

UNAPPROVED

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: December 08, 2016 – 7:30 p.m. – Location: High Bridge Firehouse, 7 Maryland Ave.

Please note: This meeting may contain discussion of items not mentioned on the agenda and, alternatively, any items specifically listed may be omitted.

CALL TO ORDER:

Mayor calls meeting to order and states: “Pursuant to the Open Public Meetings Act, notice of 2016 Meeting Dates was published in the Hunterdon County Democrat and Express Times on December 24, 2015, and posted on the bulletin board at Borough Hall. Action may now be taken.”

FLAG SALUTE: LED BY MAYOR OR PRESIDING OFFICER

Councilman LoIacono, present	Councilman Strange, present
Councilwoman Shipps, present	Councilman Zappa, present
Councilman Stemple, present	Council Pres. Hughes, present
	Mayor Desire, present

Also present were Attorney Goodman, Administrator Michael Pappas and Acting Clerk Adam Young along with thirty-four members of the public and press.

READING AND APPROVAL OF MINUTES: REGULAR MINUTES – NOVEMBER 11TH , 2016

Mayor asks if any corrections necessary or for a motion to dispense with the reading of the prior meeting(s) minutes.

Motion to dispense with the reading of the November 11th, 2016 minutes: Hughes, Second: Zappa
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

Motion to approve the November 11th, 2016 minutes: Hughes, Second: Shipps
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

VISITORS:

A. High Bridge students – playground equipment donation: Council thanked the students for their donation

PROCLAMATIONS/AWARDS:

A. Drive Sober Or Get Pulled Over: Proclamation was read and accepted by Council

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Paul Lipani - 14 Hillcrest Lane - Asked about the status of the current road repairs as it relates to Hillcrest Lane. Council discussed the previous plans for road repairs around the town and cost of the current projects being worked on.

PUBLIC HEARINGS:

A. **Ordinance 2016-27:** Amend Chapter 184-10 Ordinance to Include Chapter 184-10.1 – Trailer Parking

Motion to open the public hearing for **Ordinance 2016-27:** LoIacono, Second: Strange,
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

Council described the intent to make roads safer with this Ordinance.

Motion to close the public hearing for **Ordinance 2016-27**: Stemple, Second: Strange,
Roll call vote: LoIacono, yes; Shipp, yes; Stemple, no; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 1 no, 5 ayes. Motion passes.

Motion to adopt **Ordinance 2016-27**: LoIacono, Second: Strange,
Roll call vote: LoIacono, yes; Shipp, yes; Stemple, no; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 1 no, 5 ayes. Motion passes.

Mayor Desire states that **Ordinance 2016-27** is adopted shall be published by Title in the Express Times and/or the Hunterdon County Democrat in accordance with the law.

DISCUSSION ITEMS:

- A.** Reorganizational date – Proposed date of January 5th, 2017, 7pm at 7 Maryland Ave. High Bridge
- B.** Sale of Borough Hall – No bids have been received. Council discussed options to continue with the sale of the Borough Hall, 71 Main Street.
- C.** Requests for proposal - Professionals: Council discussed the use of a committee for review.
- D.** Highland redevelopment plan proposal – Council discussed the Highlands Council funding for a redevelopment plan of 100 West Main Street, a request of reallocation of the available funds for this project, and an overview of options for areas designated in need of redevelopment.

Resolution 259-2016 - Motion to add Resolution 259-2016 authorizing a letter to be sent to Maser for moving forward with the reallocation of available funds for the Highland redevelopment plan proposal:

Motion: Hughes, Second: LoIacono,

Roll call vote: LoIacono, yes; Shipp, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;

Vote results: 6 ayes. Motion passes.

Motion to adopt Resolution 259-2016: Hughes, Second: LoIacono,

Roll call vote: LoIacono, yes; Shipp, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;

Vote results: 6 ayes. Motion passes.

- E.** Department of Transportation aid programs – Discussed different aid programs available from the Department of Transportation including Transit village, safe streets, and other programs.
- F.** Ice-skating rink – Discussion of funds, the need for insurance coverage and funding a fence were discussed by Council.

Resolution 260-2016 - Motion to add Resolution 260-2016 authorizing the construction of an ice-skating rink utilizing funds up to the amount of \$4000.00:

Motion: LoIacono, Second: Hughes,

Roll call vote: LoIacono, yes; Shipp, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;

Vote results: 6 ayes. Motion passes.

Motion to adopt Resolution 260-2016: LoIacono, Second: Hughes,

Roll call vote: LoIacono, yes; Shipp, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;

Vote results: 6 ayes. Motion passes.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

CONSENT AGENDA:

All matters listed under the Consent Agenda are considered to be routine by the Borough Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent Agenda and will be considered separately.

RESOLUTION #	TITLE
Resolution 243-2016	Award of Contract – Billy Casper
Resolution 244-2016	Lien Redemption
Resolution 245-2016	Refund tax overpayment
Resolution 246-2016	Utility adjustment
Resolution 247-2016	Utility refund
Resolution 248-2016	Authorize a request for proposal – Borough Planner
Resolution 249-2016	Hazard Mitigation
Resolution 250-2016	Property assessment program authorization
Resolution 251-2016	Cancelation of Capital Balances
Resolution 252-2016	Year End Transfer
Resolution 253-2016	Amend professional contract - Maser
Resolution 254-2016	Appointment of Deputy Registrar
Resolution 255-2016	Undersized Lot Bid Received
Resolution 256-2016	Undersized Lot Bid Received
Resolution 257-2016	Undersized Lot Bid Received
Resolution 258-2016	Undersized Lot Bid Received

Motion to approve the consent agenda items: Strange, Second: LoIacono,
 Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
 Vote results: 6 ayes. Motion passes.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT:

End of year goals were discussed for all Council members.

WRITTEN COMMUNICATIONS:

- A.** Proposed 2017 Council meeting dates
- B.** 100 West Main redevelopment proposal
- C.** Sale of 71 Main Street proposals
- D.** RFP evaluation criteria document
- E.** Department of Transportation aid programs documents
- F.** Finance Department End of Month Reports
- G.** Community service workers

Resolution 261-2016 - Motion to add Resolution 261-2016 authorizing the continuation of utilizing community service workers:

Motion: Hughes, Second: Strange,
 Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
 Vote results: 6 ayes. Motion passes.

Motion to adopt Resolution 261-2016: LoIacono, Second: Hughes,
 Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
 Vote results: 6 ayes. Motion passes.

PUBLIC COMMENTS: 1 MINUTE PER PERSON - NONE

LEGAL ISSUES: NONE

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$ 960,730.92**

Motion to approve bill list: Hughes, Second: Zappa

Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;

Vote results: 6 ayes. Motion passes.
Councilwoman Shipps abstains from any Police related items.
Councilman Stemple abstains from any Fire Department related items.

EXECUTIVE SESSION: AFFORDABLE HOUSING LITIGATION AND STAFF ORGANIZATIONAL STRUCTURE

Resolution # E13-2016 - Motion to move into executive session: Hughes, Second: Shipps,
Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

Motion to move into open session: LoIacono, Second: Strange,
Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

Resolution 262-2016 - Motion to add Resolution 262-2016 authorizing the wage increase for Barbara Kinsky:
Motion: LoIacono, Second: Hughes,
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

Motion to adopt Resolution 262-2016: LoIacono, Second: Strange,
Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

Resolution 263-2016 - Motion to add Resolution 263-2016 to set the Administrator's salary:
Motion: Hughes, Second: Stemple,
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

Motion to adopt Resolution 263-2016: LoIacono, Second: Stemple,
Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS.

Motion to adjourn: LoIacono, Second: Strange
Roll call vote: Hughes, yes; Strange, yes; Stemple, yes; Strange, yes; Zappa, yes; Hughes, yes;
Vote results: 6 ayes. Motion passes.

***Next Council Meeting: Reorganizational Meeting - January 5th, 2017, 7:00 pm
Fire House, 7 Maryland Ave., High Bridge, NJ***

Memo

To: Mayor Desire

From: Bonnie Ann Fleming, CFO/CTC

CC: Borough Council

CC: Borough Administrator

Date: 01/03/17

Re: Monthly Report

Attached please find copies of the Weekly /Monthly Tax and Finance Department Reports for the month of November.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

11/23/16

TAX – Six subsequent tax payments were posted to open liens.

A lien redemption was calculated for the 12/08/16 Council meeting.

FINANCE – Payroll checks for 11/25 payroll were distributed on 11/23 due to the Thanksgiving Holiday. Bank transfers were completed and subsidiary ledgers updated.

The October Golf Financial Reports were reviewed and questions posed to the Manager. A conference call between BCG and Borough officials was scheduled for 11/29 to discuss year end forecasts.

The Golf RFP received from BCG was reviewed.

A discussion with the Administrator and Borough Planner/Engineer was held regarding outstanding balances on Highlands Grants.

Benefit application forms were provided to a new enrollee.

More information pertaining to Winter Storm Jonas was provided to FEMA upon request.

A letter was sent requesting replenishment of escrow funds for a soil conservation permit.

A budget summary report was provided to the Administrator upon request.

Bank wiring of debt service payments due December 1 were scheduled on-line.

MISCELLANEOUS – A change of address form was completed for various vendors.

A landlord registration form was sent to the owner of three multiple unit residences. The Zoning Officer was reminded to have Borough Hall staff acknowledge receipt of a Landlord Registration prior to a CCO approval. The old CCO form, which was missing this receipt acknowledgement, was removed from the website.

A demonstration was scheduled for Monday, 11/28 with GovPilot, a vendor that specializes in Government Management Software.

MSI was contacted regarding updating of our anti-virus software.

Our insurance provider was notified to remove a vehicle from our fleet coverage after notification by the Fire Chief.

I contacted the Fire Chief regarding the use of a Knox Box for the new Borough Hall.

A list of supplies for Trail Maintenance was reviewed with Jeff Oliver. The DPW will offer assistance picking up the tools.

TAX – A redemption check for an open lien was received and applied. A resolution was also prepared for the next Council meeting.

A lien redemption calculation was provided to a lender for a recently sold tax sale lien.

Requests for details on outstanding utility balances from Wells Fargo and Corelogic were answered.

Subsequent payment requests from lien holders were processed on five outstanding accounts.

126 delinquent tax notices were prepared and mailed.

A letter was mailed to a taxpayer advising him of an overpayment on his account. The overpayment will be applied to the 1st qtr-2017 tax due if the taxpayer does not request a refund by Dec. 2.

FINANCE – Eighty-two checks were prepared and mailed following approval of the Bill List by Borough Council.

Bank transfers were completed for the approved Bill List.

Thirty-three purchase orders and seven requisitions were processed.

Bank reconciliations for October were completed.

A field usage invoice was sent to the Huskies.

I attended a meeting with our health insurance agent to review pricing on a new benefit plan featuring a Difference Card. An updated spreadsheet of 2017 rates proposed by the SHBP was forwarded to our agent following the meeting to verify the proposed savings.

Payroll spreadsheets were prepared and sent to R&L for processing.

I contacted the Borough Attorney regarding the RFP's for 2017. There was a question from a prospective bidder concerning the time period of the contract.

Budget requests were submitted to Borough Attorney, Bond Counsel, and Planning Board Attorney for 2017.

Chapter 159's for items of revenue added to the 2016 budget, i.e. Body Armor Funds, Forfeiture Funds and DWI Enforcement Funds were completed and submitted to DLGS on-line.

MISCELLANEOUS – On 11/15 and 11/16 I attended the League of Municipalities Conference where I was once again a presenter on Tuesday morning for the Legislative Update as Chairman of the TCTANJ Legislative Committee. Eighteen credits were obtained towards my Continuing Education Units for CTC, CFO, and QPA. I also met with a variety of vendors concerning records management, forms creation and leaf and brush disposal.

A Cash Distribution Form for a LOSAP member was emailed upon request.

A list of documents required from Premier Disposal was sent to the Administrator.

I stood in as a witness for a Marriage License request.

I contacted our Groendyke regarding a recently filed TORT claim. The claimant was requesting notification of the status of the claim. A police report and pictures of the incident were also requested of the Police Chief.

A revised Form 90-127 detailing the work force equipment summary for Winter Storm Jonas was submitted to FEMA upon request. A phone survey regarding the FEMA program was completed on Friday, Nov. 18.

Rear door access cards were activated for Mayor and Counsel. A listing of all the key fobs and cards provided by the vendor was provided to the Administrator along with the unassigned fobs (2) and cards (3).

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

11/10/16

TAX – Tax Sale binder was updated with final results.

A copy of a tax bill was provided to a resident.

Nine requests from lien holders for subsequent tax and utility payments due were completed.

4th quarter property taxes were due by 11/10. This week, \$1,443.778 in payments were received, posted and deposited.

Information pertaining to the Homestead Benefit Program was relayed to a resident.

A redemption was calculated for a recently sold tax sale lien.

A redemption certificate was prepared for Powers Kirn Counselors at Law regarding Certificate #2014-020 which was paid but never canceled by the owner.

A resolution was prepared and added to the agenda to cancel taxes on a property which was recently sold to a veteran certified by the VA Administration to be 100% disabled.

FINANCE – Payroll checks for 11/10 check date were received and prepared for distribution. Agency checks were processed and bank transfers were completed.

Investors Bank was contacted regarding an error posting an escrow deposit. The correction will be reflected on our November statement.

Employee benefit package costs were submitted to the Administrator, upon request.

DCA SAGE records were updated with our new address.

Schedule B-Project Completion Sheet for the Lake Solitude Dam Remediation Grant was completed and sent to the NJEDA, as requested.

Ten requisitions and thirty Purchase Orders were processed. The Final Bill List was prepared for the 11/10 Council Meeting.

The 3rd qtr. Clinton Sewerage Treatment invoice was received and the payment split with the Attorney trust account.

MISCELLANEOUS – A discussion was held with the Planning Board Secretary regarding collection of development fees. A list will be kept of new construction and reviewed with the Construction Official and Assessor to ensure proper fees are collected.

I contacted VALIC regarding a withdrawal of LOSAP funds requested by a vested member. A form was sent to her via email.

Color photos of the Fire Chief's vehicle damages from the 09/18 incident were forwarded to Risk Solutions.

I contacted Groendyke regarding representation of the Borough during depositions on a claim.

I contacted System One regarding key fob malfunctions. The issue was resolved.

I researched the Family Medical Leave Act as it pertained to a current DPW employee. Information concerning applications for STD and approval of FMLA coverage for 12 weeks beginning with the date of the qualifying event was prepared and explained to the employee. Availability of time off remaining in the employee's personal account was also reviewed with his department head.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

11/04/16

TAX – Tax Sale Certificates were printed and mailed to the lien holders for filing with the County Clerk.

4th quarter taxes were due on November 1. \$583,589 was received and posted this week.

A payment was returned to Lereta because it arrived after the Tax Sale occurred. A redemption will need to be recalculated for a later date.

A property owner requested redemption calculations for a recently sold lien. The redemption resolution was prepared for the 11/10 Council meeting.

Month end reports for tax and utilities were finalized.

FINANCE – A letter was sent to the Attorney representing the owner of Block 30 Lot 13, containing a refund check for overpayment of taxes, recently approved by Council.

I attended a meeting wrap up with the Administrator, Acting Clerk, and Police Chief on Monday, 10/31.

Payroll input sheets were prepared and submitted to R&L for 11/10 payroll.

The recorded Declaration of Encumbrance and attached ROSI dated 02/11/16 was received and forwarded to Lisa Stern at NJDEP-Green Acres, as requested.

Fifty-three Purchase Orders were processed.

The Bill list was prepared for the 11/10.

Two resolutions were prepared for additional items of revenue and appropriation pertaining to Forfeiture funds from the County and a DWI Grant.

RFP's for Auditor, Engineer, LSRP, and Risk Manager were reviewed and prepared for publishing.

MISCELLANEOUS – A short term disability claim form was sent electronically to an employee for completion.

A TORT Claim was received and scanned to our insurer for processing.

I attended a meeting with Accu-Scan to discuss the logistics and costs of scanning permanent documents currently filed at the old Borough Hall.

The new copier arrived on 11/01. Drivers were downloaded to the shared drive for individual set-ups. Questions were posed concerning the ability to scan into PDF-A format which was confirmed.

I contacted the insurance company to add the new police vehicle to our existing coverage.

I contacted the Fire Chief requesting color photos of the vehicle damaged on 09/18/16 for the insurance company to subrogate the claim.

An updated mold remediation quote was submitted to the insurance company, as requested.

I contacted the IRS to update the mailing address identified by our Corporate ID number. NJ Motor Vehicle Commission requires an updated Form 147C before they will issue the new registration for the police vehicle.

I completed a remote check deposit self-assessment questionnaire for Investors Bank.

I contacted the Security System vendor to reprogram the front hall alarm that sounds every day after 4:00 pm and also to install software for the keyless entry system to the server. This was completed on 11/02.

The Comcast modem at the old Borough Hall was returned to Comcast via UPS.

A letter of support was submitted for approval to Sen Lance's office for the TAPP Grant Application.

I assisted Mr. Rubin with his road opening application for 5 Elm St. Approval to proceed was sent by the Engineer to the Acting Clerk but not forwarded to Mr. Rubin. I requested the Acting Clerk forward this email to Mr. Rubin. The sewer hook-up was scheduled for later this week according to the DPW director.

Assistance was provided to the Utility Collector in the mailing of garbage stickers. New address labels were applied to the mailer.

I assisted the DPW Director to retrieve his email from Groendyke to answer water/sewer facility questions pertaining to the insurance renewal.

Phone numbers for storage facilities in the area were forwarded to the Administrator for pricing purposes.

A meeting was held with our insurance broker, Peter Snedeker to review an alternate Health Benefit Plan.

Form 8822-B was completed and mailed to the IRS for change of address of the Borough Hall.

The Block and Lot files from the Tax Collector's office were transferred to the new Borough Hall.

A copy of the Deed for the New Borough Hall was scanned to Quest Engineers upon request for their DEP deed filing notification along with the report filed with DEP in August 2011.

The furniture invoice was reviewed for accuracy.

COLLECTOR'S REPORT OF RECEIPTS

To the Borough of High Bridge Council:

I herewith submit to you my report of receipts for the Month ending:

November 30, 2016

	QTR	CURRENT	YTD	YRLY
CURRENT 2016	97.27%	\$ 2,225,694.76	\$ 12,037,540.10	98.35%
TAXES YEAR 2015		\$ -	\$ 176,272.97	
TAXES YEAR 2017		\$ 17,066.05	\$ 31,241.64	
MISC REV		\$ -	\$ 16,454.21	
TAX SALE COST		\$ -	\$ 1,451.53	
LIENS		\$ 4,786.14	\$ 64,550.33	
INTEREST/PENALTY		\$ 2,914.99	\$ 37,125.68	
PREMIUM		\$ -	\$ 65,800.00	
DUE UTILITY COLLECTOR		\$ 1,732.17	\$ 12,101.57	
REDEMPTIONS - MUNI LIENS		\$ -	\$ -	
TOTAL		\$ 2,252,194.11	\$ 12,442,538.03	


 Bonnie Ann Fleming
 Tax Collector

12/21/16
 Date

HIGH BRIDGE INTEREST EARNED 2016

AC #	CURRENT ACRES	GREEN ACRES	DOG	WATER		SEWER		SOLID WASTE		SW CAP	SUI	HISTORIC PRESVTN	REHAB		REC TRUST	DEV ESC	SPECIAL EVENTS	TOTAL
				567+utility	575	482+util	508	516+utility	524				484	425				
JANUARY	1,023.88	2.64	1.30	37.55	24.28	206.41	27.71	54.84	1.35	22.98	0.05	11.53	0.97	0.06	2.38	1,417.93		
FEBRUARY	1,034.59	2.47	1.33	38.17	21.92	177.83	25.02	53.18	1.27	21.52	0.05	10.79	1.04	0.05	2.60	1,391.83		
MARCH	991.35	2.64	1.63	47.27	18.10	182.20	26.75	64.99	1.35	23.09	0.05	11.54	2.05	0.06	3.91	1,376.98		
APRIL	904.91	2.56	1.74	34.54	17.52	183.34	25.88	51.19	1.31	22.44	0.05	11.17	2.05	0.05	4.13	1,262.88		
MAY	996.90	2.64	1.91	33.88	18.10	181.07	26.74	48.90	1.35	23.27	0.05	11.54	1.50	0.06	5.31	1,353.22		
JUNE	879.47	2.56	1.95	42.69	17.52	173.35	25.88	57.93	1.31	22.57	0.06	11.17	1.80	0.05	5.37	1,243.68		
JULY	763.11	2.64	2.08	29.42	24.77	178.26	33.41	49.99	1.35	23.35	0.07	11.55	2.78	0.06	4.37	1,127.21		
AUGUST	961.09	2.64	2.07	25.66	26.71	166.09	35.36	47.90	1.35	23.38	0.08	11.55	2.37	0.06	4.00	1,310.31		
SEPTEMBER	896.79	2.56	2.01	32.13	19.18	163.70	34.22	55.84	1.31	22.66	0.09	11.18	0.96	0.05	3.35	1,246.03		
OCTOBER	918.44	2.64	2.09	31.26	0.88	178.67	35.36	51.42	1.35	23.44	0.12	11.56	0.96	0.06	2.41	1,260.66		
NOVEMBER	1,127.86	2.56	2.04	31.20	0.85	175.48	34.22	50.68	1.31	22.71	0.12	11.19	0.93	0.05	2.09	1,463.29		
DECEMBER																		
TOTAL	10,498.39	28.55	20.15	383.77	189.83	1,966.40	330.55	586.86	14.61	251.41	0.79	124.77	17.41	0.61	39.92	14,454.02		

YEAR TO DATE REVENUE AS OF: NOVEMBER 2016

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 12,422,338.00	\$ (12,037,540.10)	\$ 384,797.90	3.10%
Delinquent Taxes	\$ 174,000.00	\$ (176,272.97)	\$ (2,272.97)	-1.31%
Local Revenues:				
Alcoholic Bev	\$ 5,400.00	\$ (5,400.00)	\$ -	0.00%
Other (Amuse/Food/Handlers/Raffle/Vendor)	\$ 580.00	\$ (1,940.00)	\$ (1,360.00)	-234.48%
Municipal Court	\$ 20,000.00	\$ (58,284.97)	\$ (38,284.97)	-191.42%
Interest and Costs on Taxes	\$ 33,000.00	\$ (37,125.68)	\$ (4,125.68)	-12.50%
Interest	\$ 10,000.00	\$ (10,498.39)	\$ (498.39)	-4.98%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 1,188,000.00	\$ (807,575.01)	\$ 380,424.99	32.02%
Misc Rev - Unanticipated	\$ -	\$ (114,257.70)	\$ (114,257.70)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	\$ 47,895.00	\$ (45,500.25)	\$ 2,394.75	5.00%
Energy Receipts Tax	\$ 244,014.00	\$ (232,181.35)	\$ 11,832.65	4.85%
Garden State Trust	\$ 12,931.00	\$ (12,931.00)	\$ -	0.00%
Fees & Permits:				
Uniform Construction Fees	\$ 23,000.00	\$ (48,530.00)	\$ (25,530.00)	-111.00%
Public/Private Revenue Anticipated:				
Misc Revenues: Other				
Recreation Fees	\$ -	\$ (6,450.00)	\$ (6,450.00)	#DIV/0!
Cable TV	\$ 11,000.00	\$ (12,497.27)	\$ (1,497.27)	-13.61%
Comcast Tech Grant	\$ 15,000.00	\$ (15,000.00)	\$ -	0.00%
Forfeiture Funds	\$ 4,605.26	\$ (1,230.70)	\$ 3,374.56	73.28%
Hunt Cty Open Space	\$ 10,785.00	\$ (10,785.97)	\$ (0.97)	-0.01%
Green Acres Grant	\$ 373,766.00	\$ (373,766.00)	\$ -	0.00%
Body Armor Fund	\$ 1,061.39	\$ (1,061.39)	\$ -	0.00%
Clean Community Grant	\$ 10,727.59	\$ (10,727.59)	\$ -	0.00%
NJDEP Fed.Hwy Adm-Recreation Trail Grant	\$ 11,300.00	\$ -	\$ 11,300.00	100.00%
FEMA Generator Grant	\$ 147,689.00	\$ -	\$ 147,689.00	100.00%
Body Camara Grant	\$ 2,500.00	\$ (2,500.00)	\$ -	0.00%
NJEM Grant	\$ 7,000.00	\$ -	\$ 7,000.00	100.00%
Click It or Ticket Grant-Somerset County	\$ 4,800.00	\$ (4,800.00)	\$ -	0.00%
Driver Sober Grant	\$ 2,700.00	\$ (1,900.00)	\$ 800.00	29.63%
SIF-Sign Trailer Grant	\$ 1,942.00	\$ (1,931.00)	\$ 11.00	0.57%
SIF Radar Sign Grant	\$ 2,028.00	\$ (2,028.16)	\$ (0.16)	-0.01%
Recycling Tonnage	\$ 3,694.00	\$ (3,694.01)	\$ (0.01)	0.00%
Surplus:	\$ 726,000.00	\$ -	\$ 726,000.00	100.00%
Total Revenue Anticipated&MRNA	\$ 2,369,418.24	\$ (1,998,869.41)	\$ 370,548.83	15.64%
Amnt to be Raised - Municipal	\$ 3,344,688.00	\$ (2,959,890.10)	\$ 384,797.90	11.50%
Local/Reg/Cty/Lib/Open Taxes	\$ 9,077,650.00	\$ (9,077,650.00)	\$ -	0.00%
Total Tax Levy	\$ 12,422,338.00	\$ -	\$ -	

RECEIPTS AND DISBURSEMENTS NOVEMBER 2016

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,282.69	2.56	0.00	12,285.25
Premium	190,927.39	39.59	1,627.39	189,339.59
Dog	9,695.16	117.04	0.00	9,812.20
Capital	864,498.21	170.81	173,442.99	691,226.03
Water Utility	108,731.45	15,323.02	30,275.45	93,779.02
Water Capital	4,061.05	0.85	0.88	4,061.02
Sewer Utility	787,824.14	38,235.89	116,170.90	709,889.13
Sewer Capital	164,250.90	34.22	35.36	164,249.76
Solid Waste Utility	199,713.44	18,437.78	26,830.87	191,320.35
Solid Waste Cap	6,282.13	1.31	1.35	6,282.09
Sui	108,997.79	96.83	0.00	109,094.62
Historic Preservation	576.58	38.16	0.00	614.74
Rehab Escrow	53,693.01	11.19	0.00	53,704.20
Recreation Trust	4,450.48	0.93	0.00	4,451.41
Special Events	10,061.01	41.09	50.71	10,051.39
Dev Escrow	99,232.25	9.61	0.00	99,241.86
Current	267,447.09	3,644,764.66	226,893.92	3,685,317.83
TOTAL FUNDS	2,892,724.77	3,717,325.54	575,329.82	6,034,720.49
GOLF				
	P&L Receipts	P&L Exp	Difference	
Jan	\$ 12,058.00	\$ 50,439.00	\$ (38,381.00)	
Feb	\$ 23,655.00	\$ 52,197.00	\$ (28,542.00)	
Mar	\$ 56,935.00	\$ 56,808.00	\$ 127.00	
Apr	\$ 83,104.00	\$ 76,028.00	\$ 7,076.00	
May	\$ 111,725.00	\$ 91,028.00	\$ 20,697.00	
Jun	\$ 143,475.00	\$ 105,617.00	\$ 37,858.00	
Jul	\$ 133,762.00	\$ 107,190.00	\$ 26,572.00	
Aug	\$ 139,537.00	\$ 91,779.00	\$ 47,758.00	
Sep	\$ 106,049.00	\$ 93,035.00	\$ 13,014.00	
Oct	\$ 86,077.00	\$ 76,165.00	\$ 9,912.00	
Nov	\$ 88,579.53	\$ 58,574.50	\$ 30,005.03	
Dec			\$ -	
TOTAL	\$ 984,956.53	\$ 858,860.50	\$ 126,096.03	

BUDGET BALANCES
12/30/2016

Account	Description	APPROPRIATION	DISBURSED	BALANCE	% REMAINING
10510010	GENERAL ADMIN: SALARIES & WAGES	\$30,241.00	\$29,817.76	\$423.24	1%
10510020	GENERAL ADMIN: OTHER EXPENSES	\$6,300.00	\$2,474.48	\$3,825.52	61%
10510120	INTERNET	\$5,850.00	\$5,595.60	\$254.40	4%
10511010	MAYOR AND COUNCIL: SALARIES & WAGES	\$4,000.00	\$3,844.60	\$155.40	0%
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	\$1,760.00	\$1,050.00	\$710.00	40%
10511032	ADVERTISING	\$11,700.00	\$4,174.93	\$7,525.07	64%
10511520	NEWSLETTER/WEBSITE	\$12,455.00	\$8,611.30	\$3,843.70	31%
10512010	MUNICIPAL CLERK: SALARIES & WAGES	\$29,074.00	\$28,099.24	\$974.76	3%
10512020	MUNICIPAL CLERK: OTHER EXPENSES	\$7,925.00	\$6,587.05	\$1,337.95	17%
10512520	ELECTION EXPENSE	\$2,750.00	\$2,454.95	\$295.05	0%
10513010	FINANCIAL ADMIN: SALARIES & WAGES	\$42,330.00	\$40,684.21	\$1,645.79	4%
10513020	FINANCIAL ADMIN: OTHER EXPENSES	\$6,470.00	\$5,114.11	\$1,355.89	21%
10513520	AUDIT SERVICES: OTHER EXPENSES	\$25,865.00	\$23,000.00	\$2,865.00	11%
10514510	TAX COLLECTOR: SALARIES & WAGES	\$42,330.00	\$40,714.81	\$1,615.19	4%
10514520	TAX COLLECTOR: OTHER EXPENSES	\$6,065.00	\$4,937.89	\$1,127.11	19%
10515010	TAX ASSESSMENT: SALARIES & WAGES	\$16,610.00	\$16,610.00	\$0.00	0%
10515020	TAX ASSESSMENT: OTHER EXPENSES	\$2,599.00	\$1,139.37	\$1,459.63	56%
10515520	LEGAL: OTHER EXPENSES	\$114,036.00	\$83,296.16	\$30,739.84	27%
10516520	ENGINEERING SERVICES: OTHER EXPENSES	\$19,800.00	\$11,591.25	\$8,208.75	41%
10517020	BUILDINGS & GROUNDS	\$33,022.00	\$17,917.95	\$15,104.05	46%
10517120	BUILDINGS & GROUNDS-OFFICE	\$12,890.00	\$9,208.21	\$3,681.79	29%
10518010	PLANNING BOARD: SALARIES & WAGES	\$5,152.00	\$4,488.42	\$663.58	13%
10518020	PLANNING BOARD: OTHER EXPENSES	\$10,000.00	\$6,913.49	\$3,086.51	31%
10518510	ZONING OFFICER: SALARIES & WAGES	\$5,000.00	\$4,583.26	\$416.74	8%
10519020	AFFORDABLE HOUSING APPROPRIATION	\$2,000.00	\$0.00	\$2,000.00	100%
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	\$28,710.00	\$28,710.00	\$0.00	0%
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	\$1,548.00	\$690.05	\$857.95	55%
10520510	CCO-BLDG INSPECTION: SALARIES & WAGES	\$5,000.00	\$4,583.26	\$416.74	8%
10521020	LIABILITY INSURANCE	\$113,500.00	\$106,631.82	\$6,868.18	6%
10521520	WORKER S COMPENSATION INSURANCE	\$43,500.00	\$43,166.92	\$333.08	1%
10522020	EMPLOYEE GROUP INSURANCE	\$223,482.00	\$220,276.07	\$3,205.93	1%
10524010	POLICE DEPARTMENT: SALARIES & WAGES	\$777,314.00	\$775,130.73	\$2,183.27	0%
10524020	POLICE DEPARTMENT: OTHER EXPENSES	\$50,000.00	\$40,162.52	\$9,837.48	20%
10524520	LEASE/PURCHASE POLICE VEHICLES	\$14,742.00	\$14,694.67	\$47.33	0%
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	\$3,000.00	\$1,065.90	\$1,934.10	64%
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	\$115,274.00	\$70,892.18	\$44,381.82	39%
10526020	RESCUE/FIRST AID	\$40,000.00	\$40,000.00	\$0.00	0%
10526520	LOSAP CONTRIBUTION	\$32,900.00	\$29,400.00	\$3,500.00	11%
10527020	ECONOMIC DEVELOPMENT	\$500.00	\$330.00	\$170.00	34%
10529010	DEPT. OF PUBLIC WORKS: SALARIES & WAGES	\$114,868.00	\$92,401.91	\$22,466.09	20%
10529020	DEPT. OF PUBLIC WORKS: OTHER EXPENSES	\$151,780.00	\$80,921.00	\$70,859.00	47%
10529050	DPW - ROAD REFERENDUM	\$49,000.00	\$47,680.10	\$1,319.90	3%
10529055	PARKS & PLAYGROUNDS: OTHER EXPENSES	\$6,000.00	\$3,028.10	\$2,971.90	50%
10529060	FIELD MAINTENANCE: OTHER EXPENSES	\$6,000.00	\$5,925.00	\$75.00	1%
10533020	BOARD OF HEALTH: OTHER EXPENSES	\$5,340.00	\$5,333.30	\$6.70	0%
10533520	ENVIRONMENTAL COMMISSION: OTHER EXPENSES	\$1,500.00	\$461.78	\$1,038.22	69%

BUDGET BALANCES
12/30/2016

Account	Description	APPROPRIATION	DISBURSED	BALANCE	% REMAINING
10537020	SPECIAL EVENTS: OTHER EXPENSES	\$3,750.00	\$1,279.57	\$2,470.43	66%
10537120	CULTURAL & HERITAGE	\$2,000.00	\$100.00	\$1,900.00	0%
10537620	GOLF-OTHER EXPENSES	\$1,194,000.00	\$1,069,032.84	\$124,967.16	10%
10539010	LIBRARY: SALARIES & WAGES	\$21,070.00	\$20,493.00	\$577.00	3%
10539020	LIBRARY - OTHER EXPENSES	\$200.00	\$101.51	\$98.49	0%
10543020	ELECTRICITY	\$36,100.00	\$23,852.46	\$12,247.54	34%
10543520	STREET LIGHTING	\$42,000.00	\$31,479.10	\$10,520.90	25%
10544020	TELEPHONE	\$18,600.00	\$12,441.08	\$6,158.92	33%
10544620	GASOLINE	\$40,520.00	\$24,071.21	\$16,448.79	41%
10544720	HEATING FUEL	\$44,525.00	\$15,537.40	\$28,987.60	65%
10547120	CONTRIBUTION TO PERS	\$32,848.00	\$32,848.00	\$0.00	0%
10547220	SOCIAL SECURITY SYSTEM(OASI)	\$85,489.00	\$82,220.31	\$3,268.69	4%
10547520	CONTRIBUTION TO PFRS	\$166,710.00	\$166,710.00	\$0.00	0%
10629021	ENVIRONMENTAL TESTING	\$121,775.00	\$0.00	\$121,775.00	100%
10649020	MUNICIPAL COURT: OTHER EXPENSES	\$37,000.00	\$37,000.00	\$0.00	0%
10651020	STORMWATER MANAGEMENT	\$500.00	\$500.00	\$0.00	0%
10670520	CLEAN COMMUNITIES	\$10,727.59	\$0.00	\$10,727.59	100%
10671520	BODY ARMOR FUND	\$1,061.39	\$0.00	\$1,061.39	100%
10672620	RECYCLING GRANT - SOL WS ADMIN	\$3,694.00	\$2,254.84	\$1,439.16	0%
10672820	CLICK IT GRANT	\$4,800.00	\$4,800.00	\$0.00	0%
10673020	DRIVE SOBER GRANT	\$2,700.00	\$1,900.00	\$800.00	30%
10673120	SIF GRANT - SIGN TRAILER	\$1,942.00	\$1,931.00	\$11.00	1%
10673220	SIF GRANT - RADAR SPEED SIGN	\$2,028.00	\$0.00	\$2,028.00	100%
10673320	TRAIL GRANT	\$11,300.00	\$2,387.00	\$8,913.00	79%
10673420	TRAIL GRANT - MATCH	\$11,300.00	\$0.00	\$11,300.00	100%
10673520	NJEM GRANT	\$7,000.00	\$0.00	\$7,000.00	100%
10673620	BODY CAMERA GRANT	\$2,500.00	\$2,500.00	\$0.00	0%
10673720	FEMA GENERATOR GRANT	\$147,689.00	\$53,172.46	\$94,516.54	64%
10673820	COMCAST TECH GRANT	\$15,000.00	\$0.00	\$15,000.00	100%
10674920	FORFETURE FUNDS	\$4,605.26	\$1,230.70	\$3,374.56	73%
10675020	PEDESTRIAN SAFETY	\$6,000.00	\$3,900.00	\$2,100.00	35%
10689120	DECLARED STATE OF EMERGENCY SNOW REMO	\$19,200.00	\$19,200.00	\$0.00	0%
10687120	SPECIAL EMERGENCY - 5 YEARS	\$30,000.00	\$30,000.00	\$0.00	0%
10689920	RESERVE FOR UNCOLLECTED TAXES	\$395,030.00	\$395,030.00	\$0.00	0%
10690020	CAPITAL IMPROVEMENT FUND	\$318,000.00	\$318,000.00	\$0.00	0%
10694520	CAPITAL LEASE	\$96,000.00	\$93,665.76	\$2,334.24	2%
10694220	NJEIT - LK SOLITUDE	\$55,508.00	\$49,135.35	\$6,372.65	11%
10694220	DAM RESTORATION LOAN	\$237,200.00	\$237,129.60	\$70.40	0%
10692020	BOND PRINCIPAL	\$420,000.00	\$420,000.00	\$0.00	0%
10692520	NOTE PRINCIPAL	\$114,000.00	\$114,000.00	\$0.00	0%
10693020	BOND INTEREST	\$340,000.00	\$307,855.85	\$32,144.15	9%
10693520	NOTE INTEREST	\$3,600.00	\$3,587.49	\$12.51	0%
10694020	GREEN ACRES-SPRINGSIDE-#1014-01-008	\$11,660.00	\$11,659.35	\$0.65	0%
10694120	GREEN ACRES-LK SOLITUDE-#1014-95-128	\$86,292.00	\$86,291.26	\$0.74	0%
		\$6,446,106.24	\$5,651,691.49	\$794,414.75	12%

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

Award of Contract – Borough Engineer - Maser Consulting

RESOLUTION: 048-2017

ADOPTED: pending

WHEREAS, the Borough of High Bridge has engaged in a competitive contract process for the Borough Engineer, as provided for in the Local Public Contracts Law, NJSA 40A:11-4-1, et seq.;

WHEREAS, the Borough of High Bridge received two (2) proposals in response to that request;

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 contract for the position of Borough Engineer is hereby awarded to Maser Consulting for one (1) year, commencing Jan 1, 2017 and continuing through December 31, 2017.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Mayor and Clerk are authorized to execute such contractual agreement.

ATTEST:

Adam Young
Acting Municipal Clerk

Mark Desire
Mayor

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

Award of Contract – Maser Consulting

RESOLUTION: 049-2017

ADOPTED: pending

WHEREAS, the Borough of High Bridge has engaged in a competitive contract process for the Borough Planner, as provided for in the Local Public Contracts Law, NJSA 40A:11-4-1, et seq.;

WHEREAS, the Borough of High Bridge received one (1) proposal in response to that request;

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 contract for the position of Borough Planner is hereby awarded to Maser Consulting for one (1) year, commencing Jan 1, 2017 and continuing through December 31, 2017.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Mayor and Clerk are authorized to execute such contractual agreement.

ATTEST:

Adam Young
Acting Municipal Clerk

Mark Desire
Mayor

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

Award of Contract – Environmental Engineer – Quest Environmental

RESOLUTION: 050-2017

ADOPTED: pending

WHEREAS, the Borough of High Bridge has engaged in a competitive contract process for the Borough Environmental Engineer, as provided for in the Local Public Contracts Law, NJSA 40A:11-4-1, et seq.;

WHEREAS, the Borough of High Bridge received three (3) proposals in response to that request;

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 contract for the position of Borough Environmental Engineer is hereby awarded to Quest Environmental and Engineering Services for one (1) year, commencing Jan 1, 2017 and continuing through December 31, 2017.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Mayor and Clerk are authorized to execute such contractual agreement.

ATTEST:

Adam Young
Acting Municipal Clerk

Mark Desire
Mayor

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

Borough Hall Final Payment

RESOLUTION: 051-2017

ADOPTED: pending

AUTHORIZE FINAL PAYMENT FOR CONSTRUCTION OF BOROUGH HALL

WHEREAS, the original contract amount was \$482,000 awarded by Resolution #187-2015 to Alna Construction Corp. on September 10, 2015, and

WHEREAS, changes to the original contract resulted in the following cost adjustments:

Change Order #1-Soil Testing	\$ 3,382.50
Extra Work Order #004R1	\$92,663.93
Change Order #2-Soil Disposal	\$46,975.37
Total adjustments	\$143,021.80

WHEREAS, the final amended contract amount is \$625,021.80, and

WHEREAS, the project has been deemed complete by the Borough Engineer, and

WHEREAS, a maintenance bond has been provided and reviewed by the Borough Engineer and the Borough Administrator and deemed acceptable,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey hereby authorizes that the final payment including retainage totaling \$12,500.44 be released to Alna Construction Corp. for completion of the Construction of Borough Hall, awarded on September 10, 2015.

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

Ice Skating Rink Rules and Regulations

RESOLUTION: 052-2017

ADOPTED: pending

WHEREAS, the Mayor and Council have approved a temporary ice skating rink located at Union Forge Park on Washington Avenue;

WHEREAS, the Mayor and Council for the preservation and protection of public safety establish specific rules required for the ice skating rink;

WHEREAS, High Bridge Ordinance Chapter 261: Parks and Playgrounds establishes hours, prohibited conduct and penalties for all public parks, playgrounds, and open space areas;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon, State of New Jersey, hereby amends Ordinance 261 to include;

§ 261-5 (A) Ice Skating Area – Prohibited Conduct.

1. Skating in a manner that endangers or interferes with other skaters' safety or pleasure is prohibited.
2. Roughness, fooling around, excessive speeding or weaving through other skaters is prohibited.
3. No tag or games of any kind are permitted on or off the ice.
4. Exits are to be kept clear at all times.
5. Skate counter-clockwise unless directed otherwise. A maximum of 100 skaters are allowed on the ice during public skate.
6. Excessive speeding is not allowed.
7. Do not skate backwards.
8. No more than two people may skate together.
9. No one is permitted on the ice without skates.
10. Skaters must keep moving while on the ice.
11. You may practice figure skating routines in the center ice area with staff permission. .
12. No eating or drinking is permitted on the ice.
13. Skaters are not allowed to carry children or secondary items such as cell phones, cameras, handbags, headsets, etc., while skating, as this is extremely dangerous.
14. Please do not sit on, lean over, or leave articles on the boards.
15. Throwing snowballs or any objects is prohibited.
16. Persons who appear to be under the influence of alcohol or other substances are not permitted in the area.
17. All other municipal Park Rules and Regulations apply.
18. Personal music players with headphones are not permitted.

§ 261-2 Hours.

The ice skating rink area shall be open from 8:00 A.M. until sunset.

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

**NON-FAIR AND OPEN PROCESS FOR PROFESSIONAL CONTRACTS
Planning Board / Board of Adjustment**

RESOLUTION 053-2017

ADOPTED: pending adoption

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 2017; 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 2017 professional contracts shall be awarded under the “non-fair and open” process:
 - Planning Board/Board of Adjustment Attorney – Carter VanRensselaer & Caldwell
 - Planning Board/Board of Adjustment Engineer – Mott-MacDonald LLC.
2. The said professionals, prior to securing such contract, shall execute and file with the Clerk of the municipality, a 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: 2017 Temporary Budget



Bonnie Ann Fleming
Chief Financial Officer

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

AUTHORIZATION OF UTILITY REFUNDS

RESOLUTION: 054-2017

ADOPTED: pending

WHEREAS, there are credits and other charges that need to be removed from individual utility accounts, 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 does hereby authorize the refunding and/or crediting of utility accounts listed:

<u>ID#</u>	<u>Blk</u>	<u>Lot</u>	<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Reason</u>
3241	4.06	20	Duhaime, Pamela Jernstedt	31 Mill Street	\$550.00	Refund overpayment

ATTEST:

Adam Young
Acting Municipal Clerk

Mark Desire
Mayor