

AGENDA
Hightstown Borough Council
January 21, 2025 | 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 Trentonian 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 December 16, 2024 – Public Session
December 16, 2024 – Executive Session
January 6, 2025 - Reorganization

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.

Ordinances **2025-01 First Reading and Introduction** Ordinance to Exceed the 2025 Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

2025-02 First Reading and Introduction Ordinance Amending Section 3(a) of Bond Ordinance #2023-09 of the Borough of Hightstown, in the County of Mercer, New Jersey, Finally Adopted June 5, 2023, in Order to Include an Additional Project.

Resolutions **2025-35** Authorizing Payment of Bills
2025-36 Resolution Accepting the Department of Community Affairs Estimates for the Fourth Round of Affordable Housing Obligations for 2025-2035 for the Borough of Hightstown

Consent Agenda **2025-37** Resolution Making and Confirming Prosecutor and Public Defender for 2025
2025-38 Resolution Authorizing the Execution of an Agreement Between the Borough of Hightstown and the Township of

Robbinsville to Share Municipal Court Facilities, Employees, Equipment and Supplies

2025-39 Authorizing Change Order No. 1 and Payment No. 1 (Final) B&H Contracting – Emergency Water Treatment Plant Discharge Pipe Replacement

2025-40 Authorizing Hightstown Engine Company No. 1 to Apply for the Assistance to Firefighters Grant Program for FY2024

2025-41 A Resolution Supporting New Jersey’s Safe Routes to School Program

2025-42 Amending the Personnel Policy Manual of the Borough of Hightstown

2025-43 Resolution Amending Resolution 2025-07 Making and Appointing Borough Officials for 2025

Discussion

Subcommittee Reports

Mayor/Council/Administrative Updates

Executive Session **Resolution 2025-44** Authorizing a Meeting that Excludes the Public
Personnel – CFO & Tax Collector
Potential Litigation – OPRA
Contract Negotiations – Robbinsville Police/Court Facilities

Adjournment

Borough of Hightstown
County of Mercer

Ordinance 2025-01

**ORDINANCE TO EXCEED THE 2025 MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$71,863.17 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years;

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Hightstown in the County of Mercer , a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$251,521.08 and that the CY 2025 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

Borough of Hightstown
County of Mercer

Ordinance 2025-01

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Introduction:

Adoption:

ATTEST:

MARGARET RIGGIO
MUNICIPAL CLERK

SUSAN BLUTH
MAYOR

Borough of Hightstown
County of Mercer

Ordinance 2025-02

ORDINANCE AMENDING SECTION 3(A) OF BOND ORDINANCE #2023-09 OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, FINALLY ADOPTED JUNE 5, 2023, IN ORDER TO INCLUDE AN ADDITIONAL PROJECT.

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

Section One. Section 3(a) of Bond Ordinance #2023-09 of the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"), finally adopted June 5, 2023, is hereby amended to read as follows:

"The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to the anaerobic digester for the water-sewer utility, including cleaning, painting and inspection of the digester cover, cleaning of the digester and inspection for potential repairs, the replacement of the Perth mixing system with a new jet mixing system and critical repairs to the fine screen at the Advanced Waste Water Treatment Plant consisting of a full on-site rebuild of current equipment, including all work and materials necessary therefor and incidental thereto and further including all related costs and expenditures incidental thereto."

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

Borough of Hightstown
County of Mercer

Ordinance 2025-02

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

Introduction:

Adoption:

ATTEST:

MARGARET RIGGIO
MUNICIPAL CLERK

SUSAN BLUTH
MAYOR

Borough of Hightstown
County of Mercer

Resolution 2025-35

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 \$1,939,600.54 from the following accounts:

Current		\$1,824,750.24
W/S Operating		89,723.52
General Capital		8,408.75
Water/Sewer Capital		12,322.48
Grant		500.00
Trust		0.00
Unemployment Trust		500.60
Animal Control		194.95
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Housing Trust		2,000.00
Public Defender Trust		0.00
Escrow		<u>1,200.00</u>
Total		<u>\$1,939,600.54</u>

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

Ranges		Item Status		Purchase Types		Misc					
<i>Range: First to Last</i>		<i>Open: N</i>		<i>Bid: Y</i>		<i>P.O. Type: All</i>					
<i>Rcvd Batch Id Range: First to Last</i>		<i>Void: N</i>		<i>State: Y</i>		<i>Include Project Line Items: Yes</i>					
		<i>Paid: N</i>		<i>Other: Y</i>		<i>Format: Detail without Line Item Notes</i>					
		<i>Held: Y</i>		<i>Exempt: Y</i>		<i>Include Non-Budgeted: Y</i>					
		<i>Aprv: N</i>				<i>Vendors: All</i>					
		<i>Rcvd: Y</i>									
Vendor #	Name	Description		Contract	PO Type						
P.O. #	PO Date	Amount	Charge Account	Acct Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl	
ACCES005	ACCESS COMPLIANCE, LLC										
24-01244	11/04/24		FF MED EXAM, FIT TEST, ECG		B						
3	FF MED EXAM INVOICE 32265	\$2,565.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32265	N	
4	RESPIRATOR FIT TEST INV 32265	\$700.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32265	N	
5	ONSITE TESTING FEE INV 32265	\$50.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32265	N	
6	EKG TEST INV 32265 11/7/24	\$1,235.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32265	N	
7	FF MED EXAM INVOICE 32728	\$135.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32728	N	
8	RESPIRATOR FIT INVOICE 32728	\$50.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32728	N	
9	EKG TEST NVOICE 32728 12/19/24	\$65.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32728	N	
10	INV 32861 FF CLEARANCE EVERS	\$140.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32861	N	
11	RESP FIT TESTING	\$50.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32861	N	
12	EKG	\$70.00	4-01-25-252-002-093	B	Medical Expenses/Hepatitis B	R	11/04/24	01/13/25	32861	N	
		\$5,060.00									
Vendor Total:		\$5,060.00									
ACTIO010	ACTION UNIFORM CO, LLC										
23-01662	12/20/23		UNIFORM ALLOWANCE - NEW HIRE		B						
5	UNIFORM ALLOW EST54356 & 54357	\$1,339.57	5-01-55-001-000-025	B	ACCOUNTS PAYABLE	R	12/20/23	01/13/25	66484	N	
6	UNIFORM ALLOW EST54356 & 54357	\$116.56	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	10/30/24	01/13/25	66484	N	
		\$1,456.13									
24-01208	10/24/24		UNIFORM ALLOWANCE - LARSEN								
1	UNIFORM ALLOWANCE - LARSEN	\$531.99	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	10/24/24	01/13/25	66269	N	
24-01276	11/13/24		UNIFORM ALLOWANCE - DOELL								
1	UNIFORM ALLOWANCE - DOELL	\$685.00	4-01-25-240-001-036	B	Office Supplies & Equipment	R	11/13/24	01/13/25	66266	N	
24-01351	12/05/24		UNIFORM ALLOWANCE - MILLER								
1	UNIFORM ALLOWANCE - MILLER	\$849.98	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/05/24	01/13/25	667387	N	
24-01394	12/10/24		UNIFORM ALLOWANCE - ESPOSITO								
1	UNIFORM ALLOWANCE - ESPOSITO	\$692.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/10/24	01/13/25	667386	N	
24-01422	12/16/24		HPD PATCHES								

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
ACTIO010	ACTION UNIFORM CO, LLC	Account Continued									
1 HPD PATCHES		\$200.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/16/24	01/13/25		66437	N
Vendor Total:		\$4,415.10									
A0787	AMERICAN TRAFFIC SAFETY SVC										
24-01424	12/16/24	2024 PUBLIC AGENCY MEMBERSHIP									
1 2024 PUBLIC AGENCY MEMBERSHIP		\$92.00	4-01-26-290-001-044	B	Professional Assoc. Dues	R	12/16/24	01/13/25		121437-Y9X6F8	N
Vendor Total:		\$92.00									
A1014	APPROVED FIRE PROTECTION, INC.										
24-00182	02/13/24	GAS METER CALIBRATION/DETECTOR									
7 GAS METER CALIBRATION		\$0.00	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	02/13/24	01/13/25		IN00103564	N
8 MINIMUM BILLING CHARGE		\$182.00	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	02/13/24	01/13/25		IN00103564	N
		\$182.00									
Vendor Total:		\$182.00									
APRUZ005	APRUZZESE, MCDERMOTT, MASTRO &										
24-01418	12/13/24	LABOR INV 234508 & BAL 234334									
1 LABOR INV 234508 NOVEMBER 2024		\$666.00	4-01-20-155-001-031	B	Labor,Personnel & Union Council	R	12/13/24	01/13/25		234508	N
2 BALANCE OF INV 234334 OCT 2024		\$42.75	4-01-20-155-001-031	B	Labor,Personnel & Union Council	R	12/13/24	01/13/25		234334 BALANCE	N
		\$708.75									
Vendor Total:		\$708.75									
ARULK005	ARUL KARTTIKEYA										
25-00014	01/09/25	DRUMS HOLIDAY SINGALONG 12/15									
1 DRUMS HOLIDAY SINGALONG 12/15		\$160.00	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	01/09/25	01/13/25		501	N
Vendor Total:		\$160.00									
BOWMA005	BOWMAN & COMPANY LLP										
24-01377	12/06/24	ACCOUNTING SVCS CONTRACT									
2 ACCOUNTING SVCS 11/18-12/11/24		\$10,200.00	4-01-20-130-001-031	B	PROF SERVICES	R	12/06/24	01/13/25		121275	N
3 ACCOUNTING SVCS 10% DISCOUNT		1,020.00	4-01-20-130-001-031	B	PROF SERVICES	R	12/06/24	01/13/25		121275	N
		\$9,180.00									
Vendor Total:		\$9,180.00									
B1149	BURLINGTON COUNTY ESTC-BCIT										
24-00801	07/12/24	INC COMM & FIRE OFF TRAINING									
1 INCIDENT COMMAND TRAINING		\$45.00	4-01-25-252-002-042	B	Education & Training	R	07/12/24	01/13/25		11929	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
Item Description											
B1149	BURLINGTON COUNTY ESTC-BCIT	Account Continued									
Vendor Total:		\$45.00									
CGPH0005	CGP&H										
25-00021	01/09/25	AFF HOUSING NOV & DEC 2024									
1	AFF HOUSING NOV & DEC 2024	\$200.00	4-01-21-180-001-108	B	COAH Planning	R	01/09/25	01/13/25		52450	N
2	AFF HOUSING NOV & DEC 2024	\$434.00	4-01-21-180-001-108	B	COAH Planning	R	01/09/25	01/13/25		52450	N
3	ADMIN FEE HABITAT UNITS 11/1/24	\$2,000.00	T-26-56-286-000-847	B	Housing-Developer Fees	R	01/09/25	01/13/25		52450	N
		\$2,634.00									
Vendor Total:		\$2,634.00									
C0058	CINTAS CORPORATION #061										
25-00054	01/13/25	UNIFORM ADVANTAGE DEC 2024									
1	INV 4213838693 12/6/24	\$60.60	4-09-55-501-002-507	B	Uniforms & Safety Equipment	R	01/13/25	01/15/25		4213838693	N
2	INV 4214598879 12/13/24	\$60.60	4-09-55-501-002-507	B	Uniforms & Safety Equipment	R	01/13/25	01/15/25		4214598879	N
3	INV 4215331678 12/20/24	\$60.60	4-09-55-501-002-507	B	Uniforms & Safety Equipment	R	01/13/25	01/15/25		4215331678	N
4	INV 4216045278 12/27/24	\$60.60	4-09-55-501-002-507	B	Uniforms & Safety Equipment	R	01/13/25	01/15/25		4216045278	N
		\$242.40									
Vendor Total:		\$242.40									
CLARK005	CLARKE CATON HINTZ										
24-01453	12/17/24	Prof Services through 11/29/24									
1	Prep/Rev AH Report & Calcs	\$1,902.50	4-01-21-180-001-108	B	COAH Planning	R	12/17/24	01/13/25		91341	N
2	Prep/Rev zoning & meet w/ Boro	\$297.50	4-01-21-180-001-105	B	General Planning-Consulting	R	12/17/24	01/13/25		91342	N
3	Prep/Rev Resolution	\$59.50	4-01-21-180-001-110	B	Master Planner	R	12/17/24	01/13/25		91343	N
		\$2,259.50									
Vendor Total:		\$2,259.50									
CONCE005	CONCENTRA MEDICAL CENTERS										
25-00027	01/09/25	INV 517500531 SCREWS POST ACC									
1	INV 517500531 SCREWS POST ACC	\$176.00	4-01-26-290-001-093	B	Employee Physicals/Drug Tests	R	01/09/25	01/13/25		517500531	N
Vendor Total:		\$176.00									
C1092	CORRPRO COMPANIES, INC.										
24-01437	12/16/24	INSPECTION SERVICE									
1	INV 771819-INSPECTION SERVICE	\$2,670.00	4-09-55-501-001-518	B	Maint. Contracts - Plant	R	12/16/24	01/13/25		771819	N
Vendor Total:		\$2,670.00									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
CREAT005 CREATE STREET											
24-01485	12/30/24			KNIT CAPS/TUMBLERS/ROGUE PACKS							
1 KNIT CAPS - BLACK		\$276.00	4-01-25-252-002-199	B	Miscellaneous	R	12/30/24	01/13/25		224	N
2 30 OZ TUMBLER - ENGRAVED		\$506.00	4-01-25-252-002-199	B	Miscellaneous	R	12/30/24	01/13/25		224	N
3 OGIO ROGUE PACK		\$1,610.00	4-01-25-252-002-199	B	Miscellaneous	R	12/30/24	01/13/25		224	N
4 FEES		\$60.00	4-01-25-252-002-199	B	Miscellaneous	R	12/30/24	01/13/25		224	N
		\$2,452.00									
Vendor Total:		\$2,452.00									
C0087 CUSTOM BANDAG, INC											
24-01440	12/16/24			LABOR/PARTS/TIRES							
1 INV 80246461-TRK #006 LEAF VAC		\$783.12	4-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	12/16/24	01/13/25		80246461	N
2 INV 80246107-FLAT REPAIR,		\$20.00	4-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	12/16/24	01/13/25		80246107	N
		\$803.12									
Vendor Total:		\$803.12									
DANIE005 DANIEL TRENT											
24-01482	12/30/24			MUSICAL SVCS SING A LONG							
1 MUSICAL SVCS SING A LONG		\$180.00	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	12/30/24	01/13/25		100	N
Vendor Total:		\$180.00									
DEBLO005 DEBLOCK ENVIRONMENTAL SVCS,LLC											
24-00156	02/08/24					B					
13 INV 00012240 DECEMBER 2024		\$500.00	4-09-55-501-002-528	B	Outside Consulting Services (B	R	09/30/24	01/13/25		00012240	N
Vendor Total:		\$500.00									
E0022 EAGLE POINT GUN SHOP											
24-01328	11/25/24			HPD AMMO SUPPLIES							
1 HPD AMMO SUPPLIES		\$4,197.06	4-01-25-240-001-117	B	Ammunition & Target Practice	R	11/25/24	01/13/25		150729	N
24-01443	12/16/24			HPD AMMO-TRAINING SUPPLIES							
1 HPD AMMO-TRAINING SUPPLIES		\$309.32	4-01-25-240-001-117	B	Ammunition & Target Practice	R	12/16/24	01/13/25			N
2 HPD AMMO & TRAINING SUPPLIES		\$98.02	4-01-25-240-001-117	B	Ammunition & Target Practice	R	12/16/24	01/13/25			N
3 HPD AMMO & TRAINING SUPPLIES		\$1,122.45	4-01-25-240-001-117	B	Ammunition & Target Practice	R	12/16/24	01/13/25			N
4 HPD AMMO & TRAINING SUPPLIES		\$393.98	4-01-25-240-001-117	B	Ammunition & Target Practice	R	12/16/24	01/13/25		156927	N
5 HPD AMMO & TRAINING SUPPLIES		\$1,821.20	4-01-25-240-001-117	B	Ammunition & Target Practice	R	12/16/24	01/13/25		156927	N
6 HPD AMMO & TRAINING SUPPLIES		\$392.21	4-01-25-240-001-117	B	Ammunition & Target Practice	R	12/16/24	01/13/25		156927	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
E0022	EAGLE POINT GUN SHOP	Account Continued									
		\$4,137.18									
	Vendor Total:	\$8,334.24									
E0024	EARLE ASPHALT COMPANY										
24-01426	12/16/24	EZ STREET 3/8"									
1 INV 2626-EZ STREET 3/8"		\$651.00	4-01-26-290-001-127	B	Street Repair & Maintenance	R	12/16/24	01/13/25		2626	N
2 INV 3076-EZ STREET 3/8"		\$447.95	4-01-26-290-001-127	B	Street Repair & Maintenance	R	12/16/24	01/13/25		3076	N
		\$1,098.95									
24-01487	12/30/24	SANITARY LATERAL REPLACEMENT									
1 SANITARY LATERAL REPLACEMENT		\$9,363.02	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	12/30/24	01/13/25		10/29/24	N
24-01494	12/31/24	WATER SRVC REPLACEMENT									
1 156 STOCKTON STREET WATER SR		\$10,799.48	C-08-55-951-001-541	B	WATER MAINS/SEWER IMP STOCKT	R	12/31/24	01/15/25		10/11/24	N
		\$21,261.45									
E0576	EAST WINDSOR REGIONAL SCHOOL										
24-01431	12/16/24	SEPTEMBER 2024 FUEL USE									
1 SEP 2024 FUEL USE-AWWTP		\$71.95	4-09-55-501-002-512	B	Motor Fuel	R	12/16/24	01/13/25		SEP 2024	N
2 SEP 2024 FUEL USE-CONSTRUCTIO		\$24.92	4-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEP	R	12/16/24	01/13/25		SEP 2024	N
3 SEP 2024 FUEL USE-FIRE		\$176.87	4-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	12/16/24	01/13/25		SEP 2024	N
4 SEP 2024 FUEL USE-FIRST AID		\$351.74	4-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	12/16/24	01/13/25		SEP 2024	N
5 SEP 2024 FUEL USE-GARBAGE		\$1,059.94	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/16/24	01/13/25		SEP 2024	N
6 SEP 2024 FUEL USE-PARKS		\$48.88	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/16/24	01/13/25		SEP 2024	N
7 SEP 2024 FUEL USE-POLICE		\$1,700.62	4-01-31-460-001-145	B	Motor Fuel - Police	R	12/16/24	01/13/25		SEP 2024	N
8 SEP 2024 FUEL USE-STREETS		\$893.54	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/16/24	01/13/25		SEP 2024	N
9 SEP 2024 FUEL USE-WATER		\$174.83	4-09-55-501-001-512	B	Motor Fuel	R	12/16/24	01/13/25		SEP 2024	N
10 SEP 2024 FUEL FACILITY FEE		\$120.00	4-01-31-460-001-144	B	Upgrades to Fueling Facility	R	12/16/24	01/13/25		SEP 2024	N
		\$4,623.29									
24-01432	12/16/24	OCTOBER 2024 FUEL USE									
1 OCT 2024 FUEL USE-CONSTRUCTIC		\$16.09	4-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEP	R	12/16/24	01/13/25		OCT 2024	N
2 OCT 2024 FUEL USE-FIRE		\$375.67	4-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	12/16/24	01/13/25		OCT 2024	N
3 OCT 2024 FUEL USE-FIRST AID		\$260.83	4-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	12/16/24	01/13/25		OCT 2024	N
4 OCT 2024 FUEL USE-GARBAGE		\$1,092.80	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/16/24	01/13/25		OCT 2024	N
5 OCT 2024 FUEL USE-PARKS		\$63.64	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/16/24	01/13/25		OCT 2024	N
6 OCT 2024 FUEL USE-POLICE		\$1,613.86	4-01-31-460-001-145	B	Motor Fuel - Police	R	12/16/24	01/13/25		OCT 2024	N
7 OCT 2024 FUEL USE-STREETS		\$1,108.68	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/16/24	01/13/25		OCT 2024	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
E0576	EAST WINDSOR REGIONAL SCHOOL	<i>Account Continued</i>									
8 OCT 2024	FUEL USE-WATER	\$97.07	4-09-55-501-001-512	B	Motor Fuel	R	12/16/24	01/13/25		OCT 2024	N
9 OCT 2024	FUEL FACILITY FEE	\$120.00	4-01-31-460-001-144	B	Upgrades to Fueling Facility	R	12/16/24	01/13/25		OCT 2024	N
		\$4,748.64									
24-01489	12/30/24	NOVEMBER 2024 FUEL USAGE									
1 NOV 2024	FUEL USE-AWWTP	\$103.49	4-09-55-501-002-512	B	Motor Fuel	R	12/30/24	01/13/25		NOV 2024	N
2 NOV 2024	FUEL USE-CONSTRUCTIC	\$11.07	4-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEPR	R	12/30/24	01/13/25		NOV 2024	N
3 NOV 2024	FUEL USE-FIRE	\$275.82	4-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	12/30/24	01/13/25		NOV 2024	N
4 NOV 2024	FUEL USE-FIRST AID	\$347.81	4-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	12/30/24	01/13/25		NOV 2024	N
5 NOV 2024	FUEL USE-GARBAGE	\$803.29	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/30/24	01/13/25		NOV 2024	N
6 NOV 2024	FUEL USE-PARKS	\$13.84	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/30/24	01/13/25		NOV 2024	N
7 NOV 2024	FUEL USE-POLICE	\$1,535.42	4-01-31-460-001-145	B	Motor Fuel - Police	R	12/30/24	01/13/25		NOV 2024	N
8 NOV 2024	FUEL USE-STREETS	\$1,207.64	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	12/30/24	01/13/25		NOV 2024	N
9 NOV 2024	FUEL USE-WATER	\$144.63	4-09-55-501-001-512	B	Motor Fuel	R	12/30/24	01/13/25		NOV 2024	N
10 NOV 2024	FUEL FACILITY FEE	\$120.00	4-01-31-460-001-144	B	Upgrades to Fueling Facility	R	12/30/24	01/13/25		NOV 2024	N
		\$4,563.01									
Vendor Total:		\$13,934.94									
E0201	EDMUNDSGOVTECH, INC.										
24-01496	12/31/24	EPSON TM-H6000V-032 VALIDATOR									
1 EPSON TM-H6000V-032 VALIDATOR		\$1,075.00	4-01-20-145-001-054	B	EQUIP/MAINT/COMPUTER SOFTWARE		12/31/24	01/13/25		25-IN4022	N
Vendor Total:		\$1,075.00									
E0414	ENTENMANN-ROVIN CO.										
24-01389	12/10/24	UNIFORM ALLOWANCE - BADGES									
1 UNIFORM ALLOWANCE - BADGES		\$122.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/10/24	01/15/25		0185367-IN	N
2 UNIFORM ALLOWANCE - BADGES		\$122.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/10/24	01/15/25		0185367-IN	N
3 UNIFORM ALLOWANCE - BADGES		\$122.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/10/24	01/15/25		0185367-IN	N
4 UNIFORM ALLOWANCE - BADGES		\$9.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/10/24	01/15/25		0185367-IN	N
5 UNIFORM ALLOWANCE - BADGES		\$4.50	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/10/24	01/15/25		0185367-IN	N
6 UNIFORM ALLOWANCE - BADGES		\$17.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/10/24	01/15/25		0185367-IN	N
		\$396.50									
Vendor Total:		\$396.50									
B0966	ERB'S GARAGE INC										
24-01472	12/30/24	REPAIR ON TRK #66									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
B0966	ERB'S GARAGE INC	Account Continued									
1 INV 18521-REPAIR ON TRK #66		\$290.00	4-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	12/30/24	01/13/25		18521	N
Vendor Total:		\$290.00									
Q0176	EUROFINS QC, LLC										
24-01439	12/16/24	WATER ANALYSIS									
1 INV 6300068591-WATER ANALYSIS		\$44.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	12/16/24	01/13/25		6300068591	N
2 INV 6300068622-WATER ANALYSIS		\$103.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	12/16/24	01/13/25		6300068622	N
3 INV 6300068505-WATER ANALYSIS		\$247.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	12/16/24	01/13/25		6300068505	N
		\$395.50									
24-01477	12/30/24	WATER ANALYSIS									
1 INV 6300068856-WATER ANALYSIS		\$247.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	12/30/24	01/13/25		6300068856	N
2 INV 6300068915-WATER ANALYSIS		\$44.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	12/30/24	01/13/25		6300068915	N
3 INV 6300069073-WATER ANALYSIS		\$247.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	12/30/24	01/13/25		6300069073	N
		\$539.50									
25-00029	01/09/25	WATER ANALYSIS									
1 INV 6300066856-WATER ANALYSIS		\$247.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	01/09/25	01/15/25		6300066856	N
Vendor Total:		\$1,182.50									
FIREA005	FIRE APPARATUS REPAIR, INC.										
24-01396	12/10/24	ESTIMATE 24-270 TS-41 11/21									
1 ESTIMATE 24-270 TS-41 11/21		\$750.00	4-01-25-252-002-121	B	Preventive Maintenance	R	12/10/24	01/13/25		18100	N
2 STARTER		\$529.00	4-01-25-252-002-121	B	Preventive Maintenance	R	12/10/24	01/13/25		18100	N
		\$1,279.00									
24-01397	12/10/24	EST 24-277 L-41 PUMP REPAIR									
1 EST 24-277 L-41 PUMP REPAIR		\$187.50	4-01-25-252-002-121	B	Preventive Maintenance	R	12/10/24	01/13/25		18099	N
Vendor Total:		\$1,466.50									
FIRST020	FIRST DUE										
24-01480	12/30/24	FEDERAL REPORTING SOFTWARE									
1 FEDERAL REPORTING SOFTWARE		\$7,245.00	4-01-25-252-002-054	B	Computer Equipment/Maint.	R	12/30/24	01/13/25		3281	N
Vendor Total:		\$7,245.00									
F1183	FRANK GENDRON										
24-01476	12/30/24	UNIFORM ALLOWANCE - GENDRON									
1 UNIFORM ALLOWANCE - GENDRON		\$26.00	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/30/24	01/13/25		11/15/24	N
Vendor Total:		\$26.00									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
F1183	FRANK GENDRON	Account Continued									
M0714	GENSERVE, INC.										
25-00024	01/09/25	B GENERATOR SVC QUARTERLY									
1	B GENERATOR SVC QUARTERLY	\$200.00	4-09-55-501-002-511	B	Generator/Engine Maintenance AgreeenR		01/09/25	01/13/25		0488152-IN	N
Vendor Total:		\$200.00									
G1077	GEORGE S. COYNE CO., INC.										
24-00124	02/02/24	RES 2023-213 LIME HI-CALC WTP									
11	INV 439243 LIME HI-CALC	\$4,536.25	4-09-55-501-001-527	B	Calcium Hydroxide - Lime	R	08/21/24	01/13/25		439243	N
13	INV 444726 12/20/24 LIMEHICALC	\$2,721.75	4-09-55-501-001-527	B	Calcium Hydroxide - Lime	R	09/30/24	01/13/25		444726	N
		\$7,258.00									
24-00197	02/15/24	RES 2023-213 LIME-CALC AWWTP									
9	INV 444984 LIME HI CALC 12/30	\$1,814.50	4-09-55-501-002-553	B	Calcium Hydroxide (Lime)	R	10/24/24	01/13/25		444984	N
25-00056	01/14/25	RES 2024-193 CHLORINE									
2	INV 445641 1/9/25 CHLORINE	\$1,643.76	5-09-55-501-001-526	B	Chlorine	R	01/14/25	01/15/25		445641	N
Vendor Total:		\$10,716.26									
G0115	GILMARTIN, ROBERT D.										
24-00516	05/03/24	BOH RECORDING SECRETARY 2024									
6	BOH RECORDING SECRETARY 5/8/2	\$98.70	4-01-27-330-001-039	B	Recording Secty.	R	06/11/24	01/13/25		5/8/24	N
7	BOH RECORDING SEC 6/12/24	\$98.70	4-01-27-330-001-039	B	Recording Secty.	R	06/11/24	01/13/25		6/12/24	N
8	BOH RECORDING SEC 9/11/24	\$98.70	4-01-27-330-001-039	B	Recording Secty.	R	12/20/24	01/13/25		9/11/24	N
9	BOH RECORDING SEC 10/9/24	\$98.70	4-01-27-330-001-039	B	Recording Secty.	R	12/20/24	01/13/25		10/9/24	N
10	BOH RECORDING SEC 12/11/24	\$98.70	4-01-27-330-001-039	B	Recording Secty.	R	12/20/24	01/13/25		12/11/24	N
		\$493.50									
Vendor Total:		\$493.50									
G0095	GROWING CONCERN, INC.										
24-01288	11/13/24	TREE PLANTING SOUTH, SUMMIT &									
2	TREE PLANTING 144 SOUTH ST	\$490.00	4-01-27-335-001-135	B	Shade Tree Program	R	11/13/24	01/13/25		0170043-IN	N
3	TREE PLANTING 148 SOUTH ST	\$460.00	4-01-27-335-001-135	B	Shade Tree Program	R	11/13/24	01/13/25		0170043-IN	N
4	TREE PLANTING 405 SUMMIT	\$410.00	4-01-27-335-001-135	B	Shade Tree Program	R	11/13/24	01/13/25		0170043-IN	N
5	TREE PLANTING 224 SUNSET	\$475.00	4-01-27-335-001-135	B	Shade Tree Program	R	11/13/24	01/13/25		0170043-IN	N
		\$1,835.00									
Vendor Total:		\$1,835.00									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
H 85 HACH CO.											
24-01393	12/10/24			QUOTE #101122642V1							
1 HACH-BUFFER SOLUTION KIT, PH 4		\$375.39	4-09-55-501-002-506	B Lab. Equipment & Supplies		R	12/10/24	01/13/25		14292532	N
2 HA-EZGGA SINGLE DOSE BOB		\$135.20	4-09-55-501-002-506	B Lab. Equipment & Supplies		R	12/10/24	01/13/25		14292532	N
3 HACH- PHOSPHORUS STANDARD		\$93.30	4-09-55-501-002-506	B Lab. Equipment & Supplies		R	12/10/24	01/13/25		14292532	N
		\$603.89									
24-01434 12/16/24 LABORATORY SUPPLIES											
1 INV 14280284-DPD FREE CHLORINE		\$1,041.78	4-09-55-501-001-506	B Laboratory Supplies		R	12/16/24	01/13/25		14280284	N
		Vendor Total:	\$1,645.67								
HO122 HECTOR J. ORTIZ											
24-01428	12/16/24			UNIFORM REIMBURSEMENT							
1 UNIFORM REIMBURSEMENT		\$450.00	4-01-26-290-001-032	B Uniforms		R	12/16/24	01/13/25		73511243	N
24-01471 12/30/24 REIMBURSEMENT EDUCATION DPW											
1 REIMBURSEMENT EDUCATION DPW		\$390.00	4-01-26-310-001-042	B Education & Training		R	12/30/24	01/13/25		PW-1309-FA24-1	N
		Vendor Total:	\$840.00								
H0048 HIGHTS REALTY LLC											
25-00007	01/07/25			JANUARY 2025 HPD RENT							
1 JANUARY 2025 HPD RENT		\$5,101.51	5-01-26-310-001-025	B Building Rental		R	01/07/25	01/13/25		JANUARY 2025	N
		Vendor Total:	\$5,101.51								
H1100 HOME DEPOT CREDIT SERVICES											
24-01442	12/16/24			NOV/DEC 2024 INVOICES							
1 INV 0513403-BLOW GUN		\$9.98	4-01-26-290-001-050	B DPW Work Equipment		R	12/16/24	01/13/25		0513403	N
2 INV 3045734-BRAKE CLEANER,		\$48.11	4-01-25-240-001-114	B Detective Bureau		R	12/16/24	01/13/25		3045734	N
3 INV 5521311-NYLON TIE, DUCT TP		\$48.46	4-09-55-501-001-503	B Water Plant Maintenance		R	12/16/24	01/13/25		5521311	N
4 INV 5521286-OUTLET 10PK,		\$27.92	4-09-55-501-001-503	B Water Plant Maintenance		R	12/16/24	01/13/25		5521286	N
5 INV 5521350-WHT DUCT TAPE		\$19.88	4-09-55-501-001-503	B Water Plant Maintenance		R	12/16/24	01/13/25		5521350	N
6 INV 6523143 HUSKY PATTEN NZL		\$19.98	4-01-26-310-001-024	B Building Maintenance		R	12/17/24	01/13/25		6523143	N
7 INV 0023522 MESH CLOTH 8FT 40W		\$170.47	4-01-26-310-001-024	B Building Maintenance		R	12/17/24	01/13/25		0023522	N
		\$344.80									
		Vendor Total:	\$344.80								
11AFI005 IIA FIRE DEPARTMENT TESTING											
24-01241	11/04/24			HOSE & PUMP TESTING							

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
11AFI005	IIA FIRE DEPARTMENT TESTING	<i>Account Continued</i>									
1	ANNUAL FIRE HOSE TESTING	\$3,795.40	4-01-25-252-002-126	B	Hose Test - NFPA Required	R	11/04/24	01/13/25		INIIAFD5693	N
2	FUEL SURCHARGE 2.5%	\$94.89	4-01-25-252-002-126	B	Hose Test - NFPA Required	R	11/04/24	01/13/25		INIIAFD5693	N
3	ANNUAL FIRE PUMP TEST	\$1,125.00	4-01-25-252-002-126	B	Hose Test - NFPA Required	R	11/04/24	01/13/25		INIIAFD5804	N
4	FUEL SURCHARGE 2.5%	\$28.13	4-01-25-252-002-126	B	Hose Test - NFPA Required	R	11/04/24	01/13/25		INIIAFD5804	N
		\$5,043.42									
Vendor Total:		\$5,043.42									
INTER015	INTERSTATE WASTE SERVICES OF										
25-00001	01/06/25	MUNICIPAL RECYCLING 2025				B					
2	INV 10263330 JAN 2025 RECYCLE	\$12,610.67	5-01-26-311-001-029	B	Recycling Contract co-mingle-paper/cdlR		01/06/25	01/15/25		10263330	N
Vendor Total:		\$12,610.67									
J1067	J. VINCH & SONS, INC.										
25-00026	01/09/25	DUMPSTER RENTAL AND DISPOSAL									
1	DUMPSTER RENTAL AND DISPOSAL	\$536.35	4-01-32-465-001-165	B	Landfill Solid Waste Disposal-MCIA	R	01/09/25	01/15/25		28640	N
Vendor Total:		\$536.35									
JERRY010	JERRY MECCA										
24-01475	12/30/24	UNIFORM ALLOWANCE - MECCA									
1	UNIFORM ALLOWANCE - MECCA	\$497.89	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/30/24	01/13/25		2058772	N
Vendor Total:		\$497.89									
JERSE015	JERSEY AUTO SUPPLY INC.										
24-01473	12/30/24	NOVEMBER 2024 INVOICES									
1	INV 286874-TRK #006	\$95.67	4-01-26-311-001-034	B	Equipment Parts & Accessories	R	12/30/24	01/13/25		286874	N
2	INV 286281-TRK #77	\$12.00	4-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	12/30/24	01/13/25		286281	N
3	INV 286497-BLUE GASKET	\$5.71	4-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	12/30/24	01/13/25		286497	N
4	INV 286721-HYD HOSE FITTINGS,	\$93.16	4-01-26-311-001-034	B	Equipment Parts & Accessories	R	12/30/24	01/13/25		286721	N
5	INV 287952-26" BEAM, 20" BEAM	\$22.98	4-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	12/30/24	01/13/25		287952	N
6	INV 287947-FILTERS	\$10.30	4-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	12/30/24	01/13/25		287947	N
		\$239.82									
Vendor Total:		\$239.82									
JOHNW010	JOHN WARREN										
24-01481	12/30/24	HOLIDAY SING ALONG MUSIC SVC									
1	HOLIDAY SING ALONG MUSIC SVC	\$160.00	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	12/30/24	01/13/25		001	N
Vendor Total:		\$160.00									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
JOHNW010	JOHN WARREN	Account Continued									
K0918	KENNETH A. LEWIS										
24-01427	12/16/24	CLOTHING REIMBURSEMENT									
2	CLOTHING REIMBURSEMENT	\$74.38	4-01-26-290-001-032	B	Uniforms	R	12/16/24	01/15/25		12/07/24	N
Vendor Total:		\$74.38									
K0917	KENNETH LARSEN										
24-01354	12/05/24	UNIFORM ALLOWANCE - LARSEN									
1	UNIFORM ALLOWANCE - LARSEN	\$128.56	4-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	12/05/24	01/13/25		5847598-5121847	N
Vendor Total:		\$128.56									
KEYTE005	KEY-TECH										
24-00993	09/05/24	ORCHARD, MEADOW...CORE SAMPLE									
1	BITUMINOUS CONCRETE CORE	\$2,620.00	C-04-55-896-001-447	B	RD IMP ORCHARD, CLOVER, S. MAIR		09/05/24	01/13/25		59352	N
Vendor Total:		\$2,620.00									
L0205	LANGUAGE LINE SERVICES										
25-00025	01/09/25	INV 11495902 12/14/24									
1	INV 11495902 HPD SVC DEC 2024	\$34.80	5-01-25-240-001-111	B	Interpretor	R	01/09/25	01/13/25		11495902	N
Vendor Total:		\$34.80									
L0037	LINCOLN FINANCIAL GROUP										
25-00023	01/09/25	JANUARY 2025 LIFE INSURANCE									
1	JANUARY 2025 LIFE INSURANCE	\$290.56	5-01-23-210-003-115	B	Medical Ins-Empl Grp Health	R	01/09/25	01/13/25		JAN 2025 HEALTH N	
2	JANUARY 2025 LIFE INSURANCE	\$5.91	5-01-23-210-003-115	B	Medical Ins-Empl Grp Health	R	01/09/25	01/13/25		JAN 2025 HEALTH N	
3	JANUARY 2025 LIFE INSURANCE	9.08-	5-01-23-210-003-115	B	Medical Ins-Empl Grp Health	R	01/09/25	01/13/25		JAN 2025 HEALTH N	
4	JANUARY 2025 LIFE INS WTP	\$9.08	5-09-55-501-001-514	B	INSURANCE	R	01/09/25	01/13/25		JAN 2025 HEALTH N	
5	JANUARY 2025 LIFE INS AWWTP	\$63.56	5-09-55-501-002-514	B	Insurance	R	01/09/25	01/13/25		JAN 2025 HEALTH N	
		\$360.03									
Vendor Total:		\$360.03									
M0536	MGL PRINTING SOLUTIONS										
25-00028	01/09/25	WATER/SEWER BILLS									
1	WATER/SEWER BILLS	\$720.00	5-09-55-501-001-522	B	Printing & Stationary	R	01/09/25	01/15/25		211974	N
2	WATER/SEWER BILLS SHIPPING FEI	\$59.00	5-09-55-501-001-522	B	Printing & Stationary	R	01/09/25	01/15/25		211974	N
		\$779.00									
Vendor Total:		\$779.00									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
M0536	MGL PRINTING SOLUTIONS	Account Continued									
MICHA020	MICHAEL BOLLENTIN										
24-01371	12/05/24	REIMBURSEMENT FOR CONFERENCE									
1 REIMB FOR CONFERENCE LODGIN		\$109.80	4-01-27-335-001-042	B	Seminars/Workshops/Conventions	R	12/05/24	01/13/25		10/17/24	N
Vendor Total:		\$109.80									
M0248	MIDSTATE MOBILE RADIO										
24-01419	12/16/24	INSTALL RADIO EQUIP 3/15/24									
1 INSTALL RADIO EQUIP 3/15/24		\$750.00	4-01-25-252-002-121	B	Preventive Maintenance	R	12/16/24	01/13/25		03152024MS4-IS	N
2 MMR-FP EQUIP SPEC CONSOLE FAI		\$50.00	4-01-25-252-002-121	B	Preventive Maintenance	R	12/16/24	01/13/25		03152024MS4-IS	N
3 MMR-UHF UHF 1/4 WAVE ANTENNA		\$45.00	4-01-25-252-002-121	B	Preventive Maintenance	R	12/16/24	01/13/25		03152024MS4-IS	N
4 MMR-VHF VHF 1/4 WAVE ANTENNA		\$23.50	4-01-25-252-002-121	B	Preventive Maintenance	R	12/16/24	01/13/25		03152024MS4-IS	N
5 SUBSCRIBER PROGRAMMING-UPD		\$60.00	4-01-25-252-002-121	B	Preventive Maintenance	R	12/16/24	01/13/25		03152024MS4-IS	N
		\$928.50									
Vendor Total:		\$928.50									
M1113	MONMOUTH COUNTY POLICE ACADEMY										
24-01486	12/30/24	TRAINING									
1 TRAINING		\$250.00	4-01-25-240-001-042	B	Education & Training	R	12/30/24	01/13/25		5/16/25-5/23/25	N
Vendor Total:		\$250.00									
NATIO040	NATIONAL HIGHWAY PRODUCTS, INC										
24-01103	10/01/24	GS-12X CR BRACKETS									
1 GS-12X CR BRACKETS		\$102.00	4-01-26-290-001-127	B	Street Repair & Maintenance	R	10/01/24	01/13/25		PS-INV121674	N
2 SHIPPING & HANDLING		\$17.75	4-01-26-290-001-127	B	Street Repair & Maintenance	R	10/01/24	01/13/25		PS-INV121674	N
3 GS-12X CR BRACKETS CR RETURN		102.00-	4-01-26-290-001-127	B	Street Repair & Maintenance	R	12/27/24	01/13/25		PS-CR104478	N
		\$17.75									
24-01224	10/29/24	CROSS 990X EXTRUDED BRACKETS									
1 CROSS 990X EXTRUDED BRACKET		\$48.00	4-01-26-290-001-127	B	Street Repair & Maintenance	R	10/29/24	01/13/25		PS-INV122249	N
2 SHIPPING AND HANDLING		\$16.50	4-01-26-290-001-127	B	Street Repair & Maintenance	R	10/29/24	01/13/25		PS-INV122249	N
		\$64.50									
Vendor Total:		\$82.25									
N1127	NJ ASSOC OF PUBLIC HEALTH										
25-00019	01/09/25	2025 MEMBERSHIP G. JAIN									
1 2025 MEMBERSHIP G. JAIN		\$75.00	5-01-27-330-001-044	B	Professional Assoc. Dues	R	01/09/25	01/15/25		2025 G. JAIN	N

Vendor #	Name	Contract		PO Type	Stat/Chk		First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl	
P.O. #	PO Date	Description	Amount	Charge Account	Acct Description	Type						
Item Description												
N1127	NJ ASSOC OF PUBLIC HEALTH	Account Continued										
Vendor Total:		\$75.00										
N0021	NORTHERN TOOL & EQUIPMENT CO.											
25-00016	01/09/25	RENEW ADVANTAGE ACCOUNT 2025										
1 RENEW ADVANTAGE ACCOUNT 2025		\$39.99	5-09-55-501-002-503	B	Sewer Plant Maintenance		R	01/09/25	01/15/25	54459368	N	
Vendor Total:		\$39.99										
O0019	O'BRIEN CONSULTING SERVICES											
24-01423	12/16/24	MONTHLY IT FEES NOV. 2024										
1 MONTHLY IT FEES NOV. 2024		\$900.00	4-01-25-240-001-029	B	Maint. Contracts - Other		R	12/16/24	01/15/25	24-6910	N	
2 MONTHLY IT FEES NOV. 2024		\$280.00	4-01-25-240-001-029	B	Maint. Contracts - Other		R	12/16/24	01/15/25	24-6910	N	
3 MONTHLY IT FEES NOV. 2024		\$8.50	4-01-25-240-001-029	B	Maint. Contracts - Other		R	12/16/24	01/15/25	24-6910	N	
		\$1,188.50										
Vendor Total:		\$1,188.50										
O0050	ONE CALL CONCEPT INC											
24-01390	12/10/24	NOVEMBER 2024 ONE CALL MSGS										
1 NOVEMBER 2024 ONE CALL MSGS		\$39.68	4-09-55-501-001-535	B	Hydrants and Line Repair		R	12/10/24	01/13/25	4115088	N	
Vendor Total:		\$39.68										
PEOPL005	PEOPLES PLUMBING LLC											
24-01483	12/30/24	INV #115117										
1 TEST BACKFLOW DEVICE AS NEEDI		\$500.00	4-09-55-501-002-503	B	Sewer Plant Maintenance		R	12/30/24	01/13/25	115117	N	
Vendor Total:		\$500.00										
POLYD005	POLYDYNE INC											
24-00066	01/24/24	CLARIFLOC NE-255555 RES2024-31					B					
11 INV 1884963 CLARIFLOC NE-2555		\$6,660.00	4-09-55-501-002-544	B	Zeta Lyte 2800CH-Custom Envir.Tech, R			09/26/24	01/15/25	1884963	N	
Vendor Total:		\$6,660.00										
P1155	PRIOR NAMI BUSINESS SYSTEMS											
24-01420	12/16/24	QUARTERLY COPY FEES										
1 QUARTERLY COPY FEES		\$232.99	4-01-25-240-001-029	B	Maint. Contracts - Other		R	12/16/24	01/13/25	0000730732	N	
Vendor Total:		\$232.99										
QUADI005	QUADIENT, INC.											
25-00018	01/09/25	INV Q1615472 12/29/24-3/28/25										
1 INV Q1615472 12/29/24-3/28/25		\$441.57	5-01-30-421-001-029	B	Meter Rental/Maintance		R	01/09/25	01/13/25	Q1615472	N	

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
QUADI005	QUADIENT, INC.	Account Continued									
Vendor Total:		\$441.57									
REDAR005	RED ARROW TECHNOLOGIES, LLC										
24-01445	12/16/24	VOIP SVCS HPD&AWWTP 12/15-1/14									
1 VOIP SVCS AWWTP 12/15-1/14/25		\$180.92	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		12/16/24	01/13/25		17475	N
2 VOIP SVCS HPD 12/15-1/14/25		\$377.86	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		12/16/24	01/13/25		17475	N
		\$558.78									
25-00015	01/09/25	VOIP SVCS JAN 2024 HFD & MAIN									
1 VOIP SVCS JAN 2025 HFD		\$122.59	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		01/09/25	01/13/25		17664	N
2 VOIP SVCS JAN 2025 MAIN		\$500.37	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		01/09/25	01/13/25		17664	N
		\$622.96									
25-00017	01/09/25	JAN MONTHLY SUPPORT PHONE SYS									
1 JAN MONTHLY SUPPORT PHONE HF		\$300.00	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		01/09/25	01/13/25		17556	N
2 JAN MONTHLY SUPPORT PHONE BC		\$200.00	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		01/09/25	01/13/25		17556	N
3 JAN MONTHLY SUPPORT PHONE HF		\$100.00	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		01/09/25	01/13/25		17556	N
4 JAN MONTHLY SUPPORT PHONEAV		\$100.00	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		01/09/25	01/13/25		17556	N
		\$700.00									
25-00031	01/09/25	REPAIR OF KEN'S PC									
1 REPAIR OF PC BY REPLACING		\$300.00	4-01-26-310-001-054	B	Computer Soft/Maintenance	R	01/09/25	01/15/25		17679	N
2 LABOR		\$200.00	4-01-26-310-001-054	B	Computer Soft/Maintenance	R	01/14/25	01/15/25		17679	N
3 TAX PRINTER SET-UP LABOR		\$50.00	5-01-20-145-001-199	B	Miscellaneous	R	01/14/25	01/15/25		17679	N
		\$550.00									
Vendor Total:		\$2,431.74									
R0077	ROBERTS ENGINEERING GRP LLC										
25-00034	01/13/25	INVOICES THROUGH 12/31/2024									
1 COUNCIL MEETINGS		\$240.00	4-01-20-165-001-104	B	Attendance at Meetings (B)	R	01/13/25	01/13/25		9809	N
2 MISC REQUESTS		\$1,177.50	4-01-20-165-001-028	B	General Engineering	R	01/13/25	01/13/25		9810	N
3 MISC ROADS		\$75.00	4-01-20-165-001-028	B	General Engineering	R	01/13/25	01/13/25		9814	N
4 GENERAL SEWERS		\$80.00	4-09-55-501-002-508	B	Engineer	R	01/13/25	01/13/25		9815	N
		\$1,572.50									
25-00035	01/13/25	INVOICES THROUGH 12/7/2024									
1 MISC REQUESTS		\$1,832.50	4-01-20-165-001-028	B	General Engineering	R	01/13/25	01/13/25		9640	N
2 GENERAL SEWERS		\$150.00	4-09-55-501-002-508	B	Engineer	R	01/13/25	01/13/25		9645	N
3 GENERAL WATER		\$285.00	4-09-55-501-001-508	B	Engineer	R	01/13/25	01/13/25		9647	N

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P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
Item Description											
R0077	ROBERTS ENGINEERING GRP LLC	Account Continued									
		\$2,267.50									
25-00036	01/13/25										
1 PEDDIE LAKE DAM		\$1,217.50	4-01-20-165-001-106	B	Misc. Road & Drainage Issues(B	R	01/13/25	01/13/25		9811	N
25-00037	01/13/25										
1 NJ DOT GRANTS-2025		\$408.75	4-01-20-165-001-028	B	General Engineering	R	01/13/25	01/13/25		9644	N
25-00038	01/13/25										
1 TIER A REQUIREMENTS		\$160.00	4-01-20-165-001-106	B	Misc. Road & Drainage Issues(B	R	01/13/25	01/13/25		9643	N
25-00039	01/13/25										
1 STORMWATER PERMIT 2024		\$291.25	4-01-20-165-001-106	B	Misc. Road & Drainage Issues(B	R	01/13/25	01/13/25		9642	N
25-00040	01/13/25										
1 SEWERS FINE SCREEN		\$200.00	4-09-55-501-002-508	B	Engineer	R	01/13/25	01/13/25		9646	N
25-00041	01/13/25										
1 MAXWELL WATER IMPROVEMENTS		\$52.50	C-08-55-976-000-544	B	MAXWELL AVE PUMP STATION SEC R	R	01/13/25	01/13/25		9653	N
25-00042	01/13/25										
1 WTP EFFLUENT EMERGENCY REPA		\$150.00	C-08-55-980-000-544	B	ORD 2024-17 SECTION 2-20 EXPENR	R	01/13/25	01/13/25		9648	N
25-00043	01/13/25										
1 ACTIVATED SLUDGE TANK DRY WEL		\$120.00	C-08-55-972-000-544	B	ACTIVATED SLUDGE TANK & DRYWER	R	01/13/25	01/13/25		9649	N
25-00044	01/13/25										
1 PEDDIE LAKE DAM		\$337.50	4-01-20-165-001-106	B	Misc. Road & Drainage Issues(B	R	01/13/25	01/13/25		9641	N
25-00045	01/13/25										
1 WTP EFFLUENT REPAIR		\$623.00	C-08-55-980-000-544	B	ORD 2024-17 SECTION 2-20 EXPENR	R	01/13/25	01/13/25		9816	N
25-00046	01/13/25										
1 TAX MAINTENANCE		\$115.00	4-01-20-165-001-109	B	Tax Map Maintenance/Zoning	R	01/13/25	01/13/25		9813	N
25-00047	01/13/25										
1 DAWES PARK GRANT ADMIN		\$585.00	C-04-55-906-001-447	B	2024-16 DAWES PARK IMPROVEMENR	R	01/13/25	01/15/25		9812	N
25-00048	01/13/25										
1 Research & review documents		\$1,200.00	3PRCLLC	P	Site Plan Application #2020-01	R	01/13/25	01/15/25		9818	N
25-00049	01/13/25										
1 EW STOCKTON ST IMPROVEMENT		\$186.00	4-01-43-519-001-199	B	STOCKTON ST. IMPROVEMENTS-EAR	R	01/13/25	01/13/25		9650	N
25-00050	01/13/25										
1 HAUSSER, BENNETT, PROSPECT IMP		\$577.50	C-08-55-967-001-544	B	HAUSER, BENNETT AND PROSPECTR	R	01/13/25	01/13/25		9519	N
25-00051	01/13/25										
1 DAWES PARK GRANT ADMIN		\$1,068.75	C-04-55-906-001-447	B	2024-16 DAWES PARK IMPROVEMENR	R	01/13/25	01/15/25		9624	N
25-00052	01/13/25										
1 DAWES DESIGN AND INSPECTION		\$4,135.00	C-04-55-906-001-447	B	2024-16 DAWES PARK IMPROVEMENR	R	01/13/25	01/15/25		9623	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
R0077	ROBERTS ENGINEERING GRP LLC	Account Continued									
Vendor Total:		\$15,267.75									
S0061	SEA BOX										
24-01470	12/30/24	CONTAINER RENTAL									
1 CONTAINER RENTAL INV RI128849		\$75.00	4-01-26-310-001-025	B	Building Rental	R	12/30/24	01/13/25		RI128849	N
Vendor Total:		\$75.00									
S1096	STAPLES BUSINESS ADVANTAGE										
24-01479	12/30/24	HPD OFFICE SUPPLIES									
1 HPD OFFICE SUPPLIES		\$279.99	4-01-25-240-001-036	B	Office Supplies & Equipment	R	12/30/24	01/13/25		6019751307	N
Vendor Total:		\$279.99									
STEWA005	STEWART & STEVENSON POWER										
24-01158	10/11/24	ENGINE 41 REMOVE & REPLACE ECM									
1 ENGINE 41 REMOVE & REPLACE EC		\$5,174.35	4-01-25-252-002-121	B	Preventive Maintenance	R	10/11/24	01/13/25		60136470	N
2 ENGINE 41 REMOVE & REPLACE EC		\$6,090.00	4-01-25-252-002-121	B	Preventive Maintenance	R	11/19/24	01/13/25		60136470	N
3 ENVIRONMENTAL - HAZMAT		\$365.40	4-01-25-252-002-121	B	Preventive Maintenance	R	11/19/24	01/13/25		60136470	N
4 SUPPLIES		\$790.18	4-01-25-252-002-121	B	Preventive Maintenance	R	11/19/24	01/13/25		60136470	N
		\$12,419.93									
Vendor Total:		\$12,419.93									
R0537	STITCHES N INK										
24-01491	12/30/24	JACKETS- QUOTE #23465									
1 LIGHT WEIGHT JACKET-EMBROIDEI		\$75.98	4-09-55-501-002-507	B	Uniforms & Safety Equipment	R	12/30/24	01/15/25		23465	N
2 HEAVY JACKET- EMBROIDERY		\$139.00	4-09-55-501-002-507	B	Uniforms & Safety Equipment	R	12/30/24	01/15/25		23465	N
		\$214.98									
Vendor Total:		\$214.98									
TMOBI005	T-MOBILE										
24-01495	12/31/24	STOCKTON LOT CAMERA11/21-12/20									
1 STOCKTON LOT CAMERA11/21-12/20		\$61.60	4-01-33-195-002-029	B	Computer Software/Maint/Equip	R	12/31/24	01/13/25		11/21-12/20/24	N
Vendor Total:		\$61.60									
TELCO005	TELCO BILL CENTER INC.										
25-00022	01/09/25	POTSOLVE RECURRING JAN 2024									
1 POTSOLVE RECURRING JAN 2024		\$401.25	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		01/09/25	01/13/25		5820	N
Vendor Total:		\$401.25									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
TELCO005	TELCO BILL CENTER INC.	Account Continued									
T0972	TIMBERWOLF TREE SERVICE										
24-01341	11/25/24	REMOVAL OF DEAD NORWAY SPRUCE									
1	REMOVAL OF DEAD NORWAY SPRU	\$500.00	4-09-55-501-002-557	B	Plant Safety/Plant Security	R	11/25/24	01/15/25		4439	N
Vendor Total:		\$500.00									
T0130	TRIANGLE COPY										
24-01444	12/16/24	SING-A-LONG SHEETS COLOR/B&W									
1	SING-A-LONG SHEETS COLOR/B&W	\$59.75	4-01-28-373-002-199	B	MISCELLANEOUS-CULTURAL ARTS	R	12/16/24	01/13/25		28816EW	N
Vendor Total:		\$59.75									
T1886	TWINCO SUPPLY CO., INC										
25-00030	01/09/25	TOILET PAPER, PAPER TOWELS									
1	A786 - TOILET PAPER	\$173.20	5-01-20-125-001-035	B	Paper Products/Janitorial	R	01/09/25	01/15/25		025585 00	N
2	P780B - PAPER TOWELS	\$423.00	5-01-20-125-001-035	B	Paper Products/Janitorial	R	01/09/25	01/15/25		025585 00	N
		\$596.20									
Vendor Total:		\$596.20									
U0144	UPS										
24-01490	12/30/24	INV 0000161Y33514 HPD									
1	INV 0000161Y33514 HPD	\$27.39	4-01-25-240-001-199	B	Miscellaneous	R	12/30/24	01/13/25		0000161Y33514	N
2	INV 0000161Y33514 HPD	\$9.88	4-01-25-240-001-199	B	Miscellaneous	R	12/30/24	01/13/25		0000161Y33514	N
		\$37.27									
Vendor Total:		\$37.27									
USELE005	US ELECTRICAL SERVICES, INC.										
24-01435	12/16/24	SUREWAY BATTERY									
1	INV S126875545.001-12V BATTERY	\$29.27	4-09-55-501-001-503	B	Water Plant Maintenance	R	12/16/24	01/13/25		S126875545.001	N
2	INV S126875545.001-TAX EXEMPT	1.82-	4-09-55-501-001-503	B	Water Plant Maintenance	R	12/16/24	01/13/25		S126875545.001	N
		\$27.45									
Vendor Total:		\$27.45									
U0061	USALCO, LLC										
25-00055	01/13/25	RES 2023-211 ALUM SULFATE YR 2									
2	INV 910147814 ALUM SULFATE LIQ	\$5,835.81	5-09-55-501-002-542	B	Aluminum Sulfate	R	01/13/25	01/15/25		910147814	N
Vendor Total:		\$5,835.81									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
Item Description											
VECTO010 VECTOR SECURITY, INC.											
25-00004	01/07/25		FIRE ALARM SYSTEM DPW		B						
2 ENHANCED COMM	12/24/24-3/23/25	\$90.00	5-01-26-310-001-024	B	Building Maintenance	R	01/07/25	01/15/25		75183939	N
3 INSP FIRE SYS	12/24/24-3/23/25	\$114.00	5-01-26-310-001-024	B	Building Maintenance	R	01/07/25	01/15/25		75183939	N
4 INSP FIRE SYS	12/24/24-3/23/25	\$105.00	5-01-26-310-001-024	B	Building Maintenance	R	01/07/25	01/15/25		75183939	N
		\$309.00									
25-00053 01/13/25 FIRE ALARM SYSTEM WTP 2025 B											
2 ENHANCED COMM	1/17/25-4/16/25	\$90.00	5-09-55-501-001-503	B	Water Plant Maintenance	R	01/13/25	01/15/25		75317338	N
3 INSP FIRE SYST	1/17/25-4/16/25	\$122.55	5-09-55-501-001-503	B	Water Plant Maintenance	R	01/13/25	01/15/25		75317338	N
4 MONITORINGFIRE	1/17/25-4/16/25	\$105.00	5-09-55-501-001-503	B	Water Plant Maintenance	R	01/13/25	01/15/25		75317338	N
		\$317.55									
Vendor Total:		\$626.55									
VIKIN005 VIKING TERMITE & PEST CONTROL											
24-01429	12/16/24		DECEMBER 2024 SERVICE DPW/MUN								
1 INV 902341421-DEC 2024 MUNI/		\$21.60	4-01-26-310-001-029	B	Maintenance Contracts	R	12/16/24	01/13/25		902341421	N
24-01430	12/16/24		DECEMBER 2024 SERVICE PD								
1 INV 902341427-DEC 2024 HPD		\$21.60	4-01-26-310-001-029	B	Maintenance Contracts	R	12/16/24	01/13/25		902341427	N
Vendor Total:		\$43.20									
VING005 VINCENT GERALDI											
24-01433	12/16/24		Reimbursement for DCA Renewal								
1 DCA License Renewal		\$91.00	4-01-33-195-001-044	B	Professional Association Dues	R	12/16/24	01/13/25		010784 2025	N
Vendor Total:		\$91.00									
V0021 VISUAL COMPUTER SOLUTIONS, INC											
25-00032	01/09/25		YEARLY CONTRACT RENEWAL								
1 YEARLY CONTRACT RENEWAL		\$2,237.63	5-01-25-240-001-029	B	Maint. Contracts - Other	R	01/09/25	01/13/25		21590	N
Vendor Total:		\$2,237.63									
VORTE010 VORTEX SERVICES, LLC											
24-01140	10/11/24		JET VAC & TELEVISE FRANKLIN ST								
1 JET VAC CLEANING W/OPERATOR		\$1,800.00	4-09-55-501-002-560	B	Sewer Line	R	10/11/24	01/13/25		315304	N
2 CCTV INSPECTION W/OPERATOR		\$1,800.00	4-09-55-501-002-560	B	Sewer Line	R	10/11/24	01/13/25		315304	N
		\$3,600.00									
Vendor Total:		\$3,600.00									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
VORTE010	VORTEX SERVICES, LLC	Account Continued									
W0071	WASTE MGMT OF NEW JERSEY, INC.										
24-00123	02/02/24		RES 2023-208 SLUDGE REMOVAL		B						
14 INV 3238676-0502-0 DATED 1/2/25		\$7,549.70	4-09-55-501-002-538	B	Sludge Removal/Disposal-Waste ManaR		12/02/24	01/13/25		3238676-0502-0	N
Vendor Total:		\$7,549.70									
WATER025	WATER SUPPLY INNOVATIONS, LLC										
24-01159	10/11/24		4 ADAPTERS QUOTE DATED 9/26/24								
1 4 ADAPTERS QUOTE DATED 9/26/24		\$172.00	4-01-25-252-002-056	B	Fire & Other Safety Equipment	R	10/11/24	01/13/25		25-2515	N
Vendor Total:		\$172.00									
W1122	WYCKOFF'S MILL ASSOCIATION										
24-01417	12/12/24		2023 MUNICIPAL REIMBURSEMENT								
1 2023 LEAF REMOVAL		\$840.00	5-01-55-001-000-025	B	ACCOUNTS PAYABLE	R	12/12/24	01/13/25		2023 LEAF	N
2 2023 SNOW REMOVAL		\$0.00	5-01-55-001-000-025	B	ACCOUNTS PAYABLE	R	12/12/24	01/13/25		2023 SNOW	N
3 2023 RECYCLING REIMBURSEMENT		\$1,967.28	5-01-55-001-000-025	B	ACCOUNTS PAYABLE	R	12/12/24	01/13/25		2023 RECYCLE	N
4 2023 STREET LIGHTING		\$2,026.92	5-01-55-001-000-025	B	ACCOUNTS PAYABLE	R	12/13/24	01/13/25		LIGHTING 2023	N
		\$4,834.20									
Vendor Total:		\$4,834.20									
<hr/>											
Total Purchase Orders:	122	Total P.O. Line Items:	253	Total List Amount:	\$199,144.94	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
CURRENT FUND	4-01	\$90,830.08	\$0.00	\$90,830.08	\$0.00	\$0.00	\$0.00
	4-09	\$45,553.13	\$0.00	\$45,553.13	\$0.00	\$0.00	\$0.00
	Year Total:	\$136,383.21	\$0.00	\$136,383.21	\$0.00	\$0.00	\$0.00
CURRENT FUND	5-01	\$29,641.75	\$0.00	\$29,641.75	\$0.00	\$0.00	\$0.00
	5-09	\$8,688.75	\$0.00	\$8,688.75	\$0.00	\$0.00	\$0.00
	5-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
	Year Total:	\$38,330.50	\$0.00	\$38,330.50	\$0.00	\$0.00	\$1,200.00
GENERAL CAPITAL	C-04	\$8,408.75	\$0.00	\$8,408.75	\$0.00	\$0.00	\$0.00
WATER/SEWER CAPITAL	C-08	\$12,322.48	\$0.00	\$12,322.48	\$0.00	\$0.00	\$0.00
	Year Total:	\$20,731.23	\$0.00	\$20,731.23	\$0.00	\$0.00	\$0.00
	G-02	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
HOUSING TRUST FUND-RECAF	T-26	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00
Total Of All Funds:		\$197,944.94	\$0.00	\$197,944.94	\$0.00	\$0.00	\$1,200.00

Project Description	Project No.	Rcvd Total
Site Plan Application #2020-01	3PRCLLC	\$1,200.00
Total Of All Projects:		<u>\$1,200.00</u>

**Hightstown Borough Council
January 21, 2025 Meeting**

Date: January 21, 2025

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 1/21/2025

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
BANK OF AMERICA	12/12/2024	24-01416	37752	\$ 2,080.95
EAST WINDSOR REGIONAL SCHOOL	12/13/2024	24-01379	1628	\$ 879,508.00
STATE OF N.J.-DEPT OF TREASURY	12/13/2024	24-01378	1629	\$ 56,962.45
COMCAST	12/17/2024	24-01451	37810	\$ 195.34
COMCAST BUSINESS	12/17/2024	24-01452	37809	\$ 489.72
JCP&L	12/17/2024	24-01450	37811	\$ 984.45
JCP&L (STREET LIGHTING)	12/17/2024	24-01447	37812	\$ 2,190.50
JCP&L (STREET LIGHTING)	12/17/2024	24-01449	37812	\$ 19.30
VERIZON FIOS	12/17/2024	24-01448	37813	\$ 194.52
DIMITRI MUSING	12/23/2024	24-01461	37814	\$ 270.00
FRANK GENDRON	12/23/2024	24-01463	37816	\$ 270.00
PSE&G	12/23/2024	24-01465	37817	\$ 430.52
MARGARET M. RIGGIO	12/23/2024	24-01462	37818	\$ 270.00
VERIZON WIRELESS	12/23/2024	24-01460	37820	\$ 266.11
CORELOGIC TAX SERVICES	12/27/2024	24-01457	37821	\$ 2,788.61
CORELOGIC TAX SERVICES	12/27/2024	24-01458	37821	\$ 6,106.88
NJ MOTOR VEHICLE COMMISSION	1/8/2025	24-01474	37826	\$ 60.00
NJ MOTOR VEHICLE COMMISSION	1/8/2025	24-01478	37827	\$ 15.00
PSE&G	1/8/2025	24-01493	37824	\$ 1,151.28
TREASURER, STATE OF NJ, DCA	1/8/2025	25-00005	37822	\$ 1,139.00
AT&T MOBILITY	1/8/2025	25-00006	37828	\$ 931.86
VERIZON	1/8/2025	25-00009	37825	\$ 426.95
JCP&L	1/14/2015	25-00012	37832	\$ 679.24
BANK OF AMERICA	1/14/2025	25-00033	37831	\$ 9,109.66
EAST WINDSOR REGIONAL SCHOOL	1/15/2025	25-00008	1630	\$ 732,923.00
COMCAST BUSINESS	1/15/2025	25-00063	37833	\$ 496.85
COMCAST	1/15/2025	25-00062	37834	\$ 195.34
JCP&L	1/15/2025	25-00013	37835	\$ 1,442.18
JCP&L (STREET LIGHTING)	1/15/2025	24-01467	37836	\$ 2,190.50
JCP&L (STREET LIGHTING)	1/15/2025	25-00059	37837	\$ 29.42
VERIZON FIOS	1/15/2025	25-00060	37839	\$ 194.65
VERIZON WIRELESS	1/15/2025	25-00061	37838	\$ 266.13
TOTAL				\$ 1,704,278.41
 <u>WATER AND SEWER OPERATING</u>				
BANK OF AMERICA	12/12/2024	24-01416	37752	\$ 1,169.16
STATE OF N.J.-DEPT OF TREASURY	12/13/2024	24-01378	1629	\$ 16,298.24
COMCAST BUSINESS	12/17/2024	24-01452	37809	\$ 121.37
JCP&L (STREET LIGHTING)	12/17/2024	24-01449	37812	\$ 68.23
EAST WINDSOR MUNICIPAL UTILITIES	12/23/2024	24-01549	37815	\$ 452.60
PSE&G	12/23/2024	24-01465	37817	\$ 85.30
STEVE WHITE	12/23/2024	24-01464	37819	\$ 270.00
PSE&G	1/8/2025	24-01493	16712	\$ 2,131.23
AT&T MOBILITY	1/8/2025	25-00006	16713	\$ 122.65
JCP&L	1/8/2025	25-00010	16710	\$ 64.84
JCP&L	1/8/2025	25-00011	16711	\$ 13,807.16
BANK OF AMERICA	1/14/2025	25-00033	16714	\$ 292.20
JCP&L	1/14/2025	25-00012	16715	\$ 36.53
COMCAST BUSINESS	1/15/2025	25-00063	16716	\$ 128.50
JCP&L (STREET LIGHTING)	1/15/2025	25-00059	16717	\$ 244.63
VERIZON	1/15/2025	25-00064	16718	\$ 189.00
TOTAL				\$ 35,481.64
 <u>ESCROW</u>				
TOTAL				\$ -
 <u>GRANT</u>				
TOTAL				\$ -
 <u>TRUST- OTHER</u>				
TOTAL				\$ -
 <u>ANIMAL CONTROL TRUST</u>				
BANK OF AMERICA	1/14/2025	25-00033	1352	\$ 194.95
TOTAL				\$ 194.95
 <u>LAW ENFORCEMENT TRUST</u>				
TOTAL				\$ -
 <u>UNEMPLOYMENT TRUST</u>				
N.J. STATE DEPT OF LABOR	12/27/2024	24-01466	1083	\$ 500.60
TOTAL				\$ 500.60
 <u>PUBLIC DEFENDER TRUST</u>				
TOTAL				\$ -
 <u>TAX LIEN TRUST</u>				
TOTAL				\$ -
 <u>GENERAL CAPITAL</u>				
TOTAL				\$ -
 <u>WATER AND SEWER CAPITAL</u>				
TOTAL				\$ -
MANUAL TOTAL				\$ 1,740,455.60

Borough of Hightstown
County of Mercer

Resolution 2025-36

**RESOLUTION ACCEPTING THE DEPARTMENT OF COMMUNITY AFFAIRS
ESTIMATES FOR THE FOURTH ROUND OF AFFORDABLE HOUSING
OBLIGATIONS FOR 2025-2035 FOR THE BOROUGH OF HIGHTSTOWN**

WHEREAS, on March 20, 2024, Governor Murphy signed P.L.2024, c.2. into law, amending the Fair Housing Act (hereinafter “Amended FHA”) and establishing a new framework for determining and enforcing municipalities’ affordable housing obligations under the New Jersey Supreme Court’s Mount Laurel doctrine; and

WHEREAS, the Amended FHA requires that the New Jersey Department of Community Affairs (“DCA”) perform a calculation of regional need, and municipal present and prospective affordable housing needs, in accordance with the formulas established in the law; and

WHEREAS, on October 18, 2024, the DCA released its “Affordable Housing Obligations For 2025-2035 (Fourth Round)” report (“DCA Report”), establishing the Fourth Round (2025-2035) fair share methodology and providing estimates of the low- and moderate-income housing obligations for New Jersey’s 564 municipalities; and

WHEREAS, the final calculation and obligations for each municipality are presented in an Appendix at the end of the report; and

WHEREAS, per *P.L. 2024, c.2*, in order for the Borough of Hightstown to maintain immunity from exclusionary zoning litigation, it must determine its municipal present and prospective obligations in accordance with the formulas established in sections 6 and 7 of the law by binding resolution no later than January 31, 2025; and

WHEREAS, the Borough of Hightstown may take into consideration the calculations in the DCA report to determine its obligations; and

WHEREAS, the DCA report estimated the present and prospective fair share obligations of the Borough of Hightstown to be as follows:

- Present Need: 47 units
- Prospective Need: 35 units

WHEREAS, the Borough of Hightstown accepts the present need number and Round 4 prospective need number in the DCA Report; and

WHEREAS, the Borough of Hightstown’s Fourth Round Affordable Housing Fair Share obligation is subject to vacant land adjustments and other amendments as may be provided for by law and the Borough hereby reserves its right to adjust its Fourth Round Affordable Housing Fair Share obligation accordingly; and

Borough of Hightstown
County of Mercer

Resolution 2025-36

WHEREAS, within 48 hours of adoption of this resolution, the Clerk of the Borough of Hightstown shall file this resolution on its official website and with the Affordable Housing Dispute Resolution Program; and

WHEREAS, in addition to the above, the Acting Administrative Director of the Courts issued Directive #14-24, dated December 13, 2024; and

WHEREAS, pursuant to the Directive #14-24, a municipality seeking a certification in compliance with the FHA shall file an action in the form of a declaratory judgment complaint in the county in which the municipality is located within 48 hours after the adoption of the municipal resolution of the fair share obligations, or by February 3, 2025, whichever is sooner; and

WHEREAS, the Borough of Hightstown seeks a certification of compliance with the FHA and, therefore, directs its affordable housing Counsel to file a declaratory relief action within 48 hours of the adoption of this resolution in Mercer County.

NOW, THEREFORE, BE IT RESOLVED on this 20 day of January, 2025, by the Council of the Borough of Hightstown in the County of Mercer, and the State of New Jersey that, pursuant to *P.L.2024, c.2*:

1. All of the Whereas Clauses set forth above are incorporated into the operative clauses of this resolution.
2. The Council of the Borough of Hightstown hereby formally accepts a Present Need obligation of 47 units and a Prospective Need obligation of 35 units for the Fourth Round of municipal affordable housing compliance for the Borough of Hightstown. These findings are to be documented in the Borough of Hightstown's housing element and fair share plan.
3. The Borough Council of the Borough of Hightstown hereby directs its Affordable Housing Counsel to file a declaratory judgment attaching this resolution in Mercer County within 48 hours after adopting this resolution.
4. The Borough of Hightstown reserves its right to adjust its Fourth Round Affordable Housing obligation subject to any vacant land adjustments and other amendments as may be provided for by law.
5. This resolution shall be posted on the Borough's official website and with the Affordable Housing Dispute Resolution Program within 48 hours of adoption.
6. This resolution shall take effect immediately, according to law.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-37

**RESOLUTION MAKING AND CONFIRMING PROSECUTOR AND PUBLIC
DEFENDER FOR 2025**

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

Public Defender

John W. Hartmann	1 yr.	December 31, 2025
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Alternate Public Defender

Mario Zapicchi	1 yr.	December 31, 2025
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Prosecutor

Christopher Koutsouris	1 yr.	December 31, 2025
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Alternate Prosecutors

George Vahn, Esq	1 yr.	December 31, 2025
Kimberly Stuart, Esq	1 yr.	December 31, 2025
Katherine Gromolson	1 yr.	December 31, 2025

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-38

RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF HIGHTSTOWN AND THE TOWNSHIP OF ROBBINSVILLE TO SHARE MUNICIPAL COURT FACILITIES, EMPLOYEES, EQUIPMENT AND SUPPLIES

WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1, et seq. (the “Act”), authorizes local units of this State to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, N.J.S.A. 2B:12-1(c) provides that “two or more municipalities, by ordinance or resolution, may agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts and to agree to appoint judges and administrators without establishing a joint municipal court”; and

WHEREAS, the Borough of Hightstown (the “Borough”) is in need of facilities, employees, equipment and supplies (the “Facilities”, “Employees”, and “Equipment and Supplies”, respectively) in order to provide services (the “Services”) to effectively operate the Hightstown Borough Municipal Court in accordance with all statutory requirements and pursuant to the direction and oversight of the Assignment Judge of Mercer County; and

WHEREAS, the Borough and the Township of Robbinsville (the “Township”) have previously entered into Agreements in order to share facilities, employees, and equipment relating to their respective municipal court operations in accordance with N.J.S.A. 2B:12-1(c) in order to conserve resources and to provide for a more efficient and more economically sound municipal court system, while each municipality has maintained its right to appoint its own judge, and;

WHEREAS, the Borough and the Township (collectively, the “Parties”) wish to continue and build upon this existing relationship for Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, in accordance with the terms and conditions set forth in an “Agreement Between the Borough of Hightstown and the Township of Robbinsville to Share Municipal Court Facilities, Employees, Equipment and Supplies” (the “Agreement”), a copy of which is attached hereto and made a part hereof; and

WHEREAS, it is the intention of the Parties that the Agreement shall replace and supersede any and all prior agreements governing the sharing of Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, existing by and between the Parties as of the Effective Date of the Agreement; and

WHEREAS, the Governing Bodies of both the Borough and the Township find that it is in the best interests of the Parties to continue to collectively provide for and share the Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, under the terms and conditions referenced in the Agreement; and

Borough of Hightstown
County of Mercer

Resolution 2025-38

WHEREAS, the Mayor and Council wish to approve the attached Agreement, and to authorize the Mayor and Municipal Clerk to execute the same on behalf of the Borough.

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

1. That the attached Agreement with the Township of Robbinsville to Share Municipal Court Facilities, Employees, Equipment and Supplies, for the term referenced therein, is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1, *et seq.*
2. That the Mayor is hereby authorized to execute, and the Municipal Clerk is authorized to attest, the attached Agreement on behalf of the Borough.
3. That this Agreement is subject to the provision of adequate funds in the Borough's 2025 budget.
4. That this Agreement is subject to and contingent upon the approval of the Administrative Office of the Courts (the "AOC") and the Assignment Judge.
5. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Dimitri Musing, Hightstown Borough Administrator;
 - b. Bruce Darvis, Robbinsville Township Administrator;
 - c. Police Chief Frank Gendron; and
 - d. Jonathan Cohen, Esq., Borough Attorney.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

**AGREEMENT BETWEEN THE BOROUGH OF HIGHTSTOWN
AND THE TOWNSHIP OF ROBBINSVILLE TO SHARE MUNICIPAL COURT
FACILITIES, EMPLOYEES, EQUIPMENT AND SUPPLIES
2025**

THIS AGREEMENT made this ____ day of _____, 2025, by and between:

THE BOROUGH OF HIGHTSTOWN (“Hightstown”), a municipal corporation of the State of New Jersey, with its temporary principal offices located at 156 Bank Street, Hightstown, New Jersey 08520; and

THE TOWNSHIP OF ROBBINSVILLE (“Robbinsville”), a municipal corporation of the State of New Jersey, with its principal offices located at 2298 Route 33, Robbinsville, New Jersey 08691.

(Hightstown and Robbinsville will be collectively referred to herein as the “Parties”).

WITNESSETH:

WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1 *et seq.* (the “Act”), authorizes local units of this State to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, N.J.S.A. 2B:12-1(c) provides that “two or more municipalities, by ordinance or resolution, may agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts and to agree to appoint judges and administrators without establishing a joint municipal court”; and

WHEREAS, Hightstown is in need of facilities, employees, equipment and supplies (the “Facilities”, “Employees”, and “Equipment and Supplies”, respectively) in order to provide services (the “Services”) to effectively operate the Hightstown Borough Municipal Court in accordance with all statutory requirements and pursuant to the direction and oversight of the Assignment Judge of Mercer County; and

WHEREAS, Hightstown and Robbinsville have previously entered into Agreements in order to share facilities, employees, and equipment relating to their respective municipal court operations in accordance with N.J.S.A. 2B:12-1(c) in order to conserve resources and to provide for a more efficient and more economically sound municipal court system, while each municipality has maintained its right to appoint its own judge, prosecutor and public defender; and

WHEREAS, the Parties wish to continue and build upon this existing relationship for Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, for the term referenced herein, in accordance with the terms and conditions set forth in the within Agreement, effective upon the following: (1) execution of the within Agreement; and (2) approval of the Administrative Office of the Courts (hereinafter, the “AOC”) and the Assignment Judge of the Superior Court of New Jersey, Mercer County Vicinage (hereinafter, the “Assignment Judge”), whichever occurs later; and

WHEREAS, the Governing Bodies of both Robbinsville and Hightstown find that it is in the best interests of the Parties to continue to collectively provide for and share the Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, under the terms and conditions referenced herein;

NOW, THEREFORE, with the foregoing Recitals incorporated herein by reference and in consideration of the mutual covenants contained herein, Robbinsville and Hightstown, intending to be legally bound, hereby agree as follows:

1. Provision of Space within the Robbinsville Municipal Court Building. Robbinsville shall provide Hightstown with space in the Robbinsville Municipal Court Building in which to conduct Hightstown’s Municipal Court (the “Facilities”) and the Parties agree to share the Facilities referenced herein, pursuant to N.J.S.A. 2B:12-1(c), in accordance with the terms and conditions set forth herein.

A. Judge’s Chambers. Each Party recognizes and understands that the area delegated as the Judge’s chambers is for the sole use of the Judge of each Party and the Court Administrator of Robbinsville. No other individual shall use that office without written approval from the Business Administrator of Robbinsville.

2. Provision of Staff within the Robbinsville Municipal Court Building.

A. Municipal Judge. Each Party shall appoint its own individual(s) to serve as municipal judge and shall be responsible for the direct and indirect expenses relating to the salary compensation thereof. If at any time during this Agreement the Parties agree to utilize the same individual(s) for municipal judge, a new agreement governing the terms of same shall be adopted by both municipalities and shall be submitted to the AOC and Assignment Judge for approval.

B. Municipal Prosecutor and Public Defender. The offices of municipal prosecutor and public defender for each Party shall be governed by Section 3 below.

C. Certified Court Administrator, Deputy Court Administrator and Violations Clerks. The offices of certified court administrator, deputy court administrator, and violations clerks for each Party shall be governed by Section 3 below.

D. Security. While the Robbinsville and Hightstown Municipal Courts operate under COVID-19 protocols established by the New Jersey Judiciary, security for weapons screening at the entry of the courtroom prior to and during any court sessions held

in-person, and within the courtroom during all in-person court sessions as per the approved court security plan, shall be provided by Robbinsville for Robbinsville court sessions and Hightstown for Hightstown court sessions. Upon the COVID-19 protocols being lifted and the Robbinsville and Hightstown Municipal Courts resuming full in-person sessions, Robbinsville shall be responsible for providing security for both Robbinsville and Hightstown Court sessions. Provisions of employment for security staff shall be governed by Section 3 below.

- E. Prisoner Transportation. Hightstown shall be responsible for the transport of all persons held in custody on warrants or summons and sentencing emanating from Hightstown. Robbinsville shall permit the temporary use of custodial facilities while court is in session.
- F. Designated Court Dates/Times. Robbinsville shall provide the use of its Facilities to Hightstown on the first and third Wednesdays of each month for sessions at 4:00 p.m. and 5:00 p.m., and the second and fourth Wednesdays of each month for sessions at 1:00 p.m., or at such times as mutually agreed to by the Parties.

3. Provision of Employees to Provide the Services.

- A. Municipal Prosecutor and Public Defender.
 - i. Robbinsville shall contract for and appoint a municipal prosecutor and public defender in accordance with all statutory requirements.
 - ii. Within thirty (30) days of the execution of this Agreement by both Parties Hightstown shall appoint to its respective offices the municipal prosecutor and public defender appointed by Robbinsville.
 - iii. The municipal prosecutor and public defender shall be considered contracted professionals of Robbinsville and Hightstown depending upon the municipal court same is appearing before during a particular session. Robbinsville shall be responsible for compensation to the municipal prosecutor and public defender in accordance with the terms and rates set forth in the applicable professional services agreements.
 - iv. In return for the provision of the Services referenced herein, Hightstown agrees to pay to Robbinsville the per session cost, as set forth in the applicable professional services agreements, for each session the municipal prosecutor and public defender is appearing before the Hightstown Borough Municipal Court.
 - v. Notwithstanding the provisions set forth in subsections i through iv, above, Hightstown reserves the right to appoint its own municipal prosecutor and public defender (i.e., a separate professional who is not also appointed by Robbinsville) and to enter into contractual arrangements therewith, in

accordance with all applicable statutory requirements. In the event that Hightstown elects to exercise this right, it shall notify Robbinsville in writing no less than thirty (30) days prior to the effective date of the intended change. Upon opting to appoint its own separate municipal prosecutor or public defender (who is not likewise appointed by Robbinsville), Hightstown shall be responsible for directly paying any and all contractual costs charged by that professional; Robbinsville shall have no role or responsibility in Hightstown's contractual relationship with its professional. In the event that Hightstown chooses to appoint solely either a prosecutor or public defender who is not likewise appointed by Robbinsville, the terms applicable to the attorney in common with Robbinsville shall remain unaltered, consistent with the stipulations delineated in subsections i through iv above.

B. Certified Court Administrator, Deputy Court Administrator and Violations Clerks.

- i. Robbinsville shall provide the Services to Hightstown, through the use of the Robbinsville employees ("Robbinsville Employees"), in order to administer, manage and oversee all operations of the Hightstown Borough Municipal Court, in accordance with all statutory requirements and subject to the direction and oversight of the Assignment Judge of Mercer County.
- ii. The Robbinsville Employees shall have the powers and perform the duties of Certified Court Administrator, Deputy Court Administrator, and Violations Clerk, respectively, in the same manner as if they were employed by Hightstown. These powers and duties shall include, but not be limited to, those set forth in N.J.S.A 2B:12-13, *et seq.*
- iii. The Robbinsville Employees shall maintain their full-time status as employees of Robbinsville and shall not be considered employees of Hightstown. Robbinsville shall be responsible for direct salary compensation to the Robbinsville employees and continue to pay all indirect expenses relating to salary compensation, including but not limited to payroll taxes, pension, worker's compensation, healthcare coverage, etc., for same (inclusively the "Costs").
- iv. The Services referenced herein shall be provided to Hightstown by Robbinsville, through the Robbinsville Employees, based upon a Sixty/Forty Percent (60%/40%) split, with Robbinsville being responsible for Sixty Percent (60%) of the Costs and Hightstown being responsible for Forty Percent (40%) of the Costs. In the event Robbinsville raises the salary of any of the Robbinsville Employees, Robbinsville shall notify Hightstown by December 1 of any such raise to take effect in the following year.

Additionally, for each hour worked by the Robbinsville Employees in excess of 35 total hours per week, on matters exclusive to the Hightstown

Borough Municipal Court, the following hourly rates for 2024 shall apply: \$45.60 for the Certified Court Administrator, \$33.03 for Deputy Court Administrator, and \$22.87 and \$19.62, respectively, for Violations Clerks. In the event Robbinsville raises the salary of any Robbinsville Employees, these hourly rates shall increase accordingly.

- v. It is understood that the Robbinsville Employees are not being appointed by Hightstown, but rather, their services as Certified Court Administrator, Deputy Court Administrator, and Violations Clerks are controlled by this Agreement.

C. Security. While the Robbinsville and Hightstown Municipal Courts operate under COVID-19 protocols established by the New Jersey Judiciary, Robbinsville police officers shall provide court security for all sessions of the Robbinsville Township Municipal Court and Hightstown police officers shall provide court security for all sessions of the Hightstown Borough Municipal Court as per the approved court security plan. Upon the COVID-19 protocols being lifted and the Robbinsville and Hightstown Municipal Courts resuming full in-person sessions, Robbinsville shall be responsible for providing security for both Robbinsville and Hightstown Court sessions as follows:

- i. Robbinsville shall provide to Hightstown, through the use of Robbinsville Employees, security for weapons screening at the entry of the courtroom prior to and during, and within the courtroom during all court sessions of the Hightstown Borough Municipal Court as per the approved court security plan (“Security Services”).
- ii. The Robbinsville Employees, consisting of a bailiff and court officer, shall have the powers and perform their security duties in the same manner as if they were employed by Hightstown.
- iii. The Robbinsville Employees shall maintain their status as employees of Robbinsville and shall not be considered employees of Hightstown. Robbinsville shall be responsible for direct salary compensation to the Robbinsville Employees and continue to pay all indirect expenses relating to salary compensation, including but not limited to payroll taxes, pension, worker’s compensation, healthcare coverage, etc., for same (inclusively the “Costs”).
- iv. The Security Services referenced herein shall be provided to Hightstown by Robbinsville, through the Robbinsville Employees, for each session of the Hightstown Borough Municipal Court. Hightstown shall be responsible for all of the Costs accrued during each session, based upon the hourly rates then applicable to the Bailiff and Court Officer. These hourly rates do not include indirect expenses, which Hightstown shall be responsible for in addition to the direct hourly rate. In the event Robbinsville raises the salary

of any Robbinsville Employees, these hourly rates shall increase accordingly.

- v. It is understood that the Robbinsville Employees are not being appointed by Hightstown, but rather, their services are controlled by this Agreement.

4. Provision of Equipment and Supplies.

- A. Robbinsville shall provide the necessary Equipment and Supplies to Hightstown in order to allow Hightstown to effectively operate the Hightstown Borough Municipal Court
- B. In return for the provision of the Equipment and Supplies referenced herein by Robbinsville to Hightstown, Hightstown agrees to pay Forty Percent (40%) of the costs associated with the provided Equipment and Supplies.
- C. For any equipment and supplies that are Court-specific, including but not limited to letterhead and envelopes, the Party whose court the Court-specific equipment and supplies are for is responsible for procuring same and shall pay One Hundred Percent (100%) of the costs associated with such equipment and supplies.
- D. For purchases of equipment that shall be used by each Party and are expected to exceed Six Thousand Dollars (\$6,000.00) each Party agrees to split the cost of same equally. Robbinsville shall initiate the purchasing process and shall allow Hightstown an opportunity to review the proposed purchase and approve of same prior to making such purchase.

5. Bank Accounts. In accordance with N.J.S.A. 2B:12-1, *et seq.*, the Parties each will maintain their own general and bail account. These accounts will be maintained according to standardized financial procedures established to process and track all monies received in the municipal courts. The Parties will receive and appropriately distribute all fines generated by all cases on their respective dockets. Robbinsville and Hightstown will maintain dedicated funds in accordance with the Parking Offenses Adjudication Act (POAA) and Alcohol Education Rehabilitation and Enforcement (DWI) Act, which will be made available to their respective Municipal Courts.

6. Liabilities. Any liability associated with or concerning Robbinsville or Hightstown determined to exist prior to or after the Effective Date of this Agreement shall be the sole responsibility of the Party that incurred such liability.

7. Caption. In accordance with N.J.S.A. 2B:12-1, *et seq.*, the identities of the individual courts shall continue to be expressed in the captions of orders and process.

8. Term. The term of this Agreement shall commence on January 1, 2025 (the “Effective Date”) and terminate on December 31, 2025, or the date upon which the Parties execute a new agreement governing the subject matter hereof, whichever occurs sooner.

9. Consideration.

- A. During the term of this Agreement Hightstown shall pay to Robbinsville a quarterly fee of Eighteen Thousand Dollars (\$18,000.00) for use of the Facilities.
- B. During the term of this Agreement payment shall be made by Hightstown to Robbinsville for the Robbinsville Employees on a quarterly basis, in accordance with invoices provided by Robbinsville to Hightstown, which detail(s) the number of hours performed by the Robbinsville Employees for Hightstown during the prior quarter, and based upon the provisions of Section 3 above.
- C. During the term of this Agreement payment shall be made by Hightstown to Robbinsville for the Equipment and Supplies on a quarterly basis, in accordance with invoices provided by Robbinsville to Hightstown based upon the provisions of Section 4 above.
- D. Administrative Fee. Hightstown shall pay to Robbinsville a quarterly fee of Two Thousand Five Hundred Dollars (\$2,500.00) as consideration for administration of the provisions of this Agreement.
- E. Payment by Hightstown to Robbinsville shall be made within thirty (30) days of the date of each invoice or the next business day if the thirtieth day falls on a weekend or holiday designated by Robbinsville.
- F. Robbinsville, based upon its best available information and knowledge, shall provide to Hightstown by December 1, an estimate of the total payment to be made by Hightstown under this Agreement for the following year.

10. Hold Harmless/Indemnification.

Hightstown shall defend, indemnify and hold harmless Robbinsville, its officers, employees and agents, from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, including reasonable attorney's fees, sustained by any person or persons, including but not limited to employees of the municipality arising out of or in any way connected with Hightstown's intentional or negligent acts or omissions in connection with this Agreement.

Robbinsville shall defend, indemnify and hold harmless Hightstown, its officers, employees and agents from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, including reasonable attorney's fees, sustained by any person or persons, including but not limited to employees of the municipality arising out of or in any way connected with Robbinsville's intentional or negligent acts or omissions in connection with this Agreement.

11. Insurance. Robbinsville and Hightstown shall each be responsible for insuring their own officers, directors, employees, volunteers, and agents against any demand or claim, assertion of

liability, or any action founded thereon, including reasonable attorneys' fees, arising out of, or alleged to have arisen out of the performance of any activity under the terms of this Agreement.

12. Accounting. Accounting and records maintenance for the Parties shall be the responsibility of each Party to whom the records apply.

13. Communications Between the Parties.

- A. Communications between the Parties regarding the provision of the Facilities, Employees, Equipment and Supplies under this Agreement shall be directed to the Business Administrator of the respective Party; however, nothing contained within this paragraph shall prevent the Business Administrator or Mayor of either Party from contacting their counterpart for the other Party with information or suggestions regarding the Facilities, Employees, Equipment and Supplies provided hereunder.
- B. The Parties agree to meet at least annually to discuss the provision of the Facilities, Employees, Equipment and Supplies under this Agreement, the costs associated with the same, and any other matters that are relevant to the within Agreement.

14. Termination. This Agreement may be terminated only upon mutual written consent of the Parties.

15. Notices. All notices, statements, or other documents required by this Agreement shall be hand-delivered or mailed to the following designated municipal representatives:

- A. The designated municipal representative for Robbinsville is:

Township Clerk
Township of Robbinsville
2298 Route 33
Robbinsville, New Jersey 08691

- B. The designated municipal representative for Hightstown is:

Borough Clerk
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

16. Choice of Law. Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

17. Venue. Any dispute regarding the terms of this Agreement shall be venued in New Jersey Superior Court, Mercer County.

18. Assignment and Waiver. The rights, duties and obligations of this Agreement may not be assigned without either Party’s prior written consent and it is agreed that a failure or delay in the enforcement of any of the provisions of this Agreement by either Party shall not constitute a waiver of those provisions.

19. Entire Agreement. This Agreement sets forth the entire understanding of the Parties and cannot be changed or modified orally.

20. Modification. This Agreement may only be supplemented, amended or revised in writing, which has been duly authorized by the Parties and signed by the proper authorized representatives thereof.

21. Mutually Drafted. The Parties hereto acknowledge that the drafting of this Agreement is a mutual effort between the Parties and that this Agreement is not to be construed against either Party as the drafter.

22. Severability. In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable, in any respect, by any court of competent jurisdiction, the rest of this Agreement shall nevertheless remain in full force and effect.

23. AOC and Assignment Judge Approval. The Parties acknowledge and agree that this Agreement is contingent upon and subject to the approval of the AOC and the Assignment Judge, and that the Agreement shall not become effective until such approval(s) have been received.

24. Filing. A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and have caused this Agreement to be dated as of the day and year written above.

ATTEST:

BOROUGH OF HIGHTSTOWN

Margaret Riggio, Municipal Clerk

Susan Bluth, Mayor

ATTEST:

TOWNSHIP OF ROBBINSVILLE

Michele Seigfried, Municipal Clerk

David Fried, Mayor

Borough of Hightstown
County of Mercer

Resolution 2025-39

**AUTHORIZING CHANGE ORDER NO. 1 PAYMENT NO. 1 (FINAL) –
B&H CONTRACTING EMERGENCY WATER TREATMENT PLANT
DISCHARGE PIPE REPLACEMENT**

WHEREAS, on July 25, 2024, the Borough declared an emergency for the overhead water discharge pipe at the Water Treatment Plant; and

WHEREAS, the Borough obtained a quote from B&H Contracting in the amount of \$147,000.00 which included new overhead discharge line, connections to existing water mains, heat trace and insulation, removal of the existing deteriorated pipe, testing and restoration; and

WHEREAS, following receipt of the quote from B&H Contracting, the Borough Engineer raised concerns regarding the use of PVC pipe due to notice that the EPA will begin to limit the use of PVC in water distribution systems; and

WHEREAS, B&H Contracting presented an updated quote of \$170,500.00 which replaced the PVC with DIP to maintain compliance with EPA standards regarding pipe material in drinking water systems; and

WHEREAS, the work as been completed and has been approved by the Borough Engineer and the Borough Water department; and

WHEREAS, the Borough Engineer has recommended approval of Change Order No. 1 and Payment No. 1 (final) to the contractor in the amount of \$170,500.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, that Change Order No 1 and Payment No. 1 (Final) to B&H Contracting of Folsom, New Jersey is hereby approved as detailed herein, and the Deputy CFO is authorized to issue same.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk



MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

FROM: Carmela Roberts, PE, CME, CPWM *CR*
Borough Engineer

DATE: December 18, 2024

RE: Emergency WTP Discharge Pipe Replacement
Payment No. 1 and FINAL
Our File No.: H1653

Attached please find the following in reference to Payment No. 1 and Final, which is full payment December 4, 2024, for replacement of the existing Water Treatment Plant discharge piping.

1. Invoice No. 1 and Final
2. 1-Year Maintenance Guarantee
3. Certified Payrolls

As you know, the Borough declared an emergency for the overhead water discharge pipe at the Borough's Water Treatment Plant in July 2024. This pipe was found to be severely deteriorated and in need of immediate replacement as a failure would result in a loss of water service to the entire Borough.

The Borough obtained a quote from B&H Contracting in the amount of \$170,500.00 which included a new overhead discharge line, connections to existing water mains, heat trace and insulation, removal of the existing deteriorated pipe, testing, and restoration.

Final restoration was completed on December 4, 2024. The work is completed and has been approved by this office and the Borough Water Department.

Therefore, I recommend this contract be closed out, Change Order No. 1 and Final be approved, and final payment be made to B&H Contracting, Inc. in the amount of \$170,500.00.

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

cc: Dimitri Musing, Borough Administrator
Peggy Riggio, RMC, CMR, Borough Clerk
Mairead Thompson, Assistant Borough Administrator
Donna Condo, Borough CFO
Kevin Houser, B&H Contracting (BHGen@comcast.net)
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC
Justin Streleckis, PE, Roberts Engineering Group, LLC
John Walls, Roberts Engineering Group, LLC

APPLICATION AND CERTIFICATE FOR PAYMENT

Hightstown Borough Council
January 21, 2025 Meeting

TO OWNER: Borough of Hightstown 156 Bank Street Hightstown, NJ 08520	PROJECT: Water Main Replacement @ Plant	APPLICATION NO: Final APPLICATION DATE: 12/2/2024 PERIOD TO: 12/2/2023 PROJECT NO: CONTRACT DATE:	Distribution to: ___ Owner ___ Engineer ___ Contractor
FROM CONTRACTOR: B&H CONTRACTING INC. 1022 BLACK HORSE PIKE FOLSOM, NJ 08037 609-704-1700	VIA ENGINEER: Roberts Engineering Group 1670 Whitehorse Hamilton Square Rd. Hamilton Township, NJ 08690		
CONTRACT FOR:			

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract, Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM.....	170,500.00
2. Net Change by Change Orders.....	-
3. CONTRACT SUM TO DATE (Line 1+2).....	170,500.00
4. TOTAL COMPLETED AND STORED TO DATE.....	170,500.00
(Column G on continuation sheet)	
5. RETAINAGE:	
a. 10% of Completed Work.....()	-
(column D+E on continuation sheet)	
b. 10% of Stored Material.....()	-
(column F on continuation sheet)	
Total Retainage (Line 5a + 5b or total of	
column I on continuation sheet).....	-
6. TOTAL EARNED LESS RETAINAGE.....	170,500.00
(Lines 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	-
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE.....	170,500.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE	-
(Line 3 less Line 6)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the contractor for Work for which previous Certificates for Payment were issued and payment received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: AS KEVIN HOUSER Date 12/2/24

State of: New Jersey
 County of:
 Subscribed and sworn to before
 me this 2nd day of December, 2024

ANDREA HOUSER
 Notary Public, State of New Jersey
 My Commission Expires 2/7/2027

Notary Public:
 My Commission Expires: Andrea Houser

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... 170,500.00

ENGINEER:
 By: _____ Date _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contractor.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS



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

August 30, 2024

Dimitri Musing
Borough Administrator
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08690

Re: Emergency Replacement of Water Main at the Water Treatment Plant (WTP)
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1653

Dear Dimitri:

Enclosed with this letter, please find the following:

1. One (1) copy of a quote from B&H Contracting received August 28, 2024 for replacement of the Water Treatment Plant 10" Discharge.

As you know, the Borough declared an emergency in late July 2024 for the Water Treatment Plant main cast iron discharge line which provides water to the Borough's entire water distribution system. This line was found to be severely corroded and at risk of total failure. Failure of this pipe would be catastrophic as there is no other means to move water from the Water Treatment Plant (WTP) and into the overall distribution system.

As a result, the Borough requested a quote from B&H Contracting, Inc. This contractor has made many improvements at the Borough's WTP over the past 20 years and has significant knowledge of the system.

On July 25, 2024, a meeting was held at the WTP to evaluate the deteriorated pipe with B&H Contracting, the Borough Operator, DPW Superintendent, Administrator, and this office. During this meeting, it was determined that a new 10" PVC water pipe could be installed overhead and through the WTP in order to reroute the discharge pipe and decommission the deteriorated cast iron pipe. This route allowed the pipe to be fully protected from weather and limited impacts to the Plant operations during construction. B&H Contracting provided a quote of \$147,000 to do this work.

Shortly after this quote was received, a formal notice was found by this office that indicated the Federal EPA intended to evaluate the use of PVC pipe in water distribution systems and make an official determination by the end of 2024. The notice indicated that the EPA may limit the use of PVC in water distribution systems.

As a result, this office recommended that the Borough reconsider the use of PVC for the pipe replacement as it could become non-compliant after the EPA's evaluation was complete, thus making the improvement obsolete and non-compliant.

A second meeting was held on August 13 with the Contractor, Borough representatives, and this office to consider use of ductile iron pipe (DIP) in lieu of the previously considered PVC pipe. Because of the weight of DIP, an alternative route from the PVC pipe had to be considered. The heavy weight of DIP required additional equipment in order to construct the piping overhead which resulted in a higher cost. In an effort to reduce costs, a shorter run of pipe is to be installed, but with a portion to be constructed outside and above grade. Because a portion of the pipe will be exposed to weather, the installation must include insulation and heat trace to avoid freezing/damage to the pipe.

Emergency Replacement of Water Main
at the Water Treatment Plant (WTP)
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1653
Page 2 of 2

The revised quote to use DIP, provide a shorter route, and install insulation and heat trace is attached and is in the amount of \$170,500.00.

I recommend the Borough move forward with the DIP installation at a cost of \$170,500.00 as this will address the deteriorated pipe and ensure that the Borough continues to maintain compliance with EPA standards regarding pipe material in drinking water systems.

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

Very truly yours,



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

cc: Mayor and Council
Peggy Riggio, RMC, CMR, Borough Clerk
George Lang, Borough CFO
Ken Lewis, Superintendent of Public Works
Rich Lewis, Senior Water Operator
Cameron Corini, P.E., C.M.E., C.P.W.M., Roberts Engineering Group, LLC
Justin Streleckis, P.E., Roberts Engineering Group, LLC

B&H
CONTRACTING
INC.

Roberts Engineering Group LLC
1670 Whitehorse – Hamilton Square Road
Hamilton, NJ 08690

RE: Boro of Hightstown Water Plant Line Replacement

We are submitting the following proposal.

Included:

- 1) 10" DIP / Fittings.
- 2) 10" Lug Style Butterfly Valve.
- 3) 10" MJ Gate Valve and Valve Box.
- 4) ½" Sch. 80 CPVC Chlorine line. Including modifications in CL2 room.
- 5) 1" Water line – To Chlorine room and pump room.
- 6) Demo existing 10" steel line and repair roof.
- 7) Restoration - Grass

Excluded:

- 1) Permit Fees
- 2) Sales Tax

Total: \$150,000.00

Adder for Insulation and Heat Tape (Outside Piping). - \$20,500.00

Sincerely,

B & H CONTRACTING INC.

Kevin Houser, President

Borough of Hightstown
County of Mercer

Resolution 2025-40

AUTHORIZING HIGHTSTOWN ENGINE COMPANY NO. 1 TO APPLY FOR THE ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM FOR FY2024

WHEREAS, the Assistance to Firefighters Grant Program (AFG) provides fire safety grants to fund critically needed resources to equip and train emergency personnel, enhance efficiencies and support community resilience; and

WHEREAS, Hightstown Engine Company No. 1 has applied for funds and requires Hightstown Borough's DUNS and UEI numbers for the application process; and

WHEREAS, Borough Council support the fire company's application provided that:

1. Hightstown Engine Company No. 1 is responsible for writing the grant and any and all administration of the grant during the application and approval process.
2. Hightstown Engine Company No. 1 is responsible for any and all administration of the grant should the grant be awarded.
3. Hightstown Engine Company No. 1 is responsible to maintain and update all records as required by AFG including any administration and follow up once funds are awarded.
4. Hightstown Borough will make available non-federal funds in an amount equal to not less than 5% of the grant awarded as a cost share/match at an amount not to exceed \$15,000.00.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Hightstown Engine Company No. 1 is authorized to apply for the FY2024 Assistance to Firefighters Grant Program as detailed herein and the Borough Administrator is directed to provide Hightstown Borough's DUNS and UEI numbers.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to:

1. Scott Krakowski, Assistant Chief Hightstown Engine Company
2. Dimitri Musing, Borough Administrator

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

**A RESOLUTION SUPPORTING NEW JERSEY'S SAFE ROUTES TO
SCHOOL PROGRAM**

WHEREAS, the Borough of Hightstown recognizes the need to promote the health and safety of our children; and

WHEREAS, In New Jersey, 10.7% of children struggled with anxiety and depression in 2020 — up from 7.6% in 2016; and

WHEREAS, in addition, 13.8% of children ages 10-17 are overweight or obese in New Jersey. As a result, the lack of physical activity has had a significant impact on children's health, mental health, and well-being, resulting in higher rates of obesity, diabetes, heart disease, and other related health concerns compared to 30 years ago; and

WHEREAS, driving children to school by private vehicle and idling in the school vicinity contributes to traffic congestion and air pollution near the school. Air pollution near schools can adversely affect student health and the local environment.

WHEREAS, bicycling and walking to school can have a positive mental and physical impact on the health of children and youth and help them arrive at school ready to learn; and

WHEREAS, providing safer routes to and from schools aims to decrease pedestrian and bicycling-related injuries for students and the entire community; and

WHEREAS, the New Jersey Safe Routes to School program uses education, encouragement, infrastructure, and enforcement strategies to help make walking and bicycling to school safer and more attractive to children; and

WHEREAS, a successful Safe Routes to School program involves schools, school boards, citizens, and local government to collaborate to enable and encourage children, including those with disabilities, to walk and bicycle to school safely.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Hightstown support the New Jersey Safe Routes to School program and the development and maintenance of safe ways to walk and bicycle to school.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-42

**AMENDING THE PERSONNEL POLICY MANUAL
OF THE BOROUGH OF HIGHTSTOWN**

WHEREAS, the Personnel Policy Manual of the Borough of Hightstown is amended from time to time to reflect updated policy changes for Borough Employees and Volunteers; and

WHEREAS, the Borough Council has determined that the Personnel Policy Manual be amended.

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following sections of the *Personnel Policy Manual of the Borough of Hightstown* are hereby amended as follows (additions underlined, deletions in ~~strikeout text~~):

5-13. Leave without pay, or compensatory paid leave. In the event the employee has such available earned paid time off, the employee must use it during FMLA leave. Once such applicable paid time off is exhausted, the remainder of the FMLA leave will be unpaid.

The Borough is responsible for designating an employee's leave as FMLA leave based on information supplied by the employee and/or the employee's request for leave. The Borough shall advise employees of the start and end dates of the FMLA leave.

"Serious health condition" for purposes of the FMLA generally means an illness, injury, impairment, or physical or mental condition that involves:

- any period of incapacity or treatment connected with inpatient care (i.e., an overnight stay) in a hospital, hospice, or residential medical-care facility, and any period of incapacity or subsequent treatment in connection with such inpatient care; or
- Continuing treatment by a health care provider for a condition that prevents the employee from performing the essential functions of the employee's job. Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than three (3) consecutive calendar days combined with at least two (2) treatments by a health care provider or one treatment with a regimen of continuing treatment, or incapacity due to pregnancy or for prenatal care,¹ or incapacity due to a chronic condition. Other conditions may meet the definition of continuing treatment.

"Health care provider" for purposes of the FMLA generally means:

¹ Prenatal care also qualifies as a "serious health condition" under the FMLA.

- doctors of medicine or osteopathy authorized to practice medicine or surgery by the state in which the doctors practice; or
- podiatrists, dentists, clinical psychologists, optometrists and chiropractors (limited to manual manipulation of the spine to correct a subluxation as demonstrated by X-ray to exist) authorized to practice, and performing within the scope of their practice, under state law; or
- nurse practitioners, nurse-midwives and clinical social workers and physician assistants authorized to practice, and performing within the scope of their practice, as defined under state law; or
- Christian Science practitioners listed with the First Church of Christ, Scientist in Boston, Massachusetts; or
- Any health care provider recognized by the or the Borough's group health plan benefits manager.

C. MAINTENANCE OF HEALTH BENEFITS

During FMLA leave, the employee's health insurance coverage will be maintained under the same terms and conditions as if the employee had continued to work. Employees may be required to pay their share of health insurance premiums while on leave consistent with applicable collective negotiations agreements and/or health insurance plans in effect at the time of leave.

The Borough may recover premiums it paid to maintain health coverage for an employee if the employee fails to return to work from FMLA leave.

D. JOB RESTORATION

Generally, upon return from FMLA leave, the employee will be restored to his/her original job, or to an equivalent job with equivalent pay, benefits, and other terms and conditions of employment. If the Borough should experience a reduction in force or layoff, an employee who would have been affected by such a reduction in force or layoff had he/she not been on FMLA leave is not entitled to be returned to work following exhaustion or completion of FMLA leave; however, the employee retains all rights, if applicable, regarding recall.

Except as otherwise permitted under applicable law, an employee's use of FMLA leave will not result in the loss of any employment benefit that the employee earned or was entitled to before using FMLA leave, and properly utilized FMLA leave will not be considered in discipline related to tardiness and/or attendance.

Under specified and limited circumstances where restoration to employment will cause substantial and grievous economic injury to its operations, the Borough may refuse to reinstate certain highly paid "key" employees after using FMLA leave during which health coverage was maintained. In order to do so, the Borough will:

- notify the employee of his/her status as a "key" employee in response to the employee's notice of intent to take FMLA leave and advise of consequences to job reinstatement and health benefits if employer should determine that substantial and grievous injury will result from reinstatement;
- notify the employee as soon as the Borough decides it will deny job restoration, and explain the reasons for its decision;
- offer the employee a reasonable opportunity to return to work from FMLA leave after giving notice noted immediately above; and
- make a final determination as to whether reinstatement will be denied at the end of the leave period if the employee still requests restoration.

A "key" employee is a salaried "eligible" employee who is among the highest paid ten percent of employees.

E. NOTICE AND CERTIFICATION

Employees seeking to use FMLA leave are required to provide 30-day advance notice of the need to take FMLA leave when the need is foreseeable and such notice is practicable. When 30 days' notice is not possible, the employee must provide notice as soon as practicable. Employees must generally also comply with the Borough's applicable call-in procedures regarding absences/tardiness.

Employees must provide sufficient information for the Borough to determine if the leave may qualify for FMLA leave and the anticipated timing and duration of the leave. Sufficient information may include that the employee is unable to perform essential job functions, the family member is unable to perform daily activities, the need for hospitalization or continuing treatment by a health care provider, or circumstances supporting the need for military

family leave. Employees also must inform the Borough if the requested leave is for a reason for which FMLA was previously taken for granted.

The Borough may also require employees to provide:

- medical certification supporting the need for leave due to a serious health condition affecting the employee or immediate family member;
- certification of qualifying exigency;
- second or third medical opinions (at the Borough's expense) and periodic recertification;
- periodic reports during FMLA leave regarding the employee's status and intent to return to work.

Medical certification of fitness for return to work will be required where an employee's FMLA leave was due to the employee's own serious health condition.

The Borough will notify employees requesting leave whether they are eligible for FMLA leave, and if they are not, the reasons for their ineligibility. Where leave is being designated as FMLA leave, the employee shall be so notified.

F. NO RETALIATION

There shall be no retaliation against any employee for exercising his/her rights under the FMLA and/or for taking FMLA leave, nor will there be interference with the assertion of FMLA rights. Any such concerns should be immediately reported to the Borough Administrative Officer.

NOTE: The FMLA statute supersedes any statement herein to the extent that any statement is contrary to the current FMLA statute.

G. QUESTIONS

Any questions regarding this policy on FMLA leave should be directed to the Manager of Payroll and Human Resources.

I. The New Jersey Family Leave Act (NJFLA).

The New Jersey Family Leave Act ("NJFLA") entitles eligible employees to take up to 12 weeks of job-protected unpaid leave in a 24-month period for specified reasons. The law contains provisions on employer coverage; employee eligibility for the law's benefits; entitlement to leave; notice and

certification of the need for NJFLA leave; and protection for employees who request or take NJFLA leave.

A. EMPLOYEE ELIGIBILITY

To be eligible for NJFLA benefits, an employee must:

- **have worked for the Borough for a total of 12 months immediately preceding the leave; and**
- **have worked at least 1,000 hours (including overtime, but excluding paid sick, vacation, or personal leave time) over the previous 12 months**

B. LEAVE ENTITLEMENT

An eligible employee may take up to a total of 12 workweeks of NJFLA leave during any 24-month period for one or more of the following reasons:

- **for the birth of a child of the employee;**
- **for placement with the employee of a child for adoption; or**
- **to care for the employee's family member (generally child, spouse, civil union partner, or parent, parent in law) with a serious health condition.**

The Borough will calculate the 24-month period measured forward from the date the employee's first NJFLA leave begins.

When an employee takes leave for a reason also covered by the federal Family and Medical Leave Act ("FMLA"), the leave shall be simultaneously counted against an employee's entitlement under both statutes to the extent applicable and permitted by law. However, taking leave only available under FMLA does not prevent the employee from also taking leave for a reason covered by the NJFLA. NJFLA leave will also run concurrently with any NJFTDI benefits and any other statutory leave, such as the N.J. Security and Financial Empowerment Act ("N.J. SAFE Act").

Leave for birth and care of a child, or placement for adoption, must be commenced within 12 months of the birth or placement.

NJFLA leave taken on account of the serious illness of a family member may, in certain cases, be taken in the form of a reduced leave schedule, or when medically necessary, on an intermittent basis, rather than all at once. In the case of NJFLA leave taken on account of the birth of a child or placement of

a child for adoption, an employee may only take NJFLA leave intermittently or on a reduced leave schedule if the Borough expressly agrees.

NJFLA leave will be unpaid unless the employee has available applicable accrued vacation, sick or personal paid leave. In the event the employee has such available earned vacation, sick or personal paid time off, the employee must use it during NJFLA leave. Once such applicable paid time off is exhausted, the remainder of the NJFLA leave will be unpaid.

The Borough is responsible for designating an employee's leave as NJFLA leave, based upon information and/or the request for leave from the employee.

"Serious Health Condition" for purposes of the NJFLA generally means an illness, injury, impairment, or physical or mental condition which requires:

- inpatient care in a hospital, hospice, or residential medical care facility; or
- continuing medical treatment or continuing supervision by a health care provider.

- For NJFLA purposes, "continuing medical treatment or continuing supervision by a health care provider" means:

1. A period of incapacity (that is, inability to work, attend school, or perform regular daily activities due to a serious health condition, treatment therefrom or recovery therefrom) of more than three consecutive days, and any subsequent treatment or period of incapacity relating to the same condition that also involves:

- a. Treatment two or more times by a health care provider; or
- b. Treatment by a health care provider on one occasion which results in a regimen of continuing treatment under the supervision of a health care provider;

- 2. Any period of incapacity due to pregnancy, or for prenatal care;
- 3. Any period of incapacity or treatment for incapacity due to a chronic serious health condition;
- 4. Period of incapacity, which is permanent or long-term, due to a condition for which treatment may not be effective (such as Alzheimer's Disease, a severe stroke or the terminal stages of a disease) where the individual is under continuing supervision

- of, but need not be receiving active treatment by, a health care provider; or
5. Any period of absence to receive multiple treatments (including any period of recovery there from) by a health care provider or by a provider of health care services under orders of or on referral by a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity for more than three (3) consecutive calendar days in the absence of medical intervention or treatment, such as cancer (chemotherapy, radiation, etc.), severe arthritis (physical therapy) or kidney disease (dialysis).

“Health Care Provider” for purposes of the NJFLA means any person licensed under federal, state, or local law, or the laws of a foreign nation, to provide health care services; or any other person who has been authorized to provide health care by a licensed health care provider.

C. MAINTENANCE OF HEALTH BENEFITS

During NJFLA leave, the employee’s health insurance coverage will be maintained under the same terms and conditions as if the employee had continued to work. Employees may be required to pay their share of health insurance premiums while on leave, where consistent with applicable collective negotiations agreements and/or health insurance plans in effect at the time of leave.

D. JOB RESTORATION

Generally, upon return from NJFLA leave, the employee will be restored to his/her position, unless the position has been filled, in which case employee will be restored to an equivalent position with like seniority, status, employment benefits, pay, and other terms and conditions of employment.

If the Borough should experience a reduction in force or layoffs, an employee who would have been affected by such reduction in force or layoff had he/she not been on NJFLA leave is not entitled to be returned to work following exhaustion or completion of NJFLA leave. However, the employee retains all rights under any applicable collective negotiations agreement concerning layoff and recall.

The Borough may deny NJFLA leave to certain of its highest paid employees to the extent such denial is necessary to prevent substantial and grievous

economic injury to the operations of the Borough. In such case, notice will be provided to the employee.

E. NOTICE AND CERTIFICATION

When NJFLA leave is sought due to the birth or placement of a child for adoption, the employee must provide at least thirty (30) days' notice of the intention to take NJFLA leave, except where emergent circumstances merit shorter notice. When NJFLA leave is sought due to a family member's serious illness, the employee must provide at least thirty (30) days' notice of the intention to take NJFLA leave, except where emergent circumstances warrant shorter notice.

The Borough requires that employee who requests family leave sign a form of certification that the employee is taking family leave for the birth or adoption of a child or to care for a family member because of the family member's serious health condition, whichever is applicable. Any employee who refuses to sign such certification may be denied the requested leave. An employee who provides a false certification will be subject to discipline, up to and including termination. In addition, a certification will be required of a health care provider attesting to the serious health condition of a family member – setting forth the date on which the serious health condition commenced, the probable duration of the condition and the medical facts within the provider's knowledge regarding the condition. Other certifications may be required as permitted by law.

F. NO RETALIATION

There shall be no interference with nor retaliation against any employee for exercising his/her rights under the NJFLA and/or for taking NJFLA leave. Any such concerns should be immediately reported to the Borough Administrative Officer.

NOTE: The NJFLA statute supersedes any statement herein to the extent that any statement herein is contrary to current NJFLA statute.

~~1. Family and Medical Leave Act Policy:~~

~~Employees of the Borough may be eligible for an unpaid family and medical leave under the federal Family and Medical Leave Act ("FMLA"). Employees also may be eligible for leave to care for a family member as defined in the law pursuant to the New Jersey Family Leave Act ("FLA"). In order to be eligible for such leave, employees must have: one (1) year of service with the Municipality; and, at least 1,000 hours of work (for New Jersey leave) and 1,250 hours of work (for Federal leave) during the previous twelve (12) months and is employed at a worksite where 50 or more employees are employed by the employer within~~

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~~75 miles of the worksite (for Federal leave). Eligible employees may receive up to twelve (12) weeks of leave per year (FMLA) or twelve (12) weeks every twenty-four (24) months (FLA). A year or twenty-four months shall be calculated based on a rolling backward period.~~

~~During the leave period, the employee's health benefits will be continued on the same conditions as coverage would have been provided had the employee been employed continuously during the entire leave. The employee will not continue to accrue vacation, sick or personal days for the period of the leave. The employee will receive seniority credit for the time that the employee has been on leave under this section. At the conclusion of the leave period, an eligible employee is entitled to reinstatement to the position the employee previously held or to an equivalent one with the same terms and benefits that existed prior to the exercise of leave.~~

~~Upon written notice, eligible employees are entitled to a family or medical leave for up to twelve weeks to care for a newly born or adopted child or a seriously ill immediate family member, including civil union partner, or for the employee's own serious health condition that makes the employee unable to perform the functions of the employee's position. Eligible employees who take leave under this policy must use all accrued available vacation and personal days during the leave. The use of accrued time will not extend the leave period. After exhausting accrued time, the employee will no longer be paid for the remainder of the leave.~~

~~The period of leave must be supported by medical certification form filled out and signed by the employee's or immediate family members treating physician. An extension past twelve weeks can be requested, but medical verification of the need must be submitted prior to the expiration of the leave. Any extension of time does not afford the employee protection under the FMLA or FLA. The Borough reserves the right to deny any request for extended leave. Additional information concerning the Family Leave Policy and eligibility requirements are available from the Borough Administrator.~~

~~Employees may also be eligible for an unpaid leave for up to twenty-six (26) workweeks in a year to care for a family member on active duty in the military or a covered veteran (a "covered veteran" is an individual who was discharged or released under conditions other than a dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran) with a serious injury or illness incurred in the line of duty on active duty for which the service member is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list.~~

~~Employees may also be eligible for twelve (12) weeks in a year for a qualifying exigency. A qualified exigency occurs when a military member is called to covered active duty (requires deployment to a foreign country) and a close member of his/her family must attend official ceremonies or family support or assistance~~

~~meetings, there is a short-notice deployment, to attend to childcare matters, attend to financial and/or legal matters, or counseling.~~

~~A “serious injury or illness” means an injury or illness incurred by a covered service member in the line of duty on active duty that may render the service member medically unfit to perform the duties of his or her office, grade, rank, or rating.~~

~~A serious injury or illness also means an injury or illness that was incurred by the covered veteran in the line of duty on active duty in the Armed Forces or that existed before the veteran’s active duty and was aggravated by service in the line of duty on active duty, and that is either:~~

~~1. a continuation of a serious injury or illness that was incurred or aggravated when the veteran was a member of the Armed Forces and rendered the service member unable to perform the duties of the service member’s office, grade, rank, or rating; or~~

~~2. a physical or mental condition for which the veteran has received a U.S. Department of Veterans Affairs Service-Related Disability Rating (VASRD) of 50 percent or greater, and the need for military caregiver leave is related to that condition; or~~

~~3. a physical or mental condition that substantially impairs the veteran’s ability to work because of a disability or disabilities related to military service, or would do so absent treatment; or~~

~~4. an injury that is the basis for the veteran’s enrollment in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.~~

~~Any one of these definitions meets the FMLA’s definition of a serious injury or illness for a covered veteran regardless of whether the injury or illness manifested before or after the individual became a veteran.~~

~~Upon employer’s request, an employee must provide a copy of the covered military member’s active duty orders to support request for qualifying exigency leave. In addition, upon an employer’s request, certification for qualifying exigency leave must be supported by a certification containing the following information:~~

- ~~I. statement or description of appropriate facts regarding the qualifying exigency for which leave is needed;~~
- ~~II. approximate date on which the qualifying exigency commenced or will commence;~~
- ~~III. beginning and end dates for leave to be taken for a single continuous period of time;~~
- ~~IV. an estimate of the frequency and duration of the qualifying exigency if leave is needed on a reduced-scheduled basis or intermittently; and~~

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~~V. — if the qualifying exigency requires meeting with a third party, the contact information for the third party and description of the purpose of the meeting.~~

~~Eligible employees may also take leave to care for a military member's parent who is incapable of self-care when the care is necessitated by the member's covered active duty. Such care may include arranging for alternative care, providing care on an immediate basis, admitting or transferring the parent to a care facility, or attending meetings with staff at a care facility.~~

~~Employees who request qualifying exigency leave to spend time with a military member on Rest & Recuperation may take up to a maximum of 15 calendar days. Upon an employer's request, an employee must provide a copy of the military member's Rest and Recuperation leave orders, or other documentation issued by the military setting forth the dates of the military member's leave.~~

2. III. Family Leave Insurance Temporary Disability.

Family Leave Insurance ("FLI") Temporary Disability ("FTD") is provided by the State of New Jersey. ~~FLI FTD~~ payments for up to ~~twelve (12)~~~~six (6)~~ weeks in a twelve (12) month period are available for eligible employees who are caring for a seriously ill immediate family member who is incapable of self-care or care of a newborn or adopted child. To be eligible, the employee must have worked at least 20 weeks at minimum wage within the last 52 weeks or earned 1000 times the minimum wage. The weekly benefit is ~~85%~~ ~~2/3~~ of weekly compensation up to a maximum amount payable as set by the State, of \$524 per week (this amount is subject to change by law). ~~FLI~~~~FTD~~ will run concurrently with FMLA and/or FLA leaves and there is a one week waiting period. Employees may also be required to use accrued sick, vacation or personal leave for up to two weeks.

Employees taking paid family leave in connection with a family member's serious health condition may take leave intermittently or consecutively. Intermittent leave is not available for the care of a newborn or adopted child. Intermittent leave may be taken in increments necessary to address the circumstances that precipitated the need for leave. An employee seeking intermittent paid family leave is required to provide the Borough with 15 days notice unless an emergency or other unforeseen circumstance precludes prior notice. The employee seeking intermittent leave shall make a reasonable attempt to schedule leave in a non-disruptive manner. Employees requesting such leave shall provide the Borough with a regular schedule of days for intermittent leave.

IV. C — Other Unpaid — Leave of Absence.

1. Leave without pay for personal reasons not addressed in the Federal Family and Medical Leave Act of 1993 or the New Jersey Family Leave Act may be granted to full-time employees at the Borough's sole discretion. Normally it

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shall be granted only after the employee has exhausted compensable time off to which he/she may be entitled, as appropriate under the circumstances.

2. Requests for leave without pay must be initiated in writing by the employee, containing the starting date, approximate date of return and reasons for such requests.
3. Such leave requests, except for military leave in accordance with Federal law, shall not be approved for a period longer than thirty (30) days. Such leave requests shall be evaluated based on the requirements of the Borough and the stated reasons for the requested leave. Requests for extension shall also be evaluated in accordance with the above. Under no circumstances shall an employee be permitted such leave for a combined total period of more than ninety (90) calendar days. Further, any employee on such leave shall not be permitted to work for compensation in any form for him or herself or for any third party during such leave; in the event an employee violates this provision, he or she shall be conclusively deemed to have voluntarily resigned his or her employment.
4. During such leave, employees shall not be entitled to receive any benefits at the expense of the Borough, nor shall time spent on such leave apply for seniority accrual or time spent in the service of the Borough.

BE IT FURTHER RESOLVED that a copy of this resolution, containing the changes, will be distributed by the Borough Clerk to all employees.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

**RESOLUTION AMENDING RESOLUTION 2025-07 MAKING AND CONFIRMING
BOROUGH OFFICIAL APPOINTMENTS FOR 2025**

WHEREAS, on January 6, 2025, Borough Council adopted Resolution 2025-07 making and confirming Borough official appointments for the year 2025; and

WHEREAS, the positions of Municipal Housing Liaison and Deputy Emergency Management Coordinator were inadvertently left off the list of officials appointed; and

WHEREAS, Resolution **2025-07** is amended to include the following:

	<u>Municipal Housing Liaison</u>	
Jane Davis	1 yr.	December 31, 2025

	<u>Deputy Emergency Management Coordinator</u>	
Scott Krakowski	1 yr.	December 31, 2025

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of Hightstown Borough that Resolution 2025-07 Making and Confirming Borough Officials Appointments is hereby amended to read as noted herein.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk

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AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on January 21, 2025, 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:

Personnel – CFO & Tax Collector

Possible Litigation – OPRA

Contract Negotiations – Robbinsville Police/Court Facilities

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public April 21, 2025, 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.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on January 21, 2025.

Margaret Riggio, Borough Clerk