstown Borough Code provides that the Sewer Department shall be headed by the Superintendent of the Advanced Wastewater Treatment Plant (the “AWWTP”), who shall be appointed by the Borough Administrator in consultation with the Mayor and Council; and

WHEREAS, in consultation with the Mayor and Council, the Borough Administrator has appointed Steve White to serve as the new Superintendent of the AWWTP, for a five (5) year term commencing on December 5, 2022 and expiring on December 31, 2027; and

WHEREAS, specific terms and conditions of employment for the new Superintendent of the AWWTP have been set forth in the attached proposed Employment Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council hereby approves and ratifies the Borough Administrator’s execution of the attached Employment Agreement between the Borough of Hightstown and Steve White concerning the position of Superintendent of the AWWTP for the term referenced above.

BE IT FURTHER RESOLVED, that a copy of this Resolution, along with the attached Employment Agreement, shall be provided to each of the following:

- a. Dimitri Musing, Borough Administrator;
- b. Frederick C. Raffetto, Esq., Borough Attorney; and
- c. Robert J. Merryman, Esq., Borough Labor Counsel.

Resolution 2022-200

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

AUTHORIZING PAYMENT #3 AND CHANGE ORDER #2– ALLIED PAINTING, INC. (WATER TANK PAINTING AND REPAIR AT FIRST AVENUE, LESHIN LANE AND CRANBURY STATION ROAD)

WHEREAS, on May 16, 2022, the Borough Council awarded a contract for the Water Tank Painting and Repairs at First Avenue, Leshin Lane and Cranbury Station Road to Allied Painting Inc., of Cherry Hill, New Jersey at the price of \$427,300.00; and

WHEREAS, the contractor has submitted a request for payment No. 3 in the amount of \$137,002.86, for partial payment through November 1, 2022; and

WHEREAS, the contractor has submitted Change Order No. 2 which includes Leshin Lane Cathodic Protection Replacement which was approved by Resolution 2022-186 (\$40,000.00 increase), Ladder Credit for First Avenue (\$500.00 reduction) and Ladder Credit for Leshin Lane (\$2,000.00 reduction); and

WHEREAS, Change Order No. 2 increases the contract amount by a net of \$37,500.00, or 8.5% of the total contract; 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. 1 to the contractor in the amount of \$137,002.86; and

WHEREAS, the CFO had certified availability of the funds for the \$37,500.00 change order.

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 Allied Painting, Inc., of Cherry Hill New Jersey for \$137,002.86, is hereby approved as detailed herein, and the Deputy CFO is authorized to issue same.

Resolution 2022-201

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

A RESOLUTION CONFIRMING THE POLICY OF THE BOROUGH OF HIGHTSTOWN TO PROHIBIT WATER AND/OR SEWER SERVICE SHUTOFFS BETWEEN NOVEMBER 15, 2022, AND MARCH 15, 2023.

WHEREAS, pursuant to P.L. 2021, c.317 (N.J.S.A. 40A:5A-30), the New Jersey Department of Community Affairs (“DCA”) has implemented a “Winter Termination Program” (the “Program”) to prevent utility service disconnection and/or shutoffs to residential customers during the time period between November 15th and March 15th; and

WHEREAS, in furtherance of the principles and intentions of the Program, the Borough of Hightstown (the “Borough”) wishes to confirm its policy that utility services as provided by the Borough (i.e., water and sewer services) shall not be disconnected and/or shut off to residential customers who may fall in arrears with their payments for such services during the time period between November 15, 2022 and March 15, 2023; and

WHEREAS, the said policy shall not prevent the accrual of interest, late fees and/or other penalties which may accrue relating to residential service accounts that are in arrears; however, the policy shall mandate that services shall not be discontinued and/or shut off to residential customers during that time period.

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

1. That the Borough hereby confirms its policy that, during the time period between November 15, 2022 and March 15, 2023, utility services as provided by the Borough (i.e., water and sewer services) shall not be disconnected and/or shut off to residential customers in cases where the customer is in arrears in making payments for such services. In such cases, interest, late charges and other penalties shall still accrue against the specific account; however, the services shall not be discontinued and/or shut off during that time period.

2. That a copy of this policy shall be posted on the Borough's website forthwith.
3. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Dimitri Musing, Borough Administrator;
 - b. Frederick C. Raffetto, Esq., Borough Attorney; and
 - c. New Jersey Department of Community Affairs.

Resolution 2022-202

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

AWARDING CONTRACT FOR REMOVAL, TRANSPORTATION, DELIVERY AND DISPOSAL OF SLUDGE CAKE – WASTE MANAGEMENT OF NEW JERSEY, INC.

WHEREAS, two (2) bids were received on September 30, 2022, for the removal, transportation, delivery and disposal of sludge cake for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the removal, transportation, delivery and disposal of sludge cake be awarded to the low bidder, Waste Management of New Jersey, Inc. of Newtown, PA at a per unit price of \$157.50 per ton with a total contract price of \$94,500.00; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by Waste Management of New Jersey has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budget for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for removal, transportation, delivery and disposal of sludge cake is hereby awarded to Waste Management of New Jersey, Inc. of Newtown, PA, effective January 1, 2023.

Resolution 2022-203

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

AWARDING CONTRACT FOR REMOVAL, TRANSPORTATION, DELIVERY AND DISPOSAL OF GRIT AND SCREENINGS – SPECTRASERV, INC.

WHEREAS, two (2) bids were received on September 30, 2022, for the removal, transportation, delivery and disposal of grit and screenings for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract, for the transportation, delivery and disposal of grit and screenings be awarded to the low bidder, Spectraserv, Inc. of South Kearny, NJ at a per unit price of \$200.00 per ton with a total contract price of \$24,000.00; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by Spectraserv, Inc has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 and 2024 budgets for said expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for removal, transportation, delivery and disposal of grit and screenings is hereby awarded to Spectraserv, Inc. of South Kearny, NJ, effective January 1, 2023.

Resolution 2022-204

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

**AWARDING A CONTRACT FOR LIQUID CHLORINE – GEORGE S. COYNE
CHEMICAL CO., INC.**

WHEREAS, one (1) bid was received on September 30, 2022, for Liquid Chlorine for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bid has been reviewed by the Borough Engineer and it is the Engineer’s recommendation that a one year contract for Liquid Chlorine be awarded to the low bidder, George S. Coyne Chemical Company, Inc. of Croydon, PA, at a per unit price of \$2.9881 per pound with a total contract price of \$20,916.70; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by George S. Coyne Chemical Company, Inc. of Croydon, PA, has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 and 2024 budgets for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Liquid Chlorine is hereby awarded to George S. Coyne Chemical Company, Inc. of Croydon, PA, effective January 1, 2023.

Resolution 2022-205

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

**AWARDING CONTRACT FOR ZETA LYTE 1A POLYELECTROLYTE – CUSTOM
ENVIRONMENTAL TECHNOLOGY**

WHEREAS, two (2) bids were received on September 30, 2022 for Zeta Lyte 1A Anionic Polyelectrolyte for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer’s recommendation that a one year contract for the Zeta Lyte 1A Anionic Polyelectrolyte be awarded to the low bidder, Custom Environmental Technology of Collegeville, PA at a per unit price of \$13.20 per gallon with a total contract price of \$8,712.00; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by Custom Environmental Technology has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budget for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Zeta Lyte 1A Anionic Polyelectrolyte is hereby awarded to Custom Environmental Technology of Collegeville, PA effective January 1, 2023.

Resolution 2022-206

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

**AWARDING A CONTRACT FOR ZETA LYTE 2800 CH CATIONIC
POLYELECTROLYTE - CUSTOM ENVIRONMENTAL TECHNOLOGY**

WHEREAS, two (2) bids were received on September 30, 2022 for Zeta Lyte 2800 CH Cationic Polyelectrolyte for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the Zeta Lyte 2800 CH Cationic Polyelectrolyte be awarded to the low bidder, Custom Environmental Technology of Collegeville, PA at a per unit price of \$19.89 per gallon with a total contract price of \$54,697.00; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by Custom Environmental Technology has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budget for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that a one-year contract for Zeta Lyte 2800 CH Cationic Polyelectrolyte, be awarded to Custom Environmental Technology of Collegeville, PA effective January 1, 2023.

Resolution 2022-207

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

**AWARDING CONTRACT FOR FLUOROSILICIC ACID (FLUORIDE) – GEORGE S.
COYNE CHEMICAL CO., INC**

WHEREAS, two (2) bids were received on September 30, 2022 for Fluorosilicic Acid (Fluoride) for the Water Treatment Plant in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the Fluorosilicic Acid (Fluoride) be awarded to the low bidder, George S. Coyne Chemical Co. of Croydon, Pennsylvania, at a per unit price of \$7.7763 per gallon with a total contract price of \$12,830.90; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by George S. Coyne Chemical Co., Inc. has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budget for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Fluorosilicic Acid (Fluoride) is hereby awarded to George S. Coyne Chemical Co. of Croydon, Pennsylvania effective January 1, 2023.

Resolution 2022-208

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

**AWARDING CONTRACT FOR ALUMINUM SULFATE
USALCO, LLC**

WHEREAS, one (1) bid was received on September 30, 2022, for Aluminum Sulfate for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bid has been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the Aluminum Sulfate be awarded to the low bidder, Usalco Baltimore Plant, LLC of Baltimore, Maryland at a per unit price of \$1.4696 per gallon with a total contract price of \$30,126.80; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by USALCO, LLC has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2021 and 2022 budgets for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Aluminum Sulfate is hereby awarded to Usalco Baltimore Plant, LLC of Baltimore, Maryland effective January 1, 2021.

Resolution 2022-209

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

**AWARDING CONTRACT FOR CALCIUM HYDROXIDE (HYDRATED LIME) –
UNIVAR, INC.**

WHEREAS, two (2) bids were received on September 30, 2022, for Calcium Hydroxide (Hydrated Lime) for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the Calcium Hydroxide (Hydrated Lime) be awarded to the low bidder, Univar Solutions of Richboro, PA at a per unit price of \$0.35 per pound with a total contract price of \$48,125.00; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by Univar Solutions has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budgets for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Calcium Hydroxide (Hydrated Lime) is hereby awarded to Univar Solutions effective January 1, 2023.

Resolution 2022-210

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

**AWARDING CONTRACT FOR MAGNESIUM HYDROXIDE – PREMIER
MAGNESIA, LLC**

WHEREAS, two (2) bids were received on September 30, 2022 for Magnesium Hydroxide for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer’s recommendation that a one year contract for the Magnesium Hydroxide be awarded to the low bidder, Premier Magnesia, LLC of Wayne, PA at a per unit price of \$899.00 per ton with a total contract price of \$53,940.00; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by Premier Magnesia, LLC has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budget for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Magnesium Hydroxide is hereby awarded to, Premier Magnesia, LLC of Wayne, PA effective January 1, 2023.

Resolution 2022-211

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

**AWARDING CONTRACT FOR SODIUM BICARBONATE – PARK PUMPS AND
CONTROLS**

WHEREAS, two (2) bids were received on September 30, 2022, for Sodium Bicarbonate for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bid has been reviewed by the Borough Engineer and it is the Engineer’s recommendation that a one year contract for Sodium Bicarbonate be awarded to the low bidder, Park Pumps and Controls at a per unit price of \$0.49 per pound with a total contract price of \$29,645.00; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by Park Pumps and Controls has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budget for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Sodium Bicarbonate is hereby awarded Park Pumps and Controls effective January 1, 2023.

Resolution 2022-212

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

**AWARDING CONTRACT FOR CALCIUM HYPOCHLORITE – GEORGE S. COYNE
CHEMICAL, CO., INC.**

WHEREAS, one (1) bid was received on September 30, 2022, for Calcium Hypochlorite for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the Calcium Hypochlorite be awarded to the low bidder, George S. Coyne Chemical, Co., Inc. of Croydon, Pennsylvania at a per unit price of \$4.5076 per pound with a total contract price of \$2,253.80; and

WHEREAS, said contract shall be effective January 1, 2023; and

WHEREAS, the bid submitted by George S. Coyne Chemical, Co., Inc. has been reviewed by the Borough Attorney and found to be in order with respect to legal compliance; and

WHEREAS, funds will be made available in the 2023 budget for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for Calcium Hypochlorite is hereby awarded to George S. Coyne Chemical, Co., Inc. of Croydon, Pennsylvania effective January 1, 2023.

Resolution 2022-213 Authorizing Refund of Tax Overpayment – 13 Huber Court

Moved by Councilmember Montferrat; Seconded by Councilmember Cicalese.

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

Resolution adopted 4-0 with 1 abstention.

Resolution 2022-213

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

AUTHORIZING REFUND OF TAX OVERPAYMENT – 13 HUBER COURT

WHEREAS, an overpayment of 2022 taxes were made for Block 2.01/Lot 1 C0114, 13 Huber Court in the amount of \$1,820.86, by the home owner; and

WHEREAS, both the mortgage company and the homeowner paid fourth quarter taxes; and

WHEREAS, the homeowner, Steven J. Hamilton, 13 Huber Court, Hightstown, NJ has requested that a refund be issued for the overpayment in the amount of \$1,820.86; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$1,820.86.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and Finance Officer are hereby authorized to issue a refund in the amount of \$1,820.86 to Steven J. Hamilton, 13 Huber Court, Hightstown, NJ 08520, representing the tax overpayment as set forth herein.

DISCUSSION

Water/Sewer Rate Increase

Mayor Quattrone explained why the need for the rate increase. Mr. Musing stated that a 17% increase needed. Mr. Musing further explained that the Borough can always decrease the rates if additional revenues come in. Historically, the Borough's water/sewer rates have been very low. Mr. Musing and CFO, George Lang, reviewed the rates and determined that this increase is needed to balance to budget. The increase does not include any lead line replacement service work that will be done. Mr. Musing stated that rates should have been raised periodically over the years but now we need to increase all at one time. This should help balance the budget, but we should keep the 1% annual increase that was added to the ordinance last year. After discussion, Council instructed Mr. Musing to move forward with preparing the ordinance for introduction at the next meeting.

Best Practices

Borough Clerk, Peggy Riggio, explained that the Best Practices Inventory assesses each municipality's compliance with various laws and evaluates implementation of fiscal and operational best practices. This must be complete annually and submitted to the State. She further explained that municipalities are required to score over a 24 to maintain their current level of State Aid. Hightstown Borough scored at 29.5.

SUBCOMMITTEE REPORTS

Complete Streets

Councilmember Cicalese stated that the Complete Street Committee met last week. They are looking into changing their meeting format for 2023 to keep up with the purpose of this subcommittee. They will be having their annual infrastructure meeting with Borough Engineer, Carmela Roberts. They are also scheduling a meeting with Public Works Superintendent, Ken Lewis, to discuss signage and crosswalk maintenance.

Borough Hall

Councilmember Misiura stated that we should be receiving the 90% complete construction drawings from the Musial Group. We will be getting a price from a construction manager to review the drawings as a peer review. He believes this will be money well spent to have the extra review done.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Montferrat

- Construction Office – Working with George Chin and Dave Bell on property maintenance. This is moving in the right direction. If anyone sees any violations, please reach out to Dave Bell, George Chin or Dimitri Musing so it can be logged and looked into.

Councilmember Fowler

- Downtown Hightstown
 - Holiday events will be starting tomorrow. There are many events from now to the holidays. Visit the Downtown Hightstown FaceBook page for information and schedules.
 - The holiday lights on the Peddie Walking Bridge will be completed this week in time for Santa coming through town. This will be completed by volunteers from Downtown Hightstown and the Historic Preservation Commission.
 - Saturday is Small Business Saturday. Remember to support our downtown businesses and shop local.

Councilmember Misiura

- Planning Board
 - Peddie use variance application was heard about a property on Ward and Maxwell to allow for a 2 family. The Planning Board ruled in favor of application. The Property is remaining on tax roll this language will be included in resolution.
 - Meadow Lakes had come before Planning Board a few years ago for a new building in Hightstown. They have requested an extension which was granted.
 - Stockton Street Sidewalks the Borough Engineer came forward with plans for Stockton Street Sidewalk project.

Council President Bluth

- Attended the League of Municipalities last week and attended some interesting session on Insurance, OPRA and Federal Grants.
- Empty Bowls will be taking place with Saturday at Four Boys Ice Cream from 5:00 – 7:00.

Borough Attorney, Fred Raffetto

- Thanked Mr. Mondello for his presentation this evening. He is hopeful that this will assist Council in making their decision regarding cannabis

Borough Clerk, Peggy Riggio

- Rabies Clinic – December 6th from 4:30 – 6:00 at the First Air Squad.
- Taxi, Animal and Food License renewals will be mailed this week.

- RFPs for Professional Services will be received in the Clerk's Office December 1st.
- Reorg is scheduled for Tuesday, January 3rd at 6:30 p.m. at the Firehouse Hall.

Borough Administrator, Dimitri Musing

- Peddie Dam Walking Bridge project has been closed out and we have received our reimbursement from the Federal Government.
- We receive and insurance reimbursement for damage to dam from following Hurricane Henri.
- Public Works remain understaffed but still to do a great job.
- Stockton Street Sidewalks met with Borough Engineer Carmela Roberts, Cameron Corini, East Windsor Administrator, Jim Brady and the East Windsor Engineer on site to review the project. East Windsor would like to see some changes.

ADJOURNMENT 8:19 p.m.

Moved by Councilmember Misiura; Seconded by Councilmember Fowler. All ayes.

Respectfully Submitted,



Margaret Riggio, RMC
Borough Clerk

Approved by Hightstown Borough Council: December 19, 2022