

DRAFT
BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: July 19, 2018 – 7:30 p.m. – Location: 97 West Main St., High Bridge, NJ 08829

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:

Presiding Officer calls meeting to order and states: “Pursuant to the Open Public Meetings Act, notice of 2018 Meeting Dates were published in the Hunterdon County Democrat on December 28, 2017, and posted on the bulletin board at Borough Hall. Action may now be taken.”

FLAG SALUTE: LED BY MAYOR OR PRESIDING OFFICER

COUNCIL ROLL CALL:

Councilman Columbus	present	Councilman LoIacono	absent	Mayor Desire	present
Councilwoman Ferry	present	Councilman Strange	present		
Councilwoman Hughes	present	Councilman Zappa	absent		

Also present were Attorney Barry Goodman, Administrator Michael Pappas, Acting Clerk Adam Young and seven members of the public and press.

READING AND APPROVAL OF MINUTES:

Motion to dispense with the reading of the regular June 28, 2018 minutes: Motion / Second: Hughes / Columbus
Roll call vote: Columbus, abstain ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 3 yes, 1 abstain, 2 absent

Motion to approve the June 28, 2018 regular minutes: Motion / Second: Hughes / Strange
Roll call vote: Columbus, abstain ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 3 yes, 1 abstain, 2 absent

Motion to approve the June 28, 2018 executive minutes: Motion / Second: Hughes / Strange
Roll call vote: Columbus, abstain ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 3 yes, 1 abstain, 2 absent

Motion to amend the agenda to add a discussion item, dog park status, prior to first five minute public comments:
Motion / Second: Strange / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

Discussion Item: dog park status. Councilman Strange spoke about planning updates as it pertains to the proposed dog park adjacent to the Department of Works lot next to the Commons, the fencing around the DPW lot, the use of private funds which has been donated to the cause of building the dog park and other logistics of the project. Discussion ensued about funding, hold harmless agreements, insurance, and oversight by the Borough.

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Nicole Poko spoke to her support for the dog park, having ideas for sponsorship; spoke about the wedding at The Solitude House being a success and the hope to continue using the space. Councilman Strange asked about extra money for the dog park fence being raised and Nicole expressed interest in this. Adam Hayes, co-owner of Scout’s expressed interest and support in the dog park. Christina Whited spoke about raising enough money to pay a company to install the dog park fence, Spruce Run has space for brochures which should be utilized, and spoke about excitement for High Rail Brewery. Michele Lee spoke about the hydrant testing Resolution and the hydrants that may be out of order, getting them checked, and asked if they will be worked on. Council assured Ms. Lee that the hydrants would work if needed, that hydrants on the list

may need other standard maintenance for the most part. Ms. Lee asked about the 70k engineering report by Maser on the water system and if this has been received by the Borough. Administrator Pappas spoke about getting this within 30 days. Ms. Lee asked if professionals charge less if they take longer to provide information? The Mayor and Administrator stated that the timing of items as such and how they are handled is built into the professional contracts and that the report is on track to be provided. Asked about the Borough paying for sewer usage for a resident's leak. Council spoke about the sewer not be charged to the user as it was not utilized and that the Borough is not paying for the Resident's leak. Discussion ensued. Ms. Lee stated that she is interested in the policy of coverage for such issues as the fire hydrants.

PUBLIC HEARINGS:

A. Ordinance 2018-028: Ordinance appropriating \$9,200.00 from the Capital Improvement fund for a zero turn mower

Motion to open the public hearing for Ordinance 2018-028: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

Administrator Pappas spoke about the need of the mower, the total amount proposed not being what will be spent necessarily.

Motion to close the public hearing for Ordinance 2018-028: Motion / Second: Hughes / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

Motion to adopt Ordinance 2018-028: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

B. Ordinance 2018-029: Water main bypass on Mine Road - \$25,000

Motion to open the public hearing for Ordinance 2018-029: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

Council spoke about the logistics of the project and the County covering most of the costs, securing the water main, and how mains can sometimes break.

Motion to close the public hearing for Ordinance 2018-029: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

Motion to adopt Ordinance 2018-029: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

C. Ordinance 2018-030: Ordinance appropriating \$32,000.00 from the capital improvement fund for preliminary engineering for Washington Ave. road improvement – Phase II

Motion to open the public hearing for Ordinance 2018-030: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

Council spoke about the areas which will be done with this project.

Motion to close the public hearing for Ordinance 2018-030: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
Motion passes: 4 yes, 2 absent

Motion to adopt Ordinance 2018-030: Motion / Second: Hughes / Strange
 Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
 Motion passes: 4 yes, 2 absent

OLD BUSINESS:

A. Resolution 184-2018: Hydrant testing personnel appointments

Motion to take Resolution 184-2018 from the table: Motion / Second: Strange/ Hughes
 Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
 Motion passes: 4 yes, 2 absent

Administrator Pappas spoke about the communication with Councilman Zappa, the reports being clear about the action to be taken.

Motion to approve Resolution 184-2018: Motion / Second: Hughes / Strange
 Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
 Motion passes: 4 yes, 2 absent

DISCUSSION ITEMS: NONE AT THIS TIME

INTRODUCTION OF ORDINANCES:

A. Ordinance 2018-031: Adopt 2018 amended zoning map

Motion to introduce: Motion / Second: Strange / Hughes
 Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;
 Motion passes: 4 yes, 2 absent

The presiding officer states that Ordinance 2018-031 shall be published in whole or summary in the Express Times and/or the Hunterdon County Democrat with the public hearing date of August 16, 2018.

COUNCIL COMMITTEE ASSIGNMENTS:

Official	Department
Councilman Zappa	Engineering, Department of Public Works No report at this time.
Councilwoman Hughes	Environmental, Solid Waste / Recycling, Public Health & Open Space Spoke about the document shredding event, rigid plastic event, the need for Commons weeding, mini park maintenance of trees and fence, weeds on Main Street, Borough Hall green-scaping
Councilman LoIacono	Education, Finance, Emergency Services No report at this time.
Councilman Strange	Economic Development Committee, Recreation Spoke to the search for grants and grant application, way-finding signs needing to be hung up, the bike park and dog park moving along, DPW brush piles and lot near Commons, the plan to do realtor tours, Summer Recreation going well, the Summer Recreation container needing replacement, the Recreation Committee guide book is being amended, pump track update, trail update, brochure creation for local recreation
Councilwoman Ferry	Cultural and Heritage, Events Spoke about the use of the Solitude House for the wedding, the coming speaker series, the coming Commons music, Community Day coming up, Halloweekend and the cancelation of the 5k run
Councilman Columbus	Golf Golf committee meeting update, Golf statistics read, discussed possible marketing strategies, a drainage issue which needs pricing, decking replacement, August 13 Committee meeting scheduled, spoke about the resident appreciation day.
Michael Pappas	Administrator

	Spoke about the caution tape around the playground equipment for a repair, annual hydrant flushing, emergency squad tuition Resolution at the next meeting, request by the HBBA to post and advertise with a sign, realtor business recruitment day
Mayor Mark Desire	Executive Services Preformed a wedding at Lake Solitude, High Rail Brewing Company coming to Main Street, having a one day turn-around on the sale of a High Bridge home, 100 West Main Street vegetation and demolition work, road repairs with 60 tons of asphalt, Fire Department picnic and new fireman, Town of Clinton legal matter and going to the Town of Clinton meeting to try to help with getting to mediation, Eric Zimmerman presented on the audit which he said went well and complimented Bonnie Fleming on her organization.

CONSENT AGENDA:

Motion to amend the agenda to include Resolution 201-2018 on the consent agenda to approve the HBBA guided trail sign at the Commons: Motion / Second: Strange / Columbus

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;

Motion passes: 4 yes, 2 absent

Motion to amend the agenda to include Resolution 202-2018 on the consent agenda, fence of the dog park and aspects of the dog park not to open until DPW fence is settled: Motion / Second: Strange / Hughes

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;

Motion passes: 4 yes, 2 absent

RESOLUTION #	TITLE
Resolution – 193 - 2018	Anti-idling
Resolution – 194 - 2018	Approval of Fireman – Christian Meyer
Resolution – 195 - 2018	Professional contracts – fair and open awards
Resolution – 196 - 2018	Certification of annual audit - 2017
Resolution – 197 - 2018	Extend grace period for 3 rd quarter property tax payments
Resolution – 198 - 2018	Lien redemption
Resolution – 199 - 2018	Refund summer recreation fee - Maravetz
Resolution – 201 - 2018	Approval to place HBBA guided trail sign at the Commons Park
Resolution – 202 - 2018	Approval to begin construction of Dog Park adjacent to the Commons

Motion to approve the consent agenda items: Motion / Second: Hughes / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;

Motion passes: 4 yes, 2 absent

WRITTEN COMMUNICATIONS:

- A. 2018 Zoning Map
- B. New Jersey Environmental Infrastructure notice
- C. Notification of Ordinance received
- D. Corrective action plan for 2017 audit
- E. Tax rate

PUBLIC COMMENTS: 3 MINUTES PER PERSON

Michele Lee asked about the letter sent to the Town of Clinton, spoke about other letters from meetings. Christina Whited asked about the water pipe in the Commons being fixed and Administrator Pappas spoke about being aware of it and it being low priority with the street repairs pending. Christina also spoke about the grass in front of the Golf course being dead with some trash on the ground. Councilman Columbus spoke about talking to Jay at the Golf course about the issue. Discussion ensued.

LEGAL ISSUES: NONE AT THIS TIME

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$1,579,172.61**

Motion to approve bill list: Motion / Second: Hughes / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;

Motion passes: 4 yes, 2 absent

EXECUTIVE SESSION: LEGAL ADVICE FOR TOWN OF CLINTON

Resolution 200-2018 - Motion to move into executive session: Motion/Second: Hughes / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;

Motion passes: 4 yes, 2 absent

Action may now be taken.

Motion to move into open session: Motion/Second: Columbus / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;

Motion passes: 4 yes, 2 absent

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

Motion to adjourn: Motion / Second: Strange / Columbus

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, absent ;

Motion passes: 4 yes, 2 absent

Next regular meeting: August 16, 2018 – 7:30 pm – 97 West Main Street, High Bridge, NJ

Introduction: 07/19/2018
Publication: 07/26/2018
Adoption:
Publication:

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

ORDINANCE #2018-031

ORDINANCE TO ADOPT THE REVISED ZONING MAP

WHEREAS, the Borough of High Bridge, with the adoption of Ordinance 2018-008, has changed zoning boundaries in the Borough, and

WHEREAS, the Borough of High Bridge wishes to update the Borough Zoning Map to reflect these changes,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey do hereby approve and adopt the Zoning Map dated July 6, 2018.

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

Solitude House Reservation Application – For High Bridge

RESOLUTION: 203-2018

ADOPTED:

WHEREAS, the Borough has received a request from Stephen Strange and Pablo Delgado (the “applicants”) to utilize the Solitude House for an event to be held at 7 River Road, High Bridge NJ, 08829 on September 8th, 2018, from 5pm to 10pm, with setup on September 7th and takedown on September 9th, and

WHEREAS, the reservation application contains a request to distribute and consume alcohol on Borough property, via submission and successful completion of a Social Affair permit for September 8th, 2018 from 5pm to 10pm, and

WHEREAS, the Borough requires liquor liability coverage of \$1,000,000.00 naming the Borough as additionally insured which will be provided by the applicants, and

WHEREAS, the applicants agree to abide by all federal, state, and local laws, including but not limited to those pertaining to the distribution and consumption of alcohol, and

WHEREAS, the Borough agrees to permit the consumption of alcohol on the Borough grounds listed above utilizing a Social Affair permit and provided all provisions of distribution are met, and

WHEREAS, the applicants agree to abide by all requirements of federal, state, and local fire codes and building codes, and will further ensure that all required inspections for the proposed event will be conducted and satisfied, and

WHEREAS, the application requests, as a non-profit entity, to have the application fees waived, and

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby approves this permit for the utilization of the Solitude House and grounds for the proposed listed event above, with the consumption of alcohol on the Borough grounds of 7 River Road on September 8th, 2018 from 5pm to 10pm, contingent upon the following:

1. The Borough receiving a certificate of liability with liquor liability coverage of \$1,000,000.00 naming the Borough as additionally insured covering the time of the event as outlined above.
2. The applicants comply with all the terms as set forth above.

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

**APPROVAL OF SOCIAL AFFAIR PERMITS FOR THE “FOR HIGH BRIDGE”
NON-PROFIT ORGANIZATION**

RESOLUTION: 204-2018

ADOPTED:

WHEREAS, “For High Bridge” seeks to make application to the Borough of High Bridge and State of New Jersey for a Plenary Special Permit for Social Affair which requires permission for the use of Borough grounds at the Solitude House as outlined in Resolution 203-2018; and

WHEREAS, “For High Bridge”, as a Non-Profit Organization, is allowed to hold a social affair under N.J.S.A.33:74-1.

WHEREAS, “For High Bridge” has scheduled an event at the Solitude House, 7 River Road, High Bridge NJ, 08829 on September 8, 2018 from 5pm to 10pm, with a rain date of September 15, 2018 at 5pm to 10pm, and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve of the Plenary Special Permits for Social Affair for “For High Bridge” for the event times and dates listed above pending successful completion of the Social Affair permit application process.

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

Award of Contract – 19,500 GVW Mason Dump

NUMBER: 205-2018

DATE: pending adoption

WHEREAS, the Borough of High Bridge wishes to purchase a new 19,500 GVW Mason Dump Truck for DPW, and

WHEREAS, three quotes were received:

A&K Equipment	\$79,258.00
Cliffside Body	\$82,450.00
Henderson	\$86,804.00

WHEREAS, A&K Equipment had the lowest price of \$79,258.00, and

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 approve the award of contract to A&K Equipment.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Capital – #30980601.



Bonnie Ann Fleming
Chief Financial Officer

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

RESOLUTION: 206-2018

ADOPTED: Pending

Refund of Duplicate Payment

WHEREAS, the Special Events Committee has received funds in the amount of \$1,000.00 from Medevoke for Sponsorship, and

WHEREAS, this represents payment for two \$500 Sponsorships; and

WHEREAS, due to a duplicate payment, a refund has been requested.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon that the CFO is hereby authorized to issue a refund agreed to as follows:

Payee	Refund Amount
Medevoke	\$500.00

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

**AUTHORIZING THE BOROUGH OF HIGH BRIDGE SAFE ROUTES TO SCHOOL
PROJECT AND THE APPLICATION FOR SAFE ROUTES TO SCHOOL FUNDING
TO MAKE INFRASTRUCTURE IMPROVEMENTS THAT WILL IMPROVE THE
WALKING AND BIKING ENVIRONMENT FOR STUDENTS AS AMENDED**

RESOLUTION: 207-2018

ADOPTED:

WHEREAS, the Borough of High Bridge is applying for funding to construct pedestrian safety improvements along the school route for High Bridge Elementary School and High Bridge Middle School within the Borough of High Bridge; and

WHEREAS, the Borough of High Bridge proposes to install sidewalk and other necessary pedestrian safety improvements along portions of Bridge Street (CR 513), Central Avenue, Union Avenue, and Hart Street to connect to West Main Street (CR 513); and

WHEREAS, the grant application is identified as SRS-I-2018-High Bridge Borough-00018; and

WHEREAS, the project will help to continue and improve the promotion and encouragement of pedestrian and bicycle access and safety for school children; and

WHEREAS, maintenance of the facility, once constructed, will be assumed by the Borough of High Bridge with the exception of (1) local ordinances that places maintenance responsibility with each individual property owner, and (2) those crosswalks on State or County Highways;

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of High Bridge that it hereby supports the submission of a grant application for the Safe Routes to School Program within the State of New Jersey Department of Transportation and authorizes the Mayor and the Municipal Acting Clerk to execute any and all documents necessary and related to the submission of said grant application or grant agreement.

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

**AUTHORIZING THE BOROUGH OF HIGH BRIDGE TRANSPORTATION
ALTERNATIVES SET ASIDE PROJECT AND THE APPLICATION FOR
TRANSPORTATION ALTERNATIVES FUNDING TO MAKE INFRASTRUCTURE
IMPROVEMENTS THAT WILL ENHANCE THE AESTHETIC QUALITIES OF
BRIDGE STREET AND THE TRAIN STATION AREA**

RESOLUTION: 208-2018

ADOPTED:

WHEREAS, the Borough of High Bridge is applying for funding to construct streetscape improvements along Main Street (CR 513), Bridge Street (CR 513), Central Avenue, and W Main Street (CR 513); and

WHEREAS, the Borough of High Bridge proposes to install streetscape features, which may include brick pavers, stamped concrete or concrete sidewalk, decorative pedestrian-scale street lights, benches, trees, landscaping, welcome signage and other appropriate streetscape improvements within the proposed project area; and

WHEREAS, the grant application is identified as TA-2018-High Bridge Borough-00096; and

WHEREAS, the project will complement and continue the existing streetscape design along Main Street (CR 513) and will help to beautify the train station area; and

WHEREAS, maintenance of the facility, once constructed, will be assumed by the Borough of High Bridge with the exception of (1) local ordinances that places maintenance responsibility with each individual property owner, and (2) those crosswalks on State or County Highways;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of High Bridge that it hereby supports the submission of a grant application for the Transportation Alternatives Set Aside Program within the State of New Jersey Department of Transportation and authorizes the Mayor, Administrator and the Municipal Clerk to execute any and all documents necessary and related to the submission of said grant application or grant agreement.

Certified as a true copy of the Resolution adopted by the Mayor and Council of the Borough of High Bridge at a duly convened meeting held on

On this 16th day of August, 2018

Municipal Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

(Clerk)

(Presiding Officer)

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

Volunteer Tuition Credit Program participation

RESOLUTION 209-2018

ADOPTED:

A Resolution for the Mayor and Common Council of the Borough of High Bridge to support and participate in the Volunteer Tuition Credit Program (P.L. 1998, c. 145)

WHEREAS, the Mayor and Common Council of the Borough of High Bridge in the County of Hunterdon, deems it appropriate to enhance the recruitment and retention of volunteer firefighters and emergency medical volunteers in the Borough of High Bridge, and

WHEREAS, the State of New Jersey has enacted P.L. 1998, c. 145 which permits municipal governments to allow their firefighting and emergency medical volunteers to take advantage of the Volunteer Tuition Credit Program at no cost to the municipal government

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the Borough of High Bridge in the County of Hunterdon that the Volunteer Tuition Credit Program as set forth in P.L. 1998, c.145 is herewith adopted for the volunteer firefighters and emergency medical volunteers in the municipality; and

BE IT FURTHER RESOLVED, that the Borough Administrator is herewith delegated the responsibility to administer the program and is authorized to enter into all agreements and to maintain files of all documents as may be required under the P.L. 1998, c. 145, a copy of which is herewith made part of this resolution.

**Borough of High Bridge
County of Hunterdon
State of New Jersey**

RESOLUTION: 210-2018

ADOPTED:

Lien Redemptions

WHEREAS, the High Bridge Tax Collector has received funds from a property owner(s) or other party of interest for redemption of a Tax Sale Lien(s), and

WHEREAS, lien holders are entitled to payment for redemption of the Tax Lien(s) upon receipt of funds by the Tax Collector, 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 High Bridge Tax Collector is hereby authorized to redeem said lien(s) and return applicable premiums in the following amount(s):

<u>TAX LIEN CERT NO.</u>	<u>BLOCK</u>	<u>LOT</u>	<u>LIEN HOLDER</u>	<u>AMOUNT</u>
2014-005	4.04	55	TWR – CUST EBURY 1NJ	\$64,354.73
PREMIUM	4.04	55	TWR – CUST EBURY 1NJ	\$24,800.00

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

AUTHORIZATION TO MEET IN EXECUTIVE SESSION

RESOLUTION: 211-2018

ADOPTED:

WHEREAS, the Mayor and Council of the Borough of High Bridge seek to discuss legal advice for the Town of Clinton arbitration, and such other issues as are announced during the open session of the Council Meeting on August 16, 2018 that can be discussed in Executive Session; and

WHEREAS, pursuant to the provisions of N.J.S.A. 10:4-12b, matters concerning personnel, pending litigation, contracts and land acquisition may be discussed in sessions from which members of the public may be excluded; and

WHEREAS, the Mayor and Council are of the opinion that such discussions should, in the best interest of the citizens of the Borough of High Bridge, be held in Executive Session.

WHEREAS, the executive session minutes will be released if and as required by law, including as to (1) pending or anticipated contract negotiations in which the Borough is or may become a party, the purchase, lease or acquisition of real property, and the setting of banking rates or investment of public funds, after the contract is signed or it is clear that negotiations will not resume, (2) pending or anticipated litigation, after the conclusion of the lawsuit in which the Borough is or may become a party, including the time for any appeals, or, if no lawsuit is filed, after the statute of limitations has run on the issue or it is otherwise clear that no lawsuit will be filed, (3) tactics and techniques utilized in protecting the safety and property of the public, if the disclosure would not impair such protection, and (4) matters that would impair the right to receive funds from the US Government if and when the impairment no longer exists. The Borough does not anticipate that executive session minutes covered by the following sections of the Open Public Meetings Act will be released: N.J.S.A. 10:4-12b(1)(information rendered confidential by State or Federal statute), b(3)(material constituting an unwarranted invasion of privacy), b(7)(advice falling within the attorney-client privilege), b(8)(certain employment matters, unless the affected employees or appointees request the release in writing) and b(9)(deliberations regarding the imposition of specific civil penalties)."

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 general public shall be excluded from the discussions in these matters pursuant to the provisions of N.J.S.A. 10:4-12B.
2. Matters discussed in Executive Session shall, when appropriate, be made public.
3. It is anticipated that formal action may be taken following this Executive Session.

Memo

To: Mayor Desire
From: Bonnie Ann Fleming, CFO/CTC
CC: Borough Council
CC: Borough Administrator

Date: 08/03/18
Re: Monthly Report-June

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

Including:

- Weekly Management Reports 06/01-06/29/18
- Tax Collector's Monthly Receipts
- Capital Project Balances
- YTD Interest
- YTD Revenues
- Monthly Receipts and Disbursements
- YTD Budget Balances
- YTD Construction Revenues and Expenses

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

06/01/18

TAX – Monthly receipts were reconciled for tax and utility accounts.

The annual post year senior/disabled/veterans report , due on June 5, was filed with the County Board of Taxation.

FINANCE – The details for the upcoming BAN sale were reviewed with the Bond Counsel’s office. Notice of sale was prepared and circulated. Bids are due on June 7.

Construction department receipts for May were reconciled.

The auditors continued reviewing our records in preparation of the annual audit report. A letter was sent to the Borough attorney requesting information concerning litigation. Audits for the Library and Golf course were scheduled for next week.

The debt service payment for June 1 was confirmed.

After completing their applications, payment was made for two new LOSAP accounts on line through Valic.

Retro payroll was processed along with the 06/10 payroll.

Thirty-six Purchase Orders were processed.

Multiple utility closings were calculated.

MISCELLANEOUS – One OPRA request was completed.

I contacted Garden State Labs regarding testing of water samples.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

06/08/18

TAX – A letter was sent to a lien holder requesting the original Tax Sale Certificate for a newly redeemed lien.

A lien redemption calculation was updated upon request.

A resolution was prepared for a sewer refund due to a water leak in a vacant property.

\$3,770 in Subsequent utility charges were posted to outstanding liens.

Printing of the annual Utility letter to property owners was begun.

FINANCE – Notice of the upcoming note sale was distributed to local banks. A list of top 10 taxpayers and percentage of collections for the last three years was provided upon request. The low bid for \$1,159,800 was 2%.

I reviewed the third-party payment processor contract for the 5K Halloween event. A resolution was prepared to authorize the use of Stripe as a third-party vendor.

The retro payroll checks were received and processed for distribution. On-line transfers were completed. The retro salary amounts, and 2018 resolution were transmitted to the Division of Pensions and Benefits for creation of a retro pension report.

The 06/14 agenda was reviewed with the Acting Clerk and Administrator.

The Tally Sheets for the Safe Routes to School grant were forwarded to the Business Administrator for completion prior to the last day of the school year. A resolution awarding a contract to Maser for the engineering component was prepared for Council approval,

A resolution to award the Hillcrest Lane construction was prepared for Council approval on 06/14.

A resolution to solicit bids for the Washington Avenue-Phase I construction was prepared for Council approval on 06/14.

A resolution to award work on the Fire House was prepared for Council approval on 06/14.

Two ordinances appropriating capital improvement funding for DPW equipment were prepared for Council introduction on 06/14.

Additional controls for cash receipts were reviewed with Borough Hall staff. Segregation of duties were implemented for recreation receipts.

A copy of the budget resolution with recorded votes was forwarded to DLGS, upon request.

Special Events budgets were reviewed with Councilwoman Ferry.

Year to date budget balances were reviewed and verified.

Thirty-one Purchase Orders were issued and mailed.

The Bill List was prepared for the 06/14 Council Meeting.

MISCELLANEOUS – Electronic insurance coverage manuals were requested from our risk manager.

I contacted FM Generator to forward a copy of the latest Maintenance Report from the Golf Course to the High Bridge Hills Golf Course Manager in response to a recent State Fire Inspectors Report.

I contacted Seamless Docs to finalize the live version of the Summer Recreation Registration Form for the website.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

06/15/18

TAX – Delinquent Utility Notices were mailed to 444 accounts totaling \$215K.

A lien redemption was received for 06/28. A resolution was prepared for Council approval on 06/28.

I copied information regarding a name change to update tax records with the Assessor.

Updated tax information concerning payment due dates and benefit programs was provided for inclusion in the upcoming Newsletter.

Subsequent tax and utility balances were forwarded to a lien holder upon request.

A lien redemption calculation was prepared upon request.

A sample of ten utility accounts was reviewed for accuracy of the 2nd quarter estimated billing in accordance with Res#075-2018.

FINANCE – A template for a professional services contract was prepared for sending to the recently awarded contracts for Housing Rehabilitation Program Administrative Agents.

The payroll agency checks were prepared and mailed.

The Safe Routes to School application process was begun on the on-line SAGE system. Kelsey Howard, from Maser Consulting was added as an Administrative Agent for preparing the submission to the State. A resolution was prepared for approval at the 06/14 Council Meeting. A separate resolution was forwarded to the High Bridge Business Administrator for Board of Education approval and support.

The Town of Clinton 1st qtr. treatment charges to be escrowed were calculated and added to the 06/14 Bill List.

Closing documents for the BAN maturing on 06/22/18 were given to the Acting Clerk for acquisition of signatures from the Mayor and Borough Attorney. Debt payment was scheduled on-line.

I started an application in SAGE for the Local Infrastructure Aid Grant-McDonald Street.

I met with the Administrator and Borough Engineer to review on-going projects and update status.

The long -term Capital budget for DPW and the allocation of salaries among funds was discussed with the Finance Committee on June 13.

Advertisement for professional services contracts was prepared.

A resolution refunding landlord registration late fees received in the amount of \$4,400.00 was prepared for Council approval.

Thirty-five Purchase Orders were processed.

Special Events spreadsheets were updated.

MISCELLANEOUS – I had a conference call with Gina Cho, from Seamless Docs on 06/11 to finalize the on-line fillable summer recreation form.

I contacted E-Codes regarding 2017 legislation to be uploaded to the on-line Code Book and moving forward with codification.

I attended a Purchasing seminar on 06/14 with Finance Assistant Harrington, acquiring six c.e.u.'s for my CFO and QPA licenses.

Quantities of rock salt and calcium chloride anticipated for purchase through the Morris County CoOp were submitted for bidding purposes.

Summer recreation counselor employment documents were received and reviewed. A spreadsheet was provided to the Director highlighting missing paperwork for discussion at their group meeting on Monday.

I contacted the insurance company regarding scheduling of repairs for the police vehicle damaged during an incident.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

06/22/18

FINANCE – Contracts for the Housing Rehab Administrative Agents were finalized and left for the Mayor's signature. Signed copies were forwarded to the Professionals for signature and return.

The wire transfer for the notes maturing on 06/22 was confirmed and scheduled for payment on line.

The payroll for 06/25 was gathered and input sheets were completed and submitted for processing.

I met with the Administrator and Acting Clerk to review the upcoming agenda items.

Changes to the Borough Code Book pertaining to inactive account status was reviewed with the Utility Collector and Administrator.

Resolutions and Ordinances were prepared for the 06/28 Council Meeting including the following:

- Authorization to bid for Washington Ave – Phase II
- Ordinance for Preliminary Engineering for Washington Ave. – Phase II
- Ordinance for Mine Road Water Main Bypass
- Ch 159-Clean Communities Grant
- Award of contract-Fire House Carpet Replacement
- Lien Redemption
- Capital Budget Amendment-Washington Ave.-Phase II-Preliminary Engineering
- Approval to deactivate Utility Account
- Professional Service Contract Amendments: Safe Routes to School App and Mine Road Byass
- Grant Application - DOT Infrastructure Aid - McDonald St

Month end reports for May were prepared for the 06/28 Council Meeting.

Twenty-four Purchase Orders were processed.

MISCELLANEOUS – Final amended contracts were submitted and mailed to the Housing Rehabilitation Administrative Agents appointed by the Council.

Quarterly computer maintenance was performed by MSI.

The Fuel Master maintenance contract was renewed.

I checked on the status of tally sheets being completed for safe routes to school grant.

Summer recreation counselor forms were reviewed for completeness. New employee data sheets for payroll purposes were prepared. A newly designed Counselor Application Form created by the Director was reviewed for use in 2019.

I attended a League Legislative Committee Meeting on 06/22.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

06/29/18

TAX – Verification of taxes due on various properties was provided upon request.

A Property Tax Reimbursement application was completed for a property owner.

Preliminary close-out for June was completed for the Tax and Utility Collectors.

Finance Assistant Harrington attended a seminar for credits toward her certification regarding the new charitable contribution law pertaining to tax payments.

The Annual Drinking Water Quality Report for 2017 was printed and mailed to all users on June 27.

FINANCE – I reviewed the tally sheets from the School and forwarded additional questions to be answered regarding the Safe Routes to School Grant application.

A new W9 was requested from Elizabethtown Gas for maintenance of their escrow accounts.

Payroll checks were distributed, and agency checks were prepared and mailed. The subsidiary ledgers were updated.

The 2nd quarter pension report was completed and paid along with the retroactive pension payment report. The completed report was filed on-line.

The Bill List was reviewed for completeness. Eighty-six checks were prepared for mailing following Council approval on 06/28.

Twenty-six Purchase Orders were prepared and mailed.

Updates to the Codification of the Code book were instituted. An updated quote to separate and codify the MLUL into a searchable document was also requested.

An updated time sheet was prepared for DPW and for use by the soon to be appointed hydrant testers.

The fully executed contracts from Community Action Services and Community Grants, Planning & Housing were received and scanned to the Public Drive. A Purchase Order was also prepared and sent to each.

The online registration set-up for the Halloween5K was completed.

MISCELLANEOUS – I visited the storage unit to retrieve personnel records for filing of a death certification of a former employee by his family.

An employee injury report was submitted to Qual-lynx.

The AMP was reviewed, and feedback provided to the Administrator.

I attended a seminar on Harassment/Discrimination for the final credits necessary to renew my CFO license.

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:

June 30, 2018

	QTR	CURRENT	YTD
CURRENT 2018	97.05%	\$ 34,278.89	\$ 5,813,375.82
TAXES YEAR 2017		\$ 4,369.64	\$ 77,217.44
TAXES YEAR 2019		\$ -	\$ -
MISC REV		\$ 20.00	\$ 20.00
TAX SALE COST		\$ -	\$ -
LIENS		\$ 1,104.34	\$ 41,489.22
PILOT		\$ -	\$ 14,207.78
INTEREST/PENALTY		\$ 1,225.34	\$ 10,921.70
PREMIUM		\$ -	\$ -
DUE UTILITY COLLECTOR		\$ -	\$ 244.50
REDEMPTIONS - MUNI LIENS		\$ -	\$ -
TOTAL		\$ 40,998.21	\$ 5,957,476.46


 Bonnie Ann Fleming
 Tax Collector


 Date

HIGH BRIDGE INTEREST EARNED 2018

A/C #	CURRENT ACRES	GREEN ACRES	DOG	WATER	WATER CAP	SEWER 492+util	SEWER CAP	SOLID WASTE 516+utility	SW CAP	SUI	HISTORIC PRESVTN	REHAB ESC	REC TRUST	DEV ESC	SPECIAL EVENTS	TOTAL
	417	441	433	567+utility	575	492+util	508	516+utility	524	591	954	484	611	425	583	
JANUARY	4,860.93	13.07	11.96	189.07	37.96	497.15	131.09	206.92	6.63	114.68	3.46	57.16	8.08	0.28	11.81	6,150.25
FEBRUARY	4,540.87	11.90	10.54	152.30	42.92	387.52	119.17	177.74	6.03	104.50	2.37	52.01	7.36	0.25	10.68	5,626.16
MARCH	4,619.42	13.19	12.35	235.23	47.52	368.81	131.94	252.34	6.67	115.94	2.65	57.65	8.15	0.28	15.91	5,888.05
APRIL	4,466.69	12.77	12.25	211.59	45.99	360.65	127.68	195.17	6.46	112.16	2.66	55.84	7.90	0.27	20.53	5,638.61
MAY	4,772.48	13.21	12.20	192.54	54.21	373.37	131.94	177.52	6.67	116.42	2.81	57.77	8.52	0.28	26.74	5,946.68
JUNE	4,523.33	12.80	11.59	240.63	53.96	413.86	127.68	240.81	6.46	112.74	2.84	55.96	11.50	0.27	24.85	5,839.28
JULY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AUGUST	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SEPTEMBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OCTOBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NOVEMBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DECEMBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	27,783.72	76.94	70.89	1,221.36	282.56	2,401.36	769.50	1,250.50	38.92	676.44	16.79	336.39	51.51	1.63	110.52	35,089.03

YEAR TO DATE REVENUE AS OF: JUNE 2018

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 12,737,553.47	\$ (5,813,375.82)	\$ 6,924,177.65	54.36%
Delinquent Taxes	\$ 174,000.00	\$ (77,217.44)	\$ 96,782.56	55.62%
PILOT	\$ -	\$ (14,207.78)	\$ (14,207.78)	#DIV/0!
Local Revenues:				
Alcoholic Bev	\$ 5,400.00	\$ (5,400.00)	\$ -	0.00%
Other (Amuse/Food/Handlers/Raffle/Vendor)	\$ 580.00	\$ (105.00)	\$ 475.00	81.90%
Municipal Court	\$ 20,000.00	\$ (13,608.22)	\$ 6,391.78	31.96%
Interest and Costs on Taxes	\$ 33,000.00	\$ (10,921.70)	\$ 22,078.30	66.90%
Interest	\$ 10,000.00	\$ (27,783.72)	\$ (17,783.72)	-177.84%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 1,100,000.00	\$ (249,750.69)	\$ 850,249.31	77.30%
Misc Rev - Unanticipated	\$ -	\$ (64,064.41)	\$ (64,064.41)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	\$ 38,429.00	\$ -	\$ 38,429.00	100.00%
Energy Receipts Tax	\$ 253,480.00	\$ -	\$ 253,480.00	100.00%
Garden State Trust	\$ 12,931.00	\$ -	\$ 12,931.00	100.00%
Fees & Permits:				
Uniform Construction Fees	\$ 40,000.00	\$ (18,164.00)	\$ 21,836.00	54.59%
Public/Private Revenue Anticipated:				
Misc Revenues: Other				
Recreation Fees	\$ -	\$ (3,500.00)	\$ (3,500.00)	#DIV/0!
Cable TV	\$ 13,000.00	\$ (13,666.95)	\$ (666.95)	-5.13%
Boro Hall Sign Grant	\$ -	\$ -	\$ -	#DIV/0!
NJ EDA Reimbursement	\$ 196,612.59	\$ -	\$ 196,612.59	100.00%
Hunt Cty Open Space	\$ 10,782.00	\$ (10,782.15)	\$ (0.15)	0.00%
Green Acres Grant	\$ 97,952.00	\$ -	\$ 97,952.00	100.00%
CH 159 - HEFSP - HIP025B	\$ 2,898.00	\$ -	\$ 2,898.00	100.00%
CH 159 Drunk Driving Enfrmnt Fund	\$ -	\$ -	\$ -	#DIV/0!
Body Armor Fund	\$ -	\$ -	\$ -	#DIV/0!
Clean Community Grant	\$ -	\$ (8,718.19)	\$ (8,718.19)	#DIV/0!
Body Camara Grant	\$ -	\$ -	\$ -	#DIV/0!
Click It or Ticket Grant-Somerset County	\$ -	\$ -	\$ -	#DIV/0!
Driver Sober Grant	\$ 660.00	\$ (660.00)	\$ -	0.00%
Distracted Driving Grant	\$ 5,500.00	\$ -	\$ 5,500.00	100.00%
DWI Grant - somerset County	\$ -	\$ -	\$ -	#DIV/0!
Safe Passage Grant - Somerset County	\$ 480.00	\$ (960.00)	\$ (480.00)	-100.00%
SIF Radar Sign Grant	\$ 2,090.31	\$ (2,090.31)	\$ -	0.00%
Recycling Tonnage	\$ 2,891.06	\$ -	\$ 2,891.06	100.00%
Historic Preservation Grant	\$ -	\$ -	\$ -	#DIV/0!
Surplus:	\$ 500,000.00	\$ (500,000.00)	\$ -	0.00%
Total Revenue Anticipated&MRNA	\$ 2,520,685.96	\$ (1,021,600.56)	\$ 1,499,085.40	59.47%
Amnt to be Raised - Municipal	\$ 3,382,553.47		\$ 3,382,553.47	100.00%
Local/Reg/Cty/Lib/Open Taxes	\$ 9,355,000.00	\$ (5,813,375.82)	\$ 3,541,624.18	37.86%
Total Tax Levy	\$ 12,737,553.47	\$ -	\$ -	

RECEIPTS AND DISBURSEMENTS JUNE 2018

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,453.73	12.80	0.00	12,466.53
Premium	121,300.00	124.31	1,224.31	120,200.00
Dog	11,196.72	246.59	16.20	11,427.11
Capital	296,411.97	784,844.69	34,863.87	1,046,392.79
Water Utility	113,503.75	66,733.68	55,681.25	124,556.18
Water Capital	67,029.92	53.96	38,213.71	28,870.17
Sewer Utility	258,263.62	129,257.32	183,846.53	203,674.41
Sewer Capital	124,215.54	127.68	127.68	124,215.54
Solid Waste Utility	117,459.82	39,522.18	29,119.89	127,862.11
Solid Waste Cap	6,280.78	6.46	6.46	6,280.78
Sui	109,656.50	242.97	0.00	109,899.47
Historic Preservation	2,682.20	116.84	0.00	2,799.04
Rehab Escrow	54,440.80	55.96	0.00	54,496.76
Recreation Trust	8,876.72	7,341.50	690.66	15,527.56
Special Events	24,904.89	1,110.85	4,727.89	21,287.85
Dev Escrow	57,892.94	7,347.81	2,890.25	62,350.50
Current	3,493,107.86	147,115.63	564,272.90	3,075,950.59
TOTAL FUNDS	4,879,677.76	1,184,261.23	915,681.60	5,148,257.39
GOLF				
	P&L Receipts	P&L Exp	Difference	
Jan	\$ 10,600.00	\$ 50,228.00	\$ (39,628.00)	
Feb	\$ 20,732.00	\$ 53,626.00	\$ (32,894.00)	
Mar	\$ 23,436.00	\$ 58,965.00	\$ (35,529.00)	
Apr	\$ 84,464.00	\$ 89,948.00	\$ (5,484.00)	
May	\$ 112,284.00	\$ 98,542.00	\$ 13,742.00	
Jun	\$ 139,758.00	\$ 110,536.00	\$ 29,222.00	
Jul			\$ -	
Aug			\$ -	
Sep			\$ -	
Oct			\$ -	
Nov			\$ -	
Dec			\$ -	
TOTAL	\$ 391,274.00	\$ 461,845.00	\$ (70,571.00)	

Expenditure Budget CURRENT FUND Activity to 6/30/2018

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Account Number	Description	Budget	Activity	Encumbered	Balance
10510010	GENERAL ADMIN: SALARIES & WAGES	53,415.00	26,456.25	-	26,958.75
10510020	GENERAL ADMIN: OTHER EXPENSES	6,500.00	956.01	1,848.99	3,695.00
10510120	INTERNET	6,700.00	3,447.80	3,202.20	50.00
10511010	MAYOR AND COUNCIL: SALARIES & WAGES	6,000.00	3,000.00	-	3,000.00
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	1,300.00	812.90	0.01	487.09
10511032	ADVERTISING	7,000.00	2,958.77	3,041.23	1,000.00
10511520	NEWSLETTER	7,500.00	3,060.00	4,404.01	35.99
10512010	MUNICIPAL CLERK: SALARIES & WAGES	26,623.34	10,107.51	-	16,515.83
10512020	MUNICIPAL CLERK: OTHER EXPENSES	5,925.00	3,957.53	18.47	1,949.00
10512520	ELECTION EXPENSE	2,750.00	2,469.19	-	280.81
10512720	CODIFICATION OF ORDINANCES	5,500.00	-	-	5,500.00
10513010	FINANCIAL ADMIN: SALARIES & WAGES	43,900.53	22,134.99	-	21,765.54
10513020	FINANCIAL ADMIN:OTHER EXPENSES	7,470.00	4,567.89	114.56	2,787.55
10513520	AUDIT SERVICES: OTHER EXPENSES	30,865.00	-	-	30,865.00
10514510	TAX COLLECTOR: SALARIES & WAGES	43,801.24	22,183.92	-	21,617.32
10514520	TAX COLLECTOR: OTHER EXPENSES	7,265.00	4,339.17	99.59	2,826.24
10515010	TAX ASSESSMENT: SALARIES & WAGES	47,280.84	28,454.55	-	18,826.29
10515020	TAX ASSESSMENT: OTHER EXPENSES	8,000.00	173.40	494.55	7,332.05
10515520	LEGAL: OTHER EXPENSES	80,000.00	34,391.27	53,573.73	(7,965.00)
10516520	ENGINEERING SERVICES: OTHER EXPENSES	35,500.00	13,583.50	11,917.50	9,999.00
10517020	BUILDINGS & GROUNDS	93,757.00	27,361.45	41,083.23	25,312.32
10517120	BUILDINGS & GROUNDS-OFFICE	28,100.00	14,956.02	12,944.08	199.90
10518010	PLANNING BOARD: SALARIES & WAGES	5,616.00	1,989.00	-	3,627.00
10518020	PLANNING BOARD: OTHER EXPENSES	18,000.00	4,312.25	3,637.75	10,050.00
10518510	ZONING OFFICER: SALARIES & WAGES	5,202.00	2,558.50	-	2,643.50
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	36,422.70	18,219.64	-	18,203.06
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	3,577.30	108.00	-	3,469.30
10520510	CCO-BLDG INSPECTION:SALARIES & WAGES	5,202.00	2,558.50	-	2,643.50
10521020	LIABILITY INSURANCE	64,800.00	46,998.36	-	17,801.64
10521520	WORKER'S COMPENSATION INSURANCE	55,500.00	55,412.75	-	87.25
10522020	EMPLOYEE GROUP INSURANCE	178,800.00	82,861.91	83,941.42	11,996.67
10524010	POLICE DEPARTMENT: SALARIES & WAGES	835,033.89	398,846.94	-	436,186.95
10524020	POLICE DEPARTMENT: OTHER EXPENSES	65,000.00	33,556.08	26,648.44	4,795.48
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	3,000.00	400.12	611.03	1,988.85
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	79,538.00	69,538.00	8,869.40	1,130.60
10526020	RESCUE/FIRST AID	29,000.00	-	-	29,000.00
10526520	LOSAP CONTRIBUTION	26,600.00	26,600.00	-	-
10527020	ECONOMIC DEVELOPMENT	500.00	165.00	-	335.00
10529010	DEPT.OF PUBLIC WORKS: SALARIES & WAGES	121,694.91	64,491.52	-	57,203.39
10529020	DEPT.OF PUBLIC WORKS: OTHER EXPENSES	203,800.00	47,263.58	29,783.52	126,752.90
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	7,000.00	2,112.55	-	4,887.45
10529060	FIELD MAINTENANCE - OTHER EXPENSES	8,000.00	-	-	8,000.00
10533020	BOARD OF HEALTH: OTHER EXPENSES	2,000.00	1,327.88	-	672.12
10533520	ENVIRONMENTAL COMMISSION:OTHER EXPENSES	1,500.00	139.00	-	1,361.00
10537020	SPECIAL EVENTS: OTHER EXPENSES	3,500.00	1,042.92	1,622.32	834.76
10537120	CULTURAL & HERITAGE	2,000.00	585.00	-	1,415.00
10537620	GOLF-OTHER EXPENSES	1,100,000.00	451,848.99	594,072.40	54,078.61
10539010	LIBRARY: SALARIES & WAGES	22,240.86	10,638.64	-	11,602.22
10539020	LIBRARY - OTHER EXPENSES	200.00	-	200.00	-
10543020	ELECTRICITY	30,000.00	9,162.46	365.58	20,471.96
10543520	STREET LIGHTING	39,500.00	14,770.77	5,541.95	19,187.28
10544020	TELEPHONE	14,600.00	7,031.67	7,508.33	60.00
10544620	GASOLINE	38,520.00	21,567.32	14,932.68	2,020.00
10544720	HEATING FUEL	28,000.00	19,561.42	8,438.58	-
10547120	CONTRIBUTION TO PERS	26,000.00	26,128.15	-	(128.15)
10547220	SOCIAL SECURITY SYSTEM(OASI)	95,811.18	46,528.80	-	49,282.38
10547520	CONTRIBUTION TO PFRS	185,996.00	186,152.78	-	(156.78)
10547521	DEFINED CONTRIBUTION RETIREMT PL	12,000.00	2,845.44	1,503.15	7,651.41
10629021	ENVIRONMENTAL TESTING	4,000.00	-	-	4,000.00
10649020	MUNICIPAL COURT: OTHER EXPENSES	39,000.00	19,321.50	19,321.50	357.00
10651020	STORMWATER MANAGEMENT	3,000.00	-	-	3,000.00
10672620	RECYCLING TONNAGE GRANT	2,891.06	364.30	-	2,526.76
10673220	SIF GRANT-RADAR SPEED SIGN	2,090.31	-	-	2,090.31
10675920	DISTRACTED DRIVING GRANT	5,500.00	2,585.00	-	2,915.00
10676020	DWI GRANT-SOMERSET COUNTY	660.00	-	-	660.00
10676120	SAFE PASSAGE GRANT-SOMERSET CTY	480.00	480.00	-	-
10676220	HEFSP-HIP025B	2,898.00	951.00	1,947.00	-
10687020	EMERGENCY APPROPRIATIONS:	35,000.00	-	-	35,000.00
10687120	SPECIAL EMERGENCY-5 YEARS	35,000.00	-	-	35,000.00

Expenditure Budget

CURRENT FUND

Activity to 6/30/2018

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Account Number	Description	Budget	Activity	Encumbered	Balance
10689920	RESERVE FOR UNCOLLECTED TAXES	254,752.27	-	-	254,752.27
10690020	CAPITAL IMPROVEMENT FUND	300,000.00	-	-	300,000.00
10692020	BOND PRINCIPAL	405,000.00	30,000.00	-	375,000.00
10692520	NOTE PRINCIPAL	115,000.00	115,000.00	-	-
10693020	BOND INTEREST	293,000.00	146,104.38	-	146,895.62
10693520	NOTE INTEREST	9,000.00	8,953.90	-	46.10
10694020	GREEN ACRES-SPRINGSIDE-#1014-01-008	11,660.00	5,829.68	-	5,830.32
10694120	GREEN ACRES-LK SOLITUDE-#1014-95-128	86,292.00	43,145.62	-	43,146.38
10694220	NJEIT-LK SOLITUDE	55,508.00	10,009.50	-	45,498.50
10694320	DAM RESTORATION LOAN	237,200.00	118,564.80	-	118,635.20
10694520	CAPITAL LEASE	96,000.00	46,832.88	-	49,167.12
TOTALS		5,903,239.43	2,434,838.62	941,687.20	2,526,713.61

Construction / Zoning
As of June 30, 2018

2018	BUILD	ELECT	PLUMB	FIRE	MISC	TOTAL	SALARY	O/E	TOTAL	# OF PERMITS
1ST QTR	\$ 3,164.00	\$ 1,680.00	\$ 2,175.00	\$ 990.00		\$ 8,009.00	\$ 8,386.26		\$ (377.26)	1-47
2ND QTR	\$ 1,706.00	\$ 3,045.00	\$ 3,454.00	\$ 1,921.00		\$ 10,126.00	\$ 9,833.38		\$ 292.62	48-111
3RD QTR									\$ -	
4TH QTR									\$ -	
TOTALS	\$ 4,870.00	\$ 4,725.00	\$ 5,629.00	\$ 2,911.00	\$ -	\$ 18,135.00	\$ 18,219.64	\$ -	\$ (84.64)	

2018	CCO	# OF CCO	ZONING	DRIVEWAY	TREE	TOTAL	SALARY	O/E	TOTAL	# OF PERMITS
1ST QTR	\$ 1,760.00	24	\$ 195.00	\$ -	\$ 30.00	\$ 2,009.00	\$ 2,550.00		\$ (541.00)	
2ND QTR	\$ 2,800.00	35	\$ 310.00		\$ 30.00	\$ 3,175.00	\$ 2,567.00		\$ 608.00	
3RD QTR									\$ -	
4TH QTR									\$ -	
TOTALS	\$ 4,560.00	59	\$ 505.00	\$ -	\$ 60.00	\$ 5,184.00	\$ 5,117.00	\$ -	\$ 67.00	

2017	BUILD	ELECT	PLUMB	FIRE	MISC	TOTAL	SALARY	O/E	TOTAL	# OF PERMITS
1ST QTR	\$ 2,379.00	\$ 7,602.00	\$ 4,615.00	\$ 735.00	\$ -	\$ 15,331.00	\$ 8,302.50	\$ 123.00	\$ 6,905.50	1-45
2ND QTR	\$ 12,133.00	\$ 3,590.00	\$ 3,340.00	\$ 2,026.00	\$ -	\$ 21,089.00	\$ 8,631.22	\$ 318.17	\$ 12,139.61	46-123
3RD QTR	\$ 5,018.00	\$ 1,657.00	\$ 3,050.00	\$ 1,095.00	\$ 5.00	\$ 10,825.00	\$ 8,236.26	\$ -	\$ 2,588.74	124-182
4TH QTR	\$ 8,291.00	\$ 3,580.00	\$ 5,956.00	\$ 2,760.00	\$ -	\$ 20,587.00	\$ 8,356.26	\$ -	\$ 12,230.74	183-267
TOTALS	\$ 27,821.00	\$ 16,429.00	\$ 16,961.00	\$ 6,616.00	\$ 5.00	\$ 67,832.00	\$ 33,526.24	\$ 441.17	\$ 33,864.59	

2017	CCO	# OF CCO	ZONING	DRIVEWAY	TREE	TOTAL	SALARY	O/E	TOTAL	# OF PERMITS
1ST QTR	\$ 1,680.00	21	\$ 220.00	\$ 150.00	\$ -	\$ 2,050.00	\$ 2,708.28		\$ (658.28)	
2ND QTR	\$ 2,560.00	31	\$ 715.00	\$ 150.00	\$ 1,000.00	\$ 4,425.00	\$ 2,604.24		\$ 1,820.76	
3RD QTR	\$ 2,720.00	35	\$ 295.00	\$ -	\$ 60.00	\$ 3,075.00	\$ 2,550.00		\$ 525.00	
4TH QTR	\$ 2,240.00	28	\$ 110.00	\$ -	\$ -	\$ 2,350.00	\$ 2,691.68		\$ (341.68)	
TOTALS	\$ 9,200.00	115	\$ 1,340.00	\$ 300.00	\$ 1,060.00	\$ 11,900.00	\$ 10,554.20	\$ -	\$ 1,345.80	



Corporate Office
1800 Route 34, Suite 101
Wall, NJ 07719

Regional Offices
Camden, NJ
Hackettstown, NJ
New York, NY

July 26, 2018

SENT VIA EMAIL ONLY

Ms. Bonnie Fleming
Chief Financial Officer
BOROUGH OF HIGH BRIDGE
97 West Main Street
High Bridge, New Jersey 08829

RE: Dam Inspection Services
Lake Solitude Dam, NJDEP File No. 24-057
High Bridge, Hunterdon County, New Jersey
FPA No. 05G410A.PR7

Dear Ms. Fleming:

French & Parrello Associates (FPA) is pleased to present this Technical and Cost proposal to the Borough of High Bridge (the Borough) for engineering services associated with the 2018 Regular Inspection of Lake Solitude Dam. This proposal has been prepared based on your e-mail request.

PROJECT TEAM

The project team for this assignment will consist of FPA personnel who are experienced with Lake Solitude Dam and general dam engineering and construction practices. Steven A. Tardy, PE will be the Principal-in-Charge of the project and will oversee the various tasks being performed by FPA staff members and will also provide Quality Assurance overview throughout the duration of the project. Christopher W. Marx, PE, will be the Project Manager and perform the dam inspection, and will be responsible for communicating with FPA staff assigned to various tasks and overseeing the project deliverables. Other office staff will provide assistance as required. Resumes for key staff are available upon request.

Client's Initials _____



SCOPE OF SERVICES

Task 1 – Regular Inspection

A Regular Dam Inspection will be conducted of Lake Solitude Dam. Per the New Jersey Dam Safety Standards (N.J.A.C. 7:20), “Regular Inspection” means the “visual inspection of a dam by a New Jersey Licensed Professional Engineer to detect any signs of deterioration in material, developing weaknesses or unsafe hydraulic or structural behavior.”

Prior to the visual inspection, FPA will review available documentation, which may include previous inspection reports, original design drawings and specifications, documents regarding subsequent modifications to the facilities, analyses and reports, and Operation and Maintenance records. The review of available documents will serve to familiarize the Project Team with project features, layout and past performance. We will notify the Borough of the inspection date prior to our field visit.

As part of a Regular Inspection and in accordance with the Bureau’s Guidelines for Inspection of Existing Dams (“Guidelines”), the FPA Team will, where appropriate, recommend subsequent investigations required to resolve uncertain conditions and corrective measures to enable the dam to continue to perform its intended functions.

We anticipate a total of one (1) day in the field to conduct the complete inspection. A Regular Inspection Report will be prepared in a format acceptable to the Bureau and the Borough. The Regular Inspection Report will include a description of the visual inspection, review of the Emergency Action Plan (EAP) and Operations and Maintenance (O&M) Manual, conclusions and recommendations. The Report will be appended by color photographs taken during the inspection, the Bureau’s Visual Inspection Checklist form, and NJ Dam Safety Compliance Schedule Form.

SCHEDULE & FEE

It is our understanding the Regular Inspection Report must be submitted to the Bureau by the end of the 2018 calendar year. We will perform the site visit and complete the Regular Inspection Report within 60 calendar days after authorization to proceed.

FPA proposes to perform the above Scope of Services described herein for a **Lump Sum Fee** of **\$3,600.00**. The Lump Sum Fee includes all reimbursable expenses including travel and reproduction.

ASSUMPTIONS AND EXCLUSIONS

This FPA Scope of Services is based on the following assumptions & understandings:

1. The results of the Regular Inspection may indicate the need for additional studies, testing, or engineering design. If requested by the Borough, such services will be performed on a Time-and-Material Basis in accordance with the attached Fee Schedules.



2. This scope of services covers present regulations as of the date of this proposal. If regulations change, the scope of services is subject to revision.
3. Our proposed services do not include subsurface explorations, topographic surveys, hydrologic/hydraulic analyses, stability analyses, preparation of the O&M Manual, preparation of the EAP, distribution of the EAP to the controlled document holders, or the preparation of inundation mapping.
4. Distribution of the EAP to the controlled document holders is excluded from this scope of services.

CLOSING

The scope of our services will not include any environmental assessment or investigation for the presence or absence of wetlands or hazardous or toxic materials in the soil, surface water, groundwater or air, on or below or around this site.

Enclosed with this proposal are the General Conditions of Services which French & Parrello Associates, enters into agreement for services rendered. Your return of a signed copy of this proposal indicating your acceptance to the terms and conditions presented herein will represent your authorization for us to proceed. We thank you for the opportunity to submit this proposal and look forward to being of service to the Borough on this project.

Respectfully submitted,

FRENCH & PARRELLO ASSOCIATES



Christopher W. Marx, PE
Project Manager

ACCEPTED BY:
NAME (Printed) _____

TITLE: _____

COMPANY: _____

SIGNATURE: _____ DATE: _____



2018 SCHEDULE OF FEES

Senior Project Consultant.....	\$200.00/hr.
Project Consultant.....	\$185.00/hr.
Senior Project Manager	\$170.00/hr.
Project Manager.....	\$160.00/hr.
Senior Engineer	\$160.00/hr.
Project Engineer	\$135.00/hr.
Senior Staff Engineer.....	\$110.00/hr.
Staff Engineer	\$95.00/hr.
Licensed Site Remediation Professional (LSRP).....	\$175.00/hr.
Professional Geologist.....	\$145.00/hr.
Senior Environmental Specialist	\$140.00/hr.
Senior Environmental Scientist.....	\$130.00/hr.
Environmental Project Coordinator	\$115.00/hr.
Environmental Engineer.....	\$100.00/hr.
Environmental Scientist.....	\$95.00/hr.
Environmental Permitting Assistant.....	\$87.50/hr.
Environmental Technician	\$80.00/hr.
Licensed Landscape Architect.....	\$140.00/hr.
Professional Planner	\$125.00/hr.
Professional Land Surveyor	\$175.00/hr.
Senior Designer	\$130.00/hr.
Designer.....	\$115.00/hr.
Senior Drafter	\$100.00/hr.
Drafter.....	\$85.00/hr.
Technical Coordinator.....	\$85.00/hr.
Survey Party Chief.....	\$115.00/hr.
Senior Survey Technician	\$105.00/hr.
Survey Technician	\$85.00/hr.
Survey Field Crew (two person)	\$195.00/hr.
Survey Field Crew Robotic (1 person).....	\$165.00/hr.
Lab Supervisor.....	\$95.00/hr.
Resident Engineer	\$110.00/hr.
Senior Field Representative.....	\$85.00/hr.
Field Representative	\$75.00/hr.
Field Technician	\$65.00/hr.
Staff Professional	\$55.00/hr.
Technical Assistant.....	\$75.00/hr.
Administrative Services.....	\$65.00/hr.



GENERAL CONDITIONS OF SERVICES

Client: Borough of High Bridge **Project Name:** 2018 Inspection -Lake Solitude Dam

Project Number: 05G410A.007 **Date:** July 26, 2018

A. SCOPE OF SERVICES

The services to be provided by French & Parrello Associates, PA (FPA) have been set forth in the Proposal/Scope of Services and shall remain valid for a period of 90 days from the date of the Proposal, after which FPA may elect to withdraw or renegotiate this Proposal. All services not specifically identified are excluded from FPA’s scope and will only be performed in accordance with a written amendment to the agreement outlining the exact services and the associated fees.

B. FEE

The total fee, except stated lump sum shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

C. BILLINGS/PAYMENTS

Invoices will be submitted monthly for services and are due when rendered. Invoice shall be considered PAST DUE if not paid within 30 days after the invoice date and FPA may without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of service. Retainers shall be credited on the final invoice. A monthly service charge of 1.5% of the unpaid balance will be added to PAST DUE accounts. In the event any portion or all of an account remains unpaid 75 days after billing, the Client shall pay cost of collection, including reasonable attorney fees. FPA reserves the right to stop work until invoices that are more than 75 days in arrears are paid in full. You agree that any delays, claims or losses associated with stopping of work under these circumstances will not be the responsibility of FPA.

D. STANDARD OF CARE

Services performed by FPA under this agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, expressed or implied, and no warranty, guarantee, or fiduciary responsibility is included or intended in this agreement, or in any report, opinion, document or otherwise. Unless otherwise specified in this proposal, the services performed by FPA will not include an independent analysis of work conducted, or information provided, by independent laboratories or other independent contractors retained by FPA.

E. HIDDEN CONDITIONS

When advised by FPA, investigation of structural conditions concealed by existing finishes shall be authorized and paid for by the client. Where investigation is NOT authorized, FPA shall not be responsible for the condition of the existing structure (except where verification can be made by simple visual observation).

F. INFERRED CONDITIONS

The Client understands that actual subsurface conditions may vary from those which are encountered at the locations of borings, test pits or other such subsurface explorations. FPA will base interpretations and recommendations upon conditions inferred from the conditions encountered. Client recognizes that any future determination of conditions different than those which were encountered at the sampling locations may significantly impact the interpretation and recommendations provided by FPA. Any such variation of conditions should be brought to the prompt attention of FPA to assess the impact of the variations on the previously provided interpretations and recommendations. FPA will take no responsibility for any interpretation or recommendation others may make based upon subsurface data provided by FPA.

G. STANDARDS AND CODES

If the work under the contract is to be performed in accordance with, or where the deliverables and instruments of service resulting from our work will be reviewed against codes, standards and regulations, the edition or revision of said codes, standards and regulations in effect as of the date of this agreement will apply. Any revisions to documents or other additional work caused by the application of a more recent code, standard or regulation shall be considered a Changed Condition under this agreement. In addition, any revisions or additional work required by regulatory agencies which are not explicitly outlined in applicable codes, standards or regulations will also be considered a changed condition under this agreement.

H. RIGHT OF ENTRY

The client shall provide for right of entry for all FPA personnel and equipment necessary to perform the intended scope of services. The client understands that while FPA will take reasonable precaution to minimize any damage to the property, some damage may occur in the normal course of work, the correction of which is not part of this agreement.

I. UTILITIES

FPA will take reasonable precautions to avoid damage or injury to any visible subsurface utilities or structures. FPA shall not be held responsible for damage to any underground utility or structure which has not been properly marked out by the respective owner of said utility or structure prior to the commencement of our work. If location of underground utilities is included under the Scope of Services, those locations will be based upon visible identification marks left by the respective utility companies or upon locations that can be visually identified from the ground surface. Unless other contractual agreements are made, this proposal does not include opening or entering manholes, inlets, trenches, or other utility access ways for the purpose of measuring, identifying, or locating said utilities.

J. CHANGED CONDITIONS

If FPA discovers conditions or circumstances that it had not contemplated at the commencement of this Agreement (“Changed Conditions”), FPA will notify Client in writing of the Changed Conditions. Client and FPA agree that they will then renegotiate in good faith the terms and conditions of this Agreement. If FPA and Client cannot agree upon amended terms and conditions within 30 days after notice, FPA may terminate this Agreement and be compensated as set forth in Section Q, “Termination.”



K. DISCOVERY OF UNANTICIPATED POLLUTANT RISKS

Hazardous materials or certain types of hazardous materials may exist at a site where there is no reason to believe they could or should be present. Unless FPA's Scope of Services specifically includes Environmental Services, FPA will not be responsible for the identification, delineation, evaluation, treatment or removal of any hazardous substance. Should such substance be encountered FPA will take action to protect the health and welfare of their personnel, and will notify the client for direction. The conditions of this section are superseded to the extent that the Scope of Services specifically includes the identification, delineation, evaluation and treatment of hazardous materials.

L. CERTIFICATIONS

Client agrees not to require that FPA execute any certification with regard to Services performed or Work tested and/or observed under this Agreement unless: 1) FPA believes that it has performed sufficient Services to provide a sufficient basis to issue the certification; 2) FPA believes that the Services performed or Work tested and/or observed meet the criteria of the certification; and 3) FPA has reviewed and approved in writing the exact form of such certification prior to execution of this Agreement. Any certification by FPA is limited to an expression of professional opinion based upon the Services performed by FPA, and does not constitute a warranty or guaranty, either expressed or implied.

M. RISK ALLOCATION

Client agrees that, to the fullest extent permitted by law, FPA's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this Agreement, from any cause or causes, shall not exceed the total amount of \$50,000 or the amount of FPA's fee (whichever is greater).

N. INDEMNIFICATION

The Client shall indemnify and hold harmless FPA and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney fees) arising out of or resulting from the performance of FPA, to the extent that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except FPA, or anyone for whose acts any of them may be liable).

O. NO SPECIAL OR CONSEQUENTIAL DAMAGES

Client and FPA agree that to the fullest extent permitted by law FPA shall not be liable to Client for any special, indirect or consequential damages whatsoever, whether caused by FPA's negligence, errors, omissions, strict liability, breach of contract, breach of warranty or other cause or causes whatsoever.

P. OWNERSHIP OF DOCUMENTS

Client may use the documents for the project or purposes contemplated by this agreement. Client may not reuse the documents, nor any of FPA's concepts or approaches in the Proposal to client, for any extension of the project or other project without FPA's prior written consent. Any unauthorized reuse or extension of FPA's work is at Clients' sole risk and without liability to FPA, and Client will indemnify, defend, and hold FPA harmless from all claims or damages arising from any unauthorized reuse or extension of FPA's work. All documents related to a project will be destroyed in accordance with FPA Document Retention Guidelines in effect at that time.

Q. TERMINATION

This Agreement may be terminated for convenience by either party by thirty (30) days written notice or in the event of substantial failure to perform in accordance with the terms of the Agreement by the other party through no fault of the terminating party by ten (10) days written notice. If this Agreement is terminated, it is agreed that FPA shall be paid the total charges for labor performed to the termination notice date, plus reimbursable charges.

R. DISPUTES RESOLUTION

All claims, disputes, and other matters in controversy between FPA and Client arising out of or in any way related to this Agreement, except for those related to Billing/Payments, will be submitted to "alternative dispute resolution" (ADR) such as mediation and/or arbitration, before and as a condition precedent to other remedies provided by law. If a dispute at law arises related to the services provided under this Agreement and that dispute requires litigation instead of ADR as provided above, then: (a) Client assents to personal jurisdiction in the state of FPA's principal place of business; (b) The claim will be brought and tried in judicial jurisdiction of the court of the county where FPA's principal place of business is located and Client waives the right to remove the action to any other county or judicial jurisdiction; and (c) The prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees, and other claim related expenses.

S. SAFETY

FPA is not responsible for the implementation, discharge, or monitoring of any construction safety standards or practices, including demolition. These items are explicitly excluded from our scope.

T. SAMPLES AND WELLS

If FPA provides laboratory testing or analytic Services, FPA will preserve such soil, rock, water, or other samples as it deems necessary for the Project, but no longer than 45 days after issuance of any Documents that include the data obtained from these samples. Client will promptly pay and be responsible for the removal and lawful disposal of all contaminated samples, cuttings, Hazardous Materials, and other hazardous substances. Client will take custody of all monitoring wells and probes installed during any investigation by FPA, and will take any and all necessary steps for the proper maintenance, repair or closure of such wells or probes at Client's expense.

U. BIOLOGICAL POLLUTANTS

FPA's scope of work does not include the investigation or detection of the presence of any Biological Pollutants in or around any structure. Client agrees that FPA will have no liability for any claim regarding bodily injury or property damage alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure. In addition, Client will defend, indemnify, and hold harmless FPA from any third party claim for damages alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure, except for damages arising from or caused by FPA's sole negligence. The term "Biological Pollutants" includes, but is not limited to, molds, fungi, spores, bacteria, and viruses, and the byproducts of any such biological organisms.

V. ENTIRE AGREEMENT

The Proposal/Scope of Services and these General Conditions constitute the entire agreement between Client and FPA. If a Purchase Order (PO) or similar document is used in conjunction with this Agreement, it shall be for the sole purpose of defining quantities and fees to be provided hereunder, and to this extent only are incorporated as a part of this Agreement. Any preprinted terms and conditions included in such PO or similar documents shall not be incorporated and such PO or similar documents shall not be otherwise construed to modify, amend, or alter the terms of this Agreement.

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
CURRENT FUND				
2020 - ADAM YOUNG	PO 25344 CLERK - OE - MILEAGE - REIMBURSEMEN		27.62	
10512031	<i>Municipal Clerk-OE-Travel/Mileage</i>	27.62		27.62
950 - AMERICAN WEAR, INC	PO 25027 DPW - OE - UNIFORMS - 66% OF MONTHL		225.72	
10529029	<i>Dept. of Public Works-OE-Uniforms</i>	225.72		225.72
1591 - ATLANTIC TACTICAL OF NEW JERSEY	PO 25160 POLICE - OE - RANGE QUALIFICATIONS		5,226.79	
10524025	<i>Police Department-OE-Range Qualification</i>	5,226.79		5,226.79
2025 - BANK OF AMERICA	PO 24746 BUILDINGS & GROUNDS/WATER/SPECIAL E		374.16	
10517040	<i>Buildings & Grounds - New Boro Hall</i>	311.00		
10517059	<i>Buildings & Grounds - Janitorial</i>	63.16		374.16
2025 - BANK OF AMERICA	PO 25071 ADMIN - OE - OFFICE SUPPLIES		85.00	
10510021	<i>General Admin-OE-Office Supplies</i>	85.00		85.00
2025 - BANK OF AMERICA	PO 25314 TAX ASSESSOR - OE - SUPPLIES - AMAZ		2,583.31	
10515021	<i>Tax Assessment-OE-Office Supplies</i>	2,583.31		2,583.31
895 - BARCO PRODUCTS COMPANY	PO 25295 CLEAN COMMUNITIES GRANT - SMOKER'S		281.78	
10533599	<i>Environmental Comm.-OE-Misc.</i>	281.78		281.78
2397 - UNUM	PO 24826 GROUP INSURANCE - LTD - POLICY #06		158.46	
10522073	<i>Employee Group Insurance:Life Ins</i>	158.46		158.46
506 - BILLY CASPER GOLF, LLC	PO 24911 GOLF - OE - MANAGEMENT FEE		4,500.00	
10537620	<i>GOLF-OTHER EXPENSES</i>	4,500.00		4,500.00
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 24918 GOLF - OE - JULY		91,055.33	
10537620	<i>GOLF-OTHER EXPENSES</i>	91,055.33		91,055.33
46 - CALIFON LUMBER	PO 24834 BUILDINGS & GROUNDS / DPW - OE -		25.30	
10517040	<i>Buildings & Grounds - New Boro Hall</i>	25.30		25.30
769 - CINTAS CORPORATION #101	PO 24904 BUILDINGS & GROUNDS - PD & BH - WEE		278.14	
10517091	<i>Buildings & Grounds - Police Bldg</i>	139.07		
10517040	<i>Buildings & Grounds - New Boro Hall</i>	139.07		278.14
98 - CLINTON NAPA	PO 24719 DPW/B&G - OE - VEHICLE		229.99	
10529025	<i>Dept. of Public Works-OE-Equipment/Hdwr</i>	229.99		229.99
987 - COMCAST	PO 24757 POLICE - INTERNET - 2018 - A/C 0957		427.13	
10510120	<i>INTERNET</i>	129.90		
10544126	<i>Telephone - Police</i>	297.23		
	PO 24758 INTERNET/PHONE - BOROUGH HALL - ACC		248.15	
10510120	<i>INTERNET</i>	94.95		
10544121	<i>Telephone - Boro Hall</i>	153.20		

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
	PO 24759 INTERNET/PHONE - FIRE DEPT - ACCT #			307.43
10510120	INTERNET	109.95		
10544124	Telephone - Fire	197.48		
	PO 24760 INTERNET/PHONE - RESCUE SQUAD - ACC			261.38
10510120	INTERNET	109.95		
10544123	Telpehone - Squad	151.43		1,244.09
2210 - CONSTELLATION NewENERGY, INC	PO 24875 STREET LIGHTING - JUNE 2018 - CUST			467.31
10543520	STREET LIGHTING	444.66		
10543024	Electricity - DPW	16.47		
10543022	Electricity - Fire	6.18		467.31
382 - COUNTY OF HUNTERDON	PO 24765 3RD QTR 2018 COUNTY TAX			286,725.74
101320	COUNTY TAX PAYABLE	286,725.74		286,725.74
382 - COUNTY OF HUNTERDON	PO 24766 3RD QTR 2018 LIBRARY TAX			27,642.31
101321	LIBRARY TAX PAYABLE	27,642.31		27,642.31
382 - COUNTY OF HUNTERDON	PO 24767 3RD QTR 2018 COUNTY OPEN SPACE TAX			26,250.17
101325	COUNTY OPEN SPACE TAX PAYABLE	26,250.17		26,250.17
213 - COUNTY OF HUNTERDON	PO 25290 ENVIRONMENTAL COMMISSION - OE - BRO			29.00
10533599	Environmental Comm.-OE-Misc.	29.00		29.00
2279 - CUSTOM WORKFLOW SOLUTIONS, LLC	PO 24725 BUILDINGS & GROUNDS - BORO HALL			68.00
10517133	BUILDINGS & GROUNDS-DATA PROCES/SOFTWARE	68.00		68.00
1539 - DELL MARKETING L.P.	PO 25172 POLICE - OE - EQUIPMENT REPAIR			498.32
10524031	Police Department-OE-Equipment Repair	498.32		498.32
2061 - DIRECT DEVELOPMENT, LLC	PO 24750 WEBSITE MAINTENANCE 2018			510.00
10511524	Website Production	510.00		510.00
2061 - DIRECT DEVELOPMENT, LLC	PO 25218 NEWSLETTER PRODUCTION			700.00
10511521	Newsletter - Production	700.00		700.00
73 - EASTSIDE SERVICE, INC	PO 25315 POLICE - OE - VEHICLE REPAIR 14-15			163.34
10524028	Police Department-OE-Vehicle Repair	163.34		
	PO 25316 POLICE - OE - VEHICLE REPAIR 14-16			159.35
10524028	Police Department-OE-Vehicle Repair	159.35		
	PO 25317 POLICE - OE - VEHICLE REPAIR			67.25
10524028	Police Department-OE-Vehicle Repair	67.25		
	PO 25318 POLICE - OE - VEHICLE REPAIR			99.80
10524028	Police Department-OE-Vehicle Repair	99.80		489.74
73 - EASTSIDE SERVICE, INC	PO 25338 POLICE - OE - VEHICLE REPAIR			1,425.51
10524028	Police Department-OE-Vehicle Repair	1,425.51		1,425.51
160 - ELIZABETHTOWN GAS	PO 24851 HEATING - BOROUGH HALL - ACT#655639			20.28
10544721	Heating - Boro Hall	20.28		20.28

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
190 - FRANK RYMON & SONS, INC	PO 24713 DPW - OE - VEHICLE MAINT			51.90
10529028	Dept. of Public Works-OE-Vehicle Repair	51.90		51.90
87 - GENERAL CODE LLC	PO 24380 SPECIAL EMERGENCY - CODIFICATION		2,596.42	
10687121A	(2017) SP EMERG-5 YEAR-CODIFICATION	2,596.42		2,596.42
92 - GREENBAUM ROWE SMITH & DAVIS LLP	PO 24862 LEGAL		7,524.75	
10515566	Legal-OE-General Borough Matters	1,531.00		
10515593	Legal-OE-Personnel Issues	595.00		
10515589	Legal-OE-COAH	1,207.50		
105155617	Legal-OE-Solitude Weddings	393.75		
10515594	Legal-OE-Public Contracts Law	52.50		
10515560	Legal-OE-Municipal Meetings	2,222.50		
10515574	Legal-OE-Tax Appeals	1,382.50		
10515583	Legal-OE-OPRA	140.00		7,524.75
100 - HESCO, INC	PO 25244 BUILDINGS & GROUNDS - LIGHTBULBS		137.38	
10517059	Buildings & Grounds - Janitorial	137.38		137.38
2448 - HOOVER TRUCK & BUS SALES	PO 25329 DPW - OE - EQUIPMENT - WIPER BLADES		78.06	
10529025	Dept. of Public Works-OE-Equipment/Hdwr	78.06		78.06
2064 - IMAGE SYSTEMS FOR BUSINESS INC	PO 24754 BUILDINGS & GROUNDS - POLICE BLDG -		144.00	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	144.00		144.00
2296 - WELLS FARGO VENDOR FIN	PO 24752 BUILDINGS & GROUNDS - COPIER LEASE		338.89	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	338.89		338.89
2312 - IMPERIAL COPY PRODUCTS, INC	PO 24821 BUILDINGS & GROUNDS - COPIER LEASE		57.29	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	57.29		57.29
90 - JCP&L	PO 24775 SOLITUDE HOUSE - 7 & 9 RIVER ROAD A		23.36	
10543027	Electricity - Solitude Museum/Garage	23.36		
10543520	PO 24776 ELECTRIC - SPRINGSIDE - ACCT#100050		16.35	
	STREET LIGHTING	16.35		
10543520	PO 24777 STREET LIGHTING - MAIN STREET - STR		28.99	
	STREET LIGHTING	28.99		
10543520	PO 24778 STREET LIGHTING - SHOP E - 1 WASHIN		11.93	
	STREET LIGHTING	11.93		80.63
90 - JCP&L	PO 24785 STREET LIGHTING - JUNE 2018 - ACCT#		4,387.27	
10543520	STREET LIGHTING	2,294.76		
10543025	Electricity - Boro Hall	237.19		
10543026	Electricity - Library	48.11		
10543024	Electricity - DPW	90.29		
10543034	Electricity - Washington Ave.	3.58		
10543022	Electricity - Fire	636.36		
10543031	Electricity - Rt 513	9.53		
10543021	Electricity - Rescue Squad	370.77		
10543032	Electricity - Boro Commons	4.34		
10543027	Electricity - Solitude Museum/Garage	12.68		
10543033	Electricity - Bridge Street	8.64		
10543023	Electricity - Police	671.02		4,387.27

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
90 - JCP&L	PO 24786 STREET LIGHTING - JULY 2018 - ACCT#		4,816.76	
10543520	STREET LIGHTING	2,295.32		
10543025	Electricity - Boro Hall	246.82		
10543026	Electricity - Library	61.05		
10543024	Electricity - DPW	91.22		
10543034	Electricity - Washington Ave.	3.15		
10543022	Electricity - Fire	763.50		
10543031	Electricity - Rt 513	11.02		
10543021	Electricity - Rescue Squad	494.76		
10543032	Electricity - Boro Commons	3.15		
10543027	Electricity - Solitude Museum/Garage	19.29		
10543033	Electricity - Bridge Street	7.47		
10543023	Electricity - Police	820.01		4,816.76
131 - L&L LAWN & GARDEN EQUIPMENT, INC	PO 24934 DPW - OE - VEHICLE MAINT		54.99	
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	54.99		54.99
1398 - MASER CONSULTING PA	PO 24700 PLAN CONFORMANCE - HIP025A		69.00	
10141730	PLAN CONFORMANCE GRANT	69.00		69.00
1398 - MASER CONSULTING PA	PO 24866 PLANNING BOARD - OE - ENGINEERING -		1,635.75	
10518033	Planning Board-OE-Engineering	1,635.75		1,635.75
1398 - MASER CONSULTING PA	PO 25208 PLAN CONFORMANCE - HIGHLANDS HOUSIN		448.50	
10676220	HEFSP-HIP025B	448.50		448.50
204 - MAYBERRY SALES & SERVICE, INC	PO 25312 PARKS & PLAYGROUNDS - OE - EQUIPMEN		442.49	
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	442.49		442.49
426 - MCMANIMON ,SCOTLAND, & BAUMANN LLC	PO 25132 LEGAL - OE - BOND COUNSEL		2,055.90	
10515579	Legal-OE-Bond Counsel	2,055.90		2,055.90
146 - MGL PRINTING SOLUTIONS	PO 25037 MUNICIPAL CLERK - OE - OFFICE SUPPL		83.00	
10512021	Municipal Clerk-OE-Office Supplies	83.00		83.00
1426 - MID-STATE EQUIPMENT CO., INC	PO 25219 DPW - OE - VEHICLE REPAIR		598.85	
10529028	Dept. of Public Works-OE-Vehicle Repair	598.85		598.85
500 - MILL DIRECT FLOORING, INC	PO 25247 FIRE DEPT - MISC - NEW CARPET		5,145.00	
10525599	Fire Dept.-OE-Misc.	5,145.00		5,145.00
214 - NJ ADVANCE MEDIA	PO 24844 ADVERTISING - ACCT #1160892 / 11648		410.81	
10511032	ADVERTISING	410.81		410.81
157 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 25294 ADMIN - OE - PRINTED MATERIAL		30.00	
10510027	General Admin-OE-Printed Material	30.00		30.00
1857 - OFFICE CONCEPTS GROUP	PO 24910 OFFICE SUPPLIES		359.90	
10517124	BUILDINGS & GROUNDS-COPY PAPER	359.90		359.90

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1495 - PRAXAIR DISTRIBUTION, INC 10529025	PO 24955 DPW-OE-MISC- CUSTOMER #71761637 - 1 Dept. of Public Works-OE-Equipment/Hdwr		26.40	26.40
2218 - RIVER NET COMPUTERS, LLC 10529099	PO 25200 DPW - OE - MISC - STRIP LAPTOP Dept. of Public Works-OE-Misc.		149.99	149.99
169 - STATE OF NJ-DIV PENSIONS&BENE 10522071 101408	PO 25119 INSURANCE - GROUP HEALTH - AUG 2018 Employee Group Insurance:Health RESERVE - HEALTH BENEFITS	10,771.11 5,931.00	16,702.11	16,702.11
1978 - STAVOLA 10529039	PO 24905 DPW - OE - BLACKTOP Dept. of Public Works-OE-Blacktop		876.79	876.79
1397 - SUPLEE, CLOONEY & COMPANY 10513522	PO 25297 AUDIT SERVICES - OE - 2017 AUDIT Audit Services-General	21,200.00	21,200.00	21,200.00
2438 - STANDARD INSURANCE CO 10522073	PO 24822 GROUP INSURANCE - LIFE - POLICY #00 Employee Group Insurance:Life Ins	388.88	388.88	388.88
2396 - THE STANDARD INSURANCE CO 10522072	PO 25223 GROUP INSURANCE - DENTAL - POLICY # Employee Group Insurance:Dental	1,503.44	1,503.44	1,503.44
364 - TOWNSHIP OF TEWKSBURY 10515024	PO 25270 TAX ASSESSMENT - CONFERENCE - ANNA Tax Assessment-OE-Conferences/Seminars	460.96	460.96	460.96
2450 - TWR CUST EBURY FUND 1NJ LLC 104156	PO 25345 OUTSIDE LIEN REDEMPTION-CERT #2014- REVENUE - O/S LIEN REDEMPTION	64,354.73	64,354.73	64,354.73
1500 - VERIZON WIRELESS 10524030 10544127	PO 24772 POLICE - OE - WIRELESS DEVICES - Police Department-OE-Wireless Devices TELEPHONE-POLICE-CELL PHONES	160.06 226.26	386.32	386.32
1500 - VERIZON WIRELESS 10525230	PO 24773 EMERGENCY MANAGEMENT - OE - AIRCARD EMERGENCY MANAGEMENT: WIRELESS DEVICES	80.02	80.02	80.02
1500 - VERIZON WIRELESS 10544128	PO 24774 TELEPHONE - DPW - CELL PHONES ACC TELEPHONE-DPW-CELL PHONES	98.56	98.56	98.56
2141 - VSP VISION CARE 10522074	PO 24731 GROUP INSURANCE - VISION - ACCOUNT Employee Group Insurance:Vision	233.96	233.96	233.96
1777 - WESTERN PEST SERVICES 10517091 10517098 10517040	PO 24859 BUILDINGS & GROUNDS - POLICE - RAT Buildings & Grounds - Police Bldg PO 24860 BUILDINGS & GROUNDS - RESCUE - RAT Buildings & Grounds - Rescue Squad PO 24861 BUILDINGS & GROUNDS - BORO HALL - A Buildings & Grounds - New Boro Hall	92.50 92.50 92.50 42.00	92.50	227.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
PREMIUM FUND				
2450 - TWR CUST EBURY FUND INJ LLC	PO 25346 PREMIUM-OUTSIDE LIEN REDEMPTION-CER		24,800.00	
221400	<i>TAX SALE PREMIUMS</i>	24,800.00		24,800.00
DOG FUND				
153 - NJ DEPT OF HEALTH & SENIOR SERVICES	PO 24947 JULY 2018 DOG FEES		13.20	
231320	<i>RESERVE FOR STATE DEPT OF HEALTH FEES</i>	13.20		13.20
GENERAL CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 24673 CAPITAL - MILL ST ENGINEERING - HIB		236.25	
30970102	<i>ARCH/ENG/LEGAL-SECTION 20 COSTS</i>	236.25		236.25
1398 - MASER CONSULTING PA	PO 24939 CAPITAL - STREETScape PHASE 2 ENGIN		1,939.75	
30920302	<i>ENG/LEGAL SECTION 20 COSTS</i>	1,939.75		1,939.75
1398 - MASER CONSULTING PA	PO 25240 CAPITAL - HILLCREST LANE ENGINEERIN		323.25	
309804	<i>HILLCREST LANE-ENGINEERING-#2018-020\$27K</i>	323.25		323.25
WATER UTILITY FUND				
950 - AMERICAN WEAR, INC	PO 25028 WATER - OE - UNIFORMS - 22% OF MONT		75.24	
60510034	<i>WATER - OE - UNIFORMS/CLOTHING</i>	75.24		75.24
2025 - BANK OF AMERICA	PO 25266 WATER - OE - HARDWARE - NORTHERN TO		96.57	
60510052	<i>WATER - OE - HARDWARE & EQUIPMENT</i>	96.57		96.57
2397 - UNUM	PO 24827 WATER - GROUP INSURANCE - LTD - POL		27.67	
60510040	<i>WATER - OE - INSURANCE - GROUP</i>	27.67		27.67
1148 - BUCKMAN'S INC.	PO 24847 WATER - OE - CHEMICALS		452.35	
60510053	<i>WATER - OE - CHEMICALS</i>	452.35		452.35
46 - CALIFON LUMBER	PO 24834 BUILDINGS & GROUNDS / DPW - OE -		15.74	
60510052	<i>WATER - OE - HARDWARE & EQUIPMENT</i>	15.74		15.74
249 - CENTURYLINK	PO 24816 WATER - 2018 - TELEPHONE CUST # 908		48.48	
60510097	<i>WATER - OE - TELEPHONE</i>	48.48		48.48
176 - EUROFINS QC, INC	PO 24717 WATER - OE - ANAYLSIS		1,294.00	
60510045	<i>WATER - OE - WATER ANAYLSIS</i>	1,294.00		1,294.00
111 - HUNTERDON MILL & MACHINE	PO 24833 WATER / DPW - OE - PARTS - CUST #3		184.02	
60510051	<i>WATER - OE - REPAIRS/CONTRACTS</i>	184.02		184.02
90 - JCP&L	PO 24797 WATER- STREET LIGHT - JUNE 2018 - A		4,954.71	
60510098	<i>WATER - OE - ELECTRIC</i>	4,954.71		4,954.71

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
60510098	PO 24798 WATER- STREET LIGHT - JULY 2018 - A WATER - OE - ELECTRIC	5,656.00	5,656.00	10,610.71
758 - MAGLIO ELECTRIC LLC	PO 24941 WATER - OE - REPAIRS		481.50	
60510051	WATER - OE - REPAIRS/CONTRACTS	481.50		481.50
1694 - ONE CALL CONCEPTS, INC	PO 24952 WATER - OE - MISC - ONE CALL MESSAG		38.75	
60510099	WATER - OE - MISCELLANEOUS	38.75		38.75
327 - STATE OF NEW JERSEY - PWT	PO 25000 WATER - OE - PERMITS/FEES		267.54	
60510046	WATER - OE - PERMITS/FEES	267.54		267.54
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25119 INSURANCE - GROUP HEALTH - AUG 2018		5,268.35	
60510040	WATER - OE - INSURANCE - GROUP	5,268.35		5,268.35
1397 - SUPLEE, CLOONEY & COMPANY	PO 25297 AUDIT SERVICES - OE - 2017 AUDIT		1,000.00	
60510022	WATER - OE - AUDIT FEES	1,000.00		1,000.00
2438 - STANDARD INSURANCE CO	PO 24823 WATER - GROUP INSURANCE - LIFE - PO		68.03	
60510040	WATER - OE - INSURANCE - GROUP	68.03		68.03
2396 - THE STANDARD INSURANCE CO	PO 25224 WATER - GROUP INSURANCE - DENTAL -		432.05	
60510040	WATER - OE - INSURANCE - GROUP	432.05		432.05
2141 - VSP VISION CARE	PO 24732 WATER - GROUP INSURANCE - VISION -A		65.18	
60510040	WATER - OE - INSURANCE - GROUP	65.18		65.18
WATER CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 24940 WATER CAPITAL - ENGINEERING - ASSET		17,690.25	
615329	ASSET MANAGMT PLAN-ORD#2018-13-\$70,000	17,690.25		17,690.25
SEWER UTILITY FUND				
950 - AMERICAN WEAR, INC	PO 25029 SEWER - OE - UNIFORMS - 12% OF MONT		41.04	
62510034	SEWER - OE - UNIFORMS/CLOTHING	41.04		41.04
848 - APPLIED ANALYTICS, INC.	PO 24927 SEWER-CONTRACTS		300.00	
62510047	SEWER - OE - METER CALIBRATION	300.00		300.00
2397 - UNUM	PO 24828 SEWER - GROUP INSURANCE - LTD - POL		23.19	
62510040	SEWER - OE - INSURANCE - GROUP	23.19		23.19
92 - GREENBAUM ROWE SMITH & DAVIS LLP	PO 24863 LEGAL - TOC		6,002.50	
6251004201	TOC-LEGAL-GREENBAUM	6,002.50		6,002.50
2039 - GREENBAUM, ROWE, SMITH & DAVIS	PO 24966 SEWER - OE - TREATMENT CHARGE - 2ND		54,122.68	
62510062	SEWER - OE - SEWER TREATMENT CHARGE	54,122.68		54,122.68

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
90 - JCP&L	PO 24809 SEWER- STREET LIGHTING - JUNE 2018		1,039.85	
62510098	SEWER - OE - ELECTRIC	1,039.85		
	PO 24810 SEWER- STREET LIGHTING - JULY 2018		901.34	
62510098	SEWER - OE - ELECTRIC	901.34		1,941.19
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25119 INSURANCE - GROUP HEALTH - AUG 2018		3,889.49	
62510040	SEWER - OE - INSURANCE - GROUP	3,889.49		3,889.49
1397 - SUPLEE, CLOONEY & COMPANY	PO 25297 AUDIT SERVICES - OE - 2017 AUDIT		1,000.00	
62510022	SEWER - OE - AUDIT FEES	1,000.00		1,000.00
2438 - STANDARD INSURANCE CO	PO 24824 SEWER - GROUP INSURANCE - LIFE -POL		56.98	
62510040	SEWER - OE - INSURANCE - GROUP	56.98		56.98
2396 - THE STANDARD INSURANCE CO	PO 25225 SEWER - GROUP INSURANCE - DENTAL -		341.61	
62510040	SEWER - OE - INSURANCE - GROUP	341.61		341.61
246 - TOWN OF CLINTON	PO 24962 2018 - 2ND QUARTER - SEWER TREATMEN		76,486.51	
62510062	SEWER - OE - SEWER TREATMENT CHARGE	76,486.51		76,486.51
1490 - USA BLUE BOOK	PO 25220 SEWER / B&G- OE - EQUIPMENT - BARR		1,517.07	
62510052	SEWER - OE - HARDWARE & EQUIPMENT	1,517.07		1,517.07
2141 - VSP VISION CARE	PO 24733 SEWER - GROUP INSURANCE - VISION -		47.72	
62510040	SEWER - OE - INSURANCE - GROUP	47.72		47.72
SOLID WASTE UTILITY FUND				
2397 - UNUM	PO 24829 SOLID WASTE - GROUP INSURANCE - LTD		9.90	
64510040	SOLID WASTE-OE-GROUP INSURANCE	9.90		9.90
1813 - PREMIER DISPOSAL, INC	PO 24832 SOLID WASTE - CONTRACTED HAULER- 20		21,956.00	
64510090	SOLID WASTE-OE-CONTRACTED HAULER	21,956.00		21,956.00
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25119 INSURANCE - GROUP HEALTH - AUG 2018		2,008.50	
64510040	SOLID WASTE-OE-GROUP INSURANCE	2,008.50		2,008.50
1397 - SUPLEE, CLOONEY & COMPANY	PO 25297 AUDIT SERVICES - OE - 2017 AUDIT		1,000.00	
64510022	SOLID WASTE-OE-AUDIT	1,000.00		1,000.00
2438 - STANDARD INSURANCE CO	PO 24825 SOLID WASTE - GROUP INSURANCE - LI		24.36	
64510040	SOLID WASTE-OE-GROUP INSURANCE	24.36		24.36
2396 - THE STANDARD INSURANCE CO	PO 25226 SOLID WASTE - GROUP INSURANCE - DEN		162.16	
64510040	SOLID WASTE-OE-GROUP INSURANCE	162.16		162.16
2141 - VSP VISION CARE	PO 24734 SOLID WASTE - GROUP INSURANCE - VIS		25.61	
64510040	SOLID WASTE-OE-GROUP INSURANCE	25.61		25.61

List of Bills - (All Funds)

Vendor	Description	Account	PO	Payment	Check	Total
DEVELOPER ESCROW TRUST FUND						
2441 - COMMUNITY GRANTS, PLANNING & HOUSIN	PO 25284 HOUSING REHAB PROGRAM				152.60	
711333	GROWTH SHARE FEE	152.60				152.60
1398 - MASER CONSULTING PA	PO 25308 ESCROW - ELIZABETHTOWN GAS - MACART				115.00	
711375	ELIZABETHTOWN GAS-STREET OPENINGS	115.00				115.00
1398 - MASER CONSULTING PA	PO 25309 ESCROW - ELIZABETHTOWN GAS - CHURCH				1,200.00	
7118552	E'TOWN-CHURCH/SEAL-ST OPEN	1,200.00				1,200.00
RECREATION TRUST FUND-2015						
2025 - BANK OF AMERICA	PO 25269 RECREATION - SUMMER REC SUPPLIES				536.91	
771001	SUMMER RECREATION PROGRAM	536.91				536.91
2076 - KINSKY, BARBARA	PO 25301 RECREATION - REIMBURSEMENT				106.33	
771001	SUMMER RECREATION PROGRAM	106.33				106.33
1964 - MARY RAEFSKI	PO 25259 SUMMER REC 2018				54.71	
771001	SUMMER RECREATION PROGRAM	54.71				54.71
SPECIAL EVENTS						
2324 - DELGADO, ERIN	PO 25305 SALSA NIGHT 2018 - REIMBURSEMENT				698.99	
781012	SALSA NIGHT	698.99				698.99
2264 - JEFFREY LEVINE	PO 25255 CONCERTS 2018 - SEPT 1, 2018				1,300.00	
781004	CONCERTS	1,300.00				1,300.00
2445 - MEDISYS HEALTH COMMUNICATIONS LLC	PO 25313 SALSA NIGHT 2018 - REFUND OF DUPLIC				500.00	
781012	SALSA NIGHT	500.00				500.00
TOTAL						830,408.70

Total to be paid from Fund 10 CURRENT FUND		589,358.77				
Total to be paid from Fund 22 PREMIUM FUND		24,800.00				
Total to be paid from Fund 23 DOG FUND		13.20				
Total to be paid from Fund 30 GENERAL CAPITAL FUND		2,499.25				
Total to be paid from Fund 60 WATER UTILITY FUND		20,426.18				
Total to be paid from Fund 61 WATER CAPITAL FUND		17,690.25				
Total to be paid from Fund 62 SEWER UTILITY FUND		145,769.98				
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND		25,186.53				
Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND		1,467.60				
Total to be paid from Fund 77 RECREATION TRUST FUND-2015		697.95				
Total to be paid from Fund 78 SPECIAL EVENTS		2,498.99				

		830,408.70				

List of Bills - (All Funds)

Vendor	Description	Account	PO	Payment	Check Total
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Checks Previously Disbursed

72518	HIGH BRIDGE BOROUGH-PAYROLL	CASH		2,820.12	7/25/2018
72518	HIGH BRIDGE BOROUGH-PAYROLL	CASH		6,335.98	7/25/2018
72518	HIGH BRIDGE BOROUGH-PAYROLL	CASH		8,303.71	7/25/2018
72518	HIGH BRIDGE BOROUGH-PAYROLL	CASH		51,431.86	7/25/2018
81018	HIGH BRIDGE BOROUGH-PAYROLL	CASH		8,832.41	8/10/2018
81018	HIGH BRIDGE BOROUGH-PAYROLL	CASH		2,787.82	8/10/2018
81018	HIGH BRIDGE BOROUGH-PAYROLL	CASH		6,287.54	8/10/2018
81018	HIGH BRIDGE BOROUGH-PAYROLL	CASH		9,363.10	8/10/2018
81018	HIGH BRIDGE BOROUGH-PAYROLL	CASH		55,831.67	8/10/2018
99999	INVESTORS BANK	CASH		8,036.58	8/01/2018
99999	INVESTORS BANK	CASH		7,805.48	8/01/2018
801182	NJ DEPT OF TREASURY	CASH - TREASURER		118,564.80	8/01/2018
801181	NJEIT	CASH - TREASURER		36,059.00	8/01/2018
71918	POSTMASTER	CASH		750.00	7/19/2018
61518	POSTMASTER	CASH		300.00	6/15/2018
32918	POSTMASTER	CASH		300.00	3/29/2018
60818	POSTMASTER	CASH		1,000.00	6/08/2018

				324,810.07	

Total paid from Fund 10 CURRENT FUND	279,079.39
Total paid from Fund 60 WATER UTILITY FUND	18,666.81
Total paid from Fund 62 SEWER UTILITY FUND	12,623.52
Total paid from Fund 64 SOLID WASTE UTILITY FUND	5,607.94
Total paid from Fund 77 RECREATION TRUST FUND-2015	8,832.41

	324,810.07

Total for this Bills List: **1,155,218.77**