



AGENDA

Hightstown Borough Council Reorganization Meeting

January 5, 2026 | 6:30 p.m.

Hightstown Engine Company No. 1
140 North Main Street, Hightstown

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 the *Windsor-Hights Herald* as required by law and is posted on the Borough website.

Flag Salute

Roll Call – 2025 Council

Swearing-In Ceremony

- Councilmember Todd Frantz
- Councilmember Stephanie Spann

Roll Call – 2026 Council

Recognition of Dignitaries

Approval of Agenda

Presentation

- Joshua Jackson

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.

Resolution 2026-01 Electing Council President for 2026

Consent Agenda: All matters listed hereunder are considered to be of a routine nature and may be enacted in one motion. The Mayor or any Council member may request that an item or items be removed for separate consideration.

Resolution 2026-02 Adopting Robert's Rules of Order

Resolution 2026-03 Adopting Guidelines for the Conduct of Business at Hightstown Borough Council Meetings

- Resolution 2026-04** Designating the Locations for Public Notice and Official Newspaper
- Resolution 2026-05** Approving the Borough Council Meeting Schedule for 2026
- Resolution 2026-06** Establishing 2026 Schedule of Holidays and Borough Business Hours
- Resolution 2026-07** Appointing Council Liaisons
- Resolution 2026-08** Reappointing Municipal Tax Collector for a Four-Year Term
- Resolution 2026-09** Appointing a Municipal Emergency Management Coordinator to an Unexpired Term
- Resolution 2026-10** Appointing Borough Officials
- Resolution 2026-11** Confirming Hightstown Fire Company No. 1 Elected Officers for 2026
- Resolution 2026-12** Appointing and Authorizing an Agreement for Professional Services – Borough Attorney – Jonathan Cohen, Esq.
- Resolution 2026-13** Appointing and Authorizing an Agreement for Professional Services – Bond Counsel, Matthew Jessup, Esq. McManimon, Scotland, Baumann.
- Resolution 2026-14** Appointing and Authorizing an Agreement for Professional Services – Redevelopment Attorney, Kevin McManimon, Esq. McManimon, Scotland, Baumann.
- Resolution 2026-15** Appointing and Authorizing an Agreement for Professional Services, Borough Engineer – Carmela Roberts, Roberts Engineering Group, LLC.
- Resolution 2026-16** Appointing and Authorizing an Agreement for Professional Services – Labor Counsel – Robert J Merryman, Esq. Apruzzese, McDermott, Mastro & Murphy, P.C.
- Resolution 2026-17** Appointing and Authorizing an Agreement for Professional Services – Borough Planner, Brian Slaugh, Clarke Canton Hintz, PC.
- Resolution 2026-18** Appointing and Authorizing an Agreement for Professional Services, Affordable Housing Administrative Agent – CGP&H, LLC.
- Resolution 2026-19** Appointing and Authorizing an Agreement for Professional Services – Affordable Housing Attorney, Michael Herbert, Esq., Parker McCay
- Resolution 2026-20** Appointing and Authorizing an Agreement for Professional Services, Special Counsel, Records – Gary Marek, Esq.
- Resolution 2026-21** Appointing and Authorizing an Agreement for Professional Services, Municipal Auditor – Daniel DiGangi, Bowman & Company, LLP (PFL O’Connor Davies)
- Resolution 2026-22** Resolution Awarding a Contract to Phoenix Advisors for Financial Advising Services

- Resolution 2026-23** Appointing Boards, Commissions and Committees
- Resolution 2026-24** Designating Certifying Agent for Pension Funds
- Resolution 2026-25** Authorizing Issuance of Interim Checks
- Resolution 2026-26** Authorizing Petty Cash Funds
- Resolution 2026-27** Authorizing 2026 Temporary Operating Budget – Current
- Resolution 2026-28** Authorizing 2026 Temporary Operating Budget – Water/Sewer
- Resolution 2026-29** Adopting Cash Management Plan
- Resolution 2026-30** Authorizing Depositories and Signatures for Borough Accounts
- Resolution 2026-31** Authorizing Depositories and Signatures for Municipal Court Accounts
- Resolution 2026-32** Establishing the Rate of Interest to be Charged on Delinquent Taxes
- Resolution 2026-33** Cancel Small Balances on Property Taxes
- Resolution 2026-34** A Resolution to Authorize the Sale of Tax Sale Certificates and Convert Outstanding Sewer Charges to Tax Leins
- Resolution 2026-35** Granting Authority for Approval of Certain Purchases
- Resolution 2026-36** Authorizing the Borough of Hightstown’s Qualified Purchasing Agent (QPA) to Award Contracts Below the Bidding Threshold as Established by the Governor
- Resolution 2026-37** Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”

Council Comments

Mayor’s Address Mayor Susan Bluth

Adjournment