

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**ELECTION OF COUNCIL PRESIDENT FOR YEAR 2016**

**NUMBER: 1-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, the Borough of High Bridge Council takes nominations and elects a Council President annually; and

**WHEREAS**, having taken nomination at this Reorganization Meeting and votes were counted.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of High Bridge do hereby approve the nomination of \_\_\_\_\_ as Council President for the year 2016.

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**TEMPORARY BUDGET**

**NUMBER: 2-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, it is necessary for the Borough of High Bridge, in the County of Hunterdon and State of New Jersey to meet commitments and make payment of claims prior to the adoption of the 2016 Municipal Budget; and

**WHEREAS**, Title 40A: 4-19 of the New Jersey Statutes Annotated provides that temporary appropriations can be made to provide for the budget. Said appropriations shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year excluding interest and debt redemption charges, capital improvement fund and public assistance.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the following temporary budget be adopted as provided for in the aforesaid Title 40A: 4-19:

<i>Administration-S&amp;W</i>	\$14,000.00
<i>Administration-O/E</i>	\$300.00
<i>Mayor &amp; Council-O/E</i>	\$750.00
<i>Advertising</i>	\$2,000.00
<i>Newsletter</i>	\$2,000.00
<i>Internet</i>	\$1,800.00
<i>Golf-O/E</i>	\$200,000.00
<i>Clerk-S&amp;W</i>	\$7,000.00
<i>Clerk-O/E</i>	\$1,000.00
<i>Finance-S&amp;W</i>	\$13,000.00
<i>Finance-O/E</i>	\$4,000.00
<i>Audit</i>	\$5,000.00
<i>Tax Assessor-S&amp;W</i>	\$5,000.00
<i>Tax Assessor-O/E</i>	\$200.00
<i>Tax Collector-S&amp;W</i>	\$13,000.00
<i>Tax Collector-O/E</i>	\$4,000.00

<i>Legal-O/E</i>	\$11,000.00
<i>Engineering-O/E</i>	\$2,500.00
<i>Buildings &amp; Grounds-O/E</i>	\$10,500.00
<i>Bldgs &amp; Grds-Office -O/E</i>	\$1,500.00
<i>Planning Board-S&amp;W</i>	\$1,100.00
<i>Planning Board-O/E</i>	\$1,500.00
<i>Zoning-S&amp;W</i>	\$1,500.00
<i>CCO Building Inspector-S&amp;W</i>	\$1,500.00
<i>Economic Development-O/E</i>	\$250.00
<i>Environmental Commission-O/E</i>	\$500.00
<i>Insurance Group</i>	\$95,000.00
<i>Insurance-Workman's Comp</i>	\$15,000.00
<i>Insurance-O/E</i>	\$40,000.00
<i>Fire</i>	\$10,000.00
<i>LOSAP</i>	\$32,900.00
<i>Police-S&amp;W</i>	\$215,000.00
<i>Police-O/E</i>	\$20,000.00
<i>Leased Vehicle</i>	\$7,625.00
<i>Emergency Mgmt-O/E</i>	\$250.00
<i>DPW-S&amp;W</i>	\$55,000.00
<i>DPW-O/E</i>	\$20,000.00
<i>Board of Health-O/E</i>	\$1,600.00
<i>Special Events</i>	\$250.00
<i>Library-S&amp;W</i>	\$6,000.00
<i>Construction Code-S&amp;W</i>	\$8,500.00
<i>Construction Code-O/E</i>	\$200.00
<i>Affordable Housing/ COAH</i>	\$2,500.00
<i>Electricity</i>	\$9,000.00
<i>Street Lighting</i>	\$9,000.00
<i>Telephone</i>	\$3,500.00

<i>Gasoline</i>	\$4,000.00
<i>Heating Fuel</i>	\$7,500.00
<i>PERS</i>	\$74,048.00
<i>PFRS</i>	\$166,710.00
<i>Social Security</i>	\$23,000.00
<i>Muni CT-O/E</i>	\$10,000.00
<i>Environmental Testing</i>	\$17,500.00
<i>Capital Lease</i>	\$31,224.00
<i>CIF</i>	\$100,000.00
<i>NJEIT</i>	\$11,511.00
<i>Dam Restoration Loan</i>	\$118,565.00
<i>Bond Principal</i>	\$30,000.00
<i>Bond Interest</i>	\$110,595.00
<b>Total Temporary Budget – Current Fund</b>	<b>\$ 1,560,878.00</b>

**WATER UTILITY**

<i>S&amp;W</i>	\$30,000.00
<i>O/E</i>	\$47,000.00
<i>Social Security</i>	\$2,300.00
<b>Total Temporary Budget - Water</b>	<b>\$ 79,300.00</b>

**SEWER UTILITY**

<i>S&amp;W</i>	\$30,000.00
<i>O/E</i>	\$152,500.00
<i>Social Security</i>	\$2,300.00
<i>Bond Principal</i>	\$20,000.00
<i>Bond Interest</i>	\$64,495.00
<b>Total Temporary Budget - Sewer</b>	<b>\$ 269,295.00</b>

**SOLID WASTE UTILITY**

<i>S&amp;W</i>	\$10,000.00
<i>O/E</i>	\$74,500.00

*Social Security*

\$750.00

**Total Temporary Budget - Solid Waste**

**\$ 85,250.00**

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John Gregory, Administrator  
Acting Municipal Clerk

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Mark Desire  
Mayor

DRAFT

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**ANNUAL MEETING SCHEDULE**

**NUMBER: 3-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975) provides for the giving of annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year, and

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975), hereinafter referred to as the Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey as follows:

1. Regular meetings of this council shall be held during the 2016 calendar year at 7:30 pm at the High Bridge Fire House, 7 Maryland Ave., High Bridge, New Jersey, on the following dates:

a. The second and fourth Thursdays of each and every month **except for** January, July, August, November and December. Those meetings will be held on January 4<sup>th</sup> (Reorganization Meeting), July 14<sup>th</sup>, August 11<sup>th</sup>, November 10<sup>th</sup> and December 8<sup>th</sup>.

2. Copies of this Resolution and any revisions or modifications thereof, certified to be true copies by the Clerk of this municipality, will be disseminated and distributed as required by the Act as follows:

a. Posted and maintained throughout the 2016 calendar year on the bulletin board at the High Bridge Borough Hall.

b. Mailed, emailed, or hand delivered to the newspaper designated as the official newspaper of the Borough.

c. Filed with the Clerk of this Municipality.

d. Mailed, emailed, or hand delivered to such other persons as may be entitled thereto under the terms of the Act and this Resolution.

3. Pursuant to Section 14 of the Act, the Clerk of the Municipality is hereby authorized and directed to mail such notice as may be required and authorized under the Act to any

person requesting the same providing that person has first complied with the following term and condition:

a. Any and all requests for notice under the Act shall be made in writing as an OPRA request.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**DESIGNATION OF OFFICIAL BOROUGH NEWSPAPER**

**NUMBER: 4-2016**

**ADOPTED: JANUARY 4, 2016**

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**BE IT RESOLVED** by the mayor and Council of the Borough of High Bridge, County of Hunterdon, in the State of New Jersey that pursuant to the N.J.S.A. 40:53-1 et seq. the Hunterdon County Democrat and the Express Times be designated as the official Newspaper.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**PAYMENT OF TAXES AND UTILITIES**

**NUMBER: 5-2016**

**ADOPTED: JANUARY 4, 2016**

**BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey and approved by the Mayor that taxes and utilities rent shall be collected quarterly. Taxes are due on February 1, May 1, August 1, and November 1, of the current year. Utilities will be billed Quarterly and due by the due date printed on the bill.

**BE IT FURTHER RESOLVED** that interest will be charged at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the taxes were due until the date of actual payment. There will be a ten day (10) grace period after which unpaid taxes will be charged interest from the due date.

**BE IT FURTHER RESOLVED** that the utility payment shall be due within 25 days of the billing date. All unpaid balances after 25 days shall accrue interest at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the due date.

**BE IT FURTHER RESOLVED** that, pursuant to statute, if a tax and/or utilities rent delinquency is over \$10,000.00 at the end of the year, an additional flat penalty of 6% per annum shall be imposed on that delinquency.

**BE IT FURTHER RESOLVED** that, in the event that the Borough conducts a sale for unpaid municipal taxes, the interest rate on said tax certificate shall begin at a maximum of 18% per annum.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**SMALL BALANCES CANCELLATION**

**NUMBER: 6-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the Borough of High Bridge has, from time to time, certain minimal tax and utilities overpayments and delinquencies; and

**WHEREAS**, P.L. 1996, Chapter 113 amended P.L. 1983, Chapter 568 allows for cancellation of a refund or delinquency of less than ten dollars (\$10.00).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and in the State of New Jersey that the Tax Collector and Utilities Collector are hereby authorized to cancel tax and utilities overpayments or tax and utilities delinquencies of less than ten dollars (\$10.00) that occur during the current year.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**AUTHORIZATION FOR CORRECTIVE TAX APPEAL**

**NUMBER: 7-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the Revised Statutes of the State of New Jersey, more particularly N.J.S.A. 54:1 et seq., provides for the conferring of certain powers upon the Municipal Tax Assessor by Resolution; and

**WHEREAS**, the Mayor and Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey, as said governing body believe that it is in the best interest of the Borough to confer certain powers upon the Municipal Tax Assessor.

**WHEREAS**, the conferring of said powers upon the Municipal Tax Assessor will result in greater efficiency in the operation of the office of the Municipal Tax Assessor; and

**WHEREAS**, the Mayor and Council of the Borough of High Bridge is desirous of conferring upon the Municipal Tax Assessor a general authorization for the correction and adjustment of errors; and

**WHEREAS**, the Mayor and Council of the Borough of High Bridge are of the opinion that said general authorization will promote greater efficiency while maintaining the integrity of the municipal assessment system.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey as follows:

1. The Council of the Borough of High Bridge confers upon Ann Marie Obiedzinski, the Municipal Tax Assessor, a general authorization whereby the Assessor shall be empowered to adjust and correct errors pursuant to N.J.S.A. 54:1 et seq.
2. The Municipal Tax Assessor shall, from time to time as required by the Mayor and Council, provide a written summary of any and all such actions taken pursuant to this grant of authority.
3. This Resolution shall take effect upon adoption and remain in full force and effect for the current year.
4. The Mayor and Council of the Borough of High Bridge shall in its discretion determine in January of each succeeding year whether or not this grant of general authorization shall be extended.

5. A certified copy of this Resolution shall be transmitted to the Municipal Tax Assessor and shall be maintained among the records thereof.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**DESIGNATION OF DEPOSITORIES & CASH MANAGEMENT PLAN**

**NUMBER: 8-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, N.J.S.A. 40A:5-14, Local Fiscal Affairs Law, requires that each municipality adopt a Cash Management Plan designed to assure the deposit, investment and proper disbursement of local funds;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey and approved by the Mayor does hereby adopt the following Cash Management Plan:

**A. Designation of Depositories**

The following institutions are designated as permissible depositories for the deposit of Borough funds:

- Investors Bank
- TD Bank
- Peapack Gladstone Bank
- PNC
- Provident Bank
- Wells Fargo
- Bank of America
- NJ/Arm Assets and Rebate Management Program
- and any other Federal and State Bank or Credit Union in the State of New Jersey

All depositories must conform to the Governmental Unit Deposit Protection Act (GUDPA) and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all Borough funds on deposit.

**B. Deposit of Funds**

All funds shall be deposited within forty eight (48) hours of receipt, in accordance with N.J.S.A. 40A:5-15, into appropriate fund operating accounts. Non-interest bearing operating and capital accounts shall be regularly monitored on a monthly basis by the CFO for the availability of funds being transferred into interest bearing accounts. Debt Service and Trust Accounts shall be maintained in accordance with Federal and State statutes regulating such funds. Payroll, Developers' Escrow deposits and other agency funds, which represent funds of individuals and other organizations held by the Borough, shall be deposited in regular, interest bearing accounts unless average daily balance is below \$1,000.00. Grant funds shall be deposited in accordance with regulations of the granting government or agency.

Where compensating balances are required by any designated depository to offset the cost of services provided; an agreement between the Borough and the depository shall be executed, specifying the charge for each service and the balance required to offset each charge. Said agreement shall be reviewed on an annual basis.

**C. Investment Instruments and Procedures**

The Borough may purchase those investments permitted in N.J.S.A. 40A:5-15.1, which include:

- United States Treasury Bonds, Notes and Bills
- U.S. Government Agency and Instrumentality Obligations
- Bonds and other obligations of the Borough of High Bridge
- Commercial Bank Deposits and Certificates of Deposit

Savings and Bank Deposits and Certificates of Deposit  
State of NJ and the State of NJ Cash Management Plan

The Borough may purchase other obligations approved by the Division of Investment of the Department of Treasury for investment by local units.

Investments shall be limited to a maturity of not more than one year unless a longer term is permitted by applicable Federal or State regulations. Allowable investments with maturities which extend beyond the end of the Borough's fiscal year shall be permitted only if interest accrued on the investment is credited to the Borough at the end of the fiscal year for the purpose of realizing budgetary revenue.

The purchase of Certificates of Deposit shall be made based on the availability of funds for investment and the analysis of projected cash flows. Bids for Certificates of Deposit will be solicited of at least three designated depositories only if the amount available for investment is \$100,000 or greater. Telephone bids will be solicited by the Chief Financial Officer, or designated staff member. Bidders shall specify the principal amount, interest, rate and maturity of the investment and transmit such bid to the Borough by telefax. A check or wire transfer will be made available to the winning bidder on the same business day the bid is awarded.

Where the return on a proposed investment does not exceed the cost of making such investment, the Chief Financial Officer will not make the investment. The Chief Financial Officer shall have the discretion of award an investment to the depository wherein the funds reside, should that institution's quoted interest rate be less than other quoted rates, and the differential in interest rates is not more than twenty-five (25) basis points (0.25%), providing that the term of the investment is thirty (30) days or less. The Chief Financial Officer shall have the discretion to reject all bids.

**D. Disbursement of Funds**

All funds shall be disbursed as authorized and directed by the Council. The Chief Financial Officer shall, at the beginning of the fiscal year, present to the Borough Council a schedule of debt service, principal and interest payments and, when available a schedule of School Tax payments for the upcoming fiscal year. Upon approval of the schedules of payments by the Council, the Chief Financial Officer shall then have the authority to make the following disbursements:

- School Taxes
- County Taxes
- Interfunds
- Purchase of Investments
- Debt Service
- Salary and Wages
- Postage
- State/County Permit/Filing Fees

Disbursements shall be executed via electronic wire transfer of funds by the Chief Financial Officer, or designated staff member, when that method of payment is deemed necessary or preferable by the payee, or when the amount of such payment will result in a financial benefit of the Borough of High Bridge in the form of increased investment income.

**E. Reporting**

The Chief Financial Officer shall, prior to the last day of the month immediately following, present to the Mayor and Council a monthly report of cash receipts and disbursement, subject to reconciliation and periodic adjustments.

**F. Bonding**

The following officials shall be covered by surety bonds, said surety bonds to be examined by the independent auditor to insure their proper execution:

- Chief Financial Officer
- Tax Collector
- Municipal Clerk

Staff members of the Department of Finance and Tax Collection not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond.

**G. Compliance**

The Cash Management Plan of the Borough of High Bridge shall be subject to the approval of the Borough Attorney, and shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-14.

As stated in N.J.S.A. 40A:5-14, the officials(s) charged with the custody of the Borough funds shall deposit them as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

If, at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or any department thereof, the applicable State regulations shall apply.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**NON-FAIR AND OPEN PROCESS FOR PROFESSIONAL CONTRACTS**

**NUMBER: 9-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, on January 1, 2007, the “New Jersey Local Unit Pay-to-Play” Law, *N.J.S.A. 19:44A-20.5 et. seq.*, became effective; and

**WHEREAS**, the Borough of High Bridge has a need to award certain professional contracts for services required by the municipality in calendar year 2016; and

**WHEREAS**, the Pay-to-Play Law permits such services to be acquired through two processes, including the “non-fair and open” process as defined in *N.J.S.A. 19:44A-20.7* on those contracts where it is anticipated that the total cost will exceed \$17,500.00; and

**WHEREAS**, the public good and interest of the citizens of the Borough of High Bridge will best be served by the “non-fair and open” process to secure experienced professional services, rather than the “fair and open” process of awarding a contract to the lowest bidder; and

**WHEREAS**, the Borough C.F.O. has determined and certified in writing that the value of each of these professional services may, in the aggregate, exceed \$17,500.00; and

**WHEREAS**, each professional will be required to first complete and submit a Business Entity Disclosure Certification which will certify that the said professional consultant and their firm have not made any reportable contributions to a political or candidate committee in the previous one year, and that their contract will prohibit the said professional consultant and their firm from making any reportable contributions through the term of the contract.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of High Bridge, County of Hunterdon and in the State of New Jersey as follows:

1. The following 2016 professional contracts shall be awarded under the “non-fair and open” process:
  - Consulting Engineer
  - Planner
  - Attorney
  - Environmental Consultant
2. The said professionals, prior to securing such contract, shall execute and file with the Clerk of the municipality, a 2016 Business Entity Disclosure Certification pursuant to *N.J.S.A. 19:44A-20.8* and the CFO shall provide a Determination of Value to be placed on file with this Resolution.
3. Each Contract is awarded without competitive bidding and the Mayor, Council President and Borough Clerk are authorized to execute Contracts for these

professional services, and which Contracts are subject to review and approval by the Borough Attorney.

4. A notice of this action shall be published in the Borough's legal newspaper.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: 2016 Temporary Budget

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Bonnie Ann Fleming  
Chief Financial Officer

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**SIGNATURES ON CHECKS**

**NUMBER: 10-2016**

**ADOPTED: JANUARY 4, 2016**

**BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon, State of New Jersey that through the current year checks drawn or withdrawals from these accounts be signed as follows:

All Borough Accounts except for Payroll, Tax Collector, and Utility Collector by three of the following officials:

- Mayor
- Borough Clerk, Deputy Clerk, Finance Assistant Harrington or the Administrator
- Certified Municipal Finance Officer

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of High Bridge that checks drawn on the Payroll account require the signature of the Chief Financial Officer or the Mayor.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**2016  
GENERAL APPOINTMENT LIST**

**NUMBER: 11-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, The Council of the Borough of High Bridge, Hunterdon County, New Jersey, wishes to make the General Appointments found below ; and,

**WHEREAS**, these appointments provide necessary services to the community.

**NOW, THEREFORE**, The Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey, hereby approve the General Appointments as outlined below.

<b>1.</b>	<b>OFFICE</b>	<b>APPOINTED</b>
2.	Deputy Clerk	Adam Young
3.	Water, Sewer, Solid Waste Utilities Collector	Adam Young
4.	1 <sup>st</sup> Assistant Water, Sewer, Solid Waste Utilities Collector	Jennifer Harrington
5.	Certified Recycling Professional	Jo Ann Fascenelli
6.	Assessment Search Officer	Bonnie Fleming
7.	Public Officer	John Gregory
8.	Dog Licensing Agent	Adam Young
9.	Deputy Dog Licensing Agent	John Gregory
10.	Municipal Housing Liaison (COAH)	John Gregory
11.	Administrative Agent (COAH)	John Gregory
12.	Deputy Registrar of Vital Statistics	Adam Young
13.	Qualified Purchasing Agent	John Gregory
14.	Assistant Qualified Purchasing Agent	Jennifer Harrington
15.	Public Agency Compliance Officer (P.A.C.O.)	John Gregory
16.	Public Employees Occupational Safety and Health (PEOSH)	John Gregory
17.	Deputy Zoning Officer	John Gregory
18.	State Excess Liability Fund Commissioner (SELF)	John Gregory
19.	Statewide Insurance Fund Commissioner	John Gregory
20.	Safety and Loss Prevention Representative (Statewide)	John Gregory
21.	Construction Code Official, Building, Inspector	Ralph Price
22.	Electrical Inspector	Kevin Fleming
23.	Plumbing Inspector	Dan Niro
24.	Planning Board/Board of Adjustment Secretary	Barbara Kinsky
25.	Deputy Planning Board/Board of Adjustment Secretary	Adam Young
26.	Fire Official	State of NJ Fire Official

27.	Board Attorney	William Caldwell
28.	Bond Council	McManimon, Scotland & Baumann, LLC
29.	Animal Control Officers	Animal Investigative and Control Svcs
30.	Continuing Certificate of Occupancy (CCO) Officer	Vacant
31.	Zoning Officer	Vacant
32.	Coordinator to the Hunterdon County Office On Aging	Fred Loozen
33.	Librarian	Theresa Steets
34.	Librarian – Substitute	Patricia Bielcik
35.	Librarian - Substitute	Wendy Harding
36.	School Crossing Guards	Mary Runyon
		Joan Sliker
		Melissa Winzenried
		Robert Bork
37.	Substitute School Crossing Guards	Michele Winzenried
38.	Police Matron	TBD
39.	Summer Recreation Assistant Director	Lisa Buckley
		Tracy Denkovic
		Carl Katzenberger
		Barbara Kinsky
40.	DPW Part Time	Brian Labuta
		Jeff Smith

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**2016 COUNCIL COMMITTEE ASSIGNMENTS**

**NUMBER: 12-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, The Council of the Borough of High Bridge, Hunterdon County, New Jersey wish to establish Council Committees to address the issues and business of the Borough of High Bridge; and,

**WHEREAS**, each committee will be charged with providing the full Council with recommendations regarding these issues; and,

**WHEREAS**, the Chair of each Committee is responsible to coordinate the activities of said committee members to include but not limited to, the scheduling of meetings and the dissemination of information,

**NOW, THEREFORE BE IT RESOLVED**, The Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey, hereby establish the Current Year Council Committees as outlined below.

**Emergency Service, Court, Recreation**

1. Stephen Strange–Chair
2. Karen Scarcia-
3. Lynn Hughes-

**Public Health, Environmental, Solid Waste/Recycling, Open Space:**

1. Lynn Hughes – Chair
2. Adrienne Shipps
3. Stephen Strange

**Economic Development & Cultural & Heritage:**

1. Karen Scarcia – Chair
2. Lynn Hughes
3. Christopher Zappa

**Golf. and Events**

1. Adrienne Shipps – Chair
2. Mike Stemple
3. Karen Scarcia - Information

**Planning, Engineering; and Department of Public Works:**

1. Christopher Zappa (Liaison to Planning Board/Board of Adjustment)
2. Adrienne Shipps

3. Mike Stemple

**Education, Finance, and Utilities:**

1. Michael Stemple – Chair
2. Christopher Zappa
3. Stephen Strange

**Executive Services**

1. Mayor
2. Council President
3. Administrator

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**ANIMAL CONTROL SERVICES**

**NUMBER: 13-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the Borough of High Bridge requires professional animal control services;  
and

**WHEREAS**, The Animal Control and Investigative Services, LLC has agreed to provide the attached Animal Control Services at a cost of \$6,400.00 annually; and

**NOW, THEREFORE, BE IT RESOLVE** that the Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey approves and executes the attached animal control Agreement between the Borough of High Bridge and Animal Control and Investigative Services, LLC 249 Goat Hill RD, Lambertville, NJ 08530 effective for the current year.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for the 1<sup>st</sup> qtr of this contract from: 2016 Temporary Budget-\$1,600.00.

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Bonnie Ann Fleming  
Chief Financial Officer

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**STATEWIDE INSURANCE FUND RESOLUTION APPOINTING  
FUND COMMISSIONER**

**NUMBER: 14-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, The Borough of High Bridge (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

**WHEREAS**, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of High Bridge that John Gregory is hereby appointed as the Fund Commissioner for the Local Unit; and

**BE IT FURTHER RESOLVED** that Bonnie Fleming is hereby appointed as the Alternate Fund Commissioner for the Local Unit; and

**BE IT FURTHER RESOLVED** that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**APPOINTING RISK MANAGEMENT CONSULTANT**

**NUMBER: 15-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, The Borough of High Bridge (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

**WHEREAS**, the "Fund" has requested its members to appoint individuals or entities to that position; and

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of The Borough of High Bridge in the County of Hunterdon and in the State of New Jersey, as follows:

- 1.
2. Mark Desire, Mayor of the Borough of High Bridge and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2016.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING PROFESSIONAL MEMBERSHIPS**

**NUMBER: 16-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, it is beneficial for the Borough to have a member of the following organizations:

Bonnie Fleming, CFO/CTC	GFOA of NJ
Bonnie Fleming, CFO/CTC	TCTA of NJ
Bonnie Fleming, CFO/CTC	Central Jersey TCTA
Jennifer Harrington, RPPO	Central Jersey TCTA
John Gregory	NIGP
John Gregory, Bonnie Fleming, Jenn Harrington	NNJNIGP
John Gregory	NJMMA
John Gregory	Registrar's Association of NJ
John Gregory	Mid-State Registrars Assoc.
Adam Young, Deputy Registrar	Mid-State Registrar Assoc.
John Gregory	Hunterdon County Clerk Assoc.
Adam Young Deputy Clerk	Hunterdon County Clerk Assoc.
John Gregory	Municipal Clerks of NJ
Ann Marie Obiedzinski, CTA	Hunterdon County Assessor's
Police Department	NJ Police Traffic Officers Assoc.
Police Department	Hunterdon County Chief Assoc.
Police Department	NJ State Assoc. of Chiefs of Police
Police Department	Personal Protection Consult
Police Department	NJ Gang Investigators
Police Department	NJ Gang Investigators
Borough of High Bridge	League of Municipalities
Mayor Desire	NJCM
Planning Board and Secretary	NJ Planning Officials
Dept. of Public Works	NJ Water Association
Dept. of Public Works	Public Works Association of NJ

**NOW, BE IT RESOLVED**, by the Council of the Borough of High Bridge, that these memberships are accepted.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**BOARDS AND COMMITTEES APOINTMENTS**

**NUMBER: 17-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, The Council of the Borough of High Bridge, Hunterdon County, New Jersey, wishes to make the Board and Committee Appointments found below ; and,

**WHEREAS**, these appointments provide necessary services to the community,

**NOW, THEREFORE**, The Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey, hereby approve the Board and Committee Appointments as outlined below.

2015 LIST of BOARDS and COMMITTEES *UPDATES in Italics*

**PLANNING BOARD** (9 members plus 2 alternates)

Class IV 4 years, Class I - term, Class II 1 year or 4, Class III 1 or 3 years, Alternates 2 years.

(1 Class IV - member of Bd. of Adj., Environmental Comm., or School - 3 yrs/or term)

<u>Member</u>	<u>Class</u>	<u>Term Expiration</u>
Mark Desire	Mayor - Class I	12/31/2018
Christopher Zappa	Council-Class III	12/31/2016
John Moskway	Class II-Environmental Commission Liaison	12/31/2018
Steve Dhein	Class IV	12/31/2017
Keith Milne	Class IV	12/31/2019
Doug Walker	Class IV	12/31/2017
William Giordano	Class IV	12/31/2016
Don Howell	Class IV	12/31/2016
Brent Dugan	Class IV	12/31/2019
<u>Alternates</u>		
Jon Valenta – Alternate 1		12/31/2016
<i>Vacant – Alternate 2</i>		<i>12/31/2017</i>

**BOARD OF HEALTH (7 members) - 4 year term**

<u>Member</u>	<u>Term Expiration</u>
Lynn Hughes, Council Liaison	12/31/2016
Donna Exley, Chair	12/31/2019
John Conant	12/31/2019
Tricia Curtin	12/31/2018
Nicole Cahill	12/31/2017
Vacant	
Vacant	

**ECONOMIC DEVELOPMENT COMMITTEE (7 members) - 3 year term**

<u>MEMBER</u>	<u>TERM EXPIRATION</u>
Mark Desire Mayor, Ex-Officio	12/31/2018
Karen Scarcia Council Liaison	12/31/2016
Joseph Ahern, Chair	12/31/2017
Pablo Delgado	12/31/2018
Jim Rispoli	12/31/2017
Vacant	12/31/2016
Kristen Poe	12/31/2016
Adam Ambielle, Honorary Member	12/31/2018
<u>ALTERNATES</u>	
Vacant	

**ENVIRONMENTAL COMMITTEE: (7 members) - 3 year term**

<u>MEMBER</u>	<u>TERM EXPIRATION</u>
Lynn Hughes, Council Liaison	12/31/2016
Audry Burnett, Chair	12/31/2017
John Moskway, Planning Board Liaison	12/31/2018
Diane Seals	12/31/2017
Sue Song	12/31/2016
<u>ALTERNATES</u>	
Eric Brodean	12/31/2016
Linda Lucas	12/31/2016
	12/31/2016

**RECREATION COMMITTEE** (7 members) – 3 year term

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>
Mark Desire, Mayor Ex-Officio	12/31/2018
Stephen Strange, Council Liaison	12/31/2016
<i>Vacant, Chair</i>	
Rick Williams	12/31/2017
Jim Bukowski	12/31/2018
Jason Bradow	12/31/2016
<i>Vacant</i>	
<b>ALTERNATES</b>	
Hiram Ortiz	12/31/2018

**CULTURAL & HERITAGE COMMITTEE** (7 members) – 3 year term

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>
Karen Scarcia, Council Liaison	12/31/2016
Eric Erb, Chair	12/31/2017
Nancy Hunt	12/31/2018
Kaitlin Overton	12/31/2016
Vacant	
Vacant	
<b>ALTERNATES: (2 Year Term)</b>	
Maryann Hagan	12/31/2016
James Maher	12/31/2016
Robert Lee is appointed Borough Historian	

**EVENTS COMMITTEE** (8 Members) 3 year term

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>
Adrienne Shipps Council Member	12/31/2016
Jaime Taylor, Chair	12/31/2018
Samantha Wenrich	12/31/2018
Michele Schwartz	12/31/2018
Michele Davis	12/31/2016
Ruby Reuter	12/31/2016
John Moskway	12/31/2017
Maryann Hagan	12/31/2017
Anthony Birritteri	12/31/2017

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**AUTHORIZATION TO BID**

**NUMBER: 18-2016**

**ADOPTED: JANUARY 4, 2016**

**BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge that authorization to bid, if required, for the following projects are hereby granted.

1. Street Scape phase 2
2. Cregar Rd Phase V & VI
3. Various road repairs
4. Water line repairs
5. Town Hall Site work

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**FEE FOR LANDLORD REGISTRATION**

**NUMBER: 19-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, Chapter 284-6 of the Borough of High Bridge Code addresses an annual registration fee for landlords, and

**WHEREAS**, for the health, safety and general welfare of the community there is a need to set a fee of \$50.00 per rental unit for this registration as allowed by Chapter 284-6, and

**WHEREAS**, registration and fee shall be forwarded to the Clerk's Office by June 30, of the current year, and

**WHEREAS**, Chapter 284-6 allows for violations and penalties as provided in Chapter 1, Article II, General Penalty of the Borough of High Bridge Code.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey that a \$50.00 per rental unit be charged annually.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**FEE FOR DUPLICATE TAX SALE CERTIFICATE**

**NUMBER: 20-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, N.J.S.A. 54:5-52.1 has been enacted giving a municipality the authority to impose a fee for duplicate tax sale certificates.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of High Bridge hereby authorizes the Tax Collector to charge the statutory maximum for any duplicate tax sale certificate.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**APPROVE HIGH BRIDGE BOARD OF HEALTH SPONSORSHIP OF A FREE  
RABIES CLINIC**

**NUMBER: 21-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the High Bridge Board of Health wishes to sponsor a Free Rabies Clinic for Dogs and Cats, and

**WHEREAS**, the event will take place on December 10, 2016 from 9:00AM to 11:00AM at the High Bridge Rescue Squad Building, 95 West Main St., High Bridge, and

**WHEREAS**, this event will be open to any resident of the State of New Jersey, and

**WHEREAS**, the cost for the Clinic will be paid from the Dog Fund.

**NOW, THEREFORE, BE IT RESOLVED BY** Mayor and Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey that the High Bridge Board of Health may hold a Free Rabies Clinic on December 10, 2016

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**LATE DATE FOR DOG LICENSES**

**NUMBER: 22-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the Borough of High Bridge is changing the date before late charges are assessed, and

**WHEREAS**, the cost of license and late fees remain the same,

**WHEREAS**, late charges will commence on March 1, of the current year; and

**WHEREAS**, after two (2) delinquent notices, a summons will be issued.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey hereby approves the changes to Dog Licensing.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**UTILITY RATES**

**NUMBER: 23-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, Chapter 407-35 of the Code of the Borough of High Bridge The Mayor and Council is hereby authorized to establish by resolution the charges and fees for water and incidental services from time to time.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey as follows:

1. **WATER UTILITY METERED RATES:** Pursuant to Section 35, charges for the residential use of water in metered service shall be as follows:
  - (1) Up to the first 1,000 gallons: \$15.00 per thousand gallons or any part thereof.
  - (2) Next 14,000 gallons: \$4.32 per thousand gallons or any part thereof.
  - (3) Next 35,000 gallons: \$7.40 per thousand gallons or any part thereof.
  - (4) Over 50,000 gallons: \$9.40 per thousand gallons or any part thereof.
  
2. **WATER UTILITY METERED RATES:** Pursuant to Section 35, charges for the commercial use of water in metered service shall be as follows:
  - (1) Up to the first 5,000 gallons: \$10.00 per thousand gallons or any part thereof.
  - (2) Next 10,000 gallons: \$5.53 per thousand gallons or any part thereof.
  - (3) Next 15,000 gallons: \$6.92 per thousand gallons or any part thereof.
  - (4) Over 30,000 gallons: \$5.13 per thousand gallons or any part thereof.

**BE IT FURTHER RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey in accordance with Ordinance 325-3 the solid waste rate shall be as follows:

1. The fixed cost for Solid Waste Disposal shall be set at \$60.00 per quarter

**BE IT FURTHER RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey in accordance with Ordinance 303-7 the Sewer Rates shall be as follows:

1. The fixed cost for sanitary sewer service shall be set at \$80.00 per quarter
2. The treatment rate per 1,000 gallons of water shall be \$4.45

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**THE BRIDGE: 2016 ADVERTISING RATES**

**NUMBER: 24-2016**

**ADOPTED: JANUARY 4, 2016**

**NOW THEREFORE BE IT RESOLVED** The Mayor and Council of the Borough of High Bridge set the rates for advertising in the Borough Newsletter as listed

2016 TOWN RESIDENT AND "RESIDENT BUSINESS RATE"			
<u>DESCRIPTION</u>	<u>DIMENSION</u>	ONE TIME RATE	THREE TIME RATE
Full Page	7.5' x 10"	\$106	\$270
Half Page	7.5' x 4.5"	\$79	\$205
Third of a Page	7.5' x 3.25'	\$68	\$175
Quarter Page	3.75' x 4.5'	\$57	\$145
Business card	3.5'x2'	\$41	\$105

2016 "NON-RESIDENT RATE"			
<u>DESCRIPTION</u>	<u>DIMENSION</u>	ONE TIME RATE	THREE TIME RATE
Full Page	7.5' x 10"	\$139	\$356
Half Page	7.5' x 4.5'	\$103	\$264
Third of a Page	7.5' X 3.25'	\$88	\$225
Quarter Page	3.75' x 4.5'	\$73	\$187
Business card	3.5'x2'	\$54	\$140

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**FEE SCHEDULE FOR POLICE OUTSIDE DUTY**

**NUMBER: 25-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the ordinance entitled “Contracted Off-Duty Police” was created with the understanding that the rate could be changed according to 2:60.5-4 Rates of Compensation; Administrative Fee; Payment for Services; and

**WHEREAS**, the Borough of High Bridge sets the fee schedule for Police Outside Duty with the rates as follows:

**2015 = \$76.50  
2016 = \$78.00  
2017 = \$79.60**

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey, this resolution shall be effective upon passage.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**NSF CHECK FEE**

**NUMBER: 26-2016**

**ADOPTED: JANUARY 4, 2016**

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**WHEREAS**, NJSA 40:5-19 has been enacted giving a municipality the authority to impose a service charge to be added on an account where payment by check other written instrument was returned for insufficient funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of High Bridge hereby authorizes the Chief Financial Officer, Tax Collector and any other Borough Official to charge \$20.00 per check or other written instrument for all checks returned for insufficient funds; and

**BE IT FURTHER RESOLVED** that the Chief Financial Officer, Tax Collector and any other Borough Official may require future payments to be tendered in certified check, cashier's check or cash; and

**BE IT FURTHER RESOLVED** that multiple bounced checks shall be referred to the Police Department for further action.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**OFFICIAL PUBLIC RELATIONS OFFICERS**

**NUMBER: 27-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, the Borough of High Bridge has contact with the news media throughout the year, and

**WHEREAS**, any press release needs to be edited for accuracy.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge that communication with the news media shall be limited to the Public Relations Officer which shall be limited to the Mayor and Police Chief, and/or their designees.

**BE IT FURTHER RESOLVED** that contact by the news media regarding the Borough of High Bridge to other than the named designees shall be referred to the Public Relations Officers.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**RESOLUTION TO RENEW MEMBERSHIP IN THE STATEWIDE JOINT  
INSURANCE FUND**

**NUMBER: 28-2016**

**ADOPTED: JANUARY 4, 2016**

**WHEREAS**, a number of local units have joined together to form the Statewide Insurance Fund (“FUND”), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36, *et seq.*; and

**WHEREAS**, Borough of High Bridge has complied with relevant law with regard to the acquisition of insurance; and

**WHEREAS**, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

**WHEREAS**, the Borough of High Bridge has determined that membership in the FUND is in the best interest of the, Borough of High Bridge.

**WHEREAS**, the Borough of High Bridge agrees to be a member of the FUND for a period of three (3) years, effective from January 1, 2015 terminating on December 31, 2017 at 12:01 a.m. standard time; and

**WHEREAS**, the Borough of High Bridge has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of High Bridge does hereby agree to join the Statewide Insurance Fund; and,

**BE IT FURTHER RESOLVED** that to the extent required by law, the, Borough of High Bridge shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and,

**BE IT FURTHER RESOLVED** that the, Borough of High Bridge will be afforded the following coverage(s) as marked “Yes”:

	<b>YES</b>	<b>NO</b>
Workers’ Compensation & Employer’s Liability	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Liability, Property, Crime-Faithful Performance and Fidelity,		
Inland Marine, Boiler and Machinery, Comprehensive General		

Liability, Auto Liability, Auto Physical Damages  
and Professional Liability  
Pollution Liability  
Umbrella

<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

**BE IT FURTHER RESOLVED** that the Borough of High Bridge Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the FUND as required by the FUND's Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the, Borough of High Bridge admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**APPOINTMENT OF GREEN TEAM MEMBERS**

**NUMBER: 29-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, The Council of the Borough of High Bridge, Hunterdon County, New Jersey, wishes to make the Board and Committee Appointments found below ; and,

**WHEREAS**, these appointments provide necessary services to the community,

**NOW, THEREFORE**, The Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey, hereby approve the Board and Committee Appointments as outlined below.

Lynn Hughes, Council Liaison  
Audry Burdett, Chair  
Linda Lucas, Member  
Julien Rosenbloom, Adjunct Member  
Diane Seals, Member

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**ADOPT A GREEN PURCHASING POLICY**

**NUMBER: 30-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, the Borough of High Bridge is desirous of promoting the initiatives and benefits that can be achieved by building a green sustainable community; and

**WHEREAS**, the Borough is aware that using “green products, services, and practices” provides many benefits to community sustainability; and

**WHEREAS**, the High Bridge Borough Green Team has developed a Green Purchasing Policy, setting forth guidelines to use that encourage the best management practices to achieve environmentally sound and efficient results in the area of purchasing, maintaining and designing municipal buildings and property; and

**WHEREAS**, the Borough Council has determined that it is in the best interest of the public to formally adopt the Green Purchasing Policy as part of the Borough’s Sustainable Jersey initiative;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Borough of High Bridge that High Bridge Borough hereby adopts the Green Purchasing Policy developed by the High Bridge Borough Green Team and approves the continued implementation of same in an effort to support the Borough’s Sustainable Jersey initiative.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Approval of Construction Fees for 2016**

**NUMBER: 31-2016**

**ADOPTED: January 4, 2016 1**

**NOW THEREFORE BE IT RESOLVED** The Mayor and Council of the Borough of High Bridge set the fees for Construction as listed:

**A. General.**

**(1)** The fee for plan review shall be a percentage of the fee for a construction permit and shall be paid at the time of submission of an application for a permit. The amount of this fee shall then be deducted from the amount of the fee due for a construction permit when the permit is issued. Plan review fees are not refundable.

**(2)** The fee to be charged for a construction permit will be the sum of the subcode fees plus all applicable special fees, such as elevator or sign fees. This fee shall be paid before a permit is issued. Fees for elevator device inspections and tests shall be as set forth in N.J.A.C. 5:23-12.

**(3)** The fee to be charged for a certificate of occupancy shall be paid before a certificate is issued. This fee shall be in addition to the construction permit fee.

**(4)** The fee for a mechanical inspection in a Use Group R-3 or R-4 structure by a mechanical inspector shall be \$85 for the first device and \$25 for each additional device. No separate fee shall be charged for gas, oil or water piping connections associated with the mechanical equipment inspected.

**B.** Plan review fees. Fees shall be computed as 20% of the fee for the construction permit.

**C.** Construction permit fees. The fee for a construction permit shall be the sum of all subcode fees, the required certificate fee, and the New Jersey training fee. A minimum construction permit fee for any one subcode shall be \$60.

**(1) Building Subcode Fees:**

**(a)** New construction and additions for all use groups:

[1] \$0.035 per cubic foot for buildings of R-1 to R-5 occupancy.

[2] \$0.015 per cubic foot of volume for Use Groups A1-4, F1-2, S1-2 and U.

[3] \$0.007 per cubic foot of volume for farm structures not to exceed \$1,145.

**(b)** Alteration work, including but not limited to roofing, siding, repairs and modifications to a structure:

<b>Estimated Cost</b>	<b>Fee (per \$1,000)</b>
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Per \$1,000 up to \$50,000	\$30
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\$50,001 to \$100,000	\$24
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Over \$100,000	\$20
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**(c)** Fees for minor work shall be based upon estimated cost of work. The fee shall be in the amount of \$24 per \$1,000 of the estimated cost or fraction thereof, except that the fee for residing or reroofing of Use Groups R-3 and U shall be in the amount of \$24 per \$1,000 of estimated cost or fraction thereof, or a minimum fee of \$60, whichever is greater.

**(d)** Removal permit fee, for moving a structure from one location to another, shall be \$20 per \$1,000 of all cost incurred in moving the structure plus the permit fee for the new foundation.

**(e)** Demolition permit fee (removal of structure or in-ground pool from property).

[1] One- and two-family dwellings, Use Group R3 and R4: \$100.

[2] Removal of accessory structures or miscellaneous structures, Use Group U: \$50.

[3] All other use groups: \$200.

**(f)** Demolition permit fee removal or abandonment of a tank.

[1] Tank located on Use Group R-3 and R-4 property: \$65.

[2] Tank located on all other use groups' property: \$120.

**(g)** Other fees.

[1] Fence permits for higher than 6': \$50.

[2] Signs: \$2.00 per square foot of surface area calculated on only one side, minimum fee is \$46.

[3] Swimming Pools:

[a] In-ground for Use Groups R-3 and R-4: \$200.

[b] Aboveground for Use Groups R-3 and R-4: \$75.

[c] All other use groups, in-ground pools: \$150.

[4] Asbestos abatement as per UCC 5:23.

[5] Open structural tower: cost of foundation \$24 per 1000.

[6] Tents in excess of 900 square feet or more than 30 feet in any dimension: \$92.

**(2) Plumbing Subcode Fees:**

**(a)** Fixtures which include water closet, urinal, bathtub, lavatory, shower, floor drain, sink, dishwasher, drinking fountain, washing machine, hose bib, garbage disposal, stacks, bidet, water heaters and fuel oil piping (each): \$20.

**(b)** Interceptor/Separator, grease traps, oil separators, water cooled or A/C, refrigeration unit, utility service connections, steam boilers, hot water boilers (non-domestic), back flow preventer, gas piping, gas service entrances, sewer pumps and active solar system (each): \$65.

**(c)** Backflow preventer when it is broken down and tested annually \$120.

**(d)** The fee for fuel oil piping, R-3 and R-4 use shall be \$65.

**(3) Electrical Subcode Fees shall be as follows:**

**(a) Electrical Fixtures and Devices:**

[1] From 1 to 20 receptacles, fixtures or switches: \$50.

[2] Increments of 25 additional items: \$20.

For the purposes of computing this fee, the term receptacles, fixtures or switches shall include: lighting outlets, smoke detectors, heat detectors, fluorescent fixture, burglar alarm devices, intercom devices, thermostats, telephone outlets, CRT outlets, light standards.

**(b) Motors:**

[1] Greater than one horsepower or less than or equal to 10 horsepower: \$20 each.

[2] Greater than 10 horsepower or less than or equal to 50 horsepower: \$60 each.

[3] Greater than 50 horsepower or less than or equal to 100 horsepower: \$120 each.

[4] Greater than 100 horsepower: \$600 each.

**(c) Electrical Devices ( includes transformers and generators):**

[1] Greater than one kilowatt or less than or equal to 10 kilowatt: \$20 each.

[2] Greater than 10 kilowatt or less than or equal to 45 kilowatt: \$60 each.

[3] Greater than 45 kilowatt or less than or equal to 112.5 kilowatt: \$120 each.

[4] Greater than 112.5 kilowatt: \$600 each.

**(d) Services Equipment ( includes service panel, service entrance and subpanels):**

[1] Greater than 0 ampere or less than or equal to 200 ampere: \$75 each.

[2] Greater than 200 ampere or less than or equal to 1,000 ampere: \$120 each.

[3] Greater than 1,000 ampere: \$600 each.

**(e) Pool Permit:**

- [1] Spa/hot tub: \$75 each.
- [2] Above ground pool: \$75 each.
- [3] In ground pool: \$125 each.
- [4] Public pool: \$300 each.

**(f) Annual inspection for commercial pool: \$100 each.**

**(g) Photovoltaic Systems:**

- [1] One to 50 kilowatts: \$75 .
- [2] 51-100 kilowatts: \$150.
- [3] Greater than 100 kilowatts: \$576.

**(h) Minimum Fee on Electrical Subcode: \$60.**

**(4) Fire Subcode Fees:**

**(a) Sprinklers.**

<b>Number of Heads</b>	<b>Fee</b>
Up to 20	\$150
21 to 100	\$225
101 to 200	\$300
201 to 400	\$594
401 to 1,000	\$822
Over 1,000	\$1,050

**(b) Smoke and Heat Detectors.**

<b>Quantity</b>	<b>Fee</b>
1 to 10 for 110 V and low voltage	\$65
11 to 50, for each additional 10 low voltage	\$25
Over 50 for each additional 10 low voltage	\$200

**(c) Pre-engineered systems which include CO<sub>2</sub> suppression, halon suppression, foam suppression wet chemical and dry chemical (each): \$200.**

**(d) Miscellaneous.**

- [1] Chimney liners (each): \$75.
- [2] Stand pipes (each): \$229.
- [3] Kitchen hood exhaust system (each): \$65.
- [4] Incinerators (each): \$365.
- [5] Crematoriums (each): \$365.
- [6] Gas- and oil-fired appliances (each): \$65.
- [7] Installation of underground storage tank:
  - [a]** Use Groups R-3 and R-4 (each): \$100.
  - [b]** All other use groups (each): \$200.
- [8] Installation of aboveground storage tank:

[a] Up to 5,000 gallons (each): \$65.

[b] Over 5,000 gallons (each): \$250.

[9] Fireplaces, wood-burning stoves, etc.: \$65.

[10] Smoke control systems: \$200.

**(5) Certificate of Occupancy Fees:**

(a) For a certificate of occupancy (CO) indicating that construction authorized by a construction permit is completed in accordance with the approved plans and the Uniform Construction Code regulations. A certificate of occupancy is required when there are two or more subcodes and one of the subcodes is building. Prepayment at the time of issuing the construction permit is required; 10% of the total of all subcode fees, minimum fee: \$50.

**(6) Reinstatement of a Lapsed Construction Permit shall be:**

(a) Recalculation of the construction permit shall be required utilizing the most current Building Department fee schedule applied to all work which is to be performed.

(b) The reinstatement fee shall be 25% of the recalculated value.

(c) Minimum reinstatement fee: \$100.

**(7) Annual Construction Permit.**

(a) The fee for an annual construction permit shall be paid annually. This fee shall be first fee based on the number of maintenance workers who are employed by the facility, and who are primarily engaged in work that is governed by a subcode.

(b) Fees shall be as follows:

<b>Number of Workers</b>	<b>Fee (per worker)</b>
1 to 25	\$667
Each over 25	\$232

(c) Training fee per subcode: \$140, payable to Treasurer, State of New Jersey or it's designee.

**(8) Application to the Construction Board of Appeals: \$100.**

**(9) Application for a variation: Class I & II \$150.  
Class III - \$100.**

**D.** Exemption from fees. Any religious, charitable, benevolent, fraternal or nonprofit association, corporation, or organization shall be exempt from the payment of fees under this chapter.

**E.** The Construction Official shall, on or before February 10, of each year, with the advice of the subcode officials and in consultation with the Municipal Finance Officer, prepare and submit to the governing body a report recommending a fee schedule based on the operating expenses of the agency.

**F.** In order to provide for the certification and technical support programs required by the Uniform Construction Code, the enforcing agency shall collect, in addition to the fees specified above, a surcharge fee of \$0.00371 per cubic foot of volume of new construction. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. Also, a surcharge fee of \$1.90 per \$1,000 of alteration costs shall be collected by the enforcing agency. Said surcharge fees shall be remitted to the Bureau of Housing Inspection, Department of Community Affairs, on a quarterly basis for the fiscal quarter ending September 30, December 31, March 31 and June 30, and no later than one month next succeeding the end of the quarter for which it is due.

**H.** Fees for any other permits not specifically set forth herein shall be as established by the New Jersey Department of Community Affairs pursuant to the Uniform Construction Code Act, its amendments and supplements.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**TIME LIMIT FOR PLANNING BOARD REVIEW**

**NUMBER: 32-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, Land Use Ordinances are required to be reviewed by the Planning Board of Master Plan Consistency, and

**WHEREAS**, N.J.S.A. 40:55D-26 et seq “Referral Powers” sets the minimum time for Planning Board Review at 35 days from Introduction of said ordinance.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the Mayor and Council shall place for second reading any Land Use Ordinance sent to the Planning Board were the Board has failed to comment by the 36<sup>th</sup> day from Introduction of the Ordinance.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Approval of Construction Fees for 2016**

**NUMBER: 33-2016**

**ADOPTED: January 4, 2016**

**NOW THEREFORE BE IT RESOLVED** The Mayor and Council of the Borough of High Bridge set the fees for Construction as listed

**Application Fees and Escrow**

The following schedule of fees and escrow deposits for filing applications shall be paid to the Borough. Such Payment shall be made in two separate checks made payable to the Borough of High Bridge and shall be submitted to the Administrative Officer at the time of filing the application, unless exempted as provided elsewhere in this Application.

<u>Type of Application</u>	<u>Application Charge</u>	<u>Initial Deposit to Escrow Account</u>
Concept plans:	\$250	\$500.00
1) Subdivisions:		
a. Minor Plat	\$1000.00	\$1,200
b. Major Preliminary Plat	\$950 plus \$250 per lot provided a minimum \$1,000 shall be deposited	\$400.00 for each of lot, first 10 lots; \$75 per of lot thereafter; minimum deposit of \$2000.00
c. Major Final Plat	\$700 plus \$100 per lot	\$100.00 per lot; minimum deposit of \$600.00
2) Informal Review		
a. Without Professional 1 appearance only 30 min max	\$50	\$0
b. With Professional		
1. Minor Plat	\$160 (to be credited to Application fee for Minor Plat Subdivision)	\$600
2. Major Plat	\$200 (to be credited to Application fee for Major Plat Subdivision)	\$1000 Minimum
3) Lot Line Adjustment	\$200	\$600
4) Site Plans:		
a. Minor Plans For Change of use only	\$250.00	\$600
b. All other Minor Plans	\$700	\$1000
c. Preliminary Plan	\$250.00	\$150 per acre or part thereof and \$5 per dwelling, provided a minimum of \$2,000 shall be deposited

d. Final Plan	\$200.00	\$25 per acre or part thereof and \$3 per dwelling, provided a minimum of \$2,000.00 shall be deposited
5) Major Site Plans		
a. Preliminary Plan	\$900	\$1000 or \$2000 if > 5000 sq ft G.F.A.
b. Final Plan	\$600.00	\$500 or \$1000 if > 5000 sq ft G.F.A
6) Informal Review		
a. Without Professional 1 appearance only 30 min max	\$50	\$0
b. With Professional		
1. Minor Plat	\$160 (to be credited to Application fee for Minor Plat Subdivision)	\$600
2. Major Plat	\$200 (to be credited to Application fee for Major Plat Subdivision)	\$1000 Minimum
7) Variances		
a. Appeals (40:55D-70a)	\$200.00	\$600.00
Appeal of Tree Removal Permit	\$100	\$600
b. Interpretation (40:55D-70b)	\$50.00	\$600.00
c. "c" variance (40:55D-70c)	\$150.00	\$400.00
New Construction	\$120.00	\$800 or \$2,000 if engineering review required
Existing Single Family	\$70.00	
d. "d" variance (40:55D-70d)	\$220.00	\$1,500.00
e. Conditional Use Permit (40:55D-34 & 35)	\$200.00	\$2000.00
8) Appeals to Borough Council	\$200.00	\$1000
9) Proof of Nonconformity	\$150.00	\$500.00
10) Certified list of property owners	\$.025 per name or \$10, whichever is greater	None required
11) Copy of transcripts	As provided in resolution or ordinance adopted pursuant to N.J.S.A. 47:1A-1	None required
12) Copy of minutes or decision	N.J.S.A. 47:1A-1	None required
13) Zoning Permits		
a. For principle structure or retaining wall	\$70	\$1000 for retaining walls > 4ft
b. for a use	\$50	
C. For an accessory Structure, fence, or deck	\$40	
14) Special Meeting (2hrs) if scheduled by the Board at the	\$300	\$1200

request of the applicant in addition to a regular meeting

15) Soil Erosion and Sediment Control

Plan Certification and Inspections

a. Single or two family dwellings on single lot	\$50	\$1000*
b. Single Family Sub-Division	\$50	\$1000 plus \$300 per Lot*
c. Multi-Family Dwellings	\$50	\$1200 plus \$170 per ½ acre disturbed*
d. Commercial Site Plans	\$50	\$1200 plus \$170 per ½ acre disturbed*

\* Includes Inspection Fees. Additional Escrow may be requested when more inspections or recertification is required.

16) Grading Permit \$80 \$1000 if required

17) Sign Permit \$70 None

18) Driveway Permit

a. Repave Existing Driveway	\$0	
b. Modification to Existing Driveway	\$50	\$300 (if required)
c. New Driveway	\$150	\$600

19) Wireless telecommunications applications:

a. No tower proposed	\$5,000.00	\$2,500.00
b. Tower proposed	\$10,000.00	\$5,000.00

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Setting Specific Office Hours for Open Public Records Requests**

**NUMBER: 34-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, the Borough of High Bridge has limited staffing to handle the volume of Open Public Records Requests, and

**WHEREAS**, *NJSA 47:1A-5 allows times during which records may be inspected, examined, copied; access; copy fees; in the case of a municipality having a population of 5,000 or fewer according to the most recent federal decennial census, during not less than six regular business hours over not less than three business days per week or the entity's regularly-scheduled business hours, whichever is less, and*

**NOW, THEREFORE, BE IT REOLVED** by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and the State of New Jersey, hereby sets the hours for handling Open Public Records Requests for the following days and times:

Tuesday and Wednesday from 2:00 pm to 4:00pm

Thursday from 9:00am to 11:00am

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**APPOINTMENT RIGHT TO KNOW COORDINATOR**

**NUMBER: 35-2015**

**ADOPTED: JANUARY 22, 2015**

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**WHEREAS**, the Borough has the need to appoint a Right to Know Coordinator, and

**WHEREAS**, Scott Hammel has the knowledge and experience through Hazardous Substances, Community Awareness and OSHA training

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the Borough appoints Scott Hammel as the Right to Know Coordinator and receive at his current compensation as the Right To Know Coordinator effective immediately.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**RENEWAL OF SHARED SERVICES AGREEMENT, HIGH BRIDGE SCHOOL  
DISTRICT**

**NUMBER: 36-2015**

**ADOPTED: January 4, 2016**

**WHEREAS**, a Shared Services Agreement pursuant to N.J.S.A. 40A:65-1 et seq., entered into on February 13, 2014 between the High Bridge School District, a body politic and corporate of the State of New Jersey with offices located at 50 Thomas Street, High Bridge, NJ 08829, and the Borough of High Bridge a municipal corporation of the State of New Jersey with offices located at 71 Main St, High Bridge NJ 08829.

**WHEREAS**, the High Bridge School Board seeks to provide for the efficient and effective removal of snow, ice, and other minor construction projects on School drives and parking lots and throughout the High Bridge School District; and

**WHEREAS**, the School recognizes that Borough of High Bridge is in the position to remove snow and ice from designated School lots at the earliest possible time, during the course of or immediately following a winter storm and provide other minor construction repair services; and

**WHEREAS**, the High Bridge School Board is desirous of entering into a Shared Services Agreement with the Borough of High Bridge for the provision of snow removal, deicing from designated School roads in exchange for compensation of \$120.00 per hour and the prorated share for materials used for deicing and minor Construction work at the current FEMA equipment rate, the hourly rate of the employee(s), any material cost, and a 10% administrative fee.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey hereby renews the current Shared Services agreement between the Borough of High Bridge and the High Bridge School District.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Approval of Special Events fees for 2016**

**NUMBER: 37-2016**

**ADOPTED: January 4, 2016**

**NOW, THEREFORE BE IT RESOLVED** The Mayor and Council of the Borough of High Bridge set the fees for Special Events Programs as listed

Fee schedule.

**Annual Sponsorship Packages**

- Premier Sponsor: \$10,000
- Gold Sponsor: \$5,000
- Silver Sponsor: \$2,500
- Bronze Sponsor: \$1,250

**A. Soap Box Derby**

- (1) Sponsorships
  - (a) Title sponsor: \$5,000
  - (b) Finish line tower:
    - [1] Each: \$500
    - [2] Pair: \$850
  - (c) Start line:
    - [1] Each: \$500
    - [2] Pair: \$850
  - (d) Hay bale ad: \$50 each
- (2) Race day program ads
  - (a) Back cover:
    - [1] Half page: \$300
    - [2] Full page: \$500
  - (b) Inside front/inside back cover: \$300 full page
  - (c) Full page: \$150
  - (d) 2/3 page: \$100
  - (e) 1/3 page: \$50
- (3) Registration fees
  - (a) Child: \$25
  - (b) Child (families with two or more entrants): \$20

**B. Pooch Parade**

- (1) Sponsorships
  - (a) Gold Sponsor: \$300
  - (b) Silver Sponsor: \$200
  - (c) Bronze Sponsor: \$100
- (2) Registration fees: \$5 per pooch

**C. Friday Night Flicks**

- (1) Sponsorships
  - (a) Premier Sponsor: \$500
  - (b) Gold Sponsor: \$300
  - (c) Silver Sponsor: \$200
  - (d) Bronze Sponsor: \$100

**D. Concerts**

- (1) Sponsorships
  - (a) Premier Sponsor: \$1,000
  - (b) Gold Sponsor: \$500
  - (c) Silver Sponsor: \$250
  - (d) Patron: \$100

**E. Community Day**

- (1) Sponsorships
  - (a) Title Sponsor: \$5,000
  - (b) Game/Attraction Sponsor: \$2,500
  - (c) Gold Sponsor: \$1,000
  - (d) Silver Sponsor: \$500
  - (e) Bronze Sponsor: \$250

**F. Plein Air**

- (1) Sponsorships
  - (a) Title Sponsor: \$3,000
  - (b) Premier Sponsor: \$1,000
  - (c) Gold Sponsor: \$500
  - (d) Silver Sponsor: \$250
  - (e) Bronze Sponsor: 100
- (2) Registration fees: \$25 per artist

**G. Fine Arts Sponsorship: \$3,000**

**H. Commons Stage Banner**

- (1) Sponsorships
  - (a) Full Banner Sponsor: \$500
  - (b) Half Banner Sponsor: \$250

**I. General Event Sponsorship**

- (a) \$2,500    (b) \$1,000    (c) \$500    (d) \$250    (e) \$125

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Approval of Recreation fees for 2016**

**NUMBER: 38-2015**

**ADOPTED: January 4, 2016**

**NOW THEREFORE BE IT RESOLVED** The Mayor and Council of the Borough of High Bridge set the fees for Recreation Field Usage, Programs, and Equipment as listed

Fee schedule.

A. All group organizations requesting use of the ball fields at Union Forge Park in the Borough of High Bridge will be charged a flat fee based on the following criteria:

- (1) Sport type (soccer, lacrosse, etc.).
- (2) Youth or adult.
- (3) Resident based, nonresident based, percentage of both.
- (4) Hours per day per week, per season.
- (5) Games and or practices.
- (6) Environmental type (large program compared to smaller venue, registration fees charged by organizations).
- (7) Spectator, audience, parking and garbage consideration.
- (8) Anticipated wear and tear of turf grass and surrounding park facilities.
- (9) Nonprofit vs. profit or private organizations.

B. Fees are based on the anticipated amount of use and abuse an organization will bring to the fields, replenishing materials and general maintenance of the existing turf grass:

- (1) Adult softball: \$3,750.
- (2) Huskie football: \$6,000.
- (3) Youth soccer: \$3,000.
- (4) Youth baseball: \$20 per field, per two hours.
- (5) Voorhees HS baseball: fees waived due to field prep agreement.
- (6) HB Middle School baseball/softball: fees waived.

C. Programs:

- (1) Summer recreation:
  - (a) One week: \$60.
  - (b) Two weeks: \$90.
  - (c) First two campers in family: full price; third camper and more: free.
- (2) Winter baseball:
  - (a) Per session: \$20.

D. Recreation Committee equipment, rental charges:

- (1) Popcorn and snowcone machines: \$20.
- (2) Popcorn supplies: \$1.50 per bag of kernels.
- (3) Snowcone, cups and syrup range from: \$15 to \$25.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Appointment of Municipal Clerk**

**NUMBER: 39-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, John Gregory has successfully passed the Registered Municipal Clerk Courses and successfully passed the State Exam for Certification, and

**WHEREAS**, John Gregory has been appointed Acting Clerk for 2015, and

**WHEREAS**, NJSA 40A:9-133.1 requires a municipality to have a Registered Municipal Clerk

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of High Bridge hereby appoints John Gregory as the Borough's Municipal Clerk authorized to exercise the duties of the Registered Municipal Clerk, (RMC), with specific relevance to the authority, responsibility, and accountability to the Borough of High Bridge with a term ending December 31, 2018.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Appoint Certified Deputy Registrar**

**NUMBER: 40-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, Adam Young has successfully passed the Certified Municipal Registrar course

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of High Bridge hereby appoints Adam Young as the Deputy Municipal Registrar authorized to exercise the duties of the Certified Municipal Registrar, with specific relevance to the authority, responsibility, and accountability to the Borough of High Bridge with an annual Salary of \$1,250.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Adoption of Personnel Policy**

**NUMBER: 41-2016**

**ADOPTED: January 4, 2015**

**WHEREAS**, the Borough Personnel Policy adopted via resolution 234-2015 on December 10, 2015 has not had any changes since adoption.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon hereby adopts the Borough's Personnel Policy.

**BE IT FURTHER RESOLVED** that the Policy shall be placed on the Borough's website under General Borough Documents.

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**ENDORSEMENT OF THE MUNICIPAL RECYCLING TONNAGE GRANT APPLICATION**

**NUMBER: 42-2016**

**ADOPTED: January 4, 2016**

**WHEREAS, proposals** have been received and reviewed for “Borough Engineer, Auditor, and Risk Manager and

**WHEREAS,** such proposal has been reviewed to meet the necessary requirements of the Borough of High Bridge;

**NOW, THEREFORE, BE IT RESOLVED,** by the Mayor and Council of the Borough of High Bridge, that a contract to provide the above services be awarded to:

William Burr,  
Maser Consulting  
53 Frontage Rd. Ste 120  
Clinton, NJ 08809

Anthony Ardito

Groendyke Insurance

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**ENDORSEMENT OF THE MUNICIPAL RECYCLING TONNAGE GRANT APPLICATION**

**NUMBER: 43-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

**WHEREAS**, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

**WHEREAS**, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

**WHEREAS**, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and indicate the assent of the Borough Council of the Borough of High Bridge to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey, that the Borough of High Bridge hereby endorses the submission of a Municipal Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection, Office of Recycling.

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**Authorization to take Certification Courses**

**NUMBER: 44-2016**

**ADOPTED: January 4, 2016**

**WHEREAS**, Adam Young and Barbara Kinsky are integral staff members of Borough Hall, and

**WHEREAS**, acquiring certifications will increase the efficiency, professionalism, and effectiveness of Borough Hall

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of High Bridge hereby allows Adam Young to take classes for Registered Municipal Clerk and Barbara Kinsky for Board Administrator and/or Technical Assistant for Code Enforcement within the constraints of the budget.