

Mayor/Council/Administrative Updates

Executive Session **Resolution 2024-77** Authorizing a Meeting that Excludes the Public
Attorney Client Privilege – Special Events

Adjournment

Resolution 2024-72

*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 \$1,066,450.43 from the following accounts:

Current		\$938,021.70
W/S Operating		85,524.74
General Capital		11,102.24
Water/Sewer Capital		29,300.75
Grant		0.00
Trust		0.00
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		0.00
Escrow		<u>2,501.00</u>
Total		<u>\$1,066,450.43</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 April 1, 2024.

Margaret Riggio
Borough Clerk

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
Item Description	Amount	Charge Account	Acct Type	Description								Excl
APRUZ005 APRUZZESE, MCDERMOTT, MASTRO &												
24-00296	03/12/24	FEBRUARY 2024 LABOR INVOICE										
1	FEBRUARY 2024 LABOR INVOICE	926.00	4-01-20-155-001-031	B Labor, Personnel & Union Council	R	03/12/24	03/25/24			232565		N
Vendor Total:		926.00										
BOX19005 BOX 1971 LLC												
23-01720	12/29/23	FORCIBLE ENTRY TRAINING										
1	FORCIBLE ENTRY TRAINING	3,800.00	3-01-25-252-002-042	B Education & Training	R	12/29/23	03/25/24			DATED 12/29/23		N
Vendor Total:		3,800.00										
CGPH0005 CGP&H												
24-00316	03/14/24	AFF HOUSING RES 2024-15										
1	MONTHLY FLAT FEE INV 49799	100.00	4-01-21-180-001-108	B COAH Planning	R	03/14/24	03/25/24			49799		N
2	MUNICIPAL SERVICES INV 49799	434.00	4-01-21-180-001-108	B COAH Planning	R	03/14/24	03/26/24			49799		N
		534.00										
Vendor Total:		534.00										
COMCA005 COMCAST BUSINESS												
24-00324	03/20/24	8499 05 243 0034100 413 MERCER										
1	8499 05 243 0034100 413 MERCER	175.35	4-01-20-140-001-060	B Internet Services and Web Services	R	03/20/24	03/25/24			499052430034100		N
Vendor Total:		175.35										
COREM005 CORE & MAIN LP												
24-00251	02/28/24	WATER METER BID 3388949										
3	INV U469235 METERS	27,550.00	C-08-55-976-001-541	B WATER METERS AND RELATED SOFTWARE	R	02/28/24	03/25/24			U469235		N
4	INV U469235 METER MGMT SVC	432.00	C-08-55-976-001-541	B WATER METERS AND RELATED SOFTWARE	R	02/28/24	03/25/24			U469235		N
		27,982.00										

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type	PO Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
COREM005 CORE & MAIN LP Continued															
24-00339	03/20/24	3/4 RUBBER MTR GASKET													
1 INV	U438732-RUBBER MTR GASKET	40.00	4-09-55-501-001-524	B Meter & Meter Parts	R	03/20/24	03/26/24		U438732		N				
Vendor Total:		28,022.00													
COUNT010 COUNTY OF MERCER-FINANCE DIV															
24-00189	02/13/24	EMS DISPATCH 2024													
1 EMS	DISPATCH 2024	5,510.00	4-01-43-516-001-199	B EMS DISPATCH COUNTY MISCELLANEOUS	R	02/13/24	03/25/24		EMS DISP 2024		N				
Vendor Total:		5,510.00													
COUNT015 COUNTY OF MONMOUTH-															
24-00304	03/13/24	JANUARY 2024 SERVICES													
1 INV	24000038-JAN 2024 SERVICES	50.00	4-01-26-305-001-199	B Miscellaneous	R	03/13/24	03/26/24		24000038		N				
Vendor Total:		50.00													
N0001 DEP TREASURER STATE OF NJ															
24-00329	03/20/24	NJ DEP-ENVIRONMENTAL LAB CERT													
1 NJ	DEP-ENVIRONMENTAL	1,915.00	4-09-55-501-002-520	B Discharge Permits/Licenses	R	03/20/24	03/25/24		240123830		N				
Vendor Total:		1,915.00													
Q0176 EUROFINS QC, LLC															
24-00315	03/13/24	WATER ANALYSIS													
1 INV	6300055342-WATER ANALYSIS	247.50	4-09-55-501-001-532	B Outside Testing/Labs	R	03/13/24	03/25/24		6300055342		N				
2 INV	6300055532-WATER ANALYSIS	44.50	4-09-55-501-001-532	B Outside Testing/Labs	R	03/13/24	03/25/24		6300055532		N				
3 INV	6300055568-WATER ANALYSIS	322.50	4-09-55-501-001-532	B Outside Testing/Labs	R	03/13/24	03/25/24		6300055568		N				
4 INV	6300055590-WATER ANALYSIS	103.50	4-09-55-501-001-532	B Outside Testing/Labs	R	03/13/24	03/25/24		6300055590		N				
		718.00													
Vendor Total:		718.00													

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
FIREA005 FIRE APPARATUS REPAIR, INC.														
		24-00327	03/20/24	REALIGN CAB ESTIMATE 24-141										
		1		REALIGN CAB ESTIMATE 24-141	935.53	4-01-25-252-002-121	B	Preventive Maintenance	R	03/20/24	03/25/24		17705	N
		Vendor Total:			935.53									
G1077 GEORGE S. COYNE CO., INC.														
		24-00069	01/26/24	RES 2023-209 CHLORINE			B							
		3		INV 425979 CHLORINE 3/8/24	1,797.24	4-09-55-501-001-526	B	Chlorine	R	01/26/24	03/26/24		425979	N
		24-00124	02/02/24	RES 2023-213 LIME HI-CALC			B							
		5		RES 2023-213 LIME HI-CALC	2,721.75	4-09-55-501-001-527	B	Calcium Hydroxide - Lime	R	02/02/24	03/26/24		425978	N
		Vendor Total:			4,518.99									
H0081 H. KENDALL WALTON														
		24-00287	03/08/24	REIMBURSE FOR ELEC TRANSFORMER										
		1		REIMBURSE FOR ELEC TRANSFORMER	145.91	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/08/24	03/25/24		037399536	N
		Vendor Total:			145.91									
H1100 HOME DEPOT CREDIT SERVICES														
		24-00309	03/13/24	FEB/MARCH 2024 INVOICES										
		1		INV 2620163-CLEANING SUPPLIES,	52.02	4-09-55-501-001-503	B	Water Plant Maintenance	R	03/13/24	03/25/24		2620163	N
		2		INV 9041394-D&S SEALANT CLEAR	50.88	4-01-26-310-001-024	B	Building Maintenance	R	03/13/24	03/25/24		9041394	N
		3		INV 8041495-WIRENUT WIRE CNCT	21.96	4-01-26-290-001-127	B	Street Repair & Maintenance	R	03/13/24	03/25/24		8041495	N
					124.86									
		Vendor Total:			124.86									
J0258 JCP&L (STREET LIGHTING)														
		24-00325	03/20/24	ACCT 765 & 724 DATES 4/2/24										
		1		100 011 415 765 STREET LIGHTS	1,972.44	4-01-31-435-001-075	B	Street Lighting	R	03/20/24	03/25/24		95777230564	N
		2		100 011 415 724 STREET LIGHTS	426.15	4-01-31-435-001-075	B	Street Lighting	R	03/20/24	03/25/24		95777230563	N
					2,398.59									
		Vendor Total:			2,398.59									

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
J0069 JERSEY ELEVATOR LLC												
		24-00303	03/13/24	MARCH 2023 MAINTENANCE								
		1 INV	46862-W4Z6-MARCH 2024		203.95	4-01-26-310-001-029	B	Maintenance Contracts	R	03/13/24	03/25/24	INV-46862-W4Z6 N
		Vendor Total:			203.95							
L0205 LANGUAGE LINE SERVICES												
		24-00286	03/08/24	INV 11239729 HPD SVC FEB 2024								
		1 INV	11239729 HPD SVC FEB 2024		78.30	4-01-25-240-001-111	B	Interpretor	R	03/08/24	03/25/24	11239729 N
		Vendor Total:			78.30							
L0037 LINCOLN FINANCIAL GROUP												
		24-00322	03/20/24	APRIL 2024 LIFE INSURANCE								
		1	APRIL 2024 LIFE INSURANCE		290.56	4-01-23-210-003-115	B	Medical Ins-Emp] Grp Health	R	03/20/24	03/25/24	APRIL 2024 N
		2	APRIL 2024 LIFE INSURANCE		27.24	4-01-23-210-003-115	B	Medical Ins-Emp] Grp Health	R	03/20/24	03/25/24	APRIL 2024 N
		3	APRIL 2024 LIFE INSURANCE		5.91	4-01-23-210-003-115	B	Medical Ins-Emp] Grp Health	R	03/20/24	03/25/24	APRIL 2024 N
		4	APRIL 2024 LIFE INSURANCE WTP		9.08	4-09-55-501-001-514	B	INSURANCE	R	03/20/24	03/25/24	APRIL 2024 N
		5	APRIL 2024 LIFE INSURANCE WTP		9.08	4-09-55-501-001-514	B	INSURANCE	R	03/20/24	03/25/24	APRIL 2024 N
		6	APRIL 2024 LIFE INS AWWTP		63.56	4-09-55-501-001-514	B	INSURANCE	R	03/20/24	03/25/24	APRIL 2024 N
					332.79							
		Vendor Total:			332.79							
LSCME005 LSC MECHANICAL												
		24-00278	03/08/24	2001 FORD EXPEDITION EXHAUST								
		1	2001 FORD EXPEDITION EXHAUST		1,125.00	4-01-25-252-002-121	B	Preventive Maintenance	R	03/08/24	03/25/24	7426 N
		2	2001 FORD EXPEDITION EXHAUST		504.91	4-01-25-252-002-121	B	Preventive Maintenance	R	03/08/24	03/25/24	7426 N
					1,629.91							
		24-00337	03/20/24	2014 FORD INTERCEPTOR UTILITY								
		1	2014 FORD INTERCEPTOR UTILITY		3,235.00	4-01-25-252-002-121	B	Preventive Maintenance	R	03/20/24	03/25/24	7507 N
		2	PARTS		4,355.93	4-01-25-252-002-121	B	Preventive Maintenance	R	03/20/24	03/25/24	7507 N
		3	TIRE FEES		28.00	4-01-25-252-002-121	B	Preventive Maintenance	R	03/20/24	03/25/24	7507 N
					7,618.93							
		Vendor Total:			9,248.84							

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											
	24-00320	03/18/24	Prof Services through 02/29/24								
	1		Telephone conferences	150.00	3PRCLLC	R	03/18/24	03/25/24		221019	N
	2		Correspondence & Conferences	1,687.50	2022-01	R	03/18/24	03/25/24		221020	N
				1,837.50							
			Vendor Total:	1,837.50							
M0256 MERCER CO IMPROVEMENT AUTH											
	24-00312	03/13/24	FEBRUARY 2024 TIPPING								
	1		FEBRUARY 2024 TIPPING	16,760.61	4-01-32-465-001-165	R	03/13/24	03/25/24		FEB 2024	N
	2		FEBRUARY 2024 RECYCLING TAX	399.06	4-01-43-496-001-174	R	03/13/24	03/25/24		FEB 2024	N
				17,159.67							
			Vendor Total:	17,159.67							
M0127 MONMOUTH COUNTY											
	24-00306	03/13/24	FEB 2024 ROOSEVELT TIPPING								
	1		FEB 2024 ROOSEVELT TIPPING	1,910.75	4-01-43-513-001-171	R	03/13/24	03/25/24		FEB 2024	N
			Vendor Total:	1,910.75							
M001127 MTS SOFTWARE SOLUTIONS INC.											
	24-00321	03/19/24	MAINT AGREEMENT 5/1/24-4/30/25								
	1		MAINT AGREEMENT 5/1/24-4/30/25	300.00	4-01-20-120-001-026	R	03/19/24	03/25/24		C105073	N
	2		MAINT AGREEMENT 5/1/24-4/30/25	475.00	4-01-20-120-001-026	R	03/19/24	03/25/24		C105073	N
				775.00							
			Vendor Total:	775.00							
M0053 MUNICIPAL EMERGENCY SERVICES											
	24-00282	03/08/24	SCBA REPAIR INV IN2017577								
	1		SCBA REPAIR INV IN2017577	3,085.09	4-01-25-252-002-123	R	03/08/24	03/25/24		IN2017577	N
			Vendor Total:	3,085.09							

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
N1116 NEW JERSEY PLANNING OFFICIALS														
		24-00323	03/20/24	2024 Membership dues										
				1 Single Board - Annual	325.00	4-01-21-180-001-044	B PROFESSIONAL ASSOCIATION DUES		R	03/20/24	03/25/24		082024371	N
				Vendor Total:	325.00									
N0170 NORCIA CORP.														
		24-00305	03/13/24	TINK CLAW AND ARM CONTROL										
				1 INV 84073-DISASSEMBLE 2ND TINK	383.24	4-01-26-311-001-034	B Equipment Parts & Accessories		R	03/13/24	03/25/24		84073	N
				2 INV 84102-JOYSTICK, ARM CNTRL	1,604.62	4-01-26-305-001-034	B Motor Vehicle Parts & Access.		R	03/13/24	03/25/24		84102	N
					1,987.86									
				Vendor Total:	1,987.86									
00050 ONE CALL CONCEPT INC														
		24-00307	03/13/24	FEBRUARY 2024 ONE CALL MSGS										
				1 FEBRUARY 2024 ONE CALL MSGS	15.73	4-09-55-501-001-535	B Hydrants and Line Repair		R	03/13/24	03/26/24		4025089	N
				Vendor Total:	15.73									
P0088 PARKER MCCAY, P.A.														
		24-00319	03/18/24	Billing through 2/29/2024										
				1 Research, review & follow up	296.00	2022-01	P 105 Main St - Concept Plan		R	03/18/24	03/25/24		3177704	N
				Vendor Total:	296.00									
PAULM005 PAUL MOURAD														
		24-00334	03/20/24	UNIFORM ALLOWANCE - MOURAD										
				1 UNIFORM ALLOWANCE - MOURAD	72.89	4-01-25-240-001-043	B Uniform Allowance/Leather Gds.		R	03/20/24	03/27/24		2863281-2841806	N
				2 UNIFORM ALLOWANCE - MOURAD	24.32	4-01-25-240-001-043	B Uniform Allowance/Leather Gds.		R	03/20/24	03/27/24		2863281-2841806	N
					48.57									
				Vendor Total:	48.57									
P0073 PRIME SOLUTION INC.														
		23-01732	12/31/23	TUBING ADAPTOR FOR ROTARY FAN										
				1 TUBING ADAPTOR FOR ROTARY FAN	120.00	3-09-55-501-002-503	B Sewer Plant Maintenance		R	12/31/23	03/26/24		SH7752	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
P0073 PRIME SOLUTION INC. Continued														
		23-01732	12/31/23	TUBING ADAPTOR FOR ROTARY FAN		Continued								
		2		SHIPPING	22.36	3-09-55-501-002-503		B Sewer Plant Maintenance	R	01/18/24	03/26/24		SH7752	N
					142.36									
				Vendor Total:	142.36									
P1155 PRIOR NAMI BUSINESS SYSTEMS														
		24-00311	03/13/24	MAINT CONTRACT BIZHUB 2024										
		1		MAINT CONTRACT 4/1/24-4/1/25	300.00	4-09-55-501-002-518		B Service Contracts - AWWTP	R	03/13/24	03/25/24		0000724541	N
				Vendor Total:	300.00									
P0044 PSE&G														
		24-00341	03/25/24	ENERGY BILLS 3/19/2024										
		1	66 878 908 08	156 BANK WATER	116.84	4-09-55-501-001-505		B Gas Service	R	03/25/24	03/26/24		600208988325	N
		2	66 759 467 06	140 N MAIN ST	39.36	4-01-31-446-001-143		B Gas/Heat - Fire House	R	03/25/24	03/26/24		601008858221	N
		3	65 039 876 09	1ST AVE W TOWER	20.23	4-09-55-501-001-505		B Gas Service	R	03/25/24	03/26/24		605207081225	N
		4	74 199 082 06	232 MERCER ST	20.23	4-01-31-446-001-070		B Gas Heat - Borough Hall	R	03/25/24	03/26/24		600308979857	N
		5	75 235 176 09	415 MERCER ST	155.60	4-01-31-446-001-070		B Gas Heat - Borough Hall	R	03/25/24	03/26/24		603508158638	N
		6	75 980 463 01	240 MERCER ST	9.68	4-01-31-446-001-070		B Gas Heat - Borough Hall	R	03/25/24	03/26/24		605007343143	N
		7	76 663 785 05	B-GEN@BANK ST	45.89	4-09-55-501-001-505		B Gas Service	R	03/25/24	03/26/24		604707712727	N
					407.83									
				Vendor Total:	407.83									
REDAR005 RED ARROW TECHNOLOGIES, LLC														
		24-00335	03/20/24	VOIP SVCS 3/15-4/14 AWWTP/HPD										
		1		VOIP SVCS 3/15-4/14 AWWTP	179.82	4-01-31-440-001-085		B Telephone-Block Line Systems, LLC LSI	R	03/20/24	03/25/24		15333	N
		2		VOIP SVCS 3/15-4/14 HPD	375.93	4-01-31-440-001-085		B Telephone-Block Line Systems, LLC LSI	R	03/20/24	03/25/24		15333	N
					555.75									
				Vendor Total:	555.75									
R0077 ROBERTS ENGINEERING GRP LLC														
		24-00317	03/18/24	FEB INVOICES 8378/8380										
		1		IMPROVEMENTS TO RAILROAD AND	26.25	C-04-55-894-002-447		B RAILROAD AVE & DEY STREET SOFT COSTS	R	03/18/24	03/25/24		8378	N
		2		IMPROVEMENTS TO ORCHARD AVE,	1,318.75	C-08-55-969-001-544		B IMP TO ORCHARD, CLOVER & S. MAIN SEC 20	R	03/18/24	03/25/24		8380	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description					Enc Date Date	Date Invoice	Excl
R0077 ROBERTS ENGINEERING GRP LLC Continued								
	24-00317 03/18/24 FEB INVOICES 8378/8380		Continued					
	3 IMPROVEMENTS TO ORCHARD AVE,		1,017.50 C-04-55-896-001-447	B RD IMP ORCHARD, CLOVER, S. MAIN SEC 20	R	03/18/24 03/25/24	8380	N
			2,362.50					
24-00340 03/25/24 BILLING THROUGH MARCH 2024								
	1 COUNCIL MEETINGS		360.00 4-01-20-165-001-104	B Attendance at Meetings (B)	R	03/25/24 03/26/24	8505	N
	2 MISC REQUESTS		265.00 4-01-20-165-001-028	B General Engineering	R	03/25/24 03/26/24	8506	N
	3 STORMWATER PERMIT 2024		597.50 4-01-20-165-001-106	B Misc. Road & Drainage Issues(B	R	03/25/24 03/26/24	8507	N
	4 SW MANAGEMENT PLAN		3,267.50 4-01-20-165-001-106	B Misc. Road & Drainage Issues(B	R	03/25/24 03/26/24	8508	N
	5 SHANGLES ALLEY VACATION		1,367.50 4-01-20-165-001-028	B General Engineering	R	03/25/24 03/26/24	8509	N
	6 MISC ROADS		150.00 4-01-20-165-001-028	B General Engineering	R	03/25/24 03/26/24	8510	N
	7 NJDOT RT 33 ADA IMPROVEMENTS		800.00 4-01-20-165-001-028	B General Engineering	R	03/25/24 03/26/24	8511	N
	Tracking Id: RT33 NJDOT FIRE HYDRANT RELOCATION							
	8 GENERAL SEWERS		1,140.00 4-09-55-501-002-508	B Engineer	R	03/25/24 03/26/24	8512	N
	9 IMPROVEMENTS TO HAUSSER AVE,		105.00 C-04-55-894-001-447	B HAUSER, BENNETT PL PROSPECT DR SOFT COST	R	03/25/24 03/26/24	8513	N
	10 IMPROVEMENTS TO ORCHARD AVE,		3,150.99 C-04-55-896-001-447	B RD IMP ORCHARD, CLOVER, S. MAIN SEC 20	R	03/25/24 03/26/24	8513	N
	11 SW MAPPING		3,467.50 4-01-20-165-001-106	B Misc. Road & Drainage Issues(B	R	03/25/24 03/26/24	8520	N
	12 GENERAL WATER		2,324.00 4-09-55-501-001-508	B Engineer	R	03/25/24 03/26/24	8521	N
	13 IMPROVEMENTS TO MAXWELL AVE		6,802.50 C-04-55-899-000-447	B MAXWELL AVE IMPROVEMENTS SEC. 20	R	03/25/24 03/26/24	8522	N
			23,797.49					
24-00343 03/26/24 Billing through 3/16/24								
	1 Resolution compliance		367.50 2022-07	P Bulk Variance	R	03/26/24 03/26/24	8517	N
	Vendor Total:		26,527.49					
SAMUE005 SAMUEL KLEIN AND COMPANY								
	24-00328 03/20/24 BALANCE OF 2021 AUDIT REPORT							
	1 BALANCE OF 2021 AUDIT REPORT		7,218.50 3-01-55-001-000-025	B ACCOUNTS PAYABLE	R	03/20/24 03/25/24	2021 BAL AUDIT	N
	2 BALANCE OF 2021 AUDIT WTP		3,609.25 3-09-67-004-000-014	B Accounts Payable	R	03/20/24 03/25/24	2021 BAL AUDIT	N
	3 BALANCE OF 2021 AUDIT AWWTP		3,609.25 3-09-67-004-000-014	B Accounts Payable	R	03/20/24 03/25/24	2021 BAL AUDIT	N
	4 2021 ANNUAL UCC AUDIT REPORT		850.00 3-01-55-001-000-025	B ACCOUNTS PAYABLE	R	03/20/24 03/25/24	2021 AUDIT	N
	5 2021LOSAP ANNUAL REVIEW REPORT		500.00 3-01-55-001-000-025	B ACCOUNTS PAYABLE	R	03/20/24 03/25/24	2021 AUDIT	N
			15,787.00					
	Vendor Total:		15,787.00					

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
S0842 SANITATION EQUIPMENT CORP.														
		24-00314	03/13/24	LIMIT SWITCH/ROD FOR TRK 10A										
		1 INV	63634-LIMIT SWITCH,	185.41	4-01-26-305-001-034		B Motor Vehicle Parts & Access.	R		03/13/24	03/25/24		63634	N
		Vendor Total:		185.41										
S0061 SEA BOX														
		24-00308	03/13/24	CONTAINER RENTAL										
		1 INV	RI114160-CONTAINER RENTAL	75.00	4-01-26-310-001-025		B Building Rental	R		03/13/24	03/25/24		RI114160	N
		Vendor Total:		75.00										
S1096 STAPLES BUSINESS ADVANTAGE														
		24-00283	03/08/24	HPD OFFICE SUPPLIES										
		1	HPD OFFICE SUPPLIES	132.80	4-01-25-240-001-036		B Office Supplies & Equipment	R		03/08/24	03/25/24		3561648192	N
		Vendor Total:		132.80										
STATE005 STATEWIDE INSURANCE FUND														
		24-00302	03/13/24	INSTALLMENT 2/4 WC & LIABILITY										
		1	CURRENT FUND GENERAL LIABILITY	14,051.32	4-01-23-210-003-112		B General Liability-JIF	R		03/13/24	03/25/24		2024B37	N
		2	CURRENT FUND WORKER'S COMP 2/4	27,224.43	4-01-23-210-003-113		B Workers Compensation (JIF)	R		03/13/24	03/25/24		2024B37	N
		3	WORKER'S COMP 2/4 WTP	8,782.08	4-09-55-501-001-515		B County Insurance - JIF	R		03/13/24	03/25/24		2024B37	N
		4	WORKER'S COMP 2/4 AWWTP	37,762.92	4-09-55-501-002-515		B County Insurance - JIF	R		03/13/24	03/25/24		2024B37	N
				<u>87,820.75</u>										
		Vendor Total:		87,820.75										
T0141 TREAT'S GARAGE														
		24-00336	03/20/24	HPD VEHICLE MAINTENANCE										
		1	HPD VEHICLE MAINTENANCE	150.00	4-01-26-315-001-131		B Vehicle Maint. - Police	R		03/20/24	03/25/24		60209	N
		Vendor Total:		150.00										
T0110 TURF EQUIPMENT & SUPPLY CO LLC														
		23-01708	12/28/23	MOWER EVALUATION										
		1	MOWER EVALUATION	1,919.18	3-01-28-369-001-139		B Mower Repairs	R		12/28/23	03/25/24		53005004-00	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
T0110 TURF EQUIPMENT & SUPPLY CO LLC Continued										
	23-01708 12/28/23 MOWER EVALUATION	Continued								
	2 SPRING TORSION INV 70075652-00		18.53 3-01-28-369-001-139	B Mower Repairs	R	03/18/24	03/25/24		70075652-00	N
			1,937.71							
	Vendor Total:		1,937.71							
VERIZ015 VERIZON FIOS										
	24-00318 03/18/24 155 504 140 001 53 HPD 3/9/24									
	1 155 504 140 001 53 HPD 3/9/24		194.38 4-01-25-240-001-060	B INTERNET AND WEB SERVICES	R	03/18/24	03/25/24		MARCH 2024	N
	Vendor Total:		194.38							
V0022 VERIZON WIRELESS										
	24-00326 03/20/24 INV 9958605713 3/8/2024 HPD									
	1 INV 9958605713 3/8/2024 HPD		266.13 4-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	03/20/24	03/25/24		9958605713	N
	Vendor Total:		266.13							
W0071 WASTE MGMT OF NEW JERSEY, INC.										
	24-00154 02/08/24 DUMPSTER RES2020-136 TO 2024	B								
	7 INV 3183507-0502-2 3/1/24		289.25 4-01-26-305-001-029	B Contract-Dumpsters	R	02/08/24	03/25/24		3183507-0502-2	N
	8 INV 3183505-0502-6 3/1/24		579.15 4-01-26-305-001-029	B Contract-Dumpsters	R	02/08/24	03/25/24		3183505-0502-6	N
	9 INV 3183505-0502-6 3/1/24		385.74 4-01-26-305-001-029	B Contract-Dumpsters	R	02/08/24	03/25/24		3183505-0502-6	N
	10 INV 3183506-0502-4 3/1/24		1,499.40 4-01-26-305-001-029	B Contract-Dumpsters	R	02/08/24	03/25/24		3183506-0502-4	N
	11 INV 3183506-0502-4 3/1/24		615.32 4-01-26-305-001-029	B Contract-Dumpsters	R	02/08/24	03/25/24		3183506-0502-4	N
			3,368.86							
	Vendor Total:		3,368.86							
<hr/>										
Total Purchase Orders:	48	Total P.O. Line Items:	103	Total List Amount:	224,930.75	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	3-01	14,306.21	0.00	14,306.21	0.00	0.00	0.00	14,306.21
	3-09	7,360.86	0.00	7,360.86	0.00	0.00	0.00	7,360.86
	Year Total:	21,667.07	0.00	21,667.07	0.00	0.00	0.00	21,667.07
CURRENT FUND	4-01	102,398.52	0.00	102,398.52	0.00	0.00	0.00	102,398.52
	4-09	57,961.17	0.00	57,961.17	0.00	0.00	0.00	57,961.17
	4-21	0.00	0.00	0.00	0.00	0.00	2,501.00	2,501.00
	Year Total:	160,359.69	0.00	160,359.69	0.00	0.00	2,501.00	162,860.69
GENERAL CAPITAL	C-04	11,102.24	0.00	11,102.24	0.00	0.00	0.00	11,102.24
WATER/SEWER CAPITAL	C-08	29,300.75	0.00	29,300.75	0.00	0.00	0.00	29,300.75
	Year Total:	40,402.99	0.00	40,402.99	0.00	0.00	0.00	40,402.99
Total of All Funds:		222,429.75	0.00	222,429.75	0.00	0.00	2,501.00	224,930.75

Project Description	Project No.	Rcvd Total	Held Total	Project Total
105 Main St - Concept Plan	2022-01	1,983.50	0.00	1,983.50
Bulk Variance	2022-07	367.50	0.00	367.50
Site Plan Application #2020-01	3PRCLLC	150.00	0.00	150.00
Total of All Projects:		<u>2,501.00</u>	<u>0.00</u>	<u>2,501.00</u>

Date: April 1, 2024

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 4/1/2024

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
BANK OF AMERICA	3/13/2024	24-00293	36754	\$ 1,448.73
EAST WINDSOR REGIONAL SCHOOL	3/15/2024	24-00271	1603	\$ 764,863.00
STATE OF N.J.-DEPT OF TREASURY	3/15/2024	24-00275	1604	\$ 55,005.24
	TOTAL			\$ 821,316.97
<u>WATER AND SEWER OPERATING</u>				
STATE OF N.J.-DEPT OF TREASURY	3/15/2024	24-00275	1412	\$ 20,202.71
	TOTAL			\$ 20,202.71
<u>ESCROW</u>				
	TOTAL			\$ -
<u>GRANT</u>				
	TOTAL			\$ -
<u>TRUST- OTHER</u>				
	TOTAL			\$ -
<u>ANIMAL CONTROL TRUST</u>				
	TOTAL			\$ -
<u>LAW ENFORCEMENT TRUST</u>				
	TOTAL			\$ -
<u>UNEMPLOYMENT TRUST</u>				
	TOTAL			\$ -
<u>PUBLIC DEFENDER TRUST</u>				
	TOTAL			\$ -
<u>TAX LIENTRUST</u>				
	TOTAL			\$ -
<u>GENERAL CAPITAL</u>				
	TOTAL			\$ -
<u>WATER AND SEWER CAPITAL</u>				
	TOTAL			\$ -
MANUAL TOTAL				\$ 841,519.68

Resolution 2024-73

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

APPOINTING A TAX /WATER/SEWER COLLECTOR – TAMIKA ROWE

WHEREAS, due to the resignation of Pamela Lewis from the position of Tax/Water/Sewer Collector there is a need for the appointment of a certified Tax/ Water/Sewer Collector for Hightstown Borough; and,

WHEREAS, the Tax/ Water/Sewer Collector shall perform the function and duties specified by New Jersey Law for a Municipal Tax Collector, as set forth in N.J.S.A. 40A:9-141 et. seq., Municipal Water Collector and Municipal Sewer Collector and by the relevant sections of Chapter 2 of the Borough Code of the Borough of Hightstown as to the functions of Municipal Tax and Water/Sewer Collector and to perform other legally permissible and proper duties and functions required to perform the duties of Tax and Water/Sewer Collector.

WHEREAS, the Borough Council desires to appoint Tamika Rowe of Keyport, New Jersey as Tax and Water/Sewer Collector for the Borough of Hightstown at a salary of \$78,000 annually; and

WHEREAS, Ms. Rowe holds Certified Tax Collector certification CTC#8626 issued by the State of New Jersey; and

WHEREAS, Ms. Rowe meets all statutory requirements and qualifications for the position of Municipal Tax Collector as set forth in N.J.S.A. 40A:9-145.2; N.J.S.A. 40A:9-145.3; and, any other relevant statutory provisions; and,

WHEREAS, said appointment is being made for an unexpired term ending December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Tamika Rowe is hereby appointed as Tax/Water/Sewer Collector for Hightstown Borough effective April 8, 2024, for the remainder of a four-year term ending December 31, 2025.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 1, 2024.

Margaret Riggio
Borough Clerk

Resolution 2024-74

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

AUTHORIZING REFUND OF A ZONING PERMIT FEE

WHEREAS, on March 18, 2024, Robert Sackowitz, 12 Stults Road, Dayton, NJ 08810, submitted a zoning permit application and fee for a change of use at 159 Stockton Street; and

WHEREAS, following review of the application, it was determined by the Zoning Officer that a change of use is not required; and

WHEREAS, the Zoning Officer has requested that said fee paid for the zoning permit application be refunded in the amount of \$50.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Zoning Officer and Deputy CFO are hereby authorized to issue a refund in the amount of \$50.00 to Robert Sackowitz, 12 Stults Road, Dayton, NJ 08810, representing the zoning permit application fee as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 1, 2024.

Margaret Riggio
Borough Clerk

Resolution 2024-75

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

**A RESOLUTION APPROVING THE ANNUAL STREAM
CLEAN UP AND ARBOR DAY EVENTS ORGANIZED BY
THE HIGHTSTOWN BOROUGH ENVIRONMENTAL
COMMISSION**

WHEREAS, the Environmental Commission is a recognized commission of Hightstown Borough pursuant to Article 2-32 entitled “Environmental Commission” of “The Revised General Ordinances of the Borough of Hightstown”; and

WHEREAS, as set forth in Article 2-32, the commission is established for the protection, development or use of natural resources, including water resources, located within the territorial limits of the Borough of Hightstown; and

WHEREAS, annually, the Environmental Commission organizes a Stream Clean Up, Shredding Event and the planting of a tree in a Borough Park in honor of Arbor Day; and

WHEREAS, this year, Hightstown Borough has proclaimed Sunday, April 21, 2024, Arbor Day.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown approve the Annual Stream Cleanup, Shredding Event and Tree Planting as a Hightstown Borough sponsored and covered event and look forward to another successful Arbor Day Celebration organized by the Hightstown Borough Environmental Commission.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 1, 2024.

Margaret Riggio
Borough Clerk

Resolution 2024-76

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2024 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2024 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 2024 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	22,500.00	104,510.00	127,010.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	0.00	35,000.00	35,000.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	22,500.00	139,510.00	162,010.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2024 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 April 1, 2024.

Margaret Riggio
Borough Clerk

Borough of Hightstown
Emergency Temporary No. 4
4/1/2024

Schedule A

Current Fund

Administrative and Executive	Salaries and Wages	15,000.00
Mayor and Council	Salaries and Wages	5,000.00
Tax Assessor	Salaries and Wages	2,000.00
Engineer	Other Expenses	15,000.00
Police Department	Salaries and Wages	150,000.00
Office of Emergency Management	Salaries and Wages	500.00
Uniform Fire Safety Act	Salaries and Wages	2,000.00
Buildings and Grounds	Salaries and Wages	4,000.00
Recycling	Other Expenses	15,000.00
Parks and Recreation	Salaries and Wages	4,000.00
Housing and Code Enforcement	Salaries and Wages	5,000.00
Vehicle Maintenance - Robbinsville	Other Expenses	<u>5,000.00</u>
Total Current Fund		<u>222,500.00</u>

Resolution 2024-77

*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 April 1, 2024, 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 – Special Events

Action may be taken following Executive Session

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 July 1, 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 April 1, 2024.

Margaret Riggio
Borough Clerk