

AGENDA
Hightstown Borough Council
March 17, 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

March 3, 2025 – Public Session
March 3, 2025 – Executive Session

Engineering Items

Water System Update

Improvements to Maxwell Avenue

Resolution 2025-68 Resolution Authorizing the Borough Engineer to Submit a Scope Modification for the Improvements to Maxwell Avenue Contract

Public Comment Any person wishing to address Council with his or her comments will have a maximum of three minutes to do so at this time.

Resolutions

2025-69 Authorizing Payment of Bills

2025-70 Resolution of the Borough of Hightstown, in the County of Mercer, Authorizing and Directing the Borough Planning Board to Determine Whether Certain Property Constitutes and Area in Need of Redevelopment

2025-71 Resolution of the Borough of Hightstown, County of Mercer, New Jersey Authorizing the Execution of a Funding Agreement Between the Borough of Mercer Street Warehouse, LLC in Connection with Certain Property

Consent Agenda

2025-72 Designating Sunday, April 26, 2025, as Arbor Day in the Borough of Hightstown

2025-73 A Resolution Approving the Annual Stream Clean Up and Arbor Day Events Organized by the Hightstown Borough Environmental Commission

2025-74 Resolution Making and Confirming Appointment for the Board of Health and the Hightstown Housing Authority

2025-75 Appointing a Tax Assessor

2025-76 Resolution of Support for the Delaware Valley Regional Planning Commission TCDI Planning Grant

2025-77 A Resolution Authorizing Redemption of Tax Lien 24-00001 for Block 48 Lt:8 Known as 114 Hauser Avenue

2025-78 Resolution of the Borough of Hightstown, County of Mercer, State of New Jersey, Approving the Corrective Action Plan in Response to the Annual Audit Report

Discussion

Subcommittee Reports

Mayor/Council/Administrative Updates

Executive Session **Resolution 2025-79** Authorizing a Meeting that Excludes the Public
Contract Negotiations – Robbinsville EMS
Contract Negotiations – Water Plant

Adjournment

Borough of Hightstown
County of Mercer

Resolution 2025-68

**RESOLUTION AUTHORIZING THE BOROUGH ENGINEER TO SUBMIT A
SCOPE MODIFICATION FOR THE IMPROVEMENTS TO MAXWELL AVENUE
CONTRACT**

WHEREAS, the Borough of Hightstown received a grant from NJDOT for Improvements to Maxwell Avenue; and

WHEREAS, the project scope included construction of curb ramps and new crosswalks at the intersection of Maxwell Avenue and Franklin Street (NJSH Route 33); and

WHEREAS, a permit has been submitted to NJDOT for the new crosswalks on May 2, 2024 and design comments have not yet been received; and

WHEREAS, a permit must be received prior to the contract award deadline of May 22, 2025.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that the scope of work for the Improvements to Maxwell Avenue is formally modified to eliminate the proposed curb ramp and crosswalk improvements within the NJSH Route 33 Right-Of-Way.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Mayor and Roberts Engineering Group, LLC.

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 March 17, 2025.

Margaret Riggio, Borough Clerk

	1st	2nd	Yes	No	Abstain	Absent
Mr. Cicalese						
Ms. Fowler						
Mr. Frantz						
Mr. Gulati						
Mr. Jackson						
Mr. Montferrat						
Mayor Bluth						



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

March 12, 2025

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

Re: Improvements to Maxwell Avenue
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1805

Dear Dimitri:

As you know, the above referenced project includes roadway improvements along Maxwell Avenue as well as new crosswalks and curb ramps at the intersection with Franklin Street (NJSH Route 33). As such, a permit is needed from NJDOT to construct new crosswalks within State Right-Of-Way. This application was submitted to NJDOT on May 2, 2024.

This contract was advertised for bid in March 2025 with the understanding that the only comments provided by NJDOT were related to temporary traffic control measures during construction. These were relatively minor comments that would not have impacted the bid.

However, shortly after advertisement, the NJDOT Permitting Division indicated that the permit approval may require additional intersection improvements including additional pedestrian pushbuttons, reconfiguration or overhead signals, and installation of pedestrian crosswalk signals. In the 11 months since the initial submission, NJDOT did not make any mention of this potential requirement. The notification that intersection improvements may be required has only been provided verbally and nothing has yet been provided in writing.

The NJDOT Municipal Aid Division has indicated that the grant funding may be put in jeopardy if the intersection improvements do not receive authorization from the NJDOT Permit Division prior to contract award. It is unlikely that formal comments will be received, and plan revisions be completed prior to the contract award deadline.

Therefore, I recommend the Borough authorize by resolution a modification to the scope of work which would eliminate the proposed curb ramps and crosswalks within the Franklin Street Right-Of-Way. This will allow the project to move forward without putting the grant funding in jeopardy. A draft resolution is enclosed.

While the scope modification is being processed, we will still move forward with obtaining the necessary permit authorization so that it may be added to the project scope by way of a change order after contract award.

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

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts".

Carmela Roberts, PE, CME, CPWM
Borough Engineer

cc: Peggy Riggio, RMC, CMR, Borough Clerk
Mairead Thompson, Assistant Business Administrator
Donna Condo, Borough CFO
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC
Kelly Pham, EIT, Roberts Engineering Group, LLC

Borough of Hightstown
County of Mercer

Resolution 2025-69

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 \$558,983.38 from the following accounts:

Current	\$363,775.67
W/S Operating	190,060.21
General Capital	4,547.50
Water/Sewer Capital	600.00
Grant	0.00
Trust	0.00
Unemployment Trust	0.00
Animal Control	0.00
Law Enforcement Trust	0.00
Tax Lien Trust	0.00
Housing Trust	0.00
Public Defender Trust	0.00
Escrow	<u>0.00</u>
Total	<u>\$558,983.38</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 March 17, 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>									
<i>Vendor #</i>	<i>Name</i>										
<i>P.O. #</i>	<i>PO Date</i>	<i>Description</i>	<i>Contract</i>	<i>PO Type</i>							
<i>Item Description</i>	<i>Amount</i>	<i>Charge Account</i>	<i>Acct Description</i>	<i>Type</i>	<i>Stat/Chk</i>	<i>First Enc Date</i>	<i>Rcvd Date</i>	<i>Chk/Void Date</i>	<i>Invoice</i>	<i>1099 Excl</i>	
A0068	AIRPOWER INTERNATIONAL, INC.										
25-00281	03/04/25	YEARLY SVC CONTRACT 2025									
1 YEARLY SVC CONTRACT 2025	\$2,095.00	5-01-25-252-002-056	B	Fire & Other Safety Equipment	R	03/04/25	03/11/25		13939	N	
Vendor Total:		\$2,095.00									
A1014	APPROVED FIRE PROTECTION, INC.										
25-00143	02/05/25	QUOTE #00036506 ANNUAL SERVICE			B						
2 MIN BILLING CHARGE IN00106952	\$195.00	5-09-55-501-002-518	B	Service Contracts - AWWTP	R	02/05/25	03/11/25		IN00106952	N	
Vendor Total:		\$195.00									
A0025	AT&T MOBILITY										
25-00303	03/06/25	INV 287298218043X02282025									
1 INV 287298218043X02282025 FI	\$83.09	5-01-25-256-002-094	B	Computer Service,Support & Software	R	03/06/25	03/11/25		X02282025	N	
2 INV 287298218043X02282025 DPW	\$189.70	5-01-31-440-001-079	B	Telephone-VERIZON WIRELESS	R	03/06/25	03/11/25		X02282025	N	
3 INV 287298218043X02282025 HPD	\$390.43	5-01-31-440-001-079	B	Telephone-VERIZON WIRELESS	R	03/06/25	03/11/25		X02282025	N	
4 INV 287298218043X02282025 HFD	\$229.44	5-01-25-252-002-029	B	Computer Software/Mntc/Equip	R	03/06/25	03/11/25		X02282025	N	
5 INV 287298218043X02282025 WTP	\$86.09	5-09-55-501-003-545	B	Telephone-W/S-VERIZON	R	03/06/25	03/11/25		X02282025	N	
6 INV 287298218043X02282025 OEM	\$42.60	5-01-25-252-001-199	B	Miscellaneous	R	03/06/25	03/11/25		X02282025	N	
7 INV 287298218043X02282025AWWTF	\$36.98	5-09-55-501-003-545	B	Telephone-W/S-VERIZON	R	03/06/25	03/11/25		X02282025	N	
		\$1,058.33									
Vendor Total:		\$1,058.33									
A0452	ATLANTIC TACTICAL INC.										
24-01329	11/25/24	HPD AMMO SUPPLIES									
1 HPD AMMO SUPPLIES	\$267.00	4-01-25-240-001-117	B	Ammunition & Target Practice	R	11/25/24	03/11/25			N	
2 HPD AMMO SUPPLIES	\$12.95	4-01-25-240-001-117	B	Ammunition & Target Practice	R	11/25/24	03/11/25			N	
		\$279.95									
Vendor Total:		\$279.95									
BUCKM005	BUCK MINING & MATERIAL INC										

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											
BUCKM005	BUCK MINING & MATERIAL INC	Account Continued									
24-01492	12/31/24	LEAF DISPOSAL 2024									
2 VEGETATIVE WASTE INV 1322		\$206.25	4-01-26-311-001-166	B	LEAF DISPOSAL	R	03/11/25	03/12/25		1322	N
3 LEAF DISPOSAL INV 1322 2/10/25		\$206.25	4-01-26-311-001-166	B	LEAF DISPOSAL	R	03/11/25	03/12/25		1322	N
4 LEAF DISPOSAL INV 1329 2/25/25		\$618.75	4-01-26-311-001-166	B	LEAF DISPOSAL	R	03/11/25	03/12/25		1329	N
5 LEAF DISPOSAL INV 1325 2/21/25		\$618.75	4-01-26-311-001-166	B	LEAF DISPOSAL	R	03/11/25	03/12/25		1325	N
6 LEAF DISPOSAL INV 1328 2/24/25		\$1,237.50	4-01-26-311-001-166	B	LEAF DISPOSAL	R	03/11/25	03/12/25		1328	N
		\$2,887.50									
Vendor Total:		\$2,887.50									
C0058	CINTAS CORPORATION #061										
25-00287	03/04/25	INV #1905496028									
1 GLV/INDUSTRY/100/BX/BLK-00M		\$580.00	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	03/04/25	03/11/25		1905496028	N
2 GLV/INDUSTRY/NTRL/100/BX/BLK		\$870.00	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	03/04/25	03/11/25		1905496028	N
		\$1,450.00									
25-00294	03/05/25	UNIFORM ADVANTAGE FEB 2025									
1 INV 4220447423 02/07/2025		\$66.40	5-09-55-501-002-507	B	Uniforms & Safety Equipment	R	03/05/25	03/11/25		4220447423	N
2 INV 4221180093 02/14/2025		\$66.40	5-09-55-501-002-507	B	Uniforms & Safety Equipment	R	03/05/25	03/11/25		4221180093	N
3 INV 4221921199 02/21/2025		\$66.40	5-09-55-501-002-507	B	Uniforms & Safety Equipment	R	03/05/25	03/11/25		4221921199	N
4 INV 4222649577 02/28/2025		\$66.40	5-09-55-501-002-507	B	Uniforms & Safety Equipment	R	03/05/25	03/11/25		4222649577	N
		\$265.60									
Vendor Total:		\$1,715.60									
COMCA005	COMCAST BUSINESS										
25-00300	03/06/25	ACCT 6659 03/01/25-03/31/25									
1 ACCT 6659 03/01/25-03/31/25		\$321.50	5-01-20-140-001-060	B	Internet Services and Web Services	R	03/06/25	03/11/25		499052430036659	N
Vendor Total:		\$321.50									
DEBLO005	DEBLOCK ENVIRONMENTAL SVCS,LLC										
25-00217	02/14/25	BACK UP OPERATOR FOR AWWTP									
3 INV 00012554 FEBRUARY 2025		\$500.00	5-09-55-501-002-528	B	Outside Consulting Services (B	R	02/14/25	03/11/25		00012554	N
Vendor Total:		\$500.00									
ENVIR020	ENVIRONMENTAL PROTECTION &										
25-00297	03/06/25	SLUDGE DISPOSAL RES 2024-186									
2 SLUDGE DISPOSAL INV 55153		\$6,058.80	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Mana	R	03/06/25	03/11/25		55153	N
Vendor Total:		\$6,058.80									

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											
ENVIR020	ENVIRONMENTAL PROTECTION &	Account Continued									
B0966	ERB'S GARAGE INC										
25-00310	03/07/25	PARTS/REPAIR									
1 INV 18667-TRK #GT1		\$1,166.94	5-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	03/07/25	03/12/25		18667	N
2 INV 18666-TRK #412		\$335.00	5-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	03/07/25	03/12/25		18666	N
		\$1,501.94									
Vendor Total:		\$1,501.94									
Q0176	EUROFINS QC, LLC										
25-00306	03/07/25	WATER ANALYSIS									
1 INV 6300071627-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	03/07/25	03/12/25		6300071627	N
2 INV 6300072035-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	03/07/25	03/12/25		6300072035	N
		\$495.00									
Vendor Total:		\$495.00									
G0213	GANN LAW BOOKS										
25-00201	02/13/25	NJ POLICE MANUAL									
1 NJ POLICE MANUAL		\$250.00	5-01-25-240-001-033	B	Books & Publications	R	02/13/25	03/11/25			N
Vendor Total:		\$250.00									
G1077	GEORGE S. COYNE CO., INC.										
25-00129	01/31/25	RES 2024-189 LIMEHI-CALC AWWTP									
3 INV 448562 HI-LIMECALC 2/27/25		\$1,905.50	5-09-55-501-002-553	B	Calcium Hydroxide (Lime)	R	01/31/25	03/11/25		448562	N
Vendor Total:		\$1,905.50									
G0115	GILMARTIN, ROBERT D.										
25-00243	02/20/25	BOH RECORDING SECRETARY 2025									
2 BOH RECORDING SECRETARY 01/2:		\$98.70	5-01-27-330-001-039	B	Recording Secty.	R	02/20/25	03/11/25		JAN 2025	N
3 BOH RECORDING SECRETARY 02/2:		\$98.70	5-01-27-330-001-039	B	Recording Secty.	R	02/20/25	03/11/25		FEB 2025	N
		\$197.40									
Vendor Total:		\$197.40									
G0038	GOLD TYPE BUSINESS MACHINES										
24-01242	11/04/24	SIT AWARENESS EQUIP & ACCESS									
1 CONTRACT BC-BID-23-17		\$2,143.00	4-01-25-256-002-094	B	Computer Service,Support & Software R		11/04/24	03/11/25		I-05472	N
Vendor Total:		\$2,143.00									

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											
IDEXX005		IDEXX DISTRIBUTION, INC.									
25-00290	03/04/25		QUOTE #002755734								
1 WQT2K QUANTI-TRAY 2000		\$355.00	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	03/04/25	03/11/25		3170780872	N
2 FREIGHT		\$35.64	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	03/04/25	03/12/25		3170780872	N
		\$390.64									
Vendor Total:		\$390.64									
INTLA010		INT'L ASSOC OF ARSON INVESTIG.									
25-00284	03/04/25		INT'L ASSOC OF ARSON RENEWAL								
1 FIT NEW APP CHAD REED 122364		\$90.00	5-01-25-256-002-042	B	Education & Training	R	03/04/25	03/11/25		122364	N
2 ADMINISTRATIVE FEE		\$3.00	5-01-25-256-002-042	B	Education & Training	R	03/04/25	03/11/25		122364	N
		\$93.00									
Vendor Total:		\$93.00									
J0378		KENNCO LLC									
25-00308	03/07/25		FEBRUARY 2025 CYLINDER RENTAL								
1 INV R29378-FEB 2025 CYLINDER		\$34.80	5-01-26-290-001-050	B	DPW Work Equipment	R	03/07/25	03/12/25		R29378	N
Vendor Total:		\$34.80									
LEEHE005		LEE HECHT HARRISON, LLC									
25-00282	03/04/25		INV 13448484 W/E 2/21/25								
1 INV 13448484 W/E 2/21/25		\$945.00	5-01-20-130-001-031	B	PROF SERVICES	R	03/04/25	03/11/25		13448484	N
2 INV 13448484 W/E 2/21/25		\$157.50	5-09-55-501-001-600	B	WATER UTILITY -0 OTHER PROF TER		03/04/25	03/11/25		13448484	N
3 INV 13448484 W/E 2/21/25		\$157.50	5-09-55-501-002-600	B	SEWER - OTHER PROF - TEMP AGER		03/04/25	03/11/25		13448484	N
		\$1,260.00									
25-00311	03/07/25		INV 13453719 W/E 3/2/25								
1 INV 13453719 W/E 3/2/25		\$1,181.25	5-01-20-130-001-031	B	PROF SERVICES	R	03/07/25	03/11/25		13453719	N
2 INV 13453719 W/E 3/2/25		\$196.87	5-09-55-501-001-600	B	WATER UTILITY -0 OTHER PROF TER		03/07/25	03/11/25		13453719	N
3 INV 13453719 W/E 3/2/25		\$196.88	5-09-55-501-002-600	B	SEWER - OTHER PROF - TEMP AGER		03/07/25	03/11/25		13453719	N
		\$1,575.00									
Vendor Total:		\$2,835.00									
M1076		MCMANIMON, SCOTLAND & BAUMANN									
25-00283	03/04/25		BOND ORDINANCES INV 230867								
1 BOND ORDINANCES AWWTP		\$600.00	C-08-55-980-000-544	B	ORD 2024-17 SECTION 2-20 EXPENR		03/04/25	03/11/25		230867	N
Vendor Total:		\$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												
M1076	MCMANIMON, SCOTLAND & BAUMANN	Account Continued										
M0180	MCMASTER-CARR											
25-00286	03/04/25	INV #41371400 REPLACEMENT HEAT										
1 MOISTURE-RESISTANT HEATER WITH		\$217.06	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		41371400	N	
2 SHIPPING		\$8.72	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		41371400	N	
		\$225.78										
Vendor Total:		\$225.78										
M001127	MTS SOFTWARE SOLUTIONS INC.											
25-00312	03/07/25	MAINT AGREEMENT 5/1/24-4/30/26										
1 MAINT AGREEMENT 5/1/24-4/30/26		\$300.00	5-01-20-120-001-026	B	Maint. Contracts - Office	R	03/07/25	03/11/25		C105229	N	
2 MAINT AGREEMENT 5/1/24-4/30/26		\$475.00	5-01-20-120-001-026	B	Maint. Contracts - Office	R	03/07/25	03/11/25		C105229	N	
		\$775.00										
Vendor Total:		\$775.00										
N1116	NEW JERSEY PLANNING OFFICIALS											
25-00293	03/04/25	NJPO 2025 Membership										
1 Single Board Annual Membership		\$325.00	5-01-21-180-001-044	B	PROFESSIONAL ASSOCIATION DUES	R	03/04/25	03/11/25		082025972	N	
		\$325.00										
Vendor Total:		\$325.00										
O0050	ONE CALL CONCEPT INC											
25-00307	03/07/25	FEBRUARY 2025 ONE CALL MSGS										
1 FEBRUARY 2025 ONE CALL MSGS		\$50.05	5-09-55-501-001-535	B	Hydrants and Line Repair	R	03/07/25	03/12/25		5025088	N	
		\$50.05										
Vendor Total:		\$50.05										
PACEA005	PACE ANALYTICAL SERVICES, LLC											
25-00289	03/04/25	OUTSIDE LAB TESTING										
1 INV #237102447		\$27.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237102447	N	
2 INV #237101073		\$112.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237101073	N	
3 INV #237101074		\$377.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237101074	N	
4 INV #237101618		\$196.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237101618	N	
5 INV #237101969		\$135.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237101969	N	
		\$847.00										
25-00292	03/04/25	OUTSIDE LAB TESTING INVOICES										
1 INV #237105477		\$135.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237105477	N	
2 INV #237106074		\$60.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237106074	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											
PACEA005		PACE ANALYTICAL SERVICES, LLC		Account Continued							
3 INV #237107505		\$294.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237107505	N
4 INV #237107666		\$350.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237107666	N
5 INV #237107806		\$60.00	4-09-55-501-002-532	B	Outside Lab Testing	R	03/04/25	03/11/25		237107806	N
		\$899.00									
Vendor Total:		\$1,746.00									
PLOSIO05		PLOSIA COHEN LLC									
25-00320	03/12/25	FEBUARY 2025 INV 54304 & 54377									
1 FEBUARY 2025 INV 54377		\$4,935.60	5-01-20-155-001-027	B	General Matters	R	03/12/25	03/12/25		54377	N
2 FEBUARY 2025 INV 54377		\$192.00	5-01-20-155-001-029	B	Attendance at Council Meetings	R	03/12/25	03/12/25		54377	N
3 FEBUARY 2025 INV 54378		\$800.20	5-01-20-155-001-027	B	General Matters	R	03/12/25	03/12/25		54378	N
		\$5,927.80									
Vendor Total:		\$5,927.80									
QUADI005		QUADIENT, INC.									
25-00277	03/03/25	INV.Q1749463 03.29-06.28.25									
1 INV.Q1749463 03.29-06.28.25		\$441.57	5-01-30-421-001-029	B	Meter Rental/Maintance	R	03/03/25	03/11/25		Q1749463	N
		\$441.57									
Vendor Total:		\$441.57									
R0077		ROBERTS ENGINEERING GRP LLC									
25-00315	03/07/25	W/S IMP FOR ORCHARD, MEADOW &									
1 W/S IMP FOR ORCHARD INV 9522		\$2,126.25	C-04-55-896-001-447	B	RD IMP ORCHARD, CLOVER, S. MAIN		03/07/25	03/11/25		9522	N
2 W/S IMP FOR ORCHARD INV 9652		\$1,843.75	C-04-55-896-001-447	B	RD IMP ORCHARD, CLOVER, S. MAIN		03/07/25	03/11/25		9652	N
3 W/S IMP FOR ORCHARD INV 9817		\$577.50	C-04-55-896-001-447	B	RD IMP ORCHARD, CLOVER, S. MAIN		03/07/25	03/11/25		9817	N
		\$4,547.50									
Vendor Total:		\$4,547.50									
R0114		RUTGERS, THE STATE UNIVERSITY									
25-00058	01/14/25	MCANJ CONF REGISTRATION									
1 MCANJ CONF REG P. RIGGIO		\$490.00	5-01-20-120-001-042	B	Education & Training	R	01/14/25	03/11/25		MC-4006-SP25-1	N
		\$490.00									
Vendor Total:		\$490.00									
SHERW010		SHERWIN WILLIAMS PAINT									
25-00278	03/04/25	INV #6501-4									
1 LATITUDE EXT FL UD TRICORN		\$35.49	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
2 DISCOUNT- (60%)		21.29-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	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							
SHERW010	SHERWIN WILLIAMS PAINT	Account Continued									
3	FROG TAPE 36MM MULTI	\$9.49	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		2501-4	N
4	DISCOUNT (30%)	2.85-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
5	3" FOAM BRUSH	\$2.19	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
6	DISCOUNT (30%)	0.66-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
7	CS BLACK FOAM 6" 2PK	\$8.29	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
8	DISCOUNT (30%)	2.49-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
9	SW 12" FRAME ONLY	\$4.09	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
10	DISCOUNT (30%)	1.23-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
11	TRAY 7" PLASTIC MINI	\$3.89	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
12	DISCOUNT (30%)	1.17-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/04/25	03/11/25		6501-4	N
		\$33.75									
Vendor Total:		\$33.75									
STATE005	STATEWIDE INSURANCE FUND										
25-00314	03/07/25	INSTALLMENT 2/4 WC & LIABILITY									
1	CURRENT FUND GENERAL LIABILIT	\$14,472.84	5-01-23-210-003-112	B	General Liability-JIF	R	03/07/25	03/11/25		2025B38	N
2	CURRENT FUND WORKER'S COMP :	\$28,041.13	5-01-23-210-003-113	B	Workers Compensation (JIF)	R	03/07/25	03/11/25		2025B38	N
3	WORKER'S COMP 2/4 WTP	\$9,045.53	5-09-55-501-001-515	B	County Insurance - JIF	R	03/07/25	03/11/25		2025B38	N
4	WORKER'S COMP 2/4 AWWTP	\$38,895.75	5-09-55-501-001-515	B	County Insurance - JIF	R	03/07/25	03/11/25		2025B38	N
		\$90,455.25									
Vendor Total:		\$90,455.25									
TELCO005	TELCO BILL CENTER INC.										
25-00273	03/03/25	POTSOLVE RECURRING MAR 2025									
1	POTSOLVE RECURRING MAR 2025	\$401.25	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		03/03/25	03/11/25		6360	N
2	OVER PAYMENT	0.25-	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		03/03/25	03/11/25		6360	N
		\$401.00									
Vendor Total:		\$401.00									
T0972	TIMBERWOLF TREE SERVICE										
25-00305	03/07/25	REMOVAL OF PINE									
1	REMOVAL OF WHITE PINE, LEANINC	\$1,200.00	5-01-28-369-001-141	B	Parks & Playgrd Maintenance	R	03/07/25	03/12/25		4566	N
		\$1,200.00									
Vendor Total:		\$1,200.00									
V0019	VERIZON										
25-00301	03/06/25	ACT 741-0001-46 FEB 28 HPD									

Vendor #	Name	Description		Contract	PO Type	First Enc Rcvd		Chk/Void	Invoice	1099 Excl	
P.O. #	PO Date	Amount	Charge Account	Acct Description	Stat/Chk	Date	Date	Date			
Item Description				Type							
V0019	VERIZON	Account Continued									
1 ACT 741-0001-46 FEB 28 HPD		\$426.95	5-01-20-140-001-060	B	Internet Services and Web Services	R	03/06/25	03/12/25	257132741000146	N	
Vendor Total:		\$426.95									
W0071	WASTE MGMT OF NEW JERSEY, INC.										
24-00154	02/08/24	DUMPSTER RES2020-136 TO 2024				B					
57 INV 3239327-0502-9 1/2/2025		\$289.25	4-01-26-305-001-029	B	Contract-Dumpsters	R	11/04/24	03/13/25	3239327-0502-9	N	
58 INV 3239325-0502-3 01/02/25		\$579.15	4-01-26-305-001-029	B	Contract-Dumpsters	R	11/04/24	03/13/25	3239325-0502-3	N	
59 INV 3239325-0502-3 01/02/25		\$385.74	4-01-26-305-001-029	B	Contract-Dumpsters	R	11/04/24	03/13/25	3239325-0502-3	N	
60 INV 3239326-0502-1 1/2/2025		\$1,544.38	4-01-26-305-001-029	B	Contract-Dumpsters	R	11/04/24	03/13/25	3239326-0502-1	N	
61 INV 3239326-0502-1 1/2/2025		\$633.78	4-01-26-305-001-029	B	Contract-Dumpsters	R	02/08/24	03/13/25	3239326-0502-1	N	
62 HHA CREDIT YEAR 4 OVERCHARG		327.96-	4-01-26-305-001-029	B	Contract-Dumpsters	R	01/02/25	03/13/25	3/11/25 CREDIT	N	
63 HHA CREDIT YEAR 5 OVERCHARG		112.58-	4-01-26-305-001-029	B	Contract-Dumpsters	R	01/02/25	03/13/25	3/11/25 CREDIT	N	
64 HFD CREDIT YEAR 4 OVERCHARG		101.06-	4-01-26-305-001-029	B	Contract-Dumpsters	R	11/04/24	03/13/25	3/11/25 CREDIT	N	
65 HFD CREDIT YEAR 5 OVERCHARG		34.68-	4-01-26-305-001-029	B	Contract-Dumpsters	R	11/04/24	03/13/25	3/11/25 CREDIT	N	
		\$2,856.02									
25-00318	03/11/25	DUMPSTER RES2020-136TO 7/31/25				B					
2 INV 3244676-0502-2 2/3/25		\$289.26	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3244676-0502-2	N	
3 INV 3244674-0502-7 2/3/25		\$579.15	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3244674-0502-7	N	
4 INV 3244674-0502-7 2/3/25		\$385.74	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3244674-0502-7	N	
5 INV 3244675-0502-4 2/3/25		\$1,544.38	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3244675-0502-4	N	
6 INV 3244675-0502-4 2/3/25		\$633.78	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3244675-0502-4	N	
7 INV 3249817-0502-7 3/3/25		\$289.26	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3249817-0502-7	N	
8 INV 3249815-0502-1 3/3/25		\$579.15	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3249815-0502-1	N	
9 INV 3249815-0502-1 3/3/25		\$385.74	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3249815-0502-1	N	
10 INV 3249816-0502-9 3/3/25		\$1,544.38	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3249816-0502-9	N	
11 INV 3249816-0502-9 3/3/25		\$633.78	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	03/13/25	3249816-0502-9	N	
		\$6,864.62									
Vendor Total:		\$9,720.64									

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	4-01	\$8,166.47	\$0.00	\$8,166.47	\$0.00	\$0.00	\$8,166.47
	4-09	\$1,746.00	\$0.00	\$1,746.00	\$0.00	\$0.00	\$1,746.00
	Year Total:	\$9,912.47	\$0.00	\$9,912.47	\$0.00	\$0.00	\$9,912.47
CURRENT FUND	5-01	\$66,921.06	\$0.00	\$66,921.06	\$0.00	\$0.00	\$66,921.06
	5-09	\$60,343.22	\$0.00	\$60,343.22	\$0.00	\$0.00	\$60,343.22
	Year Total:	\$127,264.28	\$0.00	\$127,264.28	\$0.00	\$0.00	\$127,264.28
GENERAL CAPITAL	C-04	\$4,547.50	\$0.00	\$4,547.50	\$0.00	\$0.00	\$4,547.50
WATER/SEWER CAPITAL	C-08	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00	\$600.00
	Year Total:	\$5,147.50	\$0.00	\$5,147.50	\$0.00	\$0.00	\$5,147.50
Total Of All Funds:		\$142,324.25	\$0.00	\$142,324.25	\$0.00	\$0.00	\$142,324.25

**Hightstown Borough Council
March 17, 2025 Meeting**

Date: March 17, 2025

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 3/17/2025

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
EAST WINDSOR REGIONAL SCHOOL	3/3/2025	25-00271	1636	\$ 283,231.00
JCP&L (STREET LIGHTING)	3/6/2025	25-00276	38035	\$ 2,227.60
PSE&G	3/6/2025	25-00270	38036	\$ 1,369.86
JCP&L	3/6/2025	25-00275	38034	\$ 1,101.13
US BANK NATIONAL ASSOCIATION	3/6/2025	25-00295	38037	\$ 758.55

	TOTAL	<u>\$ 288,688.14</u>
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<u>WATER AND SEWER OPERATING</u>				
WEBSTER BANK	2/28/2025	25-00212	1430	\$ 106,600.45
PSE&G	3/6/2025	25-00270	16804	\$ 3,158.60
TREASURER STATE OF NEW JERSEY	3/6/2025	25-00291	16805	\$ 1,915.00
JCP&L	3/6/2025	25-00275	16803	\$ 149.03
JCP&L	3/6/2025	25-00274	16802	\$ 15,942.81
US BANK NATIONAL ASSOCIATION	3/6/2025	25-00295	16806	\$ 205.10

	TOTAL	<u>\$ 127,970.99</u>
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ESCROW

	TOTAL	<u>\$ -</u>
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GRANT

	TOTAL	<u>\$ -</u>
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TRUST- OTHER

	TOTAL	<u>\$ -</u>
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ANIMAL CONTROL TRUST

	TOTAL	<u>\$ -</u>
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LAW ENFORCEMENT TRUST

	TOTAL	<u>\$ -</u>
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UNEMPLOYMENT TRUST

	TOTAL	<u>\$ -</u>
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PUBLIC DEFENDER TRUST

	TOTAL	<u>\$ -</u>
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TAX LIEN TRUST

	TOTAL	<u>\$ -</u>
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GENERAL CAPITAL

	TOTAL	<u>\$ -</u>
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WATER AND SEWER CAPITAL

	TOTAL	<u>\$ -</u>
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	MANUAL TOTAL	<u>\$ 416,659.13</u>
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Borough of Hightstown
County of Mercer

Resolution 2025-70

RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, AUTHORIZING AND DIRECTING THE BOROUGH PLANNING BOARD TO DETERMINE WHETHER CERTAIN PROPERTY CONSTITUTES AN AREA IN NEED OF REDEVELOPMENT

WHEREAS, pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “**Redevelopment Law**”), municipalities may undertake studies to determine whether certain properties should be designated as an “area in need of redevelopment”; and

WHEREAS, the Borough of Hightstown (the “**Borough**”) desires to authorize and direct the Borough’s Planning Board (the “**Planning Board**”) to undertake a preliminary investigation (the “**Study**”) to determine whether the property identified as Block 48, Lots 26, 27, 32, 33, 34 & 35 on the Borough’s tax maps (collectively, the “**Study Area**”) meets the criteria set forth in the Redevelopment Law for designation as an area in need of redevelopment; and

WHEREAS, if the Study Area is determined to meet the criteria for designation as an area in need of redevelopment and the Borough so designates the Study Area, then the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a redevelopment area, except the power of eminent domain.

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

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. The Planning Board is authorized and directed to undertake a preliminary investigation and conduct a public hearing to determine whether the Study Area meets criteria necessary for designation as an area in need of redevelopment under the Redevelopment Law and, if the Study Area so qualifies, to recommend whether it should be so designated.

Section 3. Brian Slaugh, PP, AICP, of Clarke Caton Hintz, the Borough’s professional planner, is authorized and directed to undertake the Study and present findings and recommendations to the Planning Board in accordance with the Redevelopment Law.

Section 4. In the event the governing body shall designate the Study Area as a redevelopment area, the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a redevelopment area, except for the power of eminent domain.

Borough of Hightstown
County of Mercer

Resolution 2025-70

Section 5. A copy of this resolution shall be forwarded to the Secretary of the Planning Board for action consistent herewith.

Section 6. This resolution shall take effect immediately.

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 March 17, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-71

RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, COUNTY OF MERCER, NEW JERSEY AUTHORIZING THE EXECUTION OF A FUNDING AGREEMENT BETWEEN THE BOROUGH AND MERCER STREET WAREHOUSE, LLC IN CONNECTION WITH CERTAIN PROPERTY

WHEREAS, the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1 et seq.* (the “**Redevelopment Law**”) authorizes the Borough to determine whether property within the Borough constitutes an “area in need of redevelopment”; and

WHEREAS, Mercer Street Warehouse, LLC (the “**Owner**”), the owner of the property known as Block 48, Lots 26, 27, 32, 33, 34 & 35 on the Borough’s tax maps (collectively, the “**Study Area**”), has requested that the Borough initiate a preliminary investigation (the “**Study**”) to determine whether the Study Area meets the criteria in the Redevelopment Law for designation as an “area in need of redevelopment” and should be so designated; and

WHEREAS, if the Study Area meets such criteria and the Borough so designates the Study Area, the Borough will direct that a redevelopment plan (the “**Redevelopment Plan**”) be prepared for the Study Area; and

WHEREAS, the Borough has limited resources to pay for the conduct of the Study, the preparation of the Redevelopment Plan, and other preliminary matters relating to the potential redevelopment of the Study Area; and

WHEREAS, the Owner is prepared to fund an ongoing escrow to provide sufficient funds to the Borough to enable it to undertake the Study and any other actions, and prepare any documents that are a resulting product thereof, including but not limited to a Redevelopment Plan; and

WHEREAS, the Borough desires to authorize the execution of a funding agreement (the “**Funding Agreement**”) with the Owner to provide funds for the undertaking of the Study and if appropriate, the preparation of a Redevelopment Plan, and of other actions in connection with the redevelopment of the Study Area.

NOW THEREFORE, be it resolved by the Mayor and Council of the Borough of Hightstown as follows:

1. The aforementioned recitals hereof are incorporated herein as though set forth at length herein.

Borough of Hightstown
County of Mercer

Resolution 2025-71

2. The Mayor is hereby authorized to execute the Funding Agreement, in substantially the same form as that on file with the Borough Clerk which, by this reference is incorporated herein, with such additions, deletions and modifications as may be necessary after consultation with the Borough's professional consultants.

3. This resolution shall take effect in accordance with applicable 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 March 17, 2025.

Margaret Riggio, Borough Clerk

FUNDING AGREEMENT

This **FUNDING AGREEMENT** (this “**Agreement**”) is made this ___ day of _____, 2025 (the “**Effective Date**”) by and between the **BOROUGH OF HIGHTSTOWN**, a municipal corporation of the State of New Jersey, having its office at 156 Bank Street, Hightstown, New Jersey 08520 (the “**Borough**”) and **MERCER STREET WAREHOUSE, LLC**, a New Jersey limited liability company, having its office at [ADDRESS] (and its successors and assigns, the “**Owner**” and, together with the Borough, the “**Parties**”).

WITNESSETH:

WHEREAS, the Borough is authorized pursuant to the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1 et seq.* (the “**Redevelopment Law**”) to determine whether properties constitute an “area in need of redevelopment”; and

WHEREAS, the Owner has requested that the Borough initiate a preliminary investigation (the “**Study**”) to determine whether the property known as Block 48, Lots 26, 27, 32, 33, 34 & 35 on the Borough’s tax maps (collectively, the “**Study Area**”) meets the criteria in the Redevelopment Law for designation as an “area in need of redevelopment” and should be designated as an “area in need of redevelopment”; and

WHEREAS, if the Study Area meets such criteria and the Borough so designates the Study Area, the Borough will direct that a redevelopment plan (the “**Redevelopment Plan**”) be prepared for the Study Area; and

WHEREAS, the Borough has limited resources to pay for the conduct of the Study, the preparation of the Redevelopment Plan, and other preliminary matters relating to the potential redevelopment of the Study Area; and

WHEREAS, the Owner is prepared to fund an ongoing escrow to provide sufficient funds to the Borough to enable it to undertake the Study and any other actions, and prepare any documents that are a resulting product thereof, including but not limited to a Redevelopment Plan; and

WHEREAS, the Borough has authorized this Agreement to provide for the funding of the Study and, if applicable, preparation of the Redevelopment Plan and/or other related actions.

NOW, THEREFORE, in consideration of the promises and mutual covenants herein contained, the Parties hereto do hereby covenant and agree each with the other as follows:

Section 1. The aforementioned recitals hereof are incorporated herein as though fully set forth herein.

2

Section 2. The Owner has deposited with the Borough the amount of Twenty Five Thousand and 00/100 Dollars (\$25,000), which the Borough has deposited into an escrow account (the "**Escrow Account**") established by it for the payment of reasonable and necessary third-party fees, costs and disbursements, including fees, costs and disbursements incurred prior to the date hereof, charged by its professionals, including but not limited to planners, engineers, financial advisors and legal counsel, related to the Study and, if applicable, the preparation and adoption of the Redevelopment Plan. Such professionals shall be compensated pursuant to contracts entered into with the Borough. If, when and as often as may occur that the Escrow Account is drawn down to Five Thousand and 00/100 Dollars (\$5,000), then the Owner, upon the Borough's written request, shall within fifteen (15) days thereafter, provide to the Borough for deposit funds sufficient to replenish the Escrow Account to the amount of Twenty Five Thousand and 00/100 Dollars (\$25,000) unless such time period shall be extended for good reason by the Borough in its sole discretion. In the event this Agreement either expires or is lawfully terminated by the Borough, then all escrowed monies shall be returned to the Owner following the payment from the fund of all costs incurred up to the time of said expiration or cancellation.

Section 3. This Agreement shall terminate One Hundred Eighty (180) days after the Effective Date unless extended in writing by the Parties.

Section 4. This Agreement shall be governed by and construed by the laws of the State of New Jersey.

Section 5. This Agreement may be executed in counterparts. All such counterparts shall be deemed to be originals and together shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be properly executed and their corporate seals affixed and attested as of the date first written above.

BOROUGH OF HIGHTSTOWN

By: _____
Susan Bluth, Mayor

MERCER STREET WAREHOUSE, LLC

By: _____
_____, Member

Borough of Hightstown
County of Mercer

Resolution 2025-72

**DESIGNATING SATURDAY, APRIL 26, 2025, AS
ARBOR DAY IN THE BOROUGH OF HIGHTSTOWN**

WHEREAS, it is widely reported as historical fact that, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, the Borough is a designated Tree City USA by the Arbor Foundation; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, raw material for sculpture and painting and limitless works of art, and source materials for countless other wood products; and

WHEREAS, trees in our Borough increase property values, enhance the economic vitality of business areas, and beautify our community and spiritual renewal; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown hereby does proclaim and designate Saturday, April 26, 2025, as **ARBOR DAY** in the Borough of Hightstown and to observe this occasion a tree planting ceremony will take place on this day.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Hightstown, that all residents and members of our community are urged and encouraged to support efforts to protect our trees, walkways, riparian banks and woodlands throughout our Borough and our surrounding environment;

BE IT FURTHER RESOLVED that all residents and members of our community are urged and encouraged to plant trees where appropriate, to gladden hearts and promote the well-being of present and future generations.

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 March 17, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-73

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

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

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

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

WHEREAS, this year, Hightstown Borough has proclaimed Saturday, April 26, 2025, Arbor Day; and

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

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 March 17, 2025

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-74

**RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR THE BOARD
OF HEALTH AND THE HIGHTSTOWN HOUSING AUTHORITY**

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

Housing Authority

Karla Gonzalez

Unx. 5 Years

December 31, 2026

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 March 17, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-75

APPOINTING A TAX ASSESSOR

WHEREAS, due to the retirement of Ken Pacera, a vacancy will exist in the position of Tax Assessor as of March 31, 2025; and

WHEREAS, N.J.S.A. 40A:9-146 requires the appointment of a Tax Assessor who possesses a Tax Assessor Certificate issued by the New Jersey Division of Taxation; and

WHEREAS, Alaina Wysocke of Hamilton, New Jersey holds a Tax Assessor Certificate pursuant to the laws of the State of New Jersey; and

WHEREAS, the Mayor and Council of the Borough of Hightstown wish to appoint Ms. Wysocke as Tax Assessor commencing April 1, 2025, for a 51 month term expiring June 30, 2029, in accordance with the laws of the State of New Jersey.

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

1. Alaina Wysocke of Hamilton, New Jersey, is hereby appointed as Tax Assessor of the Borough of Hightstown for a 51 month term running from April 1, 2025 – June 30, 2029.
2. The salary for the position of Tax Assessor shall be set at \$15,000.00 per year for 2025.
3. A certified copy of this Resolution shall be provided forthwith to Ms. Wysocke, and to the State of New Jersey, Division of Taxation.

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 March 17, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-76

**RESOLUTION OF SUPPORT FOR THE DELAWARE VALLEY
REGIONAL PLANNING COMMISSION TCDI PLANNING GRANT**

WHEREAS, the Borough of Hightstown supports the request for planning grant dollars from the Delaware Valley Regional Planning Commission (DVRPC); and

WHEREAS, the Borough of Hightstown fully understands that DVRPC will provide project management and oversight of the planning grant, if chosen for funding; and

WHEREAS, the Borough of Hightstown fully understands the application requirements including county coordination and attachments; and

WHEREAS, the Borough of Hightstown fully understands that DVRPC will provide project management and oversight for the grant and advise on the qualifications-based procurement process, if required; and

WHEREAS, the Borough of Hightstown fully understands that DVRPC will contract directly with a consultant chosen through a fair and open procurement process on behalf of the project sponsor; and

WHEREAS, that Borough of Hightstown hereby authorizes the Borough of Hightstown Planning Board to submit an application to DVRPC for a TCDI planning grant.

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Hightstown agrees to, if selected for the TCDI grant, take all necessary action to complete the project associated with the grant agreement within the 24-month timeframe, and submit the final deliverable to DVRPC; and

BE IT FURTHER RESOLVED, that the Borough of Hightstown agrees to provide all documentation and records that may be required by DVRPC to ensure proper allocation of costs and resources.

BE IT FURTHER RESOLVED, that the Borough of Hightstown agrees to provide proof of adoption or acceptance of the final deliverable by the governing body through a resolution that must be submitted no later than December 31, 2027 to DVRPC.

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 March 17, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-77

**A RESOLUTION AUTHORIZING REDEMPTION OF TAX LIEN 24-00001 FOR
BLOCK 48 LT:8 KNOWN AS 114 HAUSER AVENUE**

WHEREAS, the Tax Collector has received payment in the amount of \$1,058.26 on February 21, 2025 from the property owner, Blake Gresh, for redemption of Tax Lein #24-00001 for Block 48; Lt:8; known as 114 Hauser Avenue; and

WHEREAS, reimbursements from money supplied by the taxpayer or now required to be made to the following Lien Holder:

**Christinia T c/f CE1/First Trust
PO Box 5021
Philadelphia, PA 19111-5021**

From Tax Lein Redemption Account, Lien, Penalty, Interest, Costs and Premium (if applicable):

Tax Lien:	\$1,058.26
Premium:	\$1,100.00
TOTAL:	<u>\$2,158.26</u>

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

1. The Deputy CFO is authorized to Christinia T C/F CE1/First Trust.
2. The Tax Collector is hereby authorized and directed to take all steps necessary to fulfill the purpose of this Resolution.
3. A certified copy of this Resolution shall be forwarded to the Tax Collector, Deputy CFO and CFO.

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 March 17, 2025.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2025-78

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, COUNTY OF MERCER,
STATE OF NEW JERSEY, APPROVING THE CORRECTIVE ACTION PLAN IN
RESPONSE TO THE ANNUAL AUDIT REPORT**

WHEREAS, the Borough of Hightstown has received and reviewed the Annual Audit Report for the fiscal year ending 12/31/2022; and

WHEREAS, the audit report has identified certain findings and recommendations requiring corrective action; and

WHEREAS, in accordance with New Jersey Local Finance Notice 92-15, a Corrective Action Plan has been prepared by the Chief Financial Officer to address the findings of the audit report; and

WHEREAS, the Corrective Action Plan outlines specific actions to be taken to correct the deficiencies noted and prevent future occurrences; and

WHEREAS, the Borough Council has reviewed the Corrective Action Plan and finds it to be appropriate and in compliance with the audit recommendations;

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

1. The Corrective Action Plan prepared in response to the findings of the 2022 Annual Audit Report is hereby approved.
2. The Chief Financial Officer is hereby directed to implement the Corrective Action Plan as outlined.
3. A copy of this resolution, along with the Corrective Action Plan, shall be submitted to the Department of Community Affairs in accordance with state requirements.
4. This resolution shall take effect immediately upon passage.

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 March 17, 2025.

Margaret Riggio, Borough Clerk

HIGHTSTOWN BOROUGH
COUNTY OF MERCER
AUDIT CORRECTIVE ACTION PLAN
12/31/2022 AUDIT

Recommendation 2022-1: That all aged or inactive accounts be reviewed for cancellation or refund.

Observation: The prior CFO did not review aged or inactive accounts for cancellation or refund.

Corrective Action: The current CFO will review all aged or inactive accounts for cancellation or refund.

Action date: No later than 12/31/2025

Recommendation 2022-2 That the financial statements are presented for audit in a more timely manner.

Observation: The prior CFO did not complete financial statements for audit in a timely manner.

Corrective Action: The current CFO shall prepare financial records for audit in a timely manner.

Action date: Immediate

Respectfully submitted,



Donna A. Condo, CFO

Borough of Hightstown
County of Mercer

Resolution 2025-79

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on March 17, 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:

Contract Negotiations – Robbinsville EMS

Contract Negotiations – Water Plant

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public June 17, 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 March 17, 2025.

Margaret Riggio, Borough Clerk