

**AGENDA**  
**Hightstown Borough Council**  
**May 1, 2023 | 6:30 p.m.**  
**Hightstown Engine Company No. 1**  
**140 North Main Street, Hightstown**

PLEASE TURN OFF ALL CELL PHONES DURING YOUR ATTENDANCE AT THIS MEETING TO AVOID SOUNDS/RINGING OR CONVERSATIONS THAT MAY INTERFERE WITH THE RECORDING OR THE ABILITY OF ATTENDEES TO HEAR THE PROCEEDINGS. THANK YOU FOR YOUR COOPERATION.

**Meeting called to order by Mayor Susan Bluth**

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

**Roll Call**

**Flag Salute**

**Approval of Agenda**

**Approval of Minutes**

March 20, 2023 – Public Session  
March 20, 2023 – Executive Session

**Engineering Items**

Improvements to Orchard Avenue, Meadow Drive, Clover Lane, and South Main Street – Planning Board Comments  
Anaerobic Digester Inspection – AWWTP  
Tier A NJPDES Stormwater Permit Infrastructure Mapping  
NJDOT Grant Application for Municipal Aid Grant – Summit Street  
NJDOT Grant Opportunity – Dutch Neck Road

**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**

**2023-92** Authorizing Payment of Bills  
**2023-93** Authorizing the Borough of Hightstown to Hire One New Full-Time Regular Police Officer

**Consent Agenda**

**2023-94** A Resolution Expressing Thanks and Appreciation for Arbor Day Tree Donation  
**2023-95** Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2023 Budget

**Discussion**

## **Subcommittee Reports**

### **Mayor/Council/Administrative Updates**

#### **Executive Session**

**Resolution 2023-96** Naming an Acting Deputy Clerk

**Resolution 2023-97** Authorizing a Meeting that Excludes the Public

Attorney Client Privilege

Contract Negotiations – Historical Society

Contract Negotiations – 133 Monmouth Easement

Contract Negotiations - Indemnification & Hold Harmless  
Agreement (AWWTP Underground Storage Tank Removal)

Action may be taken following Executive Session

#### **Adjournment**

**Meeting Minutes  
Hightstown Borough Council  
March 20, 2023  
6:30 p.m.**

The meeting was called to order by Mayor Bluth 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.

	<b>PRESENT</b>	<b>ABSENT</b>
<i>Councilmember Joseph Cicalese</i>	✓	
<i>Councilmember Cristina Fowler</i>	✓	
<i>Councilmember Todd Frantz</i>	✓	
<i>Councilmember Jeet Gulati</i>	✓	
<i>Councilmember Joshua Jackson</i>	✓	
<i>Councilmember Frederick Montferrat</i>	✓	
<i>Mayor Susan Bluth</i>	✓	

Also in attendance: Dimitri Musing, Borough Administrator; Fred Raffetto, Borough Attorney; George Lang, CFO.

The Flag Salute followed roll call.

**Resolution 2023-70 Naming an Acting Deputy Clerk**

Moved by Councilmember Fowler; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Resolution adopted 6-0.

Resolution 2023-70

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

**NAMING AN ACTING DEPUTY CLERK**

**WHEREAS**, The Borough Clerk is not available for the March 20, 2023, meeting of the Borough Council; and

**WHEREAS**, it is the desire of Borough Council to deputize Borough Administrator, Dimitri Musing to perform the duties of the Borough Clerk for the public and executive portion of this meeting; and

**WHEREAS**, Dimitri Musing shall perform all the duties of the Borough Clerk for said meeting.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that Dimitri Musing is hereby named as Acting Deputy Clerk for the meeting of the Borough Council on March 20, 2023, and shall perform the duties of the Borough Clerk for said meeting.

### **APPROVAL OF AGENDA**

Moved by Councilmember Jackson; Seconded by Councilmember Frantz.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Agenda approved 6-0.

### **APPROVAL OF MINUTES**

March 6, 2023 Public Session; March 6, 2023 Executive Session

Moved by Councilmember Cicalese; Seconded by Councilmember Montferrat.

Roll Call Vote: Councilmembers Cicalese, Fowler, Gulati, Jackson and Montferrat voted yes. Councilmember Frantz abstained.

Minutes approved 5-0 with 1 abstention.

### **PRESENTATIONS**

#### **Planning Board – 3<sup>rd</sup> Round Housing Element & Fair Share Plan**

Beverly Asselstine, Chair of the Hightstown Planning Board, Brian Slaugh, Borough Planner and Mike Herbert, Planning Board Attorney/Affordable Housing Attorney presented Hightstown Borough's Third Round Housing Element and Fair Share Plan. Presentation attached as Exhibit "A". Discussion ensued following the presentation. Mayor Bluth requested that all property

owners affected notified of the Planning Board Hearing.

### **PUBLIC COMMENT**

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

**Casey Sato, 23 Twin Rivers Drive North, East Windsor, NJ** – Spoke against the “do not enter” on Wycoff Mills Road. She does not understand why the Borough can’t just prohibit truck traffic on that road. It is very inconvenient.

**Eugene Sarafin, 628 South Main Street** – Stated that the “do not enter” on Wycoff Mills Road is a small inconvenience. He thanked the Planning Board for their presentation. He stated that most people do not understand the problem that we are facing and it needs to be better explained to the public. Concluded by saying that we need a statewide income tax that deals strictly with schools. We cannot continue to put this pressure on small communities.

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

### **ORDINANCES**

**Ordinance 2023-05 First Reading and Introduction Bond Ordinance Providing for Improvements to the Sludge Tank and Drywell for the Water-Sewer Utility in and by the Brough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$1,640,000 therefor and Authorizing the Issuance of \$1,640,000 Bonds or Notes of the Borough to Finance the Cost Thereof**

Moved for introduction by Councilmember Jackson; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Ordinance introduced 6-0. Public Hearing Scheduled for April 3, 2023

Ordinance 2023-05

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

**BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO THE  
SLUDGE TANK AND DRYWELL FOR THE WATER-SEWER UTILITY  
IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF  
MERCER, NEW JERSEY, APPROPRIATING \$1,640,000 THEREFOR**

**AND AUTHORIZING THE ISSUANCE OF \$1,640,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF.**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$1,640,000. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is expected to be funded through the New Jersey Infrastructure Bank.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$1,640,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements and replacement of various parts for the existing sludge tank and drywell for the water-sewer utility, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

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

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$1,640,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$265,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders

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

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**Ordinance 2023-06 First Reading and Introduction Bond Ordinance Providing for the Replacement of Water-Sewer Lines for the Water and Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$105,000 therefor and Authorizing the Issuance of \$100,000 Bonds or Notes of the Borough to Finance the Cost Thereof**

Moved for introduction by Councilmember Frantz; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Ordinance introduced 6-0. Public Hearing Scheduled for April 3, 2023

Ordinance 2023-06

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

**BOND ORDINANCE PROVIDING FOR THE REPLACEMENT OF WATER-SEWER LINES FOR THE WATER AND SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$105,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$100,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby



authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$105,000, including the sum of \$5,000 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$100,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is the replacement of water-sewer lines, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency

herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

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

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$100,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$10,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant

to Rule 40c2-12 of the Securities and Exchange Commission (the “Rule”) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**Ordinance 2023-07 First Reading and Introduction Bond Ordinance Providing for Engineer Costs for Lead Line Water Service Replacement for the Water-Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$100,000 therefor and Authorizing the Issuance of \$100,000 Bonds or Notes of the Borough to Finance the Cost Thereof**

Moved for introduction by Councilmember Cicalese; Seconded by Councilmember Frantz.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Ordinance introduced 6-0. Public Hearing Scheduled for April 3, 2023.

Ordinance 2023-07

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

**BOND ORDINANCE PROVIDING FOR ENGINEER COSTS FOR LEAD LINE WATER SERVICE REPLACEMENT FOR THE WATER-SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$100,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$100,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$100,000. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is expected to be funded through the New Jersey Infrastructure Bank.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$100,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is engineer costs for lead line water service replacement for the water-sewer utility, including all related costs and expenditures incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 15 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$100,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$100,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in

connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

## **RESOLUTIONS**

### **Resolution 2023-71 Authorizing Payment of Bills**

Moved by Councilmember Montferrat; Seconded by Councilmember Fowler.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Resolution adopted 6-0.

Resolution 2023-71

*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 \$1,352,632.49 from the following accounts:

Current		\$934,946.24
W/S Operating		76,384.50
General Capital		84,664.72
Water/Sewer Capital		254,128.00
Grant		0.00
Trust		0.00
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		<u>2,509.03</u>
Total		<u>\$1,352,632.49</u>

**Resolution 2023-72 Authorizing Design, Inspection and Administration of Improvements to Maxwell Avenue**

Moved by Councilmember Jackson; Seconded by Councilmember Gulati.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Resolution adopted 6-0.

Resolution 2023-72

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

**AUTHORIZING DESIGN, INSPECTION AND ADMINISTRATION OF  
 IMPROVEMENTS TO MAXWELL AVENUE**

**WHEREAS**, the Borough of Hightstown has been awarded a grant in the amount of \$621,270.00 for improvements to Maxwell Avenue; and

**WHEREAS**, the Borough Council wishes to authorize the Borough Engineer, Carmela Roberts of Roberts Engineering Group, for an amount not to exceed \$95,000.00, for the engineering survey, design, permitting and bidding of the project and;

**WHEREAS**, the Borough Council wishes to authorize the Borough Engineer, Carmela Roberts of Roberts Engineering Group, for an amount not to exceed \$170,000.00, for construction inspection and contract administration costs.

**WHEREAS**, the Chief Finance Officer has certified that funds are available for this project.

**NOW, THEREFORE BE IT RESOLVED**, that the Borough Engineer is hereby authorized as the design engineer, construction inspection and contract administration engineer for the Improvements to Maxwell Avenue at a cost not to exceed a total of \$265,000.00.

**Resolution 2023-73 Awarding a Contract for Improvements to Hausser Avenue, Bennett Place and Prospect Drive – Black Rock Enterprises, LLC**

Moved by Councilmember Cicalese; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Resolution adopted 6-0.

Resolution 2023-73

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

**AWARDING A CONTRACT FOR IMPROVEMENTS TO HAUSSER  
AVENUE, BENNETT PLACE, AND PROSPECT DRIVE – BLACK  
ROCK ENTERPRISES, LLC.**

**WHEREAS**, seven (7) bids were received on February 24, 2023, for Improvements to Hausser Avenue, Bennett Place and Prospect Drive; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a contract for the Improvements to Hausser Avenue, Bennett Place and Prospect Drive be awarded to the low bidder, Black Rock Enterprises, LLC, of Old Bridge, New Jersey at the price of \$755,759.40; and



**WHEREAS**, this project is partially funded by the New Jersey Department of Transportation Municipal Aid Grant program and the award of this contract is conditional upon approval by the New Jersey Department of Transportation; and

**WHEREAS**, the Borough Attorney has reviewed the bid documents submitted by Black Rock Enterprises, LLC and has found them to be in order with respect to legal compliance; and,

**WHEREAS**, the CFO has certified that funds are available for this purpose.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for the Improvements to Hausser Avenue, Bennett Place and Prospect Drive be awarded to the low bidder, Black Rock Enterprises, LLC, of Old Bridge, New Jersey at the price of \$755,759.40.

**CONSENT AGENDA**

Councilmember Fowler moved Resolutions 2023-74; 2023-75 and 2023-76 as a Consent Agenda; Councilmember Montferrat seconded.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Resolutions adopted 6-0.

Resolution 2023-74

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

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN  
CONTRACT FOR A UNIMAC WASHER AND UNIMAC DRY CABINET**

**WHEREAS**, Hightstown Borough has been awarded an American Rescue Plan Firefighter 2022 grant in the amount of \$31,000.00 (Grant Agreement #2022-04989-0633-00); and

**WHEREAS**, the Borough of Hightstown has determined that there is a need for a washer and dry cabinet for Hightstown Engine Company No. 1 through a non-fair and open purchase pursuant to the provisions of N.J.S.A 19:44A-20.5; and

**WHEREAS**, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

**WHEREAS**, Ahgua Tech, LLC of Short Hills, NJ, has submitted a proposal dated March 1, 2023, indicating they will provide a UniMac Washer and UniMac Dry Cabinet for \$31,000.00; and

**WHEREAS**, the Chief Finance Officer has certified that funds are available for this purchase charging budget line 3-01-44-727-000-199.

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

1. The Borough Council for the aforementioned reasons, hereby declares that Ahgua Tech, LLC, 55 Stewart Road, Short Hills NJ 07078, submitted a quote and hereby approves purchase to said entity for the aforesaid goods and services in the amount of \$31,000.00
2. Ahgua Tech, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Ahgua Tech, LLC, has not made any reportable contributions to a political or candidate committee in the Borough of Hightstown in the previous one year, and that Ahgua Tech, LLC, will refrain from making any reportable contributions through length of the project.
3. The Borough Council hereby authorizes the Borough Clerk/Purchasing Agent to execute the quote and proceed with the issuance of a purchase order to begin the work detailed herein.
4. That the Business Disclosure Entity Certification the Determination of Value be placed on file with this resolution.

Resolution 2023-75

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS  
PRIOR TO ADOPTION OF THE 2023 BUDGET**

**WHEREAS**, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2023 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 2023

pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i><b>THIS RESOLUTION</b></i>	<i><b>PREVIOUS TOTAL</b></i>	<i><b>CUMULATIVE TOTAL</b></i>
Current	306,000.00	76,000.00	<b>382,000.00</b>
Capital Outlay – Current	0.00	0.00	<b>0.00</b>
Debt Service - Current	0.00	0.00	<b>0.00</b>
Water/Sewer	155,000.00	50,000.00	<b>205,000.00</b>
Capital Outlay – W/S	0.00	0.00	<b>0.00</b>
Debt Service - W/S	0.00	0.00	<b>0.00</b>
<b>TOTAL</b>	<b>461,000.00</b>	<b>126,000.00</b>	<b>587,000.00</b>

**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 2023 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.

Resolution 2023-76

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

**AUTHORIZING A TRANSFER OF FUNDS IN THE 2022 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 2022 budget are hereby authorized:

<u><b>Current:</b></u>	<u><b>From</b></u>	<u><b>To</b></u>
<b>Group Insurance</b>		
Other Expenses	\$	15,000.00
<b>Streets and Roads</b>		

Salaries and Wages	21,000.00		
<b>Landfill Disposal Costs</b>			
Other Expenses	30,000.00		
<b>Legal Services and Costs</b>			
Other Expenses		\$	5,000.00
<b>Engineer</b>			
Other Expenses			4,000.00
<b>Natural Gas</b>			2,500.00
<b>Street Lighting</b>			3,000.00
<b>Public Employee Retirement System</b>			24,500.00
<b>Senior Citizens Program Service Center</b>			27,000.00
<b>TOTALS</b>	<b>\$ 66,000.00</b>	<b>\$</b>	<b>66,000.00</b>

**DISCUSSION**

**Re-opening of Municipal Offices the Public**

Mayor Bluth stated that she believes it is time to reopen the Municipal Offices to the public without an appointment. Mr. Musing stated that he has spoken to our Health Officer, Jill Swanson, and she does not believe there is any reason to keep the offices closed to the public. The staff is aware that the building will be reopening soon and is ready to open whenever Council chooses to. Mr. Musing suggested opening April 3<sup>rd</sup>. Discussion ensued. The consensus of Council is to reopen the building to the public April 3<sup>rd</sup>.

**MAYOR/COUNCIL/ADMINISTRATIVE REPORTS**

**Councilmember Frantz**

- First Aid Squad – Received an email from an RN at Capital Health commending the Hightstown First Aid Squad on their training, dedication and professionalism in their efforts to save a critically ill patient.
- Environmental Commission - Youth Leadership Program – 22 applications were received; 10 students were selected.

**Councilmember Gulati**

- Housing Authority – Still questioning the status of a new cooperation agreement.

### **Councilmember Fowler**

- Downtown Hightstown – Letters have gone out for the flower baskets. Looking to raise \$10,000 to cover the cost of the flowers and nutrients.
- Memorial Day Parade – Letters have gone out and we have received a good number of responses for participants.
- Harvest Fair – Scheduled for October 7<sup>th</sup>. Rain Location will be the Grace Rogers School. We have already received a good response from vendors and artisans who would like to participate.

### **Councilmember Montferrat**

- Planning Board – Area in need of redevelopment was discussed. The Tavern is not included in this area, they never were intended to be included. The area is concerning the Wells Fargo Building. The board is continuing to discuss the Fair Share Housing plan.
- Property Maintenance – The construction office continues to respond to property maintenance issues. Thank you to all the residents that are helping to clean up town.

### **Councilmember Cicalese**

- Board of Health – Met last week.
- Parks & Rec – Happy to welcome three new members. The commission continues to work on events for the summer. They are looking forward to seeing work on the special events permit.

### **George Lang, CFO**

- Budget 2023 – Working on having information ready for tomorrow for Wednesday's Budget Workshop Meeting.

### **Mayor Bluth**

- Cultural Arts Commission – Paint & Sip scheduled for April 27<sup>th</sup> from 6:00 – 8:00 at Tavern on the Lake. Tickets are \$30 and space is limited.

## **EXECUTIVE SESSION**

### **Resolution 2023-77 Authorizing a Meeting that Excludes the Public**

Moved by Councilmember Jackson; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Cicalese, Fowler, Frantz, Gulati, Jackson and Montferrat voted yes.

Resolution adopted 6-0.

Resolution 2023-77

*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 20, 2023, at the Hightstown Fire House located at 140 North Main Street, Hightstown, 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 – Americana Diner

Contract Negotiations – Municipal Facilities

Complaint Investigation

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 20, 2023, 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.

**Adjournment to Executive Session 7:35 p.m.**

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

Council returned to public session at 8:05 p.m.

**ADJOURNMENT 8:06 p.m.**

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

Respectfully Submitted,

Dimitri Musing  
Acting Deputy Clerk

Approved by Hightstown Borough Council: \_\_\_\_\_



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www.RobertsEngineeringGroup.com

April 4, 2023

Dimitri Musing, Borough Administrator  
Borough of Hightstown  
156 Bank Street  
Hightstown, New Jersey 08520

Re: Improvements to Orchard Avenue, Meadow Drive,  
Clover Lane, and South Main Street  
Borough of Hightstown, Mercer County, New Jersey  
Our File No.: H1804

Dear Dimitri:

Enclosed with this letter, please find the following:

1. One (1) copy of comments regarding the above referenced project provided by the Borough Complete Streets Committee dated March 7, 2023.

As you know, this office submitted draft plans for Improvements to Orchard Avenue, Meadow Drive, Clover Lane, and South Main Street to Mayor and Council, Planning Board, Complete Streets Committee and Environmental Commission.

The Borough Planning Board provided comments during their meeting on February 13, 2023 which were substantially similar to the enclosed comments provided by the Complete Streets Committee. Comments have not been received from the Borough Environmental Commission.

Comments specific to the proposed project are related to a requested crosswalk and RRFBs across South Main Street (C.R. 539) at the intersection with Leshin Lane. A crosswalk does not currently exist at this location.

The intersection with Leshin Lane is approximately 750-ft. south of the intersection with Springcrest Drive. The intersection with Springcrest Drive is the nearest crosswalk across South Main Street and is therefore the nearest striped pedestrian crossing to the Hightstown High School. The crossing at Springcrest Drive was constructed by the County and included rectangular rapid flashing beacons (RRFBs).

The Planning Board has recommended a new crosswalk across South Main Street at the intersection with Leshin Lane because this is a direct route to the Hightstown High School.

A new crosswalk could be included in these bid documents if requested and if approved by the County Engineer. The cost to construct new curb ramps, a crosswalk, and the necessary advanced warning signs is approximately \$5,000.

The installation of RRFBs will cost approximately \$20,000. In the past, the County has indicated that RRFBs may be installed at new crosswalks and maintained by the County. However, the initial construction cost must be covered by the Borough.

Please note that there currently are no formal standards regarding spacing between crosswalks that are supplemented with RRFBs. However, various States require that RRFBs be spaced no less than 1,000-ft. to 1,200-ft. NJ DOT does not have a required spacing. Should RRFBs be installed at Leshin Lane, they will be approximately 750-ft. from the nearest existing RRFBs at Springcrest Drive.



Improvements to Orchard Avenue, Meadow Drive,  
Clover Lane, and South Main Street  
Borough of Hightstown, Mercer County, New Jersey  
Our File No.: H1804  
Page 2 of 2

I am available to discuss the above items with you at your convenience.

If you have any questions or concerns, please do not hesitate to contact this office.

Very truly yours,



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

cc: Mayor and Council  
Peggy Riggio, RMC, CMR, Borough Clerk  
Ken Lewis, Borough Superintendent of Public Works  
Chief Frank Gendron, Borough Police Department  
Cameron Corini, PE, CME, Roberts Engineering Group, LLC  
Kelly Pham, EIT, Roberts Engineering Group, LLC

## Hightstown Borough Complete Streets Committee

---

Date: March 7, 2023

From: Beverly Asselstine, Secretary

To: Carmela Roberts, Borough Engineer

Subject: Complete Streets Committee Comments on Plans for Orchard, Clover, Meadow and South Main Street

---

The Complete Streets Committee has reviewed the plans and your letter of February 2, 2023 and we offer the following comments:

- The sidewalk completion along the east side of South Main Street is an important addition to the Borough's pedestrian network.
  - We believe this presents an important opportunity to add a ramp from the new sidewalk on South Main at Leshin Lane and a painted crosswalk across South Main to connect to the existing ramp and sidewalk on Leshin.
  - The new crosswalk should be painted with high visibility continental stripes and associated metal crosswalk signage should be added to South Main.
  - We acknowledge safety concerns raised about a crosswalk without flashing RRFB pedestrian activated signals on this county road. However, we believe it is in fact important for safety to add the ramp, painted markings and signage given the proximity to Hightstown High School and the Police Athletic Fields, as well as the demonstrated desire for walking loop routes throughout town. We believe this intersection will be used frequently as a crosswalk, painted or not. Any intersection is a legal crossing in New Jersey and pedestrians have the right-of-way at all intersections, including intersections with no crosswalk markings.\* We can make this intersection safer with these additions.
  - We also recommend the Borough request permission from the county to paint warnings on the pavement at the Borough line for "25 MPH" as traffic approaches the crosswalk. There is precedent for this treatment on a county road - Route 641 eastbound as it enters Windsor.
-



- We recommend a solar powered RRF pedestrian activated signal be added at this crosswalk later as a phase II improvement when funding is available.

Thank you for the opportunity to provide our comments. Please let me know if you have any questions. Bev

\*New Jersey, Motor Vehicle Commission, 2023.

cc: Dimitri Musing, Borough Administrator



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April 26, 2023

Dimitri Musing  
Borough Administrator  
Borough of Hightstown  
156 Bank Street  
Hightstown, New Jersey 08520

Re: Anaerobic Digester Inspection - AWWTP  
Hightstown Borough, Mercer County, New Jersey  
Our File No.: H1652

Dear Dimitri:

As you know, there was recently a question about the condition of the roof of the anaerobic digester. As a result, we arranged for an inspection by a specialist during January of this year. The inspection was of the floating cover. During that inspection, it was noted that although there is some pitting on top of the cover, it is generally in good condition, it appears structurally sound, and is at the point where an in-depth inspection should be undertaken. Additionally, the cover should be cleaned, blasted, and repainted in order to extend its life.

Digester covers typically last anywhere from 30 to 50 years. This digester cover was replaced during the treatment plant upgrade in 1991/1992. The cover is now 32 years old and during that time, has not had an in-depth inspection.

In a report provided to you in September of 2022, we recommended that an in-depth inspection of the digester be performed in 2024 and that anticipated improvements should be scheduled for 2026, including possible tank repairs, replacement of the tank cover, and installation of a new jet mixing system to replace the Perth mixing system.

Based on comments from the new operator Steve White, we moved up the inspection to 2023 and as a result our recommendations are as follows:

1. The roof should be removed, cleaned, painted, and inspected. In order to clean and paint a tank roof of this sort, it must be removed from the digester. While the roof is removed, the digester should be cleaned. It has been approximately 11 years since the digester was cleaned and the schedule should be no more than 10 years. In the case of the Borough, it should probably have been done more often because of the acceptance of septage.
2. In addition, we are recommending that the Perth mixing system be replaced in its entirety. The Perth mixing system was installed around 1960 at the time of another plant upgrade. The system is now 63 years old, and it is now uncertain how much life remains in the system. If the Perth mixing system is not replaced at the time the cover is removed and the tank is cleaned, the possibility of failure is high and would be an additional expense. Because of the effort and cost to remove a digester cover, it is financially prudent to make any other repairs needed at the same time.

At this time, we are recommending the following:

1. Remove the digester cover for cleaning, painting, and inspection.
2. Clean the digester and inspect for potential repairs.
3. Replace the Perth mixing system with a new jet mixing system.

Our estimate for these repairs is \$425,000.00. We estimate \$150,000 to remove, clean and paint the cover and an additional \$275,000 to replace the Perth system and clean the tank interior. Our estimate provided

Anaerobic Digester Inspection - AWWTP  
Hightstown Borough, Mercer County, New Jersey  
Our File No.: H1652  
Page 2 of 2

in the September 2022 10-Year Capital Improvement Plan was \$1,015,000.00. As a result of the recent inspection, we have been able to refine that number to \$450,000.00.

We recommend the Borough move forward to have this work completed in 2024. We do not recommend waiting longer because of the age of the Perth mixing system and the condition of the cover. Completion of this work in 2024 to repair, blast, and paint the cover, clean the tank, and replace the Perth mixing system will provide an additional 15 to 20 years of life.

Should you have questions, please feel free to contact me.

Very truly yours,



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

cc: Mayor and Council  
Peggy Riggio, RMC, CMR, Borough Clerk  
George Lang, Borough CFO  
Steve White, Superintendent of the AWWTP  
Thak Bakhru, P.E., Roberts Engineering Group, LLC  
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC



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April 26, 2023

Dimitri Musing  
Borough Administrator  
Borough of Hightstown  
156 Bank Street  
Hightstown, New Jersey 08520

Re: Tier A NJPDES Stormwater Permit Infrastructure Mapping  
Borough of Hightstown, Mercer County, New Jersey  
Our File No.: H1533

Dear Dimitri:

The Tier A NJPDES Stormwater Permit requires that the Borough provide mapping of the entirety of the stormwater system within three (3) years of the new permit. The system map is due by January 1, 2026. I am writing because the three (3) year timeline is quickly approaching. The stormwater map must GIS locate all inlets, outfalls, piping, and stormwater facilities. As you know, there are many stormwater facilities in the Borough and the completion of this map will require review and use of record documentation, plus field surveying to locate information not already obtained and then preparation of drawings to create a Borough-wide stormwater system map.

We have reviewed the documentation available and the remaining locations that must be mapped and we are estimating the cost to complete the stormwater mapping at a fee not to exceed \$25,000.00.

We are requesting authorization to begin this work as soon as possible. This information will also be useful for the Public Works Department to move forward with new requirements within the Tier A Stormwater Permit that must be met. The stormwater mapping is the first step in fully understanding the extent of what is required for Public Works .

Should you wish to discuss this further, please feel free to contact me.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts". The signature is written in a cursive, flowing style.

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

cc: Mayor and Council  
Peggy Riggio, RMC, CMR, Borough Clerk  
Mairead Thompson, Administrative Assistant, Finance  
George Lang Borough CFO  
Ken Lewis, Public Works Superintendent  
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC  
Kelly Pham, E.I.T., Roberts Engineering Group, LLC



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April 27, 2023

Mayor and Council  
Borough of Hightstown  
156 Bank Street  
Hightstown, New Jersey 08520

Re: NJDOT Application for Municipal Aid Grant FY2024  
Borough of Hightstown, Mercer County, New Jersey  
Our File No.: H1603

Dear Mayor and Council:

The New Jersey Department of Transportation has announced that it will be accepting applications for the Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant programs. This application is in addition to the recent announcement for the Local Transportation Project Fund for which Council recently received a letter recommending submission of an application for Dutch Neck Road. Applications for Municipal Aid must be submitted on or before July 1, 2023. I have reviewed the grant programs and recommend the Borough submit an application under the Municipal Aid Program this year. This year, I am recommending that a grant application be submitted for improvements to Summit Street between Mercer Street and Stockton Street.

Improvements would include curb, sidewalk, and curb ramp replacement as necessary, milling and overlay, base repairs as necessary, and new sidewalk where none currently exist if feasible. If a grant is received this road will also require replacement of lead service lines and a water main upgrade.

I am prepared to move forward with preparation of an application as outlined above and request authorization at your next Council Meeting. Our fee to prepare the application will be at a cost not to exceed \$5,500.00.

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

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts". The signature is written in a cursive, flowing style.

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

cc: Dimitri Musing, Borough Administrator  
Peggy Riggio, RMC, CMR, Borough Clerk  
Mairead Thompson, Borough of Hightstown  
Ken Lewis, Superintendent of Public Works  
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC  
Kelly Pham, E.I.T., Roberts Engineering Group, LLC



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April 27, 2023

Mayor and Council  
Borough of Hightstown  
156 Bank Street  
Hightstown, New Jersey 08520

Re: NJDOT Grant Opportunity  
Borough of Hightstown, Mercer County  
Our File No.: H1603

Dear Mayor and Council:

The NJDOT has announced a new grant program called the Local Transportation Project Fund. The program is administered under the same guidelines as the Municipal Aid program and includes types of improvements eligible for Municipal Aid funding.

I am writing today to recommend that the Borough submit an application to the NJDOT. Applications are due no later than June 30, 2023.

I have reviewed possible road improvements within the Borough, have consulted with Director of Public Works, Ken Lewis, and Administrator, Dimitri Musing, and am recommending that the Borough move forward with an application for Dutch Neck Road. We anticipate the Dutch Neck Road improvements would include pavement repairs, milling and paving, curb replacement and installation where it is not existing and new sidewalk on one side of the roadway.

We estimate that our cost to prepare and submit this application will be at a cost not to exceed \$5,000. We are requesting authorization to begin this work at your meeting of May 1, 2023, so that we can meet the June 30, 2023, deadline.

Should you have any questions, please feel free to contact me.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts". The signature is written in a cursive, flowing style.

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

cc: Dimitri Musing, Borough Administrator  
Peggy Riggio, RMC, CMR, Borough Clerk  
George Lang, Borough CFO  
Ken Lewis, Borough Superintendent of Public Works  
Mairead Thompson, Administrative Assistant  
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC  
Kelly Pham, E.I.T., Roberts Engineering Group, LLC



# Resolution 2023-92

*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 \$1,178,416.48 from the following accounts:

Current		\$1,062,350.91
W/S Operating		85,327.58
General Capital		14,563.28
Water/Sewer Capital		9,062.75
Grant		0.00
Trust		800.00
Unemployment Trust		117.96
Animal Control		0.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		158.50
Escrow		<u>6,035.50</u>
Total		<u>\$1,178,416.48</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 May 1, 2023.

---

Margaret Riggio  
Borough Clerk

Date: May 1, 2023

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 5/1/23

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
STATE OF N.J.-DEPT OF TREASURY	4/14/2023	23-00414	1571	\$ 46,459.01
EAST WINDSOR REGIONAL SCHOOL	4/14/2023	23-00433	1572	\$ 786,164.00
ROBERTS ENGINEERING	4/18/2023	23-00484	35357	\$ 780.00
ROBERTS ENGINEERING	4/18/2023	23-00483	35356	\$ 9,972.50
BANK OF AMERICA	4/18/2023	23-00480	035359	\$ 3,170.63
ROBERTS ENGINEERING	4/19/2023	23-00487	035395	\$ 520.00
TELESYSTEM	4/25/2023	23-00524	035396	\$ 864.25
	<b>TOTAL</b>			<b>\$ 847,930.39</b>
 <u>WATER AND SEWER OPERATING</u>				
STATE OF N.J.-DEPT OF TREASURY	4/14/2023	23-00414	1396	\$ 24,598.83
TREASURER STATE OF NEW JERSEY	4/14/2023	23-00467	35353	\$ 2,900.00
TREASURER STATE OF NEW JERSEY	4/14/2023	23-00472	35354	\$ 12,156.58
	<b>TOTAL</b>			<b>\$ 39,655.41</b>
 <u>ESCROW</u>				
ROBERTS ENGINEERING	4/19/2023	23-00487	3251	\$ 2,156.50
	<b>TOTAL</b>			<b>\$ 2,156.50</b>
 <u>GRANT</u>				
	<b>TOTAL</b>			<b>\$ -</b>
 <u>TRUST- OTHER</u>				
CORE CREATIVE PLACEMAKING, LLC	4/17/2023	23-00365-01	35355	\$ 800.00
	<b>TOTAL</b>			<b>\$ 800.00</b>
 <u>ANIMAL CONTROL TRUST</u>				
	<b>TOTAL</b>			<b>\$ -</b>
 <u>LAW ENFORCEMENT TRUST</u>				
	<b>TOTAL</b>			<b>\$ -</b>
 <u>UNEMPLOYMENT TRUST</u>				
N.J. STATE OF DEPT LABOR	4/18/2023	23-00481	001079	\$ 117.96
	<b>TOTAL</b>			<b>\$ 117.96</b>
 <u>PUBLIC DEFENDER TRUST</u>				
	<b>TOTAL</b>			<b>\$ -</b>
 <u>TAX LIEN TRUST</u>				
	<b>TOTAL</b>			<b>\$ -</b>
 <u>GENERAL CAPITAL</u>				
ROBERTS ENGINEERING	4/18/2023	23-00483	6538	\$ 1,920.50
	<b>TOTAL</b>			<b>\$ 1,920.50</b>
 <u>WATER AND SEWER CAPITAL</u>				
	<b>TOTAL</b>			<b>\$ -</b>
<b>MANUAL TOTAL</b>				<b>\$ 892,580.76</b>

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  
 Vendors: All                      Include Non-Budgeted: Y  
 Rcvd Batch Id Range: First    to Last

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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ACTIV005 ACTIVE911, INC.												
23-00452	04/11/23	ALERT SUBSCRIPTION INV	483215									
1		ALERT SUBSCRIPTION INV	483215	705.00	3-01-25-252-002-029	B Computer Software/Mntc/Equip	R	04/11/23	04/26/23		483215	N
Vendor Total:				705.00								

A1014 APPROVED FIRE PROTECTION, INC.												
23-00220	02/17/23	2023 EXTINGUISHER INSPECTIONS										
1		QUOTE Q00027554 - 2023 DPW		808.75	3-01-26-310-001-024	B Building Maintenance	R	02/17/23	04/26/23		IN00080102	N
2		INV IN00080125 - 2023 FIRE		1,121.23	3-01-26-310-001-024	B Building Maintenance	R	02/17/23	04/26/23		IN00080125	N
3		QUOTE Q00027555 - 2023 FIRE		344.96	3-01-26-310-001-024	B Building Maintenance	R	02/17/23	04/26/23		IN00080110	N
				2,274.94								
Vendor Total:				2,274.94								

APRUZ005 APRUZZESE, MCDERMOTT, MASTRO &												
23-00515	04/20/23	MARCH/APRIL 2023 LABOR INVOICE										
1		MARCH2023 LABOR INVOICE	230532	462.50	3-01-20-155-001-031	B Labor,Personnel & Union Council	R	04/20/23	04/26/23		230532	N
2		APRIL2023 LABOR INVOICE	230700	4,569.50	3-01-20-155-001-031	B Labor,Personnel & Union Council	R	04/20/23	04/26/23		230700	N
				5,032.00								
Vendor Total:				5,032.00								

A0054 AQUA PRO-TECH LABORATORIES												
23-00344	03/15/23	INV #237102243/ INV #237102242										
1		PLANT INFLUENT CBOD5		48.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243	N
2		PLANT INLUENT-TSS		25.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243	N
3		PLANT EFFLUENT-AMMONIA		42.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243	N
4		PLANT EFFLUENT-CBOD5		48.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243	N
5		PLANT EFFLUENT PHOSPHORUS		27.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243	N
6		PLANT EFFLUENT-TSS		25.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243	N
7		PLANT EFFLUENT-DISSOLVED		75.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243	N

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
<b>A0054 AQUA PRO-TECH LABORATORIES Continued</b>															
23-00344	03/15/23	INV #237102243/	INV #237102242	Continued											
8	PLANT EFFLUENT-ECOLI	60.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102243		N				
9	PLANT INFLUENT-CBOD5	48.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
10	PLANT INLUENT-TSS	25.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
11	PLANT EFFLUENT-AMMONIA	42.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
12	PLANT EFFLUENT-CBOD5	48.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
13	PLANT EFFLUENT-NITRATE	27.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
14	PLANT EFFLUENT-PHOSPORUS	27.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
15	PLANT EFFLUENT-TSS	25.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
16	PLANT EFFLUENT-DISSOLVED	75.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
17	PLANT EFFLUENT-ECOLI	60.00	3-09-55-501-002-532	B Outside Lab Testing	R	03/15/23	04/26/23		237102242		N				
		<u>727.00</u>													
Vendor Total:		727.00													
<b>BHMG005 BHMG - CORPORATE CARE</b>															
22-01712	12/31/22	OFFICER PHYSICAL													
1	OFFICER PHYSICAL	200.00	2-01-25-240-001-093	B Medical Exams/Hepatitis B Shot	R	12/31/22	04/26/23		00035729-00		N				
Vendor Total:		200.00													
<b>CGPH0005 CGP&amp;H</b>															
23-00316	03/09/23	Admin Services thru 2/28/2023													
1	#46377;Affirm Marketing Plan	326.00	3-01-21-180-001-108	B COAH Planning	R	03/09/23	04/26/23		46377		N				
Vendor Total:		326.00													
<b>C0222 CONTINENTAL FIRE &amp; SAFETY, INC.</b>															
23-00501	04/20/23	STORAGE CYLINDER HYDROTESTED													
1	STORAGE CYLINDER HYDROTESTED	510.00	3-01-25-252-002-056	B Fire & Other Safety Equipment	R	04/20/23	04/26/23		P2154		N				
Vendor Total:		510.00													
<b>C0087 CUSTOM BANDAG, INC</b>															
23-00466	04/12/23	TIRE/TIRE REPAIR													
1	INV 80217403 TIRES TRK 20	2,395.80	3-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	04/12/23	04/26/23		80217403		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
<b>C0087 CUSTOM BANDAG, INC Continued</b>												
23-00466	04/12/23	TIRE/TIRE REPAIR		Continued								
2 INV	80217523	TIRE TRUCK 550	461.53	3-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	04/12/23	04/26/23	80217523	N		
			2,857.33									
23-00500	04/20/23	TIRE/PARTS FOR TRK 10A LRI										
1 INV	80218051	TIRE/PARTS FOR	402.85	3-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	04/20/23	04/26/23	80218051	N		
		Vendor Total:	3,260.18									
<b>C0088 CUSTOM ENVIRONMENTAL TECH, INC</b>												
23-00013	01/19/23	RES 2022-206 ZETA LYTE 2800CH		B								
3 INV	8238 4/3/23	ZETALYTE 2800CH	8,751.60	3-09-55-501-002-544	B Zeta Lyte 2800CH-Custom Envir.Tech, Inc.	R	01/19/23	04/26/23	8238	N		
4 INV	8238 4/3/23	ZETALYTE 2800CH	4,375.80	3-09-55-501-002-544	B Zeta Lyte 2800CH-Custom Envir.Tech, Inc.	R	01/19/23	04/26/23	8238	N		
			13,127.40									
		Vendor Total:	13,127.40									
<b>DRAEG005 DRAEGER, INC.</b>												
23-00400	03/29/23	ALCOTEST CALIBRATION & REPAIR										
1	ALCOTEST CALIBRATION & REPAIR	288.00	3-01-25-240-001-116	B Traffic Bureau	R	03/29/23	04/26/23	5951569210	N			
		Vendor Total:	288.00									
<b>D0092 DYNAMIC IMAGING SYSTEMS INC.</b>												
23-00035	01/20/23	MAINTENANCE CONTRACT 2023										
1	MAINTENANCE CONTRACT 2023	3,147.00	3-01-25-240-001-029	B Maint. Contracts - Other	R	01/20/23	04/26/23	DYMN0000197	N			
		Vendor Total:	3,147.00									
<b>E0576 EAST WINDSOR REGIONAL SCHOOL</b>												
23-00511	04/20/23	MAR 2023 FUEL USE										
1	MAR 2023	FUEL USE - CONSTRUC	40.59	3-01-31-460-001-151	B MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	04/20/23	04/26/23	MARCH 2023	N		
2	MAR 2023	FUEL USE - FIRE	456.20	3-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	04/20/23	04/26/23	MARCH 2023	N		
3	MAR 2023	FUEL USE - FIRST AID	322.99	3-01-31-460-001-148	B Motor Fuel - Emergency Medical	R	04/20/23	04/26/23	MARCH 2023	N		
4	MAR 2023	FUEL USE - GARBAGE	1,556.57	3-01-31-460-001-147	B Motor Fuel - Public Works	R	04/20/23	04/26/23	MARCH 2023	N		
5	MAR 2023	FUEL USE - POLICE	1,825.00	3-01-31-460-001-145	B Motor Fuel - Police	R	04/20/23	04/26/23	MARCH 2023	N		
6	MAR 2023	FUEL USE - STREETS	1,152.11	3-01-31-460-001-147	B Motor Fuel - Public Works	R	04/20/23	04/26/23	MARCH 2023	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
<b>E0576 EAST WINDSOR REGIONAL SCHOOL Continued</b>														
23-00511	04/20/23	MAR 2023	FUEL USE			Continued								
7	MAR 2023	FUEL USE - WATER	173.31	3-09-55-501-001-512	B Motor Fuel	R	04/20/23	04/26/23				MARCH 2023	N	
8	MAR 2023	FUEL FACILITY FEE	120.00	3-01-31-460-001-144	B Upgrades to Fueling Facility	R	04/20/23	04/26/23				MAR 2023	N	
9	MAR 2023	FUEL USE-AWWTP/SEWER	98.06	3-09-55-501-002-512	B Motor Fuel	R	04/20/23	04/26/23				MAR 2023	N	
			<u>5,744.83</u>											
Vendor Total:			5,744.83											
<b>E0416 ENVIRONMENTAL RESOURCE ASSOC</b>														
23-00239	02/24/23	QUOTE #00145960												
1		pH/ STUDY-PROD TYPE WP 338	59.50	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/24/23	04/26/23				033507	N	
2		DEMAND- STUDY/PROD TYPE WP338	69.30	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/24/23	04/26/23				033507	N	
3		COMPLEX NUTRIENTS	54.60	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/24/23	04/26/23				033507	N	
4		HARDNESS	90.30	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/24/23	04/26/23				033507	N	
5		MINERALS	93.10	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/24/23	04/26/23				033507	N	
6		HANDLING CHARGE	15.00	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/24/23	04/26/23				033507	N	
7		WASTEWATR COLIFORM MICROBE	105.70	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/24/23	04/26/23				033507	N	
8		FREIGHT	92.06	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	03/01/23	04/26/23				033507	N	
			<u>579.56</u>											
Vendor Total:			579.56											
<b>Q0176 EUROFINS QC, LLC</b>														
23-00446	04/11/23	WATER ANALYSIS												
1	INV 6300039646	WATER ANALUSIS	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	04/11/23	04/26/23				6300039646	N	
<b>23-00505 04/20/23 WATER ANALYSIS</b>														
1	INV 6300040033	WATER ANALYSIS	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	04/20/23	04/26/23				6300040033	N	
2	INV 6300040055	WATER ANALYSIS	282.00	3-09-55-501-001-532	B Outside Testing/Labs	R	04/20/23	04/26/23				6300040055	N	
3	INV 6300040106	WATER ANALYSIS	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	04/20/23	04/26/23				6300040106	N	
			<u>777.00</u>											
Vendor Total:			1,024.50											
<b>G0214 GARDEN STATE HIGHWAY PRODUCTS</b>														
23-00373	03/24/23	SIGNS AND HARDWARE												
1	R7-1AD	NO PARKING ANY TIME	216.00	3-01-26-290-001-126	B Signs & Posts	R	03/24/23	04/26/23				PS-INV112268	N	

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
<b>G0214 GARDEN STATE HIGHWAY PRODUCTS Continued</b>										
	23-00373 03/24/23 SIGNS AND HARDWARE			Continued						
	2 2" X 10' HOT DIPPED GALV - NO		435.00	3-01-26-290-001-126	R	03/24/23	04/26/23		PS-INV112268	N
	3 ONE WAY BOLT - 5/16" X 2 1/2"		120.00	3-01-26-290-001-126	R	03/24/23	04/26/23		PS-INV112268	N
	4 BREAKAWAY NUT - 5/16" ALUM		80.00	3-01-26-290-001-126	R	03/24/23	04/26/23		PS-INV112268	N
	5 SHIPPING & HANDLING		100.00	3-01-26-290-001-126	R	03/24/23	04/26/23		PS-INV112268	N
			<u>951.00</u>							
<b>23-00383 03/24/23 BARRICADES/CONES - ST SAFETY</b>										
	1 28" ORANGE TRAFFIC CONES		612.50	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	2 SET UP FEE		35.00	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	3 SIGN STAND - FOLD & ROLL UP		740.50	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	4 TYPE III BARRICADE COMPLETE		270.00	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	5 TYPE III BARRICADE COMPLETE		270.00	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	6 DP200 SURFACE MOUNT DELINEATOR		540.00	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	7 DP200 SURFACE MOUNT BASE - BLK		270.00	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	8 3/8" X 4" CARBON STL ANCHR BLT		141.60	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
	9 SHIPPING & HANDLING		150.00	3-01-26-290-001-127	R	03/24/23	04/26/23		PS-INV112269	N
			<u>3,029.60</u>							
	Vendor Total:		3,980.60							
<b>GEETA005 GEETANJALI JAIN</b>										
	23-00496 04/20/23 MILEAGE REIMBURSEMENT 1ST QTR									
	1 MILEAGE REIMBURSEMENT 1ST QTR		203.05	3-01-27-330-001-045	R	04/20/23	04/26/23		1ST QTR 2023	N
	Vendor Total:		203.05							
<b>HILLW005 HILL-WALLACK, LLP</b>										
	23-00485 04/18/23 Prof. services thru 2/28/23									
	1 #708449;App PB2022-06		2,500.00	2022-06	R	04/18/23	04/26/23		708449	N
<b>23-00491 04/19/23 LEGAL INVOICES MARCH 2023</b>										
	1 BORO OF HIGHTSTOWN V.		99.00	3-01-20-155-001-027	R	04/19/23	04/26/23		710997	N
	2 LABOR MATTERS		82.50	3-01-20-155-001-031	R	04/19/23	04/26/23		710998	N
	3 RESOLUTIONS		66.00	3-01-20-155-001-027	R	04/19/23	04/26/23		710999	N
	4 ORDINANCES		66.00	3-01-20-155-001-027	R	04/19/23	04/26/23		711000	N
	5 HIGHTSTOWN PUBLIC IMPROVEMENTS		33.00	C-04-55-880-001-446	R	04/19/23	04/26/23		711001	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
<b>HILLW005 HILL-WALLACK, LLP</b>												
Continued												
23-00491 04/19/23 LEGAL INVOICES MARCH 2023 Continued												
6			AFFORDABLE HOUSING MATTERS	148.50	3-01-20-155-001-027	B General Matters	R	04/19/23	04/26/23		711002	N
7			LICENSE AGREEMENT-LESHIN LN	106.50	2-09-55-501-001-510	B Advertisements	R	04/19/23	04/26/23		711003	N
8			LITIGATION MATTERS	247.50	3-01-20-155-001-033	B Litigation	R	04/19/23	04/26/23		711004	N
9			CANNABIS ORDINANCE	132.00	3-01-20-155-001-027	B General Matters	R	04/19/23	04/26/23		711006	N
10			HIGHTSTOWN BORO ADV.	115.50	3-01-20-155-001-027	B General Matters	R	04/19/23	04/26/23		711007	N
11			GENERAL MATTERS	5,143.50	3-01-20-155-001-027	B General Matters	R	04/19/23	04/26/23		711008	N
12			COMCAST OF CENTRAL NEW JERSEY,	33.00	3-01-20-155-001-027	B General Matters	R	04/19/23	04/26/23		711009	N
13			ENGINEERING MATTERS	396.00	3-01-20-155-001-027	B General Matters	R	04/19/23	04/26/23		711010	N
				<u>6,669.00</u>								
Vendor Total:				9,169.00								
<b>H1100 HOME DEPOT CREDIT SERVICES</b>												
23-00469 04/12/23 APRIL 2023 INVOICES												
1			INV 9520028 PVC PIPE	8.98	3-09-55-501-001-503	B Water Plant Maintenance	R	04/12/23	04/26/23		9520028	N
2			INV 9045555 8" FLAGS	15.08	3-01-26-310-001-024	B Building Maintenance	R	04/12/23	04/26/23		9045555	N
3			INV 1040779 URETHIN OIL SPRAY	14.98	3-09-55-501-001-503	B Water Plant Maintenance	R	04/12/23	04/26/23		1040779	N
				<u>39.04</u>								
Vendor Total:				39.04								
<b>INSTI005 INSTITUTE FOR FORENSIC PSYCH</b>												
23-00443 04/11/23 PSYCH EVALUATION												
1			PSYCH EVALUATION	525.00	3-01-25-240-001-093	B Medical Exams/Hepatitis B Shot	R	04/11/23	04/26/23		18403	N
Vendor Total:				525.00								
<b>INTER015 INTERSTATE WASTE SERVICES OF</b>												
23-00006 01/17/23 MUNICIPAL RECYCLING												
6			MUNICIPAL RECYCLING	11,659.25	3-01-26-311-001-029	B Recycling Contract co-mingle-paper/cdbd	R	04/25/23	04/26/23		8895558	N
Vendor Total:				11,659.25								



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
<b>J0069 JERSEY ELEVATOR LLC</b>												
		23-00458	04/12/23	APRIL 2023 ELEVATOR SERVICE								
		1	APRIL 2023	ELEVATOR SERVICE	198.01	3-01-26-310-001-029	B Maintenance Contracts	R	04/12/23	04/26/23	415632	N
		Vendor Total:			198.01							
<b>J0378 KENNCO LLC</b>												
		23-00435	04/11/23	CYLINDER RENTAL								
		1	INV R19383 -	CYLINDER RENTAL	36.60	3-01-26-290-001-050	B DPW Work Equipment	R	04/11/23	04/26/23	R19383	N
		Vendor Total:			36.60							
<b>M1076 MCMANIMON, SCOTLAND &amp; BAUMANN</b>												
		23-00455	04/12/23	SERVICES THROUGH 2/28/23								
		1	SERVICES THROUGH 2/28/23		3,381.43	3-01-20-155-001-032	B LEGAL COUNCIL-REDEVELOPMENT	R	04/12/23	04/26/23	205346	N
		2	SERVICES THROUGH 2/28/23		1,987.50	3-01-20-155-001-032	B LEGAL COUNCIL-REDEVELOPMENT	R	04/12/23	04/26/23	204556	N
					5,368.93							
		23-00486	04/18/23	Prof services thru 3/31/23								
		1	Correspondence RE: subdivision		187.50	3PRCLLC	P Site Plan Application #2020-01	R	04/18/23	04/26/23	205813	N
		23-00517	04/20/23	BOND ORD-MAXWELL IMPROVEMENTS								
		1	BOND ORDINANCE IMPROVEMENTS TO		600.00	C-04-55-899-000-447	B MAXWELL AVE IMPROVEMENTS SEC. 20	R	04/20/23	04/26/23	204553	N
		2	BOND ORDINANCE PROVIDING FOR		600.00	C-08-55-971-000-544	B MAXWELL AVE WATER-SEWER IMP. SEC 20	R	04/20/23	04/26/23	204553	N
					1,200.00							
		Vendor Total:			6,756.43							
<b>M0256 MERCER CO IMPROVEMENT AUTH</b>												
		23-00457	04/12/23	MAR 2023 TIPPING								
		1	MAR 2023 TIPPING		15,938.76	3-01-32-465-001-165	B Landfill Solid waste Disposal-MCIA	R	04/12/23	04/26/23	MARCH 2023	N
		2	MAR 2023 RECYCLING TAX		446.88	3-01-43-496-001-174	B Recycling Tax	R	04/12/23	04/26/23	MAR 2023	N
					16,385.64							
		Vendor Total:			16,385.64							

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
<b>M0127 MONMOUTH COUNTY</b>														
		23-00456	04/12/23	MAR 2023 ROOSEVELT TIPPING										
		1	MAR 2023	ROOSEVELT TIPPING	2,342.87	3-01-43-513-001-171	B	Borough of Roosevelt-Tipping Fees	R	04/12/23	04/26/23		MAR 2023	N
		Vendor Total:			2,342.87									
<b>M1125 MOUNT'S GARAGE</b>														
		22-01680	12/31/22	REMOVE AND REPLACE LETTERING										
		1		REMOVE AND REPLACE LETTERING	1,263.00	2-01-25-256-002-199	B	MISCELLANEOUS	R	12/31/22	04/26/23		12357	N
		2		SHOP SUPPLIES FOR REMOVAL &	18.95	2-01-25-256-002-199	B	MISCELLANEOUS	R	12/31/22	04/26/23		12357	N
		5		HAZARDOUS MATERIALS	1.00	2-01-25-256-002-199	B	MISCELLANEOUS	R	12/31/22	04/26/23		12357	N
					1,282.95									
		23-00019	01/20/23	2013 FORD TAURUS MAINTENANCE										
		1		2013 FORD TAURUS MAINTENANCE	1,135.83	2-01-25-256-002-199	B	MISCELLANEOUS	R	01/20/23	04/26/23		12859	N
		2		2013 FORD TAURUS MAINTENANCE	794.75	2-01-25-256-002-199	B	MISCELLANEOUS	R	01/20/23	04/26/23		12859	N
		3		HAZMAT FEES	7.95	2-01-25-256-002-199	B	MISCELLANEOUS	R	01/20/23	04/26/23		12859	N
					1,938.53									
		Vendor Total:			3,221.48									
<b>N0275 NJ LEAGUE OF MUNICIPALITIES</b>														
		23-00512	04/20/23	JOB POSTING PAYROLL/BENEFITS										
		1		JOB POSTING PAYROLL/BENEFITS	260.00	3-01-20-120-001-021	B	Advertisements	R	04/20/23	04/26/23		SD18739	N
		Vendor Total:			260.00									
<b>N0652 NJ STATE POLICE CHIEF ASSN</b>														
		23-00464	04/12/23	TRAINING: GENDRON & MILLER										
		1		TRAINING: GENDRON & MILLER	500.00	3-01-25-240-001-042	B	Education & Training	R	04/12/23	04/26/23		IN-15471	N
		Vendor Total:			500.00									
<b>PANTA005 PANTANO NURSERY</b>														
		23-00468	04/12/23	LINE TRIMMER/SHOP SUPPLY										
		1	INV 2379	LINE TRIMMER	399.95	3-01-28-369-001-139	B	Mower Repairs	R	04/12/23	04/26/23		2379	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
PANTA005 PANTANO NURSERY Continued														
23-00468	04/12/23	LINE TRIMMER/SHOP SUPPLY	Continued											
2 INV	1391	MISC SHOP SUPPLIES	57.50	3-01-28-369-001-139	B Mower Repairs	R	04/12/23	04/26/23				1391	N	
			457.45											
Vendor Total:			457.45											
P0088 PARKER MCCAY, P.A.														
23-00471	04/13/23	Services through 02/28/2023												
1		Follow up & correspondence	126.00	2022-04	P 424 Stockton Street	R	04/13/23	04/26/23					3159317	N
23-00523 04/24/23 Billing through 3/31/23														
1		Council Mtg -prep & attendance	648.00	3-01-21-180-001-108	B COAH Planning	R	04/24/23	04/26/23					3160830	N
2		Prepared follow up letter	54.00	2022-04	P 424 Stockton Street	R	04/24/23	04/26/23					3160831	N
3		Application review & research	90.00	2022-04	P 424 Stockton Street	R	04/24/23	04/26/23					3160832	N
			792.00											
Vendor Total:			918.00											
E8035 PENN VALLEY PUMP CO., INC.														
23-00465	04/12/23	SUCTION & DISCHARGE HOUSING												
1		SUCTION HOUSING PVC 248	523.00	3-09-55-501-002-503	B Sewer Plant Maintenance	R	04/12/23	04/26/23					17811	N
2		DISCHARGE HOUSING PVC 250	628.00	3-09-55-501-002-503	B Sewer Plant Maintenance	R	04/12/23	04/26/23					17811	N
3		FREIGHT	42.00	3-09-55-501-002-503	B Sewer Plant Maintenance	R	04/18/23	04/26/23					17811	N
			1,193.00											
Vendor Total:			1,193.00											
POLIC005 POLICE & SHERIFFS PRESS, INC														
23-00461	04/12/23	PHOTO ID'S - TAXICAB DRIVERS												
1		PHOTO ID'S - TAXICAB DRIVERS	165.00	3-01-20-125-001-023	B Printing & Stationary	R	04/12/23	04/26/23					176306	N
2		PHOTO ID'S - TAXICAB DRIVERS	3.26	3-01-20-125-001-023	B Printing & Stationary	R	04/12/23	04/26/23					176306	N
			168.26											
Vendor Total:			168.26											



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
<b>R0077 ROBERTS ENGINEERING GRP LLC Continued</b>														
23-00525	04/25/23	EW STOCKTON CURB/SIDEWALK IMPR												
1		EW STOCKTON CURB/SIDEWALK IMPR	1,065.00	3-01-43-519-001-199		B STOCKTON ST. IMPROVEMENTS-EAST WINDSOR	R	04/25/23	04/26/23		7165		N	
23-00526	04/25/23	WATER TREATMENT PLANT GENERATR												
1		WATER TREATMENT PLANT GENERATR	5,155.25	C-08-55-965-000-540		B FEMA FLOOD MIT GENERATOR ENGINEER 20-17	R	04/25/23	04/26/23		7158		N	
Vendor Total:			25,103.00											
<b>R0114 RUTGERS, THE STATE UNIVERSITY</b>														
23-00288	03/06/23	Zoning Official Courses												
1		Course Code PZ-3304-SP23-1	634.00	3-01-21-180-001-042		B Education & Training	R	03/06/23	04/26/23		71332		N	
3		Course Code PZ-3306-SP23-1	522.00	3-01-21-180-001-042		B Education & Training	R	03/06/23	04/26/23		71332		N	
			1,156.00											
Vendor Total:			1,156.00											
<b>S0002 SAFETY-KLEEN SYSTEMS, INC</b>														
23-00235	02/24/23	PARTS WASHER SERVICE												
1		PARTS WASHER SERVICE	314.76	3-01-26-290-001-050		B DPW Work Equipment	R	02/24/23	04/26/23		90915200		N	
Vendor Total:			314.76											
<b>S0061 SEA BOX</b>														
23-00494	04/20/23	BICON RENTAL												
1		INV SI174725 BICON RENTAL	75.00	3-01-26-310-001-025		B Building Rental	R	04/20/23	04/26/23		SI174725		N	
Vendor Total:			75.00											
<b>M0254 SF MOBILE-VISION</b>														
22-01425	11/09/22	NEXUS CLOUD SUBSCRIPTION												
1		NEXUS CLOUD SUBSCRIPTION	4,956.00	2-01-25-240-001-042		B Education & Training	R	11/09/22	04/26/23		50025		N	
Vendor Total:			4,956.00											
<b>T0060 TOWNSHIP OF ROBBINSVILLE</b>														
23-00504	04/20/23	COURT SHARED SVCS QTR 4&QTR 1												
1		1ST QTR 2023 SALARIES COURT	29,905.99	3-01-20-176-000-199		B Miscellaneous	R	04/20/23	04/26/23		QTR 1 2023		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
<b>T0060 TOWNSHIP OF ROBBINSVILLE Continued</b>														
23-00504	04/20/23	COURT SHARED SVCS QTR 4	QTR 1	Continued										
2	1ST QTR 2023	PROSECUTOR	5,580.00	3-01-20-176-000-199	B Miscellaneous	R	04/20/23	04/26/23		QTR 1 2023	N			
3	1ST QTR 2023	PUBLIC DEFENDER	2,841.50	3-01-20-176-000-199	B Miscellaneous	R	04/20/23	04/26/23		QTR 1 2023	N			
4	1ST QTR 2023	PUBLIC DEFENDER	158.50	T-17-56-286-000-837	B RESERVE-PUBLIC DEFENDER	R	04/20/23	04/26/23		QTR 1 2023	N			
5	1ST QTR 2023	USE OF FACILITIES	18,000.00	3-01-26-310-001-025	B Building Rental	R	04/20/23	04/26/23		QTR 1 2023	N			
6	1ST QTR 2023	ADMIN FEE	3,000.00	3-01-20-176-000-199	B Miscellaneous	R	04/20/23	04/26/23		QTR 1 2023	N			
7	1ST QTR 2023	POSTAGE COURT	514.80	3-01-20-176-000-022	B Postage and Express Charges	R	04/20/23	04/26/23		QTR 1 2023	N			
8	1ST QTR 2023	LANG LINE COURT	618.15	3-01-20-176-000-111	B Interpreter/Outside Help	R	04/20/23	04/26/23		QTR 1 2023	N			
9	1ST QTR 2023	EQUIP&SUPPLIES40%	1,374.35	3-01-20-176-000-036	B Office Supplies	R	04/20/23	04/26/23		QTR 1 2023	N			
10	4TH QTR 2022	SALARIES COURT	178.83	2-01-20-176-000-199	B Miscellaneous	R	04/20/23	04/26/23		QTR 4 2022	N			
11	4TH QTR 2022	PROSECUTOR	450.00	2-01-20-176-000-199	B Miscellaneous	R	04/20/23	04/26/23		QTR 4 2022	N			
12	4TH QTR 2022	LANG LINES COURT	175.15	2-01-20-176-000-111	B Interpreter/Outside Help	R	04/20/23	04/26/23		QTR 4 2022	N			
13	4TH QTR 2022	EQUIP&SUPPLIES40%	28.36	2-01-20-176-000-036	B Office Supplies	R	04/20/23	04/26/23		QTR 4 2022	N			
			62,825.63											
Vendor Total:			62,825.63											
<b>T0061 TOWNSHIP OF ROBBINSVILLE DPW</b>														
23-00462	04/12/23	HPD VEHICLE MAINTENANCE												
1	HPD VEHICLE MAINTENANCE	37.89	3-01-43-515-001-170	B Mechanic Services	R	04/12/23	04/26/23		5540	N				
2	HPD VEHICLE MAINTENANCE	288.20	3-01-43-515-001-170	B Mechanic Services	R	04/12/23	04/26/23		5541	N				
3	HPD VEHICLE MAINTENANCE	896.67	3-01-43-515-001-170	B Mechanic Services	R	04/12/23	04/26/23		5542	N				
4	HPD VEHICLE MAINTENANCE	235.07	3-01-43-515-001-170	B Mechanic Services	R	04/12/23	04/26/23		5590	N				
5	HPD VEHICLE MAINTENANCE	107.55	3-01-43-515-001-170	B Mechanic Services	R	04/12/23	04/26/23		5601	N				
6	HPD VEHICLE MAINTENANCE	647.11	3-01-43-515-001-170	B Mechanic Services	R	04/12/23	04/26/23		5602	N				
7	HPD VEHICLE MAINTENANCE	107.55	3-01-43-515-001-170	B Mechanic Services	R	04/12/23	04/26/23		5603	N				
		2,320.04												
Vendor Total:			2,320.04											
<b>T0211 TRAP ROCK INDUSTRIES LLC.</b>														
23-00441	04/11/23	ROCKITE AND 3/4" STONE												
1	INV 8148057 - ROCKITE	720.00	3-01-26-290-001-127	B Street Repair & Maintenance	R	04/11/23	04/26/23		8148057	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
<b>U0061 USALCO, LLC</b>														
23-00317	03/13/23	RES 2022-208	ALUMINUM SULFATE			B								
2	INV 20260436R	3/2/23	5,976.38	3-09-55-501-002-542	B Aluminum Sulfate	R	03/13/23	04/26/23		20260436R		N		
Vendor Total:			5,976.38											
<b>V0012 VERMEER NORTH ATLANTIC</b>														
23-00437	04/11/23	NOZZLES												
1	INV 10393554	- ROTO NOZZLE	152.99	3-09-55-501-001-535	B Hydrants and Line Repair	R	04/11/23	04/26/23		10393554		N		
2	INV 10393554	- ROTO NOZZLE	153.00	3-09-55-501-002-529	B Sewer Main Repair/Supplies	R	04/11/23	04/26/23		10393554		N		
3	CREDIT INV 10393554	- RETURN	137.62	3-09-55-501-001-535	B Hydrants and Line Repair	R	04/11/23	04/26/23		CREDIT 10393554		N		
4	CREDIT INV 10393554	- RETURN	137.61	3-09-55-501-002-529	B Sewer Main Repair/Supplies	R	04/11/23	04/26/23		CREDIT 10393554		N		
5	INV 10393977	- BRASS BULLET	147.06	3-09-55-501-001-535	B Hydrants and Line Repair	R	04/11/23	04/26/23		10393977		N		
6	INV 10393977	- BRASS BULLET	147.06	3-09-55-501-002-529	B Sewer Main Repair/Supplies	R	04/11/23	04/26/23		10393977		N		
			324.88											
23-00499	04/20/23	PARTS FOR REPAIR/MAINTENANCE												
1	PARTS FOR REPAIR/MAINTENANCE		91.99	3-01-26-311-001-034	B Equipment Parts & Accessories	R	04/20/23	04/26/23		10394769		N		
Vendor Total:			416.87											
<b>W0071 WASTE MGMT OF NEW JERSEY, INC.</b>														
23-00014	01/19/23	RES 2022-202	SLUDGE EXTENSION			B								
4	INV 3122907-0502-8	4/3/23	13,768.63	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	03/13/23	04/26/23		3122907-0502-8		N		
23-00147	02/08/23	DUMPSTER RES2020-136	T07/31/23			B								
12	INV 3123632-0502-1	4/3/23	1,455.73	3-01-26-305-001-029	B Contract-Dumpsters	R	03/08/23	04/26/23		3123632-0502-1		N		
13	INV 3123632-0502-1	4/3/23	597.40	3-01-26-305-001-029	B Contract-Dumpsters	R	04/19/23	04/26/23		3123632-0502-1		N		
14	INV 3123633-0502-9	4/3/23	272.65	3-01-26-305-001-029	B Contract-Dumpsters	R	04/19/23	04/26/23		3123633-0502-9		N		
15	INV 3123631-0502-3	4/3/23	545.90	3-01-26-305-001-029	B Contract-Dumpsters	R	04/19/23	04/26/23		3123631-0502-3		N		
16	INV 3123631-0502-3	4/3/23	363.59	3-01-26-305-001-029	B Contract-Dumpsters	R	04/19/23	04/26/23		3123631-0502-3		N		
			3,235.27											
Vendor Total:			17,003.90											



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							Date		Excl
<b>W0286 WEST WINDSOR TOWNSHIP</b>										
	23-00473 04/13/23 2023 HEALTH INTERLOCAL 2ND QTR									
	1 2023 HEALTH INTERLOCAL 2ND QTR		6,058.50	3-01-43-511-001-026	B West Windsor Health Contract	R	04/13/23	04/26/23	2ND QTR HEALTH	N
	Vendor Total:		6,058.50							
<b>W0891 WINNER FORD OF CHERRY HILL</b>										
	21-01578 12/20/21 HYBRID 2022 FORD UTILITY INTER									
	1 HYBRID 2022 FORD UTILITY		29,244.07	3-01-55-001-000-025	B ACCOUNTS PAYABLE	R	12/20/21	04/26/23	503588	N
	2 HYBRID 2022 FORD UTILITY		5,238.53	C-04-55-999-900-100	B Purchase of Police Vehicle	R	12/20/21	04/26/23	503588	N
			34,482.60							
	22-00511 05/04/22 VEHICLE OUTFITTING QUOTE3/9/22									
	1 VEHICLE OUTFITTING QUOTE3/9/22		24,112.49	2-01-44-902-001-162	B Purchase of Police Vehicle	R	05/04/22	04/26/23	203588-2	N
	Vendor Total:		58,595.09							
<b>ZOLLD005 ZOLL DATA SYSTEMS, INC</b>										
	23-00269 03/01/23 EMS CHART MARCH 2023									
	1 EMS GROUND BASE		135.96	3-01-25-260-001-054	B Computer Exp/Equipmt Repairs	R	03/01/23	04/26/23	INV00137865	N
	2 EMS CHARTS GROUND CAD IMPORT		20.60	3-01-25-260-001-054	B Computer Exp/Equipmt Repairs	R	03/01/23	04/26/23	INV00137865	N
	3 EMS CHARTS GROUND TABLET		54.59	3-01-25-260-001-054	B Computer Exp/Equipmt Repairs	R	03/01/23	04/26/23	INV00137865	N
			211.15							
	23-00445 04/11/23 EMS CHARTS APRIL 2023									
	1 EMS GROUND BASE		135.96	3-01-25-260-001-054	B Computer Exp/Equipmt Repairs	R	04/11/23	04/26/23	INV00140650	N
	2 EMS CHARTS GROUND CAD IMPORT		20.60	3-01-25-260-001-054	B Computer Exp/Equipmt Repairs	R	04/11/23	04/26/23	INV00140650	N
	3 EMS CHARTS GROUND-TABLET		54.59	3-01-25-260-001-054	B Computer Exp/Equipmt Repairs	R	04/11/23	04/26/23	INV00140650	N
			211.15							
	Vendor Total:		422.30							
<b>Total Purchase Orders: 67 Total P.O. Line Items: 198 Total List Amount: 285,835.72 Total Void Amount: 0.00</b>										

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	2-01	33,472.31	0.00	33,472.31	0.00	0.00	0.00	33,472.31
	2-09	2,297.46	0.00	2,297.46	0.00	0.00	0.00	2,297.46
Year Total:		35,769.77	0.00	35,769.77	0.00	0.00	0.00	35,769.77
CURRENT FUND	3-01	180,948.21	0.00	180,948.21	0.00	0.00	0.00	180,948.21
	3-09	43,374.71	0.00	43,374.71	0.00	0.00	0.00	43,374.71
	3-21	0.00	0.00	0.00	0.00	0.00	3,879.00	3,879.00
Year Total:		224,322.92	0.00	224,322.92	0.00	0.00	3,879.00	228,201.92
GENERAL CAPITAL	C-04	12,642.78	0.00	12,642.78	0.00	0.00	0.00	12,642.78
WATER/SEWER CAPITAL	C-08	9,062.75	0.00	9,062.75	0.00	0.00	0.00	9,062.75
Year Total:		21,705.53	0.00	21,705.53	0.00	0.00	0.00	21,705.53
PUBLIC DEFENDER TRUST FUND-#17	T-17	158.50	0.00	158.50	0.00	0.00	0.00	158.50
Total of All Funds:		281,956.72	0.00	281,956.72	0.00	0.00	3,879.00	285,835.72

Project Description	Project No.	Rcvd Total	Held Total	Project Total
424 Stockton Street	2022-04	270.00	0.00	270.00
480 MERCER STREET WAREHOUSE	2022-06	2,500.00	0.00	2,500.00
Site Plan Application #2020-01	3PRCLLC	187.50	0.00	187.50
Clinton Street	HTELLC	921.50	0.00	921.50
Total of All Projects:		<u>3,879.00</u>	<u>0.00</u>	<u>3,879.00</u>

# Resolution 2023-93

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

## **AUTHORIZING THE BOROUGH OF HIGHTSTOWN TO HIRE ONE NEW FULL-TIME REGULAR POLICE OFFICER**

**WHEREAS**, in order to maintain the health, safety and welfare of the public at large, the Hightstown Borough Council has determined that it is necessary to hire a rank and file police officer for the Borough; and

**WHEREAS**, Section 2-19.8 of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” governs the procedure relating to application for, and appointment to, the position of police officer of any rank within the Borough; and

**WHEREAS**, pursuant to Subsection 2-19.8(b), the Chief has recommended that the Borough Council appoint Paul M. Mourad as a Hightstown Borough Police Officer; and

**WHEREAS**, the employment of appointee Paul Mourad shall be conditioned upon his passing all applicable Borough requirements; and

**WHEREAS**, the Hightstown Borough Council believes that the hiring of the new police officer as referenced above is in the best interests of the health, safety and welfare of the Borough’s residents.

**NOW, THEREFORE, BE IT 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 individual referenced above is hereby appointed to serve as full-time regular police officer for the Borough of Hightstown, contingent upon the conditions set forth in this Resolution.
2. That the employment of the new officer shall be conditioned upon passing all applicable Borough requirements.
3. That all other terms and conditions of employment relating to the new hire shall be as set forth in the existing FOP Agreement and/or Borough Personnel Policy.
4. That all appropriate Borough officials are hereby authorized and directed to take all appropriate actions in furtherance of the intentions set forth in this Resolution.
5. That a certified copy of this Resolution shall be provided to each of the following:
  - a. Appointee Paul M. Mourad;

- b. Police Chief Frank Gendron;
- c. Police Commissioner Susan Bluth;
- d. Robert Merryman, Borough Labor Counsel; and
- e. Frederick C. Raffetto, Esq., Borough Attorney

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 1, 2023.

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Margaret Riggio  
Borough Clerk

# Resolution 2023-94

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

## **A RESOLUTION EXPRESSING THANKS AND APPRECIATION FOR ARBOR DAY TREE DONATION**

**WHEREAS**, Borough Council previously designated April 22, 2023, Arbor Day; and

**WHEREAS**, in Hightstown Borough, Arbor day is always observed by the planting of a new tree by our Environmental Commission; and

**WHEREAS**, this year, the tree that was planted in Dawes Park by donated by Yan Troizier, Grown Concern, Inc.; and

**WHEREAS**, Borough Council wishes to acknowledge the donation made by Mr. Troizier and to express its appreciation.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contribution by Mr. Troizier be recognized and that Mr. Troizier's continued commitment to Hightstown Borough and its residents is greatly appreciated.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 1, 2023.

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Margaret Riggio  
Borough Clerk

# Resolution 2023-95

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2023 BUDGET

**WHEREAS**, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2023 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 2023 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i><b>THIS RESOLUTION</b></i>	<i><b>PREVIOUS TOTAL</b></i>	<i><b>CUMULATIVE TOTAL</b></i>
Current	93,500.00	1,448,378.00	<b>1,541,878.00</b>
Capital Outlay – Current	0.00	0.00	<b>0.00</b>
Debt Service - Current	0.00	0.00	<b>0.00</b>
Water/Sewer	125,000.00	404,500.00	<b>529,500.00</b>
Capital Outlay – W/S	0.00	0.00	<b>0.00</b>
Debt Service - W/S	0.00	0.00	<b>0.00</b>
<b>TOTAL</b>	<b>218,500.00</b>	<b>1,852,878.00</b>	<b>2,071,378.00</b>

**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 2023 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 May 1, 2023.

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Margaret Riggio  
Borough Clerk

Borough of Hightstown  
Emergency Temporary No.4  
5/1/2023

**Current Fund**

Municipal Court	Salaries and Wages	10,000.00
Planning Board	Other Expenses	3,000.00
Emergency Management	Salaries and Wages	500.00
Solid Waste	Salaries and Wages	20,000.00
Solid Waste	Other Expenses	10,000.00
Recycling	Other Expenses	30,000.00
Board of Health	Salaries and Wages	10,000.00
Parks and Recreation	Salaries and Wages	5,000.00
Housing	Salaries and Wages	<u>5,000.00</u>
Total Current Fund		<u>93,500.00</u>

**Water-Sewer Operating Fund**

Salaries and Wages		70,000.00
Other Expenses		50,000.00
Social Security		<u>5,000.00</u>
Total Water Sewer Operating		<u>125,000.00</u>
Total		<u><u>218,500.00</u></u>



# Resolution 2023-96

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

## **NAMING AN ACTING DEPUTY CLERK**

**WHEREAS**, The Borough Clerk is not available for the Executive Session portion of the Borough Council meeting on May 1, 2023; and

**WHEREAS**, it is the desire of Borough Council to deputize Borough Administrator, Dimitri Musing to perform the duties of the Borough Clerk for the executive portion of this meeting; and

**WHEREAS**, Dimitri Musing shall perform all the duties of the Borough Clerk for said meeting.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that Dimitri Musing is hereby named as Acting Deputy Clerk for the Executive Session portion of the Borough Council meeting on May 1, 2023, and shall perform the duties of the Borough Clerk for said portion of the meeting.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 1, 2023.

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Margaret Riggio  
Borough Clerk

# Resolution 2023-97

*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 May 1, 2023, at the Hightstown Fire House located at 140 North Main Street, Hightstown, 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 – Historical Society

Contract Negotiation – Easement 133 Monmouth Street

Contract Negotiations – Indemnification & Hold Harmless Agreement  
(AWWTP Underground Storage Tank Removal)

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 August 1, 2023, 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 May 1, 2023.

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Margaret Riggio  
Borough Clerk