

AGENDA
Hightstown Borough Council
November 6, 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 August 7, 2023 – Public Session
 August 7, 2023 – Executive Session
 August 21, 2023 – Public Session
 August 21, 2023 – Public Session
 September 5, 2023 - Public Session

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 **2023-200** Authorizing Payment of Bills

Consent Agenda **2023-201** Authorizing the Renewal of a Contract for Backup Licensed Wastewater Operator Services at the Advanced Wastewater Treatment Plant (AWWTP)
2023-202 A Resolution Supporting the Santa Parade Sponsored by Hightstown Engine Company No. 1
2023-203 Resolution Making and Confirming Appointment for The Environmental Commission
2023-204 Authorizing Stormwater Management Plant Update by the Borough Engineer
2023-205 Rescinding Resolution 2023-171

Discussion Best Practices 2023

Parks & Recreation Commission

Subcommittee Reports

Mayor/Council/Administrative Updates

Executive Session **Resolution 2023-206** Authorizing a Meeting that Excludes the Public
Attorney Client Privilege – Cannabis Ordinance

Adjournment

Resolution 2023-200

*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 \$3,363,852.64 from the following accounts:

Current		\$3,078,764.57
W/S Operating		126,609.04
General Capital		9,710.00
Water/Sewer Capital		145,030.13
Grant		418.40
Trust		400.00
Unemployment Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Housing Trust		0.00
Public Defender Trust		367.50
Escrow		<u>2,553.00</u>
Total		<u>\$3,363,852.64</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 November 6, 2023.

Margaret Riggio
Borough Clerk

Date: November 6, 2023

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 11/6/23

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
TREASURER, STATE OF NJ, DCA	10/12/2023	23-01277	36114	\$ 7,869.00
BANK OF AMERICA	10/12/2023	23-01278	36113	\$ 854.65
T-MOBILE	10/12/2023	23-01248	36112	\$ 61.60
VERIZON	10/12/2023	23-01279	36111	\$ 388.68
PSE&G	10/12/2023	23-01233	36110	\$ 130.30
JCP&L	10/12/2023	23-01242	36109	\$ 1,860.95
COMCAST	10/12/2023	23-01241	36107	\$ 195.30
SKYLANDS RISK MANAGEMENT, INC	10/13/2023	23-01289	036115	\$ 503.23
STATE OF N.J.-DEPT OF TREASURY	10/16/2023	23-01237	1586	\$ 49,744.81
COMCAST BUSINESS	10/17/2023	23-01297	36158	\$ 306.17
COMCAST BUSINESS	10/17/2023	23-01303	36157	\$ 175.35
JCP&L (STREET LIGHTING)	10/17/2023	23-01299	36155	\$ 44.17
JCP&L	10/17/2023	23-01302	36154	\$ 2,235.78
AHGUA TECH LLC	10/17/2023	23-00410	36117	\$ 31,000.00
EAST WINDSOR REGIONAL SCHOOL	10/18/2023	23-01139	1587	\$ 917,835.00
EAST WINDSOR REGIONAL SCHOOL	10/25/2023	23-01281	1588	\$ 917,835.00
COUNTY OF MERCER COUNTY TAX	10/26/2023	23-00954	1589	\$ 787,696.79
VERIZON FIOS	10/30/2023	23-01304	36166	\$ 194.46
JCP&L	10/30/2023	23-01323	36161	\$ 4.09
VERIZON WIRELESS	10/30/2023	23-01329	36165	\$ 266.23
PSE&G	10/30/2023	23-01366	36163	\$ 184.39
PSE&G	10/30/2023	23-01365	36163	\$ 131.30
JCP&L(STREET LIGHTING)	10/30/2023	23-01367	36162	\$ 2,385.69
COMCAST	10/30/2023	23-01368	36160	\$ 195.30
COUNTY OF MERCER COUNTY TAX	10/30/2023	23-01369	1590	\$ 82,849.96
TOTAL				\$ 2,804,948.20
<u>WATER AND SEWER OPERATING</u>				
BANK OF AMERICA	10/12/2023	23-01278	36113	\$ 355.60
PSE&G	10/12/2023	23-01233	36110	\$ 840.48
JCP&L	10/12/2023	23-01242	36109	\$ 31.15
COMCAST BUSINESS	10/12/2023	23-01247	36108	\$ 118.17
STATE OF N.J.- DEPT OF TREASURY	10/16/2023	23-01237	1405	\$ 22,264.28
JCP&L	10/17/2023	23-01298	36156	\$ 19,267.85
JCP&L (STREET LIGHTING)	10/17/2023	23-01299	36155	\$ 63.13
JCP&L	10/17/2023	23-01302	36154	\$ 148.98
PSE&G	10/30/2023	23-01366	36163	\$ 960.77
PSE&G	10/30/2023	23-01365	36163	\$ 52.46
VERIZON	10/30/2023	23-01364	36164	\$ 432.96
TOTAL				\$ 44,535.83
<u>ESCROW</u>				
TOTAL				\$ -
<u>GRANT</u>				
TOTAL				\$ -
<u>TRUST- OTHER</u>				
KENNETH REILLY	10/13/2023	23-01227	36116	\$ 400.00
TOTAL				\$ 400.00
<u>ANIMAL CONTROL TRUST</u>				
TOTAL				\$ -
<u>LAW ENFORCEMENT TRUST</u>				
TOTAL				\$ -
<u>UNEMPLOYMENT TRUST</u>				
TOTAL				\$ -
<u>PUBLIC DEFENDER TRUST</u>				
TOTAL				\$ -
<u>TAX LIEN TRUST</u>				
TOTAL				\$ -
<u>GENERAL CAPITAL</u>				
TOTAL				\$ -
<u>WATER AND SEWER CAPITAL</u>				
BLACK ROCK ENTERPRISES	10/20/2023	23-00900-03	36159	\$ 142,028.63
TOTAL				\$ 142,028.63
MANUAL TOTAL				\$2,991,912.66

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 Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
ACTI0010 ACTION UNIFORM CO, LLC													
		23-01292	10/11/23	CROSSING GUARD VESTS									
		1		CROSSING GUARD VESTS	128.00	3-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	10/11/23	11/01/23		54693	N
		Vendor Total:			128.00								
A0010 ADVANCE AUTO PARTS													
		23-01345	10/25/23	EMS AUTO PARTS									
		1		LIFTGATE STRUTS	33.56	3-01-25-260-001-034	B Vehicle Repair	R	10/25/23	11/01/23		6372330127703	N
		2		SEAFOAM	41.37	3-01-25-260-001-034	B Vehicle Repair	R	10/25/23	11/01/23		6372330127703	N
		3		HITCH PIN WITH GROOVE	8.99	3-01-25-260-001-034	B Vehicle Repair	R	10/25/23	11/01/23		6372330127703	N
					83.92								
		Vendor Total:			83.92								
A0910 ALLMAX SOFTWARE LLC													
		23-01306	10/16/23	ALLMAX SOFTWARE RENEWAL/CONVER									
		1		ALLMAX ANTERO AND OP.10	4,684.17	3-09-55-501-002-530	B Computer Software/Maint/Equip	R	10/16/23	11/01/23		27532	N
		2		SOFTWARE CONVERSION	1,050.00	3-09-55-501-002-530	B Computer Software/Maint/Equip	R	10/16/23	11/01/23		27533	N
					5,734.17								
		Vendor Total:			5,734.17								
APRUZ005 APRUZZESE, MCDERMOTT, MASTRO &													
		23-01337	10/24/23	SEPTEMBER 2023 LABOR INVOICES									
		1		SEPTEMBER 2023 LABOR INVOICES	37.00	3-01-20-155-001-031	B Labor, Personnel & Union Council	R	10/24/23	11/01/23		231698	N
		Vendor Total:			37.00								

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
C0222 CONTINENTAL FIRE & SAFETY, INC.											
	23-01225	09/29/23	EQUIPMENT QUOTE 23-1514								
	1		HI VIZ GRADE 100-3/8X20FT WITH	798.00	3-01-25-252-002-056	B Fire & Other Safety Equipment	R	09/29/23	11/01/23	P3967	N
	2		PARATECH RATCHET BELT 27' WII	592.80	3-01-25-252-002-056	B Fire & Other Safety Equipment	R	09/29/23	11/01/23	P3967	N
	3		3/8-1/2" RATCHET BINDER	157.00	3-01-25-252-002-056	B Fire & Other Safety Equipment	R	09/29/23	11/01/23	P3967	N
	4		RESCUE CLUSTER-8" J, MJ&2	272.00	3-01-25-252-002-056	B Fire & Other Safety Equipment	R	09/29/23	11/01/23	P3967	N
	5		BOUTON SAFETY GLASSES - CLEAR	78.00	3-01-25-252-002-056	B Fire & Other Safety Equipment	R	09/29/23	11/01/23	P3967	N
				<u>1,897.80</u>							
			Vendor Total:	1,897.80							
COUNT015 COUNTY OF MONMOUTH-											
	23-01283	10/11/23	AUGUST SERVICES								
	1		INV HGHT 08-23-09-AUG SERVICES	100.00	3-01-26-305-001-199	B Miscellaneous	R	10/11/23	11/01/23	HGHT 08-23-09	N
			Vendor Total:	100.00							
CRYST005 CRYSTAL SPRINGS											
	23-01117	09/05/23	INV #23244637 081823								
	1		CRYSTAL SPRINGS 5G DISTILLED	125.88	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	09/05/23	11/01/23	23244637081823	N
	2		DELIVERY FEE	13.99	3-09-55-501-002-506	B Lab. Equipment & Supplies	R	09/05/23	11/01/23	23244637081823	N
				<u>139.87</u>							
			Vendor Total:	139.87							
C0087 CUSTOM BANDAG, INC											
	23-01351	10/25/23	TIRE/TIRE REPAIR								
	1		INV 80226884-TIRE/TIRE REPAIR	610.42	3-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	10/25/23	11/01/23	80226884	N
	23-01361	10/26/23	HPD VEHICLE TIRES FOR STOCK								
	1		HPD VEHICLE TIRES FOR STOCK	1,116.32	3-01-26-315-001-131	B Vehicle Maint. - Police	R	10/26/23	11/01/23	80226945	N
	2		HPD VEHICLE TIRES FOR STOCK	1,080.00	3-01-26-315-001-131	B Vehicle Maint. - Police	R	10/26/23	11/01/23	80226945	N
				<u>2,196.32</u>							
			Vendor Total:	2,806.74							

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
DASTI005 DASTI, MURPHY & MCGUCKIN, P.C.											
	23-01317	10/16/23	INV 122810 MUNI COURT APPEAL								
	1		INV 122810 MUNI COURT APPEAL	2,362.50	3-01-20-155-001-027	B General Matters	R	10/16/23	11/01/23	122810	N
	Vendor Total:			2,362.50							
DEBLO005 DEBLOCK ENVIRONMENTAL SVCS,LLC											
	23-00137	02/06/23	BACK UP OPERATOR FOR AWWTP			B					
	9		INV 00009869 9/30/23	500.00	3-09-55-501-002-528	B Outside Consulting Services (B)	R	10/03/23	11/01/23	00009869	N
	Vendor Total:			500.00							
DRPUT005 DR PUTHENMADAM RADHAKRISHNAN											
	23-00475	04/13/23	PROF SVCS HEALTH CLINIC 2023			B					
	10		PROF SVCS HEALTH CLINIC10/2/23	357.18	3-01-27-330-001-031	B Contract-Professional Serv.(B)	R	09/15/23	11/01/23	10/2/2023	N
	Vendor Total:			357.18							
DRAEG005 DRAEGER, INC.											
	23-01288	10/11/23	SIMULATOR INV 5951633421								
	1		HOSE PUMP-SIM W/SIM-CUVETTE	25.65	G-02-41-729-006-313	B Drunk Driving Grant 2010	R	10/11/23	11/01/23	5951633421	N
	2		CERTIFICATION CHARGE,SIMULATOR	131.00	G-02-41-729-006-313	B Drunk Driving Grant 2010	R	10/11/23	11/01/23	5951633421	N
	3		CALIBRATION CHARGE, SIMULATOR	68.00	G-02-41-729-006-313	B Drunk Driving Grant 2010	R	10/11/23	11/01/23	5951633421	N
				224.65							
	23-01305	10/16/23	ALCOTEST ORDER 2221473616								
	1		ALCOTEST ORDER 2221473616	60.00	G-02-41-729-006-313	B Drunk Driving Grant 2010	R	10/16/23	11/01/23	5951661802	N
	2		MOUTHPIECE CLASSIC W/O VALVE	70.00	G-02-41-729-006-313	B Drunk Driving Grant 2010	R	10/16/23	11/01/23	5951656151	N
				130.00							
	Vendor Total:			354.65							
E0024 EARLE ASPHALT COMPANY											
	23-01273	10/06/23	ER LATERAL REPLACEMENT								
	1		EMERGENCY LATERAL REPLACEMENT	8,954.91	3-09-55-501-002-529	B Sewer Main Repair/Supplies	R	10/06/23	11/01/23	INVOICE 9-26-23	N
	Vendor Total:			8,954.91							

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
E0157 EAST WINDSOR TOWNSHIP															
23-00607	05/11/23	SHARED SERVICES DISPATCH 2023				B									
5	DISPATCH SHARED SVCS 11/1/23	50,516.58	3-01-43-517-001-199	B East Windsor Dispatch-Shared Service	R	05/11/23	11/01/23		2023-DIS-001	N					
23-01338	10/24/23	SHARED SVCS SENIOR 3/22-2/23													
1	SHARED SVCS SENIOR	33,809.50	3-01-43-509-001-202	B Program Service Center-158	R	10/24/23	11/01/23		RES 2023-86	N					
2	SHARED SVCS SENIOR	6,761.90	3-01-43-509-001-202	B Program Service Center-158	R	10/24/23	11/01/23		RES 2023-86	N					
		<u>40,571.40</u>													
Vendor Total:		91,087.98													
B0966 ERB'S GARAGE INC															
22-01440	11/16/22	YEARLY SERVICE TO GARBAGE TRKS				B									
4	MACK#10A SERVICE&LUBE CHASSIS	1,087.50	2-01-26-315-001-132	B Vehicle Maint. - Public Works	R	11/16/22	11/01/23		17532	N					
5	FILTER KIT	234.95	2-01-26-315-001-132	B Vehicle Maint. - Public Works	R	11/16/22	11/01/23		17532	N					
6	GALLONS 1540 WT DIESEL OIL	288.00	2-01-26-315-001-132	B Vehicle Maint. - Public Works	R	11/16/22	11/01/23		17532	N					
7	FAN BELT	159.91	2-01-26-315-001-132	B Vehicle Maint. - Public Works	R	11/16/22	11/01/23		17532	N					
8	ALTERNATOR BELT	98.66	2-01-26-315-001-132	B Vehicle Maint. - Public Works	R	11/16/22	11/01/23		17532	N					
		<u>1,869.02</u>													
Vendor Total:		1,869.02													
Q0176 EUROFINS QC, LLC															
23-01285	10/11/23	WATER ANALYSIS													
1	INVOICE 6300048891	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	10/11/23	11/01/23		6300048891	N					
2	INVOICE 6300049114	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	10/11/23	11/01/23		6300049114	N					
3	INVOICE 6300049221	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	10/11/23	11/01/23		6300049221	N					
		<u>742.50</u>													
23-01350	10/25/23	WATER ANALYSIS													
1	INV 6300049613-WATER ANALYSIS	75.00	3-09-55-501-001-532	B Outside Testing/Labs	R	10/25/23	11/01/23		6300049613	N					
2	INV 6300049727-WATER ANALYSIS	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	10/25/23	11/01/23		6300049727	N					
3	INV 6300049836-WATER ANALYSIS	247.50	3-09-55-501-001-532	B Outside Testing/Labs	R	10/25/23	11/01/23		6300049836	N					
		<u>570.00</u>													
23-01382	10/31/23	WATER ANALYSIS													
1	INV 6300050034-WATER ANALYSIS	207.00	3-09-55-501-001-532	B Outside Testing/Labs	R	10/31/23	11/01/23		6300050034	N					
2	INV 6300050035-WATER ANALYSIS	44.50	3-09-55-501-001-532	B Outside Testing/Labs	R	10/31/23	11/01/23		6300050035	N					

Vendor #	Name	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099	
PO #	PO Date	Description	Amount	Charge Account	Acct Type Description	Enc Date	Date	Invoice	Excl
Item Description									
Q0176	EUROFINS QC, LLC	Continued							
23-01382	10/31/23	WATER ANALYSIS		Continued					
3 INV	6300050189	WATER ANALYSIS	247.50	3-09-55-501-001-532	B Outside Testing/Labs	10/31/23	11/01/23	6300050189	N
			499.00						
Vendor Total:			1,811.50						
FIREA005	FIRE APPARATUS REPAIR, INC.								
23-01231	09/29/23	FULL CHASSIS SVC W/INSPECTION							
1	FULL CHASSIS SVC W/INSPECTION	1,050.00	3-01-25-252-002-121	B Preventive Maintenance	R	09/29/23	11/01/23	17505	N
2	LABOR	747.50	3-01-25-252-002-121	B Preventive Maintenance	R	09/29/23	11/01/23	17505	N
3	LIGHT TOWER PM	170.00	3-01-25-252-002-121	B Preventive Maintenance	R	09/29/23	11/01/23	17505	N
4	LABOR TROUBLE SHOOTLIGHT TOWER	115.00	3-01-25-252-002-121	B Preventive Maintenance	R	09/29/23	11/01/23	17505	N
		2,082.50							
23-01265	10/06/23	REPAIRS RESCUE-41 EST 23-241							
1	REPAIRS RESCUE-41 EST 23-241	250.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
2	AUTO E-JECT AIR SUPPLY	450.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
3	AUTO E-JECT AIR SUPPLY LABOR	345.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
4	DRIVERS SIDE BODY MATERIALS TO	725.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
5	LABOR TO INSTALL MOUNTING	575.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
6	LABOR TO SUPPLY TWO MOUNTS	287.50	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
8	LABOR REMOVE EXISTING &INSTALL	115.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
9	NEW WINDSHIELD WIPER BLADES	76.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
10	ENGINE AIR FILTER	275.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
11	4" FLEX PIPE PER FOOT	288.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
12	4" CLAMPS	69.43	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
13	4" SLEEVE CLAMPS	175.00	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
14	LABOR TO REMOVE BROKEN EXHAUST	287.50	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
15	LABOR TO REMOVE AIR BRAKE	287.50	3-01-25-252-002-121	B Preventive Maintenance	R	10/06/23	11/01/23	17506	N
		4,205.93							
Vendor Total:			6,288.43						

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
GEETA005 GEETANJALI JAIN												
	23-01340	10/25/23	MILEAGE REIMBURSEMENT 3RD QTR									
	1		MILEAGE REIMBURSEMENT 3RD QTR	124.78	3-01-27-330-001-045	B Mileage/Travel	R	10/25/23	11/01/23		3RD QTR 2023	N
	Vendor Total:			124.78								
G1077 GEORGE S. COYNE CO., INC.												
	23-00148	02/08/23	RES 2022-207 HYDROFLUOSILIC		B							
	9		INV416525 HYDROFLUOSILIC ACID	870.95	3-09-55-501-001-528	B Fluorosilic Acid-	R	09/12/23	11/01/23		416525	N
	Vendor Total:			870.95								
G0186 GRAPHIC CONTROLS												
	23-01228	09/29/23	HONEYWELL/CHART SUPPLIES									
	1		CONFIRMATION #281174	2,378.33	3-09-55-501-001-503	B Water Plant Maintenance	R	09/29/23	11/01/23		2522443	N
	Vendor Total:			2,378.33								
HARDR005 HARDROCK HOTEL & CASINO												
	23-01224	09/28/23	LEAGUE OF MUNICIPALITIES									
	1		LEAGUE OF MUNICIPALITIES	392.00	3-01-25-240-001-118	B OIC Expenses	R	09/28/23	11/01/23		NJLM 23 CONF	N
	Vendor Total:			392.00								
H0122 HECTOR J. ORTIZ												
	23-01332	10/20/23	UNIFORM REIMBURSEMENT									
	1		UNIFORM REIMBURSEMENT	450.00	3-01-26-290-001-032	B Uniforms	R	10/20/23	11/01/23		UNIFORM REIMBUR	N
	Vendor Total:			450.00								
H0035 HIGHTSTOWN FUEL OIL												
	23-01169	09/15/23	DIESEL FUEL FOR GENERATOR									
	1		DIESEL FUEL FOR GENERATOR	1,219.76	3-09-55-501-002-512	B Motor Fuel	R	09/15/23	11/01/23		F1187366	N
	Vendor Total:			1,219.76								

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
HIGHW005 HIGHWAY EQUIPMENT CO OF NJ INC											
	23-01293	10/11/23	SERVICE-BACKHOE & FRONT LOADER								
	1	ESTIMATE	002095-SERVICE/PARTS/	952.49	3-09-55-501-001-502	R	10/11/23	11/01/23		Z10981	N
	2	ESTIMATE	002094-SERVICE/PARTS/	1,333.25	3-01-26-311-001-034	R	10/11/23	11/01/23		Z10980	N
				2,285.74							
			Vendor Total:	2,285.74							
HILLW005 HILL-WALLACK, LLP											
	23-01322	10/17/23	LEGAL INVOICES SEPTEMBER 2023								
	1	HIGHTSTOWN BOROUGH ADV.		528.00	3-01-20-150-001-196	R	10/17/23	11/01/23		735153	N
	2	BOROUGH OF HIGHTSTOWN/CANNABIS		16.50	3-01-20-155-001-027	R	10/17/23	11/01/23		735154	N
	3	BOROUGH OF HIGHTSTOWN-SHARED		247.50	3-01-20-155-001-027	R	10/17/23	11/01/23		735155	N
	4	LITIGATION MATTERS		16.50	3-01-20-155-001-033	R	10/17/23	11/01/23		735156	N
	5	HIGHTSTOWN ADV. PRESBYTERIAN		370.50	3-01-20-155-001-027	R	10/17/23	11/01/23		735157	N
	6	ORDNANCES		636.00	3-01-20-155-001-027	R	10/17/23	11/01/23		735158	N
	7	ENGINEERING MATTERS		16.50	3-01-20-165-001-028	R	10/17/23	11/01/23		735159	N
	8	GENERAL MATTERS		3,465.00	3-01-20-155-001-027	R	10/17/23	11/01/23		735160	N
				5,296.50							
			Vendor Total:	5,296.50							
INTER015 INTERSTATE WASTE SERVICES OF											
	23-00006	01/17/23	MUNICIPAL RECYCLING		B						
	13	MUNICIPAL RECYCLING INV9288140		12,125.58	3-01-26-311-001-029	R	10/25/23	11/01/23		9288140	N
			Vendor Total:	12,125.58							
JERSE015 JERSEY AUTO SUPPLY INC.											
	23-01287	10/11/23	SEPT 2023 INVOICES								
	1	SEPT 2023 INVOICES		291.50	3-01-26-305-001-034	R	10/11/23	11/01/23		251408-251486	N
	2	SEPT 2023 INVOICES		31.71	3-01-26-290-001-034	R	10/11/23	11/01/23		252698-252701	N
	3	SEPT 2023 INVOICES		133.47	3-09-55-501-002-502	R	10/11/23	11/01/23		252613	N
				456.68							
			Vendor Total:	456.68							

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
J0378 KENNCO LLC														
		23-01282	10/11/23	SEPTEMBER 2023 CYLINDER RENTAL										
		1		INVOICE R22058-SEPTEMBER 2023	36.00	3-01-26-310-001-050	B DPW Work Equipment		R	10/11/23	11/01/23		R22058	N
		Vendor Total:			36.00									
K0070 KERSHNER ENVIRONMENT TECH LLC														
		23-00612	05/11/23	MAGNESIUM PUMP HOSES										
		1		MAGNESIUM PUMP HOSE (390MM)	113.80	3-09-55-501-002-503	B Sewer Plant Maintenance		R	05/11/23	11/01/23		40944	N
		2		MAGNESIUM PUMP HOSE (410MM)	113.80	3-09-55-501-002-503	B Sewer Plant Maintenance		R	05/11/23	11/01/23		40944	N
		3		FREIGHT	29.74	3-09-55-501-002-503	B Sewer Plant Maintenance		R	10/16/23	11/01/23		40944	N
					<u>257.34</u>									
		Vendor Total:			257.34									
THER005 LEXIPOL, LLC														
		23-01276	10/06/23	TRG STATE ACCREDITATION										
		1		TRG STATE ACCREDITATION	11,900.00	3-01-25-240-001-199	B Miscellaneous		R	10/06/23	11/01/23		1258	N
		2		TRG STATE ACCREDITATION	27,400.00	3-01-25-240-001-199	B Miscellaneous		R	10/06/23	11/01/23		1258	N
					<u>39,300.00</u>									
		Vendor Total:			39,300.00									
L0037 LINCOLN FINANCIAL GROUP														
		23-01325	10/19/23	NOVEMBER 2023 LIFE INSURANCE										
		1		NOVEMBER 2023 LIFE INSURANCE	281.48	3-01-23-210-003-115	B Medical Ins-Emp1 Grp Health		R	10/19/23	11/01/23		NOVEMBER 2023	N
		2		NOVEMBER 2023 LIFE INSURANCE	5.91	3-01-23-210-003-115	B Medical Ins-Emp1 Grp Health		R	10/19/23	11/01/23		NOVEMBER 2023	N
		3		NOVEMBER 2023 LIFE INSURANCE	18.16	3-09-55-501-001-514	B INSURANCE		R	10/19/23	11/01/23		NOVEMBER 2023	N
		4		NOVEMBER 2023 LIFE INSURANCE	63.56	3-09-55-501-002-514	B Insurance		R	10/19/23	11/01/23		NOVEMBER 2023	N
					<u>369.11</u>									
		Vendor Total:			369.11									
R0058 MARGARET M. RIGGIO														
		23-01388	10/31/23	MILEAGE REIMB. JAN-JUNE 2023										
		1		MILEAGE REIMB. JAN-JUNE 2023	238.16	3-01-20-120-001-045	B CLERK'S OFFICE MILEAGE		R	10/31/23	11/01/23		MILEAGE REIMBUR	N
		Vendor Total:			238.16									

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
M1076 MCMANIMON, SCOTLAND & BAUMANN											
	23-01301	10/12/23	Prof. services through 8/31/23								
	1		Review & conferences	1,237.50	2022-01	R	10/12/23	11/01/23		212565	N
	23-01318	10/16/23	SERVICES THROUGH 7/31/23 PRC								
	1		SERVICES THROUGH 7/31/23 PRC	1,275.00	3-01-20-155-001-032	R	10/16/23	11/01/23		211340	N
	Vendor Total:			2,512.50							
M0180 MCMASTER-CARR											
	23-01348	10/25/23	ROUTING EYE BOLT W/NUT								
	1		INV 16053835-EYE BOLT W/NUT	15.25	3-01-26-290-001-126	R	10/25/23	11/01/23		16053835	N
	2		INV 16053835-SHIPPING	7.81	3-01-26-290-001-126	R	10/25/23	11/01/23		16053835	N
				23.06							
	Vendor Total:			23.06							
M0256 MERCER CO IMPROVEMENT AUTH											
	23-01269	10/06/23	SEPTEMBER 2023 TIPPING								
	1		SEPTEMBER 2023 RECYCLING TAX	489.69	3-01-43-496-001-174	R	10/06/23	11/01/23			N
	2		SEPTEMBER 2023 TIPPING	17,465.73	3-01-32-465-001-165	R	10/06/23	11/01/23			N
				17,955.42							
	Vendor Total:			17,955.42							
M0127 MONMOUTH COUNTY											
	23-01286	10/11/23	SEPT 2023 ROOSEVELT TIPPING								
	1		SEPT 2023 ROOSEVELT TIPPING	2,045.85	3-01-43-513-001-171	R	10/11/23	11/01/23			N
	Vendor Total:			2,045.85							
00019 O'BRIEN CONSULTING SERVICES											
	23-01257	10/04/23	MONTHLY IT SUPPORT SEPT 2023								
	1		MONTHLY IT SUPPORT SEPT 2023	900.00	3-01-25-240-001-029	R	10/04/23	11/01/23		23-6414	N
	2		MONTHLY IT SUPPORT SEPT 2023	280.00	3-01-25-240-001-029	R	10/04/23	11/01/23		23-6414	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	
00019	O'BRIEN CONSULTING SERVICES	Continued													
23-01257	10/04/23 MONTHLY IT SUPPORT SEPT 2023	Continued													
	3 MONTHLY IT SUPPORT SEPT 2023	8.50		3-01-25-240-001-029		B Maint. Contracts - Other		R	10/04/23	11/01/23		23-6414		N	
		1,188.50													
	Vendor Total:	1,188.50													
00080	OLD DOMINION BRUSH CO. INC.														
23-01307	10/16/23 PARTS FOR LEAF VACCUUM														
	1 INV 8502197 PARTS FOR LEAF VAC	1,798.13		3-01-26-311-001-034		B Equipment Parts & Accessories		R	10/16/23	11/01/23		8502197		N	
	2 INV 8500538 MED DUTY HOSE	1,010.14		3-01-26-311-001-034		B Equipment Parts & Accessories		R	10/16/23	11/01/23		8500538		N	
	3 INV 8500538 SHIPPING	402.06		3-01-26-311-001-034		B Equipment Parts & Accessories		R	10/16/23	11/01/23		8500538		N	
		3,210.33													
	Vendor Total:	3,210.33													
PACEA005	PACE ANALYTICAL SERVICES, LLC														
23-01116	09/05/23 OUTSIDE LAB TESTING														
	1 OUTSIDE LAB TESTING	350.00		3-09-55-501-002-532		B Outside Lab Testing		R	09/05/23	11/01/23		237110432		N	
23-01220	09/27/23 INVOICE 237112078														
	1 INVOICE 237112078	394.32		3-09-55-501-002-532		B Outside Lab Testing		R	09/27/23	11/01/23		237112078		N	
	Vendor Total:	744.32													
P0088	PARKER MCCAY, P.A.														
23-01336	10/23/23 Billing through 9/30/23														
	1 Follow-up on Application	54.00		2022-04		P 424 Stockton Street		R	10/23/23	11/01/23		3170735		N	
	Vendor Total:	54.00													
PHOEN005	PHOENIX ADVISORS														
23-01327	10/19/23 SERIES 2023 BANS MUNI ADVISOR														
	1 SERIES 2023 BANS MUNI ADVISOR	400.00		C-04-55-882-000-447		B MAPLE AVE & SUNSET DR 17-17 SECTION 20		R	10/19/23	11/01/23		11208		N	
	2 SERIES 2023 BANS MUNI ADVISOR	400.00		C-04-55-886-000-447		B MUNICIPAL COMPLEX SOFT COSTS 2019-10		R	10/19/23	11/01/23		11208		N	
	3 SERIES 2023 BANS MUNI ADVISOR	400.00		C-04-55-894-001-447		B HAUSER, BENNETT PL PROSPECT DR SOFT COST		R	10/19/23	11/01/23		11208		N	
	4 SERIES 2023 BANS MUNI ADVISOR	276.00		C-04-55-898-005-447		B DPW -AUTOMATED GARBAGE TRUCK SEC 20		R	10/19/23	11/01/23		11208		N	
	5 SERIES 2023 BANS MUNI ADVISOR	200.00		C-04-55-898-008-447		B EAST WARD ST BRIDGE IMPROVEMENTS SEC 20		R	10/19/23	11/01/23		11208		N	

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Rcvd	Enc Date Date	Chk/Void	Invoice	1099
	Item Description						Date	Date	Excl
PHOEN005 PHOENIX ADVISORS									
Continued									
23-01327	10/19/23 SERIES 2023 BANS MUNI ADVISOR	Continued							
6	SERIES 2023 BANS MUNI ADVISOR	200.00	C-08-55-959-000-544	B	2019-19	SEC 20 COSTS	R	10/19/23 11/01/23	11208 N
7	SERIES 2023 BANS MUNI ADVISOR	334.00	C-08-55-961-000-544	B	SPRINGCREST, SPRUCE,GLEN	20-06 Sec 20	R	10/19/23 11/01/23	11208 N
		2,210.00							
Vendor Total:		2,210.00							
PMCAS005 PMC ASSOCIATES									
22-01542	12/06/22 HPD VEHICLE PORTABLE RADIO								
1	TAIT ALL-BAND PORTABLES	1,583.20	2-01-25-240-001-042	B	Education & Training		R	12/06/22 11/01/23	95580 N
2	TAIT ALL-BAND PORTABLES	1,023.20	2-01-25-240-001-042	B	Education & Training		R	12/06/22 11/01/23	95580 N
3	TAIT ALL-BAND PORTABLES	663.20	2-01-25-240-001-114	B	Detective Bureau		R	12/06/22 11/01/23	95580 N
4	TAIT ALL-BAND PORTABLES	485.60	2-01-25-240-001-042	B	Education & Training		R	12/06/22 11/01/23	95580 N
5	TAIT ALL-BAND PORTABLES	20.00	2-01-25-240-001-114	B	Detective Bureau		R	12/06/22 11/01/23	95580 N
6	TAIT ALL-BAND PORTABLES	9.60	2-01-25-240-001-114	B	Detective Bureau		R	12/06/22 11/01/23	95580 N
7	TAIT ALL-BAND PORTABLES	100.80	2-01-25-240-001-042	B	Education & Training		R	12/06/22 11/01/23	95580 N
8	TAIT ALL-BAND PORTABLES	72.80	2-01-25-240-001-114	B	Detective Bureau		R	12/06/22 11/01/23	95580 N
9	TAIT ALL-BAND PORTABLES	156.00	2-01-25-240-001-114	B	Detective Bureau		R	12/06/22 11/01/23	95580 N
10	TAIT ALL-BAND PORTABLES	100.80	2-01-25-240-001-114	B	Detective Bureau		R	12/06/22 11/01/23	95580 N
11	TAIT ALL-BAND PORTABLES	37.50	2-01-25-240-001-114	B	Detective Bureau		R	12/06/22 11/01/23	95580 N
12	HANDHELD CONTROL HEAD SWAP	364.00	2-01-25-240-001-118	B	OIC Expenses		R	12/06/22 11/01/23	95580 N
13	HANDHELD CONTROL HEAD SWAP	40.00	2-01-25-240-001-118	B	OIC Expenses		R	12/06/22 11/01/23	95580 N
14	HANDHELD CONTROL HEAD SWAP	350.00	2-01-25-240-001-118	B	OIC Expenses		R	12/06/22 11/01/23	95580 N
15	HANDHELD CONTROL HEAD SWAP	34.95	2-01-25-240-001-118	B	OIC Expenses		R	12/06/22 11/01/23	95580 N
16	SPEAKER MIC	624.00	2-01-25-240-001-033	B	Books & Publications		R	12/06/22 11/01/23	95580 N
		5,665.65							
Vendor Total:		5,665.65							
Q0160 QUICK STOP FIRE PROTECTION									
23-01199	09/25/23 ANNUAL FIRE EXTINGUISHER INSP								
1	PORT. FIRE EXTINGUISHERS, SERV	210.00	3-01-25-260-001-024	B	Building Maintenance		R	09/25/23 11/01/23	A1977 N
2	5 LB D.C. FIRE EXTINGUISHER	47.90	3-01-25-260-001-024	B	Building Maintenance		R	09/25/23 11/01/23	A1977 N
3	10 LB D.C. FIRE EXTINGUISHER	28.95	3-01-25-260-001-024	B	Building Maintenance		R	09/25/23 11/01/23	A1977 N
4	FIRE EXT, HYDRO-TESTED/	53.85	3-01-25-260-001-024	B	Building Maintenance		R	09/25/23 11/01/23	A1977 N
5	FIRE EXTINGUISHER REBUILT	29.85	3-01-25-260-001-024	B	Building Maintenance		R	09/25/23 11/01/23	A1977 N
6	NEW #10 LB D.C. FIRE	139.99	3-01-25-260-001-024	B	Building Maintenance		R	09/25/23 11/01/23	A1977 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	
Q0160 QUICK STOP FIRE PROTECTION Continued										
	23-01199 09/25/23 ANNUAL FIRE EXTINGUISHER INSP	Continued								
	7 FIRE EXT. WALL BRACKET,		14.95	3-01-25-260-001-024	B Building Maintenance	R	09/25/23	11/01/23	A1977	N
			525.49							
	Vendor Total:		525.49							
REDAR005 RED ARROW TECHNOLOGIES, LLC										
	23-01296 10/11/23 VOIP SVCS OCT 2023 HFD & MAIN									
	1 VOIP SVCS OCT 2023 HFD		121.43	3-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	10/11/23	11/01/23	14058	N
	2 VOIP SVCS OCT 2023 MAIN		496.27	3-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	10/11/23	11/01/23	14058	N
			617.70							
	23-01331 10/20/23 VOIP SVCS OCT 2023 AWWTP/HPD									
	1 VOIP SVCS OCT 2023 AWWTP		179.84	3-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	10/20/23	11/01/23	14079	N
	2 VOIP SVCS OCT 2023 HPD		375.77	3-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	10/20/23	11/01/23	14079	N
			555.61							
	Vendor Total:		1,173.31							
R0077 ROBERTS ENGINEERING GRP LLC										
	23-01300 10/12/23 Billing through 9/16/2023									
	1 Met w/ Borough & prof RE:site		160.00	2022-01	P 105 Main St - Concept Plan	R	10/12/23	11/01/23	7802	N
	23-01328 10/20/23 BILLING THROUGH OCTOBER 2023									
	1 EMERGENCY REPAIR SERVICES		2,931.25	3-01-20-165-001-028	B General Engineering	R	10/20/23	11/01/23	7895	N
	2 CHEMICALS & SLUDGE REMOVAL		2,687.50	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	10/20/23	11/01/23	7897	N
	3 WATER TANKS		450.00	C-08-55-963-000-544	B DESIGN COSTS WATER TANKS/STANDPIPE	R	10/20/23	11/01/23	7898	N
	4 IMPROVEMENTS TO RAILROAD & DEY		26.25	C-08-55-967-002-544	B RAILROAD AND DEY SOFT COSTS	R	10/20/23	11/01/23	7900	N
	5 IMPROVEMENTS TO HAUSSER AVE,		4,536.50	C-04-55-894-001-447	B HAUSER, BENNETT PL PROSPECT DR SOFT COST	R	10/20/23	11/01/23	7901	N
	6 IMPROVEMENTS TO ORCHARD AVE,		1,491.25	C-08-55-969-001-541	B IMPROVEMENTS TO ORCHARD,CLOVER & S. MAIN	R	10/20/23	11/01/23	7902	N
	7 IMPROVEMENTS TO MAXWELL AVE		3,497.50	C-04-55-899-000-447	B MAXWELL AVE IMPROVEMENTS SEC. 20	R	10/20/23	11/01/23	7903	N
	8 COUNCIL MEETINGS		720.00	3-01-20-165-001-104	B Attendance at Meetings (B)	R	10/20/23	11/01/23	7890	N
	9 STORM WATER PERMIT		942.50	3-01-20-165-001-106	B Misc. Road & Drainage Issues(B	R	10/20/23	11/01/23	7893	N
	10 SW MAPPING		131.25	3-01-20-165-001-106	B Misc. Road & Drainage Issues(B	R	10/20/23	11/01/23	7894	N
	11 MISC REQUESTS		160.00	3-01-20-165-001-028	B General Engineering	R	10/20/23	11/01/23	7891	N
			17,574.00							

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
R0077	ROBERTS ENGINEERING GRP LLC	Continued							
	23-01371 10/31/23 AWWTP ACTIVATED SLUDGE IMPROVE								
	1 AWWTP ACTIVATED SLUDGE		500.00	C-08-55-972-000-544	B	10/31/23	11/01/23	7899	N
	23-01372 10/31/23 ADA PARK IMPROVEMENT PLAN								
	1 ADA PARK IMPROVEMENT PLAN		766.25	3-01-20-165-001-028	B	10/31/23	11/01/23	7896	N
	23-01373 10/31/23 Billing through 10/16/2023								
	1 Rev. Plans & Meet w/ Engineer		200.00	WMCAINC-IF	P	10/31/23	11/01/23	7892	N
	2 Rev resub & prep review letter		697.50	ALTAMIRA	P	10/31/23	11/01/23	7904	N
			897.50						
	Vendor Total:		19,897.75						

S0363	S & S ARTS & CRAFTS								
	23-01167 09/15/23 GAMES/SPORTS/ACTIVITIES								
	1 COLOR-ME LANYARD KEYCHAIN PK24		21.78	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	2 COLOR-ME SQUISHY DONUT PK12		19.12	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	3 COLOR-ME CERAMIC PLANTER PK12		41.39	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	4 COLOR-ME CERAMIC BANK PK12		111.03	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	5 COLOR-ME WATER BOTTLE PK50		113.46	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	6 SPECTRUM SOFT SOCCER BALL 36"		127.79	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	7 RUBBER THROW DOWN BASES PK4		12.33	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	8 SPECTRUM SPORTS BALL EASY PACK		193.88	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	9 SPECTRUM ECONOMY HOOP PACKPK18		66.09	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	10 SPECTRUM LEMON TWIST PK 6		19.38	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	11 MATTEL TOSS ACROSS		26.43	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	12 TIC TAC TOE TOSS		37.17	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	13 FRANKLIN CLASSIC BEANBAG TOSS		48.47	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	14 SPALDING VARSITY TF-150		123.30	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	15 FRANKLIN GRIP RITE FOOTBALL		145.40	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	16 GIANT 2-IN-1 FOUR IN A ROW		70.49	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101268527	N
	17 COLOR-ME-T-SHIRT KEY RING		26.83	3-01-28-370-002-021	B	09/15/23	11/01/23	IN101289541	N
			1,204.34						
	Vendor Total:		1,204.34						

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
S0061 SEA BOX														
23-01358	10/26/23	BICON RENTAL												
1	INV	RI104800-BICON RENTAL	75.00	3-01-26-310-001-025	B Building Rental	R	10/26/23	11/01/23				RI104800	N	
2	INV	RI106363-BICON RENTAL	75.00	3-01-26-310-001-025	B Building Rental	R	10/26/23	11/01/23				RI106363	N	
			<u>150.00</u>											
	Vendor Total:		150.00											
SHERW010 SHERWIN WILLIAMS PAINT														
23-01266	10/06/23	PAINT & CONTAINERS												
1	5	GALLON CONTAINERS- FOR RFP	141.75	3-09-55-501-002-503	B Sewer Plant Maintenance	R	10/06/23	11/01/23				3309-5	N	
2		BLACK SPRAY PAINT FOR DUCT	9.29	3-09-55-501-002-503	B Sewer Plant Maintenance	R	10/06/23	11/01/23				3309-5	N	
3		60% DISCOUNT	5.57	3-09-55-501-002-503	B Sewer Plant Maintenance	R	10/06/23	11/01/23				3309-5	N	
			<u>145.47</u>											
	Vendor Total:		145.47											
S0066 SPECTRASERV INC.														
23-01130	09/06/23	AWWTP TRANSPORT/DISPOSE WASTE		B										
13	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
14	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
15	AWWTP	TRANSPORT/DISPOSE WASTE	1,260.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
16	AWWTP	TRANSPORT/DISPOSE WASTE	3,780.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
17	AWWTP	TRANSPORT/DISPOSE WASTE	3,780.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
18	AWWTP	TRANSPORT/DISPOSE WASTE	3,780.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
19	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
20	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
21	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
22	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
23	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
24	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
25	AWWTP	TRANSPORT/DISPOSE WASTE	1,260.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	09/20/23	11/01/23				0000005805	N	
26	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	10/20/23	11/01/23				0000005896	N	
27	AWWTP	TRANSPORT/DISPOSE WASTE	1,260.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	10/20/23	11/01/23				0000005896	N	
28	AWWTP	TRANSPORT/DISPOSE WASTE	3,780.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	10/20/23	11/01/23				0000005896	N	
29	AWWTP	TRANSPORT/DISPOSE WASTE	1,260.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	10/20/23	11/01/23				0000005896	N	
30	AWWTP	TRANSPORT/DISPOSE WASTE	3,780.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	10/20/23	11/01/23				0000005896	N	
31	AWWTP	TRANSPORT/DISPOSE WASTE	2,520.00	3-09-55-501-002-538	B Sludge Removal/Disposal-waste Management	R	10/20/23	11/01/23				0000005896	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
W0002 W.B. MASON CO., INC.														
	23-01308	10/16/23	HPD OFFICE SUPPLIES											
	1		HPD OFFICE SUPPLIES	3-01-25-240-001-036	B Office Supplies & Equipment	5.46			R	10/16/23	11/01/23		242050426	N
	2		HPD OFFICE SUPPLIES	3-01-25-240-001-036	B Office Supplies & Equipment	4.30			R	10/16/23	11/01/23		242050426	N
	3		HPD OFFICE SUPPLIES	3-01-25-240-001-036	B Office Supplies & Equipment	10.56			R	10/16/23	11/01/23		242050426	N
	4		HPD OFFICE SUPPLIES	3-01-25-240-001-036	B Office Supplies & Equipment	3.93			R	10/16/23	11/01/23		242050426	N
	5		HPD OFFICE SUPPLIES	3-01-25-240-001-036	B Office Supplies & Equipment	22.56			R	10/16/23	11/01/23		242050426	N
	6		HPD OFFICE SUPPLIES	3-01-25-240-001-036	B Office Supplies & Equipment	31.34			R	10/16/23	11/01/23		242050426	N
						78.15								
	Vendor Total:					78.15								
W0071 WASTE MGMT OF NEW JERSEY, INC.														
	23-00014	01/19/23	RES 2022-202 SLUDGE EXTENSION	B										
	9 INV	3155751-0502-0	9/1/23	3-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	2,365.65			R	08/14/23	11/01/23		3155751-0502-0	N
	23-00147	02/08/23	DUMPSTER RES2020-136 TO7/31/23	B										
	44 IN	3156449-0502-0	10/2/23	3-01-26-305-001-029	B Contract-Dumpsters	1,499.40			R	09/07/23	11/01/23		3156449-0502-0	N
	45 IN	3156449-0502-0	10/2/23	3-01-26-305-001-029	B Contract-Dumpsters	615.32			R	10/10/23	11/01/23		3156449-0502-0	N
	46 IN	3156450-0502-8	10/2/23	3-01-26-305-001-029	B Contract-Dumpsters	289.25			R	10/10/23	11/01/23		3156450-0502-8	N
	47 IN	3156448-0502-2	10/2/23	3-01-26-305-001-029	B Contract-Dumpsters	579.15			R	10/10/23	11/01/23		3156448-0502-2	N
	48 IN	3156448-0502-2	10/2/23	3-01-26-305-001-029	B Contract-Dumpsters	385.74			R	10/10/23	11/01/23		3156448-0502-2	N
						3,368.86								
	Vendor Total:					5,734.51								
W0008 WEBER SCIENTIFIC														
	23-01054	08/17/23	WEBER SCIENTIFIC QUOTE 237511											
	1		TIPS, UNIVERSAL FIT 201-1000	3-09-55-501-002-506	B Lab. Equipment & Supplies	42.44			R	08/17/23	11/01/23		50135386	N
	2		SHIPPING & HANDLING	3-09-55-501-002-506	B Lab. Equipment & Supplies	16.75			R	10/16/23	11/01/23		50135386	N
						59.19								
	Vendor Total:					59.19								
WORKN005 WORK N GEAR, LLC														
	22-01175	09/27/22	UNIFORMS/BOOTS & ACCESSORIES											
	1		UNIFORMS/BOOTS & ACCESSORIES	2-01-26-290-001-032	B Uniforms	437.61			R	09/27/22	11/01/23		HA175113	N
	2		UNIFORMS/BOOTS INV HA166998	2-01-26-290-001-032	B Uniforms	514.95			R	10/23/23	11/01/23		HA166998	N

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
WORKN005 WORK N GEAR, LLC												
Continued												
22-01175	09/27/22	UNIFORMS/BOOTS & ACCESSORIES		Continued								
3	UNIFORMS/BOOTS INV	HA172529	514.95-	2-01-26-290-001-032	B	Uniforms	R	10/23/23	11/01/23		HA172529	N
4	UNIFORMS/BOOTS INV	HA168740	16.99	2-01-26-290-001-032	B	Uniforms	R	10/23/23	11/01/23		HA168740	N
5	UNIFORMS/BOOTS INV	HA168739	16.99-	2-01-26-290-001-032	B	Uniforms	R	10/23/23	11/01/23		HA168739	N
6	UNIFORMS/BOOTS INV	HA172531	437.61	2-01-26-290-001-032	B	Uniforms	R	10/23/23	11/01/23		HA172531	N
7	UNIFORMS/BOOTS INV	HA172530	437.61-	2-01-26-290-001-032	B	Uniforms	R	10/23/23	11/01/23		HA172530	N
			437.61									
Vendor Total:			437.61									

Total Purchase Orders: 81 Total P.O. Line Items: 254 Total List Amount: 371,939.98 Total Void Amount: 0.00

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	2-01	7,972.28	0.00	7,972.28	0.00	0.00	0.00	7,972.28
CURRENT FUND	3-01	265,844.09	0.00	265,844.09	0.00	0.00	0.00	265,844.09
	3-09	82,073.21	0.00	82,073.21	0.00	0.00	0.00	82,073.21
	3-21	0.00	0.00	0.00	0.00	0.00	2,553.00	2,553.00
Year Total:		347,917.30	0.00	347,917.30	0.00	0.00	2,553.00	350,470.30
GENERAL CAPITAL	C-04	9,710.00	0.00	9,710.00	0.00	0.00	0.00	9,710.00
WATER/SEWER CAPITAL	C-08	3,001.50	0.00	3,001.50	0.00	0.00	0.00	3,001.50
Year Total:		12,711.50	0.00	12,711.50	0.00	0.00	0.00	12,711.50
	G-02	418.40	0.00	418.40	0.00	0.00	0.00	418.40
PUBLIC DEFENDER TRUST FUND-#17	T-17	367.50	0.00	367.50	0.00	0.00	0.00	367.50
Total of All Funds:		369,386.98	0.00	369,386.98	0.00	0.00	2,553.00	371,939.98

Project Description	Project No.	Rcvd Total	Held Total	Project Total
105 Main St - Concept Plan	2022-01	1,601.50	0.00	1,601.50
424 Stockton Street	2022-04	54.00	0.00	54.00
New Residence @ 117 William St	ALTAMIRA	697.50	0.00	697.50
Basin Remediation Agreement	WMCAINC-IF	200.00	0.00	200.00
Total of All Projects:		<u>2,553.00</u>	<u>0.00</u>	<u>2,553.00</u>

Resolution 2023-201

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

AUTHORIZING THE RENEWAL OF A CONTRACT FOR BACKUP LICENSED WASTEWATER OPERATOR SERVICES AT THE ADVANCED WASTE WATER TREATMENT PLANT (AWWTP)

WHEREAS, Resolution 2022-139 authorized the award of a contract for backup licensed wastewater operator services at the Advanced Wastewater Treatment Plant (AWWTP); and

WHEREAS, said agreement was approved for the period July 7, 2022 – December 31, 2023 with the option to renew for one (1) two (2) year agreement as approved by Borough Council; and

WHEREAS, the Mayor and Council wish to renew the agreement for backup licensed wastewater operator services at the Advanced Wastewater Treatment Plant (AWWTP) for the period January 1, 2024 through December 31, 2025, under the same rate and conditions as set forth in the original contract; and

WHEREAS, DeBlock Environmental Services, LLC will provide backup licensed wastewater operator services at a monthly rate of \$500.00 and billed at an hourly rate of \$150 of actual hours worked; and

WHEREAS funds for this expenditure will be made available in the 2024 and 2025 budgets;

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

1. The extension of the agreement with the DeBlock Environmental Services, LLC for backup licensed wastewater operator services at the Advanced Wastewater Treatment Plant (AWWTP) for the period January 1, 2024 through December 31, 2025 is hereby approved
2. This agreement is approved subject to the provision of adequate funds in the Borough's 204 and 2025 budgets.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 6, 2023.

Margaret Riggio
Borough Clerk

Resolution 2023-202

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

A RESOLUTION SUPPORTING THE SANTA PARADE SPONSORED BY HIGHTSTOWN ENGINE COMPANY NO. 1

WHEREAS, Hightstown Engine Company No. 1 is sponsoring the Annual Santa Parade;

WHEREAS, the Santa Parade will take place on Friday, November 24, 2023, 6:30 p.m. – 7:30 p.m.; and

WHEREAS, the parade will begin at Hightstown High School on Leshin Lane and conclude at the Hightstown Firehouse located on North Main Street.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown support the Santa Parade, thank Hightstown Engine Company No. 1 for their efforts, and look forward to celebrating the beginning of the holiday season in Hightstown Borough.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 6, 2023.

Margaret Riggio
Borough Clerk

Resolution 2023-203

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

RESOLUTION MAKING AND CONFIRMING APPOINTMENT FOR THE ENVIRONMENTAL COMMISSION

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

Environmental Commission

Isabella Fowler

Alternate Ux. 3 yrs.

December 31, 2023

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 6, 2023.

Margaret Riggio
Borough Clerk

Resolution 2023-204

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

AUTHORIZING STORMWATER MANAGEMENT PLAN UPDATE BY THE BOROUGH ENGINEER

WHEREAS, the Borough of Hightstown holds a Tier A NJPDES Stormwater Permit;
and

WHEREAS, the Tier A NJPDES Stormwater Permit requires the Stormwater
Management Plan be reviewed and updated periodically; and

WHEREAS, the Borough Engineer will prepare an updated Stormwater Management
Plan to be adopted by Council in conjunction with the 2024 Planning Board Master Plan
reexamination and will submit the plan to the County Planning Board for their review and
approval; and

WHEREAS, Roberts Engineering can prepare the updated Stormwater Management
Plan at a cost not to exceed \$15,000.00; and

WHEREAS, funds for this expenditure will be made available in the 2024 Budget.

NOW, THEREFORE BE IT RESOLVED, that the Borough Engineer is hereby
authorized to prepare an updated Stormwater Management plan as detailed herein at a cost not
to exceed \$15,000.00.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held
on November 6, 2023.

Margaret Riggio
Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

October 31, 2023

Dimitri Musing
Borough Administrator
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08501

Re: Stormwater Management Plan Update
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1533

Dear Dimitri:

As you know the NJDEP has issued an updated Tier A NJPDES Stormwater Permit to the Borough and each year the Borough is obligated to remain in compliance with the permit. Periodically, the NJDEP requires that the Stormwater Management Plan, which was created for the permit, be reviewed and updated. The reexamination of the Planning Board Master Plan is the trigger for when the Stormwater Management Plan must be updated.

Updating of the Stormwater Management Plan follows a format created by the NJDEP, in which we investigate water quality within the Borough and its watersheds. Additionally, we evaluate whether there are any limitations on any water quality parameters, and finally include mitigation projects that could be undertaken should a developer be unable to meet the requirements of the stormwater ordinance.

We will prepare an updated Stormwater Management Plan to be adopted by Council in conjunction with the 2024 Planning Board Master Plan reexamination and will submit to the County Planning Board for their review and approval. The updated plan will become a part of the reexamined master plan.

Our fee to prepare an updated Stormwater Management Plan will be at a cost not to exceed \$15,000.00.

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: Mayor and Council
Peggy Riggio, RMC, CMR, Borough Clerk
Mairead Thompson, Administrative Assistant, Finance
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC

Resolution 2023-205

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

RESCINDING RESOLUTION 2023-171

WHEREAS, Resolution 2023-171 was authorized by Borough Council for the sale of surplus personal property no longer needed for public use on an online auction website; and

WHEREAS, the Superintendent of Public Works and the Purchasing Agent have reevaluated the surplus items listed in the resolution and have made the decision not to proceed with an online auction at this time.

NOW THEREFORE BE IT RESOLVED, the Mayor and Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey hereby rescind resolution 2023-171.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 6, 2023.

Margaret Riggio
Borough Clerk

Best Practices Inventory Online Platform

2023 Survey

Hightstown Borough

Scoring

Current Score: 35.00

Score	Aid Withheld
0 - 20	100% of final aid payment withheld
21 - 24	50% of final aid payment withheld
25 - 28	25% of final aid payment withheld
29 +	No aid withholding

Best Practices Inventory Online Platform

2023 Survey

Hightstown Borough

Printable Current Answers

001	Unscored Survey	Budget
What portion of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2024?		[0.00] 100%
002	Core Competencies	Budget
Unless the Director sets forth a later date pursuant to N.J.S.A. 40A:4-5.1, N.J.S.A. 40A:4-5 requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and N.J.S.A. 40A:4-10 requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). Timely budget adoption helps a municipality avoid having to issue estimated tax bills or tax anticipation notes (TANs). Did your municipality introduce and adopt its current year budget no later than the dates provided by law or as extended by the Director in Local Finance Notice 2022-22? This question may only be answered N/A if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.		[0.00] No
003	Core Competencies	Budget
N.J.S.A. 40A:5-12 requires the chief financial officer of each municipality to file the Annual Financial Statement (AFS) with the Division no later than February 10 (August 10 for SFY municipalities). Local Finance Notice 2022-22 announced the extension of this deadline to March 3rd or the next regularly scheduled meeting of the governing body after said date. The statute specifies a \$5 per day penalty payable by the CMFO for failing to file the AFS within 10 days of after the time fixed for filing. Did your municipality file its AFS by the above deadline?		[0.00] No

004	Core Competencies	Budget	Pursuant to N.J.S.A. 40A:2-40, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?	[1.00] Yes
005	Core Competencies	Budget	Has your municipality electronically submitted to the Division the User-Friendly Budget section of its adopted budget?	[1.00] Yes
006	Best Practices	Budget	Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.	[0.00] No Comment: only a few grandfathered employees
007	Best Practices	Budget	N.J.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?	[0.50] Yes
008	Core Competencies	Capital Projects	Sections 7 and 8 of P.L. 2021, c. 184 amended N.J.S.A. 40A:4-43 and 4-44 to require any municipality having its own water system to reflect in its capital budget and capital program the water infrastructure improvements listed on the annual Water Quality Accountability Act (WQAA) capital improvement report submitted to the Department of Environmental Protection (DEP). The Local Finance Board recently adopted amendments to N.J.A.C. 5:30-4.3 incorporating this statutory change into the municipal budget process. If your municipality has its own water system, does the capital budget and program reflect the capital projects listed in the annual WQAA report submitted to DEP that fall within the time period of the municipality's capital budget and capital program?	[1.00] Prospective

009	Core Competencies	Capital Projects	Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality does not have a capital budget and is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.	[1.00] Yes
010	Best Practices	Capital Projects	Does your municipality have a schedule for road repair and improvement projects based on a priority scoring system?	[0.50] Yes
011	Unscored Survey	Capital Projects	Please select the categories of projects that are listed in your municipality's most recent capital budget or capital program. More than one selection is permissible. If selecting Vehicles, please include the type of vehicle(s) in the Comment field. Only answer N/A if your municipality is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.	
012	Unscored Survey	Capital Projects	As of April 20, 2021, a municipality may enter into project labor agreements for any public works project for construction, reconstruction, demolition or renovation, so long as 1) the project requires payment of prevailing wage under State law; and 2) the total project cost, exclusive of land acquisition costs, will equal or exceed \$5 million. See Local Finance Notice 2021-20 for further details. Does your municipality require a project labor agreement for all or a portion of its eligible public works projects as permitted by P.L. 2021, c. 69?	[0.00] No
013	Core Competencies	Cybersecurity	A cybersecurity incident response plan is a set of instructions to help detect, respond to, and recover from network security incidents. Plans such as those adopted by a governing body or from a municipality's JIF address areas such as cybercrime, data loss, and service outages. Does your municipality have a cybersecurity incident response plan?	[1.00] Yes

014	Core Competencies	Cybersecurity	
Are all municipal employees receiving ongoing cybersecurity training in malware detection, password construction, identifying security incidents and social engineering attacks?			[1.00] Yes
015	Core Competencies	Cybersecurity	
Does your municipality perform off-network daily incremental backups with weekly full backups of all data?			[1.00] Yes
016	Core Competencies	Cybersecurity	
Is Multi Factor Authentication (MFA) required for remote access to your municipality's network? If yes, please state under Comments where your municipality deploys MFA (e.g. banking, privileged users in-network, off-network backups).			[1.00] Yes Comment: Remote Access - Duo Mobile
017	Core Competencies	Cybersecurity	
Does your municipality require a password policy for all network users requiring alphanumeric complexity, length requirements, and either 1) at least annual updating; or 2) a password meeting advanced standards such as those from the National Institute of Standards & Technology (NIST)?			[1.00] Prospective
018	Best Practices	Cybersecurity	
Has your municipality enrolled for membership in the New Jersey Cybersecurity & Communications Integration Cell (NJCCIC)? An NJCCIC membership provides access to the latest cyber alerts, bulletins, training notifications and other important updates.			[0.50] Yes
019	Best Practices	Environment	
Have one or more public electric vehicle charging stations been installed on municipal property?			[0.00] No
020	Best Practices	Environment	
When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or alternative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles.			[0.00] No

021	Core Competencies	Ethics	The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2023 such that they were not issued a Notice of Violation (NOV) by the Local Finance Board? A "No" answer is permissible if the governing body members' NOV were rescinded by the Board. Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board.	[1.00] Yes
022	Core Competencies	Ethics	If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2023 roster but did not file the FDS by April 30, 2023? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board.	[1.00] N/A
023	Unscored Survey	Ethics	N.J.S.A. 40A:9-22.21 of the Local Government Ethics Law requires a municipality that has established its own municipal ethics board to enact a municipal code of ethics. The municipal ethics code must be either identical to or more restrictive than the provisions of N.J.S.A. 40A:9-22.5. If your municipality has an ordinance on the books establishing a municipal ethics board, does your municipality have a municipal code of ethics that is identical to, or more or less restrictive than, the provisions of N.J.S.A. 40A:9-22.5?	[0.00] No ordinance establishing a municipal ethics board
024	Unscored Survey	Ethics	If your municipality has an ethics board with at least a quorum for conducting business, how many matters were adjudicated by the municipal ethics board in 2022 (excluding FDS non-filing matters)? A municipal ethics board shall consist of six members, at least two of whom shall be public members. No more than three members shall be of the same political party.	[0.00] No ordinance establishing a municipal ethics board

025	Core Competencies	Financial Administration
	<p>At its July 2023 meeting, the Local Finance Board adopted an amendment to N.J.A.C. 5:30-8.2 that converted the previously suggested surety bond schedule for a CMFO to a mandatory minimum schedule. This change will come into effect on January 1, 2024. See https://www.nj.gov/dca/divisions/dlgs/resources/rules_docs/5_30/njac_5308.pdf for further details and to view the exposure index. Through a blanket bond or an individual bond, does your municipality provide a fidelity bond with faithful performance coverage for the CMFO that meets at least the minimum schedule set forth in N.J.A.C. 5:30-8.2?</p>	[1.00] Prospective
026	Core Competencies	Financial Administration
	<p>At its July 2023 meeting, the Local Finance Board adopted updates to N.J.A.C. 5:30-5.7 requiring municipalities to maintain a general ledger for not only the current fund, but also for all other funds. The updated N.J.A.C. 5:30-5.7 codifies previously issued guidance in Local Finance Notice CFO 2003-14 on maintaining general ledger accounting systems, except that all local units, including authorities and fire districts, are now required to post the totals for all funds to the general ledger on at least a monthly basis. See https://www.nj.gov/dca/divishttps://www.nj.gov/dca/divisions/dlgs/resources/rules_docs/5_30/njac_5305.pdf for further details. Does your municipality maintain a general ledger for its current fund and all other funds in accordance with N.J.A.C. 5:30-5.7?</p>	[1.00] Yes
027	Core Competencies	Financial Administration
	<p>N.J.S.A. 40A:5-7 requires a synopsis of all audits, together with the auditor's recommendations, to be prepared and published by the municipal clerk at least once in the municipality's official newspaper or, if there is none, in a newspaper published in the local unit or, if there is no newspaper published in the local unit, in a newspaper having a general circulation in the municipality. If the municipal clerk fails to have publication of the synopsis and recommendations made within 30 days of receipt of the annual audit, the clerk shall be subject to a fine of \$10.00 payable to the local unit for each day after the expiration of the 30 days that such publication fails to appear. At its July 2023 meeting, the Local Finance Board adopted updates to N.J.A.C. 5:30-6.4 that codifies the minimum content of the synopsis of audit along with the process for publishing the synopsis and corrective action plan. Does your municipality publish the synopsis of audit as required pursuant to N.J.S.A. 40A:5-7?</p>	[1.00] Yes

028	Core Competencies	Financial Administration
	<p>Effective for CY2022/SFY2023 and CY2023/SFY2024 municipal budgets, the annual maximum contribution a municipality can appropriate for use by its volunteer fire companies or board of fire commissioners pursuant to N.J.S.A. 40A:14-34 is \$161,526.00. In any municipality where there are more than three volunteer fire companies or fire districts, the governing body may appropriate an additional \$50,000 annually for each additional volunteer company or fire district. At least 50% of the municipality's annual appropriation must be used by a volunteer fire company or board of fire commissioners for the purchase of fire equipment, materials and supplies. N.J.S.A. 40A:14-34 requires the volunteer fire company or fire district to provide the municipal governing body, on an annual basis, an accounting of the use of all municipal funds. See Local Finance Notice 2022-19 for further details. Is your municipality obtaining from each volunteer fire company or fire district an accounting of the use of all municipal funds?</p>	[1.00] N/A
029	Core Competencies	Financial Administration
	<p>N.J.S.A. 40:5-2 limits to \$125,000 the maximum annual dollar amount that a municipality may contribute to a duly incorporated first aid and emergency or volunteer ambulance or rescue squad association, except that if any such associations experience extraordinary need, a municipality may contribute an additional amount of not more than \$70,000 annually. Whenever the total annual contribution exceeds \$70,000, the municipal CFO shall receive an audit performed by a CPA or RMA of the association's current year financial records which shall certify that such records are being maintained in accordance with sound accounting principles. If your municipality contributed in excess of \$70,000 toward a first aid, ambulance, rescue or EMS squad in its current budget, was an audit performed pursuant to N.J.S.A. 40:5-2?</p>	[1.00] N/A
030	Core Competencies	Financial Administration
	<p>Pursuant to N.J.S.A. 40A:5-14(d), a local unit's investment policies shall be based on a cash flow analysis prepared by the CFO, with those policies being commensurate with the nature and size of the funds held by the local unit. Has your municipality conducted a cash flow analysis of its deposited and invested funds, and, based on that analysis, does your municipality's cash management plan set policies for your municipality's investments that consider preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs and fees associated with the investment and, when appropriate, policies of investment instrument administrators?</p>	[1.00] Yes

031	Best Practices	Financial Administration
N.J.A.C. 5:30-8.3(a)(3) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, to provide a higher level of security for public funds, municipalities are encouraged to adopt the more stringent schedule for tax collector surety bonding specified in N.J.A.C. 5:30-8.3(a)(4). Has your municipality adopted the more stringent surety bonding schedule for tax collectors set forth in N.J.A.C. 5:30-8.3(a)(4) or higher?		[0.50] Yes
032	Best Practices	Financial Administration
N.J.A.C. 5:30-8.4 (a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 5:30-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted the more stringent surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 5:30-8.4(b) or higher?		[0.50] Yes
033a	Unscored Survey	Garbage & Recycling
How is residential solid waste collected?		[0.00] Municipal pickup
033b	Unscored Survey	Garbage & Recycling
If your municipality provides residential solid waste pickup, or contracts with a private hauler or another local unit to do so, how many times per week is pickup scheduled for?		[0.00] Once per-week
033c	Unscored Survey	Garbage & Recycling
If residential solid waste is collected through a private hauler contracted by the municipality, how many bids did your municipality receive in response to its most recent advertisement for residential solid waste collection or a joint solid waste/recycling collection bid?		[0.00] N/A
033d	Unscored Survey	Garbage & Recycling
Is residential solid waste picked up utilizing a truck with an automated single arm? Answer N/A if residents contract directly with a private hauler or bring garbage to a central location run by a local government.		[0.00] Yes

033e	Unscored Survey	Garbage & Recycling
If your municipality's residential solid waste pickup is done through a private hauler contracted directly by residents, how many hauler services are currently servicing residents?		[0.00] N/A
034a	Unscored Survey	Garbage & Recycling
How is residential recycling collected?		[0.00] Private hauler contracted by municipality
034b	Unscored Survey	Garbage & Recycling
What type of residential recycling program does your municipality have? Select only one.		[0.00] Single-stream
034c	Unscored Survey	Garbage & Recycling
Is residential recycling picked up utilizing a truck with an automated single arm?		[0.00] Yes
034d	Unscored Survey	Garbage & Recycling
If your municipality provides residential recycling pickup, or contracts with a private hauler or another local unit to do so, how many times per week is pickup scheduled for?		[0.00] Once every other week
034e	Unscored Survey	Garbage & Recycling
If residential recycling is collected by a private hauler procured separately by your municipality, how many bids did your municipality receive in response to its most recent advertisement for residential recycling collection?		[0.00] No bids Comment: bid twice, no bids, then negotiated with hauler after requesting proposals
034f	Unscored Survey	Garbage & Recycling
If your municipality's residential recycling pickup is done through a private hauler contracted directly by residents, how many hauler services are currently servicing residents?		[0.00] N/A

035	Unscored Survey	Lead Remediation
<p>If additional funding were to be made available for the Lead Grant Assistance Program (LGAP), would your municipality be interested in applying? Answer "N/A" if your municipality will have no local lead inspection activities that could be funded by the grant program or does not have any dwellings eligible for inspection. If "Yes", provide in the Comments a requested funding amount. If "No" or "N/A", enter "Not Applicable" in the Comments.</p>		<p>[0.00] No Comment: No</p>
036	Unscored Survey	Lead Remediation
<p>What portion of LGAP dollars has your municipality obligated to date?</p>		<p>[0.00] N/A</p>
037	Unscored Survey	Lead Remediation
<p>Does your municipality have a permanent local agency that is currently conducting inspections for lead-based paint hazards in rental dwellings and enforcing the provisions of P.L. 2021, c. 182? If your answer is "Other" fill-in the name of the municipal agency under Comments. If your answer is "Shared Service", please fill-in the name of the agency and the local unit providing the service under Comments. Further information concerning the requirements of this recently enacted law are available at https://www.nj.gov/dca/divisions/codes/resources/leadpaint.html.</p>		<p>[0.00] No local agency</p>
038	Unscored Survey	Lead Remediation
<p>If your municipality does not have a permanent local agency or a shared service currently conducting inspections for lead-based paint hazards in rental dwellings to enforce the provisions of P.L. 2021, c. 182, has your municipality retained a lead evaluation contractor to provide paid lead inspection services?</p>		<p>[0.00] No</p>
039a	Unscored Survey	Lead Remediation
<p>Pursuant to P.L. 2021, c. 182, has your municipality identified rental dwellings that have experienced tenant turnover since July 22, 2022?</p>		<p>[0.00] Yes</p>
039b	Unscored Survey	Lead Remediation
<p>If your municipality has identified rental dwellings that have experienced tenant turnover since July 22, 2022, have all of those units been inspected prior to re-occupancy?</p>		<p>[0.00] Yes</p>

040a	Unscored Survey	Lead Remediation
How many visual lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.		Comment: 0
040b	Unscored Survey	Lead Remediation
How many dust wipe-sampling lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.		Comment: 0
040c	Unscored Survey	Lead Remediation
How many post-remediation lead-based paint inspections has your municipality conducted (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.		Comment: 0
041a	Unscored Survey	Lead Remediation
How many lead safe certifications have been issued by your municipality since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.		Comment: 0
041b	Unscored Survey	Lead Remediation
What is the number of lead safe certifications issued by the municipality in the past fiscal year, as used by the municipality? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.		Comment: 0
042	Core Competencies	Personnel
For any municipal officers and employees NOT required by contract or municipal policy to make health benefit contributions following the Chapter 78 health benefit contribution grid (excluding Rx and dental), is your municipality requiring those employees to contribute at least 1.5% of base salary towards health benefits pursuant to P.L. 2010, c. 2? See Local Finance Notices 2010-12 and 2011-20R for further details. Answer N/A if all of your municipality's officers and employees are required by contract or municipal policy to contribute at least the amount required by P.L. 2011, c. 78 for health benefits.		[1.00] N/A

043	Core Competencies	Personnel
	<p>Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality's healthcare waiver payments at or below the statutory maximum? "N/A" is only applicable where the municipality does not make payments in lieu of health benefits.</p>	[1.00] Yes
044	Core Competencies	Personnel
	<p>The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality refrain from paying overtime to employees classified as exempt under the FLSA?</p>	[1.00] Yes
045	Core Competencies	Personnel
	<p>Has your municipality reviewed and updated its employee personnel manual/handbook within the past three years or upon the conclusion of each of your municipality's collective negotiated agreements (CNAs)? If yes, please provide in the Comments section the date which the personnel manual was officially updated using the MM/DD/YYYY format. If not yes, please type "Did Not Answer Yes" into the comment box.</p>	[1.00] Yes Comment: 4/17/2023

046	Core Competencies	Personnel	
<p>At its July 2023 meeting, the Local Finance Board updated N.J.A.C. 5:30-16.2 to require a municipality's purchasing agent, certified public works manager, and business administrator/municipal manager to register for GovConnect by November 1, 2023. If your municipality has one or more of the above-referenced titles, have the individuals in those titles registered for GovConnect?</p>			[1.00] Yes
047	Best Practices	Personnel	
<p>Has your municipality established by ordinance an anti-nepotism policy that, at minimum, only authorizes the hiring the family members/relatives of municipal officials and employees if the individuals involved would not work in a direct supervisory relationship, or in job positions in which a conflict of interest could arise. The term "family member/relatives" should be defined to include but not necessarily be limited to spouses, children, siblings, parents, in-laws, and step-relatives.</p>			[0.00] No Comment: personnel policy not ordinance
048	Unscored Survey	Personnel	
<p>Does your municipality currently have an unlicensed individual serving as an acting municipal clerk, tempoary chief municipal finance officer, temporary purchasing agent, and/or a temporary chief public works manager? Select as many as are applicable or None of the Above.</p>			
049	Unscored Survey	Personnel	
<p>Does your municipality currently retain a chief financial officer through a professional services contract?</p>			[0.00] No
050	Core Competencies	Procurement	
<p>The purchase of insurance coverage and consultant services is a limited exception to public bidding by virtue of being deemed an Extraordinary Unspecifiable Service (EUS) pursuant to N.J.S.A. 40A:11-5(a)(ii) and 40A:11-5(1)(m). Page 3 of Local Finance Notice AU-2022-2 for further details. The standard EUS certification declaration (do not submit the form to DLGS) is available at https://www.nj.gov/dca/divisions/dlgs/programs/lpcl_docs/eus_letter.pdf. If your municipality has procured insurance under the EUS exception to public bidding, has your municipality followed the procedural requirements of an EUS in doing so?</p>			[1.00] N/A

051	Best Practices	Procurement	If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.	[0.50] N/A
052	Best Practices	Procurement	Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.	[0.50] N/A
053	Core Competencies	Shared Services	N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.	[1.00] Yes
054a	Unscored Survey	Shared Services	If your municipality currently provides a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendant to another municipality pursuant to a shared services agreement, please select one or more of the options provided and list under Comments each municipality (and the county in which that municipality is located) along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.	Comment: N/A

054b	Unscored Survey	Shared Services	
<p>If the answer to Question 54a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.</p>			<p>[0.00] N/A Comment: N/A</p>
055a	Unscored Survey	Shared Services	
<p>The Local Efficiency Achievement Program (LEAP) provides funding for local government shared services and consolidation feasibility studies, along with shared services and consolidation start-up costs up to \$400,000. Is your municipality interested in LEAP?</p>			<p>[0.00] Yes</p>
055b	Unscored Survey	Shared Services	
<p>What does your municipality see as the most significant barrier, if any, to implementing shared services?</p>			<p>[0.00] No barriers</p>
056a	Unscored Survey	Special Improvement Districts	
<p>Has your municipality designated one or more special improvement districts (SIDs) pursuant to N.J.S.A. 40:56-71?</p>			<p>[0.00] No</p>
056b	Unscored Survey	Special Improvement Districts	
<p>If your municipality has designated one or more special improvement districts (SIDs) pursuant to N.J.S.A. 40:56-71, does one or more SID have a business improvement zone established pursuant to N.J.S.A. 40:56-71.1 et seq.? Answer N/A if your municipality does not have a SID.</p>			<p>[0.00] N/A</p>
057	Core Competencies	Transparency	
<p>Are your municipality's codified and uncodified ordinances, including all current salary ordinances, available online?</p>			<p>[1.00] Yes</p>

058	Core Competencies	Transparency
	Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?	[1.00] Yes
059	Core Competencies	Transparency
	N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us . Has your municipality filed all current contracts with PERC? Only answer N/A if your municipality does not have any employee labor unions.	[1.00] Yes
060	Core Competencies	Transparency
	Pursuant to N.J.S.A. 34:13A-16.8(d)(2), PERC requires a summary of the cost impact associated with a municipality's completed contracts for all bargaining units. Police and fire contracts have one summary form, while non-police and fire contracts have another form. The summary forms and filing instructions are located at https://www.state.nj.us/perc/conciliation/contracts/ . Has your municipality filed the required PERC summary forms for all current completed labor agreements? Only answer N/A if your municipality does not have any employee labor unions.	[0.00] No
061	Core Competencies	Transparency
	In accordance with Governor Murphy's Executive Order 267 dated October 8, 2021 and outlined in LFN 2022-08 dated March 2, 2022, municipalities and counties were required to provide DLGS with a copy of all American Rescue Plan (ARP) LFRF reports filed with U.S. Treasury, including Project and Expenditure Reports, Interim Reports, and Recovery Plan and Performance Reports?. Did your municipality file with DLGS all reports filed with Treasury? Only answer N/A if your municipality refused ARP LFRF Funding	[1.00] Yes

062	Core Competencies	Transparency
<p>P.L. 2023, c. 30, known as the "Elections Transparency Act," made various significant changes to New Jersey's pay-to-play laws. One of these changes is the prohibition on imposing pay-to-play provisions that are more restrictive than those in State law. The repeal of N.J.S.A. 40A:11-51, the statute that originally authorized local pay-to-play restrictions or grandfathered existing ones, is effective retroactive to January 1, 2023. See Local Finance Notice 2023-14 for further details. Has your municipality repealed any local pay-to-play ordinances or resolutions originally authorized or grandfathered by N.J.S.A. 40A:11-51? Answer N/A if your municipality did not have local pay-to-play restrictions on the books.</p>		[1.00] N/A
063	Best Practices	Transparency
<p>Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at https://www.state.nj.us/treasury/taxation/relief.shtml?</p>		[0.50] Yes
064	Core Competencies	Utilities
<p>P.L. 2022, c.107 (N.J.S.A. 48:2-29.57 et seq. or the "Utility Reporting Law") requires the Board of Public Utilities (BPU) to collect data from both investor-owned utilities and local government-owned utilities regarding service to residential and commercial customers. The reporting template is available at https://nj.gov/bpu/agenda/doc/PL107ReportingRequirementTemplateFinal.xlsx. If your municipality has a water, sewer, or electric system, has your municipality complied with the reporting requirement in the Utility Reporting Law?</p>		[1.00] Yes
065	Core Competencies	Utilities
<p>P.L. 2023, c. 33, signed on April 5, 2023, required that all investor-owned utilities and all local units that directly bill residential ratepayers for water and/or sewer sign a vendor contract with Department of Community Affairs (DCA) to participate in the Low Income Household Water Assistance Program (LIHWAP). See Local Finance Notice 2023-09 for further details. If your municipality directly bills for water and/or sewer, did your municipality enter into an agreement with DCA to participate in LIHWAP?</p>		[0.00] No

066	Core Competencies	Utilities
	<p>Section 4 of P.L. 2021, c. 317 establishes a Winter Termination Program allowing eligible residential customers to avoid service shutoff from November 15 through March 15 for non-payment of water, sewer, or electric service provided by a local unit. See Local Finance Notice 2023-09 for further details. Has your municipality notified its residential ratepayers about the Winter Termination Program in the manner required under law with respect to the utility services it provides?</p>	<p>[1.00] Prospective Comment: on website</p>

067	Core Competencies	Utilities
	<p>P.L. 2021, c. 97 requires municipalities with their own water, sewer, or electric service to provide monthly notice to residential ratepayers concerning local utility service and bill payment assistance. Please review Local Finance Notice 2023-09 for more information on the law's requirements. Is your municipality complying with the monthly notice requirements of P.L. 2021, c. 97? Only answer N/A if your municipality does not have its own water, sewer, or electric service.</p>	<p>[0.00] No</p>

Resolution 2023-206

*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 November 6, 2023, at the Hightstown Firehouse Hall, 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 – Cannabis Ordinance

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 February 6, 2024, 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 November 6, 2023.

Margaret Riggio
Borough Clerk