

DRAFT
BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: August 16, 2018 – 7:30 p.m. – Location: 97 West Main St., High Bridge, NJ 08829

CALL TO ORDER: CALLED TO ORDER BY MAYOR DESIRE

FLAG SALUTE: LED BY MAYOR DESIRE

COUNCIL ROLL CALL:

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

Also present were Police Chief Brett Bartman, Administrator Michael Pappas, Attorney Barry Goodman, and Acting Clerk Adam Young along with twenty-two (22) members of the public and press.

READING AND APPROVAL OF MINUTES:

Motion to dispense with the reading of the regular July 19, 2018 minutes: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, abstain ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 abstain

Motion to approve the July 19, 2018 regular minutes: Motion / Second: Hughes / LoIacono
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, abstain ; Strange, yes ; Zappa, abstain ;
Motion passes: 4 yes, 2 abstain

Motion to approve the July 19, 2018 executive minutes: Motion / Second: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, abstain ; Strange, yes ; Zappa, abstain ;
Motion passes: 4 yes, 2 abstain

The Mayor announced the passing of Max Fox and asked to observe a moment of silence.

VISITORS:

A. Summer Recreation recognition – Council read the names of those involved with running the Summer Recreation program and presented certificates of appreciation.

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Ann Willard asked what is being done to assist with the bills of the residents of the Borough. Mayor Desire and Attorney Goodman spoke about the history of the Town of Clinton sewer issue, the status of the issue, the possibility of building a new sewer plant and seeking approvals, the increasing number of developers interested in capacity, and the hope to wrap up the issue through mediation to help lower the sewer rates. Pat Bielcik asked if the arbitration includes continuing to utilize the Town of Clinton for sewer processing in the future and who oversees the sewer rate to begin with. Council spoke about exploring all the options at this time and that Council and the members of the sewer utility oversee the utility items. Michele Lee asked who is still in the lawsuit, how the percentage of usage of the sewer users is calculated, spoke about Borough workers utilizing payment from the utilities, asked what the estimate of the new sewer plant would cost, and that she has heard that it would be difficult to build a sewer plant. Attorney Goodman and Council explained that a lawsuit was filed but retracted early on as the contract had obligation to follow, explained the history of the parties involved, that the percentage number is based on usage of High Bridge customers, explained that spending appropriately for salary out of the utilities is fine but that was not what the Town of Clinton was doing, that the cost of the new sewer plant calculated to four (4) to six (6) million dollars, explained that the DEP finds it beneficial for a newer sewer plant

to be operating, and Council spoke about the letter of termination from the Town of Clinton to the Borough of High Bridge. Nancy Hunt spoke about Resolutions 203 and 204 and the logistics required to utilize the Solitude House for a possible pending event and asked that the Resolutions not be passed. Discussion ensued.

PUBLIC HEARINGS:

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

Motion to open the public hearing for Ordinance 2018-031: Motion / Second: LoIacono / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

Motion to close the public hearing for Ordinance 2018-031: Motion / Second: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

Motion to adopt Ordinance 2018-031: Motion / Second: LoIacono / Hughes
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

DISCUSSION ITEMS:

- A.** Tax Assessments – Council spoke about the handling of the vacation of the alleys and concerns by residents for taxes going up for added property. Council reports that the results of good sales in the area are being reported and drive most of the tax increases in that area. Michele Lee asked how often properties need to be assessed. Council spoke about implementing the rolling, 5 year assessment plan. Ann Willard spoke about tracking down the Tax Assessor to assess her home.
- B.** Cregar Road speed limit – Council and Chief Brett Bartman discussed the differing signs of 25 and 30 mph on Cregar Road, spoke about the 2015 study, and the need to get some data from the County to begin the process of adjusting speed zones.
- C.** Police Dept. proposal for camera surveillance – Chief Bartman spoke about objective of having some public parks and Borough properties incorporated into his budget in the future and explained some uses of those systems.
- D.** U-turn Ordinance – Chief Brett Bartman spoke about the use of U-turn signs to adjust traffic patterns at the schools to assist with traffic flow.

INTRODUCTION OF ORDINANCES:

Motion to amend the agenda to include Ordinance 2018-032: Motion / Second: LoIacono / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

Motion to introduce Ordinance 2018-032, appropriating \$35,000 from the capital improvement fund for various improvements to the High Bridge Hills golf course: Motion / Second: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

The presiding officer states that Ordinance 2018-032 shall be published in whole or summary in the Express Times and/or the Hunterdon County Democrat with the public hearing date of September 13, 2018.

COUNCIL COMMITTEE ASSIGNMENTS:

Official	Department
Councilman Zappa	Engineering, Department of Public Works Spoke about water main breaks, Hillcrest Ln is being repaired, Washington Ave. is being designed, Mine Rd bridge water bypass, McDonald St. repairs, DPW filling potholes, mowing, cleaning storm drains, brush pickup, 68 tons of asphalt put out
Councilwoman Hughes	Environmental, Solid Waste / Recycling, Public Health & Open Space Spoke about recertification for Tree City and Community Wildlife Habitat, recognized by HART, care for the Commons gazebo, Green Team sustainable Jersey grant,
Councilman LoIacono	Education, Finance, Emergency Services Spoke about Emergency Services update for the Fire Department stats, thanked Emergency Services for responding to the Solitude Village incident
Councilman Strange	Economic Development Committee, Recreation Spoke about the Recreation Committee’s coming meeting, updating the guide book, holding an adventure race, update on the park slide, work on the dog park and pump track delayed due to rain, EDC spoke about request for proposal flexibility, utilizing the train station, Hunterdon County tourism survey
Councilwoman Ferry	Cultural and Heritage, Events Spoke about Cultural and Heritage speaker series, coming speaker series on the Fire Department at the Fire House, the large branch has been removed, Events concerts under way
Councilman Columbus	Golf Spoke about the Golf Committee meeting, golf stats read, rider cup in which the High Bridge Hills won, projections low due to rain, and new pricing strategy for residents, introduction of a Senior rate, WLGO benefit for Veterans
Michael Pappas	Administrator Spoke about attending the compliance hearing for Affordable Housing and the immaculate submission by Darlene Green and Steve Firkser., complimented the DPW on the handling of the water main breaks and the communication with residents
Mayor Mark Desire	Executive Services Spoke about the new business, High Rail Brewing Company, spoke about the McDonald street project and contacts with Senators and Congressman, High Bridge growing, a surprise visit to Gronsky’s with Leonard Lance, and thanked the H.B.P.D. for their work

CONSENT AGENDA:

Motion to remove Resolution 203-2018 and Resolution 204-2018 from the consent agenda for discussion:

Motion / Second: Hughes / Columbus

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

Motion passes. 4 yes, 2 abstain

Council discussed amending, or not, the Resolutions based on the dates of the events. Attorney Goodman suggested passing it and seeing if logistics can be worked out and allowing the Administrator to make the determination if both events can be viable.

Motion to amend Resolution 203-2018 to be conditioned upon the Borough Administrator’s determination of the event logistics to have both events on the same weekend: Motion / Second: Hughes / LoIacono

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

Motion passes. 4 yes, 2 abstain

Motion to approve Resolution 203-2018 as amended and Resolution 204-2018: Motion / Second:

Hughes / LoIacono

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

Motion passes. 4 yes, 2 abstain

RESOLUTION #	TITLE
Resolution – 203 - 2018	Approval for Solitude House reservation application – “For High Bridge”
Resolution – 204 - 2018	Authorization of Social Affairs permit – “For High Bridge”
Resolution – 205 - 2018	Award of Contract – 19,500 GVW Mason Dump
Resolution – 206 - 2018	Refund of duplicate payment - Medevoke
Resolution – 207 - 2018	Safe routes to school grant application Resolution - amended
Resolution – 208 - 2018	Transportation Alternative Funding for infrastructure improvements to enhance qualities of Bridge St and Train Station
Resolution – 209 - 2018	Volunteer Tuition Credit Program
Resolution – 210 - 2018	Lien redemption
Resolution – 211 - 2018	Approval to Submit NJDOT Grant Application

Motion to approve the consent agenda items as amended: Motion / Second: Hughes / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

WRITTEN COMMUNICATIONS:

- A.** End of month Tax and Finance reports
- B.** 2018 Lake Solitude Dam Inspection Proposal

PUBLIC COMMENTS: 3 MINUTES PER PERSON

Michele Lee spoke to supporting the “For High Bridge” event, asked if there were any amendments to the sewer contract between the Town of Clinton and High Bridge, and if the Borough Engineer was showing up at this meeting? Attorney Goodman and Mayor Desire discussed that there was one 20 year old amendment to the contract and that the Borough Engineer will be coming to the next meeting. Nancy Hunt asked if a dredge bucket can sit in front of Borough Hall. Council expressed an interest in keeping the front of Borough Hall greenscaped. Discussion ensued about bucket location and uses.

LEGAL ISSUES: NONE

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$2,553,476.36**
Motion to approve bill list: Motion / Second: Strange / Zappa
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

EXECUTIVE SESSION: LEGAL ADVICE FOR TOWN OF CLINTON

Resolution 212-2018 - Motion to move into executive session: Motion/Second: NO MOTION
Executive session was not held.

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

Motion to adjourn: Motion / Second: LoIacono / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes. 6 yes

Next regular meeting: September 13, 2018 – 7:30 pm – 97 West Main Street, High Bridge, NJ

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

**APPOINTMENT OF COLLEEN HANN, TERRIE SOSTORECZ, AND JOE
CAMPOLATTANO TO THE RECREATION COMMITTEE**

RESOLUTION: 225-2018

ADOPTED:

WHEREAS, there are vacancies in the Recreation Committee, and

WHEREAS, the Mayor wishes to make an appointments of Colleen Hann, Terrie Sostorecz, and Joe Campolattano to the Recreation Committee with a terms expiring:

Colleen Hann	12/31/2018
Terrie Sostorecz	12/31/2019
Joe Campolattano	12/31/2019

WHEREAS, Resolution 156-2018, Board and Committees, will be amended to reflect this appointment,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of High Bridge that Colleen Hann, Terrie Sostorecz, and Joe Campolattano are appointed to the Recreation Committee.

Introduction: 08/16/2018
Publication: 08/23/2018
Adoption:
Publication:

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

ORDINANCE #2018-032

ORDINANCE APPROPRIATING \$35,000.00 FROM THE CAPITAL IMPROVEMENT FUND FOR VARIOUS IMPROVEMENTS TO THE HIGH BRIDGE HILLS GOLF COURSE IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

BE IT ORDAINED BY THE BOROUGH COMMON COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY AS FOLLOWS:

Section 1. \$35,000.00 is hereby appropriated from the Capital Improvement Fund for various equipment and improvements to the High Bridge Hills Golf Course including cart paths, drainage, clubhouse decking and barn roofing, including all work and materials necessary therefore and incidental thereto in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough").

Section 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. This ordinance shall take effect as provided by the law.

Introduction: 05/10/2018
 Publication: 05/17/2018
 Tabled (to 1st meeting in Sept. on)
 05/24/2018

Adoption:
 Publication:

ORDINANCE #2018-022

AN ORDINANCE TO AMEND CHAPTER 167, ARTICLE IV, HIGH BRIDGE HILLS GOLF, OF THE CODE OF THE BOROUGH OF HIGH BRIDGE, ESTABLISHING GOLF RATES

BE IT ORDAINED by the Mayor and Common Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey as follow:

SECTION I: Chapter 167, Article IV is hereby amended to establish High Bridge Hills Golf Club in season rates as follows:

General Public Golf Rates	Monday - Friday	Weekends & Holidays
Daily	\$59	\$77
Mid Day (1:00 PM)	\$51	\$67
Twilight (3:00 PM)	\$37	\$43
Super Twilight (5:00 PM)	\$19	\$25
Senior (60+)*	\$45	N/A
Junior (17-)**	\$25	\$30
9 Holes	\$36	N/A

Hunterdon County Resident Rates	Monday - Friday	Weekends & Holidays
Daily	\$49	\$65
Mid Day (1:00 PM)	\$42	\$54
Twilight (3:00 PM)	\$29	\$35
Super Twilight (5:00 PM)	\$19	\$25
Senior (60+)*	\$35	N/A
Junior (17-)**	\$25	\$30
9 Holes	\$31	N/A

Borough of High Bridge Resident/Taxpayer Rates	Monday - Friday	Weekends & Holidays
Daily	\$36	\$50
Mid Day (1:00 PM)	\$26	\$40
Twilight (3:00 PM)	\$23	\$25
Super Twilight (5:00 PM)	\$19	\$19
Senior (60+)	\$28	N/A
Junior (17-)*	\$10	\$15

9 Holes

\$23

N/A

All rates include applicable sales tax.
Rates are subject to change without notice.
All Rates include Green Fee, Carts and GPS.

*Juniors(17-) must play with an adult Saturday/Sunday/Holidays before 2pm.
Player Development Program Card \$225.00
Weekday Replay \$20 Weekend \$30.

Practice Facility Rates

	<u>Everyday</u>
Small Bucket	\$5
Medium Bucket	\$10
Large Bucket	\$15

SECTION II: REPEALER

All ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed.

SECTION III: EFFECTIVE DATE

This ordinance shall take effect immediately upon adoption and publication in accordance with the laws of the State of New Jersey and remain in effect until changed by Ordinance.

Mark Desire, Mayor

ATTEST:

Adam Young, Acting Municipal Clerk
Introduced: May 10, 2018
Published:
Adopted:
Published:

CERTIFICATION

I, , Municipal Clerk, hereby certify that this ordinance was duly adopted by the Borough of High Bridge at the meeting duly held on the day of , 2018; that this ordinance has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Adam Young, Acting Municipal Clerk,

Introduction:
Publication:
Adoption:
Publication:

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

ORDINANCE #2018-xxx

ORDINANCE APPROPRIATING AN ADDITIONAL \$10,000.00 FROM THE WATER CAPITAL IMPROVEMENT FUND FOR A WATER MAIN BYPASS ON MINE ROAD IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

BE IT ORDAINED BY THE BOROUGH COMMON COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY AS FOLLOWS:

Section 1. Additional \$10,000.00 is hereby appropriated from the Water Capital Improvement Fund for a water main bypass on Mine Road, including all work and materials necessary therefore and incidental thereto in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough").

Section 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. This ordinance shall take effect as provided by the law.

Introduction:
Publication:
Adoption:
Publication:

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

ORDINANCE #2018-xxx

ORDINANCE APPROPRIATING \$15,000.00 FROM THE CAPITAL IMPROVEMENT FUND FOR PRELIMINARY ENGINEERING FOR McDONALD STREET ROAD IMPROVEMENTS IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

BE IT ORDAINED BY THE BOROUGH COMMON COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY AS FOLLOWS:

Section 1. \$15,000.00 is hereby appropriated from the Capital Improvement Fund for preliminary engineering for McDonald Street road improvements, including all work and materials necessary therefore and incidental thereto in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough").

Section 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. This ordinance shall take effect as provided by the law.

Introduction
Publication (summary)
Adoption (Tentative)
Publication (Title)

Ordinance 2018-xxx
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY

ORDINANCE APPROPRIATING \$60,000 FROM CURRENT
CAPITAL IMPROVEMENT FUND FOR SURVEILLANCE
EQUIPMENT AND INSTALLATION, IN AND BY THE BOROUGH
OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW
JERSEY.

BE IT ORDAINED BY THE BOROUGH COMMON COUNCIL OF THE
BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY
AS FOLLOWS:

Section 1. \$60,000 is hereby appropriated from the Current Capital Improvement Fund for surveillance equipment and installation, including all work and materials necessary therefore and incidental thereto in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough").

Section 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. An emergency resolution appropriating \$___,000 will be provided for awarding any contracts applicable to this Ordinance until funding shall become available through adoption.

Section 4. This ordinance shall effect as provided by the law.

Introduction:
Publication:
Adoption:
Publication:

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

ORDINANCE #2018-00X

**AN ORDINANCE OF THE BOROUGH OF HIGH BRIDGE
SETTING FORTH THE SALARY AND WAGE RANGE OF
OFFICERS AND EMPLOYEES**

BE IT ORDAINED by the Mayor and Common Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the 2018 Salary Ordinance be adopted in the form following:

SECTION 1: The salary and wage for compensation of certain Officers and Employees of the Borough of High Bridge having a salary and wage range are as follows:

	SALARY AND WAGE RANGES
Chief of Police	\$105,000 ---- \$116,000 per annum
Sergeant of Police	\$99,000----- \$114,000 per annum
Police Officer - 1st Class	\$89,000----- \$105,000 per annum
Police Officer - 2nd Class	\$82,000 ---- \$88,000 per annum
Police Officer - 3rd Class	\$75,000 ---- \$81,000 per annum
Police Officer - 4th Class	\$68,000 ---- \$74,000 per annum
Police Officer- 5 th Class	\$61,000 ---- \$66,000 per annum
Police Officer- 6 th Class	\$55,000----- \$59,000 per annum
Police Officer- 7 th Class	\$48,000----- \$52,000 per annum
Police Officer- 8 th Class	\$41,000----- \$44,000 per annum
Matrons - Police Dept.	\$8.60 ----- \$13.00 per hour
School Crossing Guards	\$4,000----- \$7,500 per annum
Substitute School/Special Event Crossing Guards	\$8.60 ----- \$13.00 per hour
Director of Public Works & Utilities	\$55,000 ---- \$100,000 per annum
Road Supervisor	\$40,000 ----- \$65,000 per annum
Laborer (CDL) - Public Works & Utilities	\$31,000 ---- \$50,000 per annum
Extra Laborer - Public Works & Utilities	\$8.60 ----- \$16.00 per hour
Extra Laborer – (CDL)Public Works & Utilities	\$14.00 ----- \$20.00 per hour
Director of Public Works Supervisor	\$35,000----- \$65,000 per annum
Utility Collector	\$10,000----- \$15,000 per annum
Assistant Utility Collector	\$4,000----- \$6,000 per annum
Meter Reader	\$4,000----- \$6,000 per annum
Librarian	\$18,000----- \$25,000 per annum
Assistant Librarian	\$ 8.60 ----- \$15.00 per hour
Extra Clerical – All Depts. Not otherwise classified	\$ 8.60 ----- \$20.00 per hour
Temporary Part-Time Office Assistant	\$ 8.60----- \$15.00 per hour
Technical Assistant	\$8.60----- \$20.00 per hour
Mayor	\$2,000 ----- \$3,500.00 per annum
Member of Common Council	\$2,000 ----- \$3,500.00 per annum
Municipal Administrator/Deputy Zoning Officer	\$85,000 ---- \$125,000 per annum
Zoning Officer	\$3,900----- \$6,000 per annum
CCO Officer	\$3,900----- \$6,000 per annum
Acting Clerk/Registrar	\$40,000----- \$50,000 per annum
Deputy Municipal Clerk	\$25,000----- \$35,000 per annum
Deputy Registrar	\$ 1,250..... \$2,500 per annum
Clerical Assistant	\$20,000----- \$30,000 per annum
Recycling Coordinator	\$500..... \$3,000 per annum
Assistant Recycling Coordinator	\$500..... \$3,000 per annum
Right to Know Coordinator	\$1,000----- \$2,500 per annum
Municipal Housing Liaison (COAH)	\$1,000----- \$5,000 per annum
Municipal Administrative Agent (COAH)	\$1,000----- \$3,000 per annum
Chief Financial Officer/Treasurer/Tax Collector	\$75,000----- \$105,000 per annum
Finance Assistant I	\$25,000----- \$45,000 per annum
Finance Assistant II	\$12.00----- \$25.00 per hour
Tax Assessor	\$10,000 ---- \$20,000 per annum
Annual Assessment Officer	\$50.00----- \$65.00 per hour
Planning Board Secretary	\$12.00----- \$20.00 per hour
Construction Sub-code Official	\$5,000 ----- \$7,500 per annum
Building Sub-code Official	\$5,000 ----- \$7,500 per annum
Plumbing Sub-code Official	\$5,000 ----- \$7,500 per annum
Electrical Sub-code Official	\$5,000 ----- \$7,500 per annum
Fire Sub-code Official	\$5,000 ----- \$7,500 per annum
Summer Recreation Counselor	\$8.60----- \$10.00 per hour
Summer Recreation Director	\$1,000 ----- \$1,700 per annum
Summer Recreation Assistant Director	\$600----- \$950 per annum

SECTION 2: All ordinance or sections of ordinances deemed to be inconsistent with the terms of this ordinance are hereby repealed.

SECTION 3: This ordinance shall become effective retroactively to January 1, 2018 upon passage and publication in accordance with the laws of the State of New Jersey.

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

Authorization to Advertise – Full-time Director of the Department of Public Works

RESOLUTION: 213-2018

ADOPTED:

WHEREAS, there is a need for a full-time Director of the Department of Public Works/Water Operator/Sewer Operator; and

WHEREAS, the position is required to be advertised,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey that the Borough advertises the above position(s).

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

Award of Contract – Beaver Street Hydrants

RESOLUTION: 214-2018

DATE: pending adoption

WHEREAS, the Borough of High Bridge wishes to purchase new fire hydrants, and

WHEREAS, two quotes were received:

JTG Construction	\$12,000.00
Penn Bower	\$13,500.00

WHEREAS, JTG Construction had the lowest price of \$12,000.00, 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 JTG Construction.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: DPW – #10529020.



Bonnie Ann Fleming
Chief Financial Officer

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

Award of Contract – Cokesbury & Silverthorne Hydrants

RESOLUTION: 215-2018

DATE: pending adoption

WHEREAS, the Borough of High Bridge wishes to purchase new fire hydrants, and

WHEREAS, two quotes were received:

JTG Construction	\$12,000.00
Penn Bower	\$13,500.00

WHEREAS, JTG Construction had the lowest price of \$12,000.00, 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 JTG Construction.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: DPW – #10529020.



Bonnie Ann Fleming
Chief Financial Officer

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

Award of Contract – Wilson Ave Hydrants

RESOLUTION: 216-2018

DATE: pending adoption

WHEREAS, the Borough of High Bridge wishes to purchase new fire hydrants, and

WHEREAS, two quotes were received:

JTG Construction	\$8,000.00
Penn Bower	\$8,800.00

WHEREAS, JTG Construction had the lowest price of \$8,000.00, 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 JTG Construction.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: DPW- #10529020.



Bonnie Ann Fleming
Chief Financial Officer

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

APPOINTMENT OF MEDIATOR

RESOLUTION: 217-2018

ADOPTED:

WHEREAS, the Borough of High Bridge has consulted with several qualified applicants in pursuit of a mutually agreed upon Mediator regarding the Borough of High Bridge and the Clinton Township Sewerage Authority v. the Town of Clinton; and

WHEREAS, Jerome M. St John of Counsel Chiesa Shahinian & Giantomasi, has been agreed to by all parties as the preferred candidate; and

WHEREAS, the fee is \$500/hour for all services rendered and the invoices will be billed one-third to each party as per the agreement dated July 19, 2018; and

WHEREAS, a certification of funds available has been completed by the CFO for said project.

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 that Jerome M. St John of Counsel Chiesa Shahinian & Giantomasi hereby be appointed as Mediator regarding the Borough of High Bridge and the Clinton Township Sewerage Authority v. the Town of Clinton for a not to exceed amount of \$7,000.00.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Acct#621004204-Sewer Fund – Legal Expenses.



Bonnie Ann Fleming,
Chief Financial Officer

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

Award of Contract – Zero-turn Mower

RESOLUTION: 218-2018

DATE: pending adoption

WHEREAS, the Borough of High Bridge wishes to purchase a new zero-turn mower for DPW, and

WHEREAS, four quotes were received:

Powerco	\$7,900.62
PowerPlace	\$8,583.12
Frank Rymon & Sons	\$9,295.00
L&L Lawn	\$9,675.00

WHEREAS, Powerco had the lowest price of \$7,900.62, 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 Powerco.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Capital – #30980701.



Bonnie Ann Fleming
Chief Financial Officer

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

Borough Event – High Bridge Adventure Race – Bike, Boat, & Run

RESOLUTION: 219-2018

ADOPTED:

WHEREAS, the Borough of High Bridge wishes to designate a Borough recreational event titled “High Bridge Adventure Race – Bike, Boat, & Run”, and

WHEREAS, the event will be sponsored by the High Bridge Recreation Committee, and

WHEREAS, the event is proposed for October 28th, 2018 at 12:00 noon,

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 that the “High Bridge Adventure Race – Bike, Boat, & Run” is approved for October 28th, 2018 at 12:00 noon.

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

CAPITAL BUDGET AMENDMENT

RESOLUTION: 220-2018

ADOPTED:

WHEREAS, the local capital budget for the year 2018 was adopted on the 26th day of April; and

WHEREAS, it is desired to amend said capital budget section;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of High Bridge, County of Hunterdon that the following amendment to the capital budget section of the Borough of High Bridge be made.

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of the Local Government Services. It is hereby certified that this is a true copy of a resolution amending the capital budget section as previously adopted.

CAPITAL BUDGET AMENDMENT

FROM
Capital Budget (Current Year Action)
2018

Planned Funding Services for
Current Year 2018

1 Project	2 Project Number	3 Estimated Total Cost	4 Amounts Reserved in Prior Years	5 Planned Funding Services for Current Year 2018						To be Funded in Future Years
				5a 2018 Budget Appropriations	5b Capital Improvement Fund	5c Capital Surplus	5d Grants in Aid and Other Funds	5e Debt Authorized		
Current Fund										
1--1/2 ton roller		\$ 30,000	\$ 11,000		\$ 19,000				\$ -	\$ -
Storm Grates/Drains		\$ 10,000			\$ 10,000					
Subtotal Current Fund		\$ 5,619,000	\$ 11,000	# \$ 35,000	\$ 458,000	\$ -	\$ 180,000	\$ 387,000	\$ 4,548,000	
Water Fund										
Various Water Mains		\$ 25,000			\$ 25,000					
Subtotal Water Fund		\$ 1,045,000			\$ 75,000			\$ 970,000		
Total All Projects		\$ 6,664,000	\$ 11,000	\$ 35,000	\$ 533,000	\$ -	\$ 180,000	\$ 1,357,000	\$ 4,548,000	

FROM
5 YEAR CAPITAL PROGRAM 2018-2022
Anticipated Project Schedule
and Funding Requirement

1 Project	2 Project Number	3 Estimated Total Cost	4 Estimated Completion Time	5 Funding Amounts Per Year						
				Budget Year 2018	2019	2020	2021	2022	2023-2025	
Current Fund										
1--1/2 ton roller		\$ 30,000	2018	\$ 30,000	\$ -					
Storm Grates/Drains		\$ 10,000	2018	\$ 10,000						
Subtotal Current Fund		\$ 5,619,000		\$ 1,031,800	\$ 124,200	\$ 138,000	\$ 300,000	\$ 4,025,000		
Water Fund										
Various Water Mains		\$ 25,000	2.018	\$ 25,000						
Subtotal Water Fund		\$ 104,500		\$ 1,045,000						
Total All Projects		\$ 6,664,000		\$ 2,076,800	\$ 124,200	\$ 138,000	\$ 300,000	\$ 4,025,000		

CAPITAL BUDGET AMENDMENT

From
5 YEAR CAPITAL PROGRAM 2018-2022
Summary of Anticipated
Funding Sources and Amounts

1 Project	2 Estimated Total Cost	3 Budget Appropriations		4 Capital Improvement Fund	5 Capital Surplus	6 Grants in Aid and Other Funds	7 Bonds and Notes				
		Current Year 2018	Future Years				General	Self Liquidating	Assessment	School	
Current Fund											
1-1/2 ton roller	\$ 30,000		\$ -	\$ 30,000				\$ -			
Storm Grates/Drains	\$ 10,000			\$ 10,000							
Subtotal Current Fund	\$5,619,000	\$ 35,000	\$ 4,548,000	\$ 469,000	\$ -	\$ 180,000	\$ 387,000	\$ -	\$ -	\$ -	\$ -
Water Fund											
Various Water Mains	\$ 25,000			\$ 25,000							
Subtotal Water Fund	\$1,045,000			\$ 75,000				\$ 970,000			
Total All Projects	\$ 6,664,000	\$ 35,000	\$ 4,548,000	\$ 544,000	\$ -	\$ 180,000	\$ 387,000	\$ 970,000	\$ -	\$ -	\$ -

CAPITAL BUDGET AMENDMENT

TO
Capital Budget (Current Year Action)
2018

Planned Funding Services for
Current Year 2018

1 Project	2 Project Number	3 Estimated Total Cost	4 Amounts Reserved in Prior Years	5 Planned Funding Services for Current Year 2018					
				5a 2018 Budget Appropriations	5b Capital Improvement Fund	5c Capital Surplus	5d Grants in Aid and Other Funds	5e Debt Authorized	To be Funded in Future Years
Current Fund									
McDonald St-Prelim Eng		\$ 15,000			\$ 15,000			\$ -	\$ -
1-1/2 ton roller		\$ 11,000	\$ 11,000						
Storm Grates/Drains		\$ 14,000			\$ 14,000				
Subtotal Current Fund		\$ 5,619,000	\$ 11,000	\$ 35,000	\$ 458,000	\$ -	\$ 180,000	\$ 387,000	\$ 4,548,000
Water Fund									
Various Water Mains		\$ 30,000		\$ -	\$ 30,000			\$ -	
Subtotal Water Fund		\$ 1,050,000		\$ -	\$ 80,000			\$ 970,000	
Total All Projects		\$ 6,669,000	\$ 11,000	\$ 35,000	\$ 538,000	\$ -	\$ 180,000	\$ 1,357,000	\$ 4,548,000

TO
5 YEAR CAPITAL PROGRAM 2018--2022
Anticipated Project Schedule
and Funding Requirement

1 Project	2 Project Number	3 Estimated Total Cost	4 Estimated Completion Time	5 Funding Amounts Per Year					
				Budget Year 2018	2019	2020	2021	2022	2023-2025
Current Fund									
McDonald St-Prelim Eng		\$ 15,000	2018	\$ 15,000	\$ -				
1-1/2 ton roller		\$ 11,000	2018	\$ 11,000	\$ -				
Storm Grates/Drains		\$ 14,000	2018	\$ 14,000					
Subtotal Current Fund		\$ 5,619,000		\$ 1,031,800	\$ 124,200	\$ 138,000	\$ 300,000	\$ 4,025,000	\$ -
Water Fund									
Various Water Mains		\$ 30,000	2018	\$ 30,000					
Subtotal Water Fund		\$ 1,050,000		\$ 105,000					
Total All Projects		\$ 6,669,000		\$ 2,081,800	\$ 124,200	\$ 138,000	\$ 300,000	\$ 4,025,000	\$ -

CAPITAL BUDGET AMENDMENT

TO
5 YEAR CAPITAL PROGRAM 2018-2022
Summary of Anticipated
Funding Sources and Amounts

1 Project	2 Estimated Total Cost	3 Budget Appropriations		4 Capital Improvement Fund	5 Capital Surplus	6 Grants in Aid and Other Funds	7 Bonds and Notes			
		Current Year 2018	Future Years				General	Self Liquidating	Assessment	School
Current Fund										
McDonald St-Prelim Eng	\$ 15,000	\$ -		\$ 15,000	\$ -			\$ -		
1-1/2 ton roller	\$ 11,000			\$ 11,000						
Storm Grates/Drains	\$ 14,000			\$ 14,000						
Subtotal Current Fund	\$ 5,619,000	\$ 35,000	\$ 4,548,000	\$ 469,000	\$ -	\$ 180,000	\$ 387,000	\$ -	\$ -	
Water Fund										
Various Water Mains	\$ 30,000			\$ 30,000						
Subtotal Water Fund	\$ 1,050,000			\$ 80,000				\$ 970,000		
Total All Projects	\$ 6,669,000	\$ 35,000	\$ 4,548,000	\$ 549,000	\$ -	\$ 180,000	\$ 387,000	\$ 970,000	\$ -	\$ -

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

RESOLUTION: 221-2018

ADOPTED: pending

**Resolution Requesting Approval of Items of Revenue Appropriation
NJS 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 in the sum of \$2,585.00, which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Distracted Driving. Pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$2,585.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Distracted Driving.

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

RESOLUTION: 222-2018

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>
2017-006	37	33	CUST BV002	\$10,448.16
PREMIUM	37	33	CUST BV002	\$ 5,000.00

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

Authorization of Utility Adjustment

RESOLUTION: 223 -2018

DATE: pending adoption

WHEREAS, 10 Church Street was foreclosed in 2013 and the water meter was removed thereby preventing a final reading from being obtained; and

WHEREAS, the Water Department was unable to gain admittance to the property to replace the meter until a final reading was requested for the latest sale in June 2018; and

WHEREAS, there is now a usage of 51,000 gallons on the account that cannot be traced to the current owner as the property has remained vacant during renovations; 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 adjustment of 51,000 gallons to Utility ID#1741 in the following amounts: \$318.75 for water, \$274.38 for sewer.

Memo

To: Mayor Desire

From: Bonnie Ann Fleming, CFO/CTC

CC: Borough Council

CC: Borough Administrator

Date: 09/12/18

Re: Monthly Report-July

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

Including:

- Weekly Management Reports 07/06-07/27/18
- Tax Collector's Monthly Receipts
- Capital Project Balances
- YTD Interest
- YTD Revenues
- Monthly Receipts and Disbursements
- YTD Budget Balances

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

07/06/18

TAX – Month end reports for tax and utility collections were prepared.

FINANCE – The 2017 Clean Communities Statistical Report was filed on-line.

Payroll input sheets were prepared and submitted for processing of the 07/10 payroll. Checks were prepared for distribution. Subsidiary ledgers were updated, and agency checks were processed. On-line transfers were also completed.

Wiring instructions for debt service payments due August 1 were setup online.

A new Fuel Credit Card application was submitted through the NJ State Contract Vendor. The prior Fleet card account had been terminated due to non-use.

I contacted Independence Constructors regarding the gas pumps not functioning. An account for emergency usage was set up with a local vendor.

The Trail Grant reimbursement request was submitted to NJDEP.

July invoices for armored car and payroll services were transmitted to Investors Bank for payment.

A list of current escrow account balances was sent to the Borough Engineer for review and comment.

Seamless Docs was contacted to review conversion of the utility closing statement, parking permit application, and employment application. A conference call was scheduled for next week to go through each form before uploading to the website.

I submitted a bill for repair work to the Ford Interceptor to the insurance company for payment.

I contacted the risk manager to discuss opening a new claim for the mold in the entryway of the Police building.

I contacted the State of NJ in search of cooperative contracts for generators.

I contacted FM Generator to get an updated quote for the generator at Well #8. I also contacted PSI to provide a quote for same.

Minutes from the HB BOE reflecting approval of the support for the Safe Routes to School Grant was forwarded to the Borough Engineer.

A meeting was held with the Administrator and Borough Engineer to review on-going projects.

The quarterly NJ Emergency Management Grant report was filed on July 5.

A verification of employment form was completed upon request.

Thirty-nine Purchase Orders were prepared and mailed.

Supplies for the summer rec program were ordered.

The quarterly DCA report was reconciled and filed with the State.

MISCELLANEOUS – Scheduled servicing of all air conditioning units in Borough buildings was completed on Friday, July 06, 2018. A problem with the Police A/C unit was noted and options were discussed regarding repair or replacement.

TAX – Respond to requests for tax information and tax bill updates.

248 second notices for utility delinquency were prepared and mailed.

Redemption figures were confirmed for a prospective closing. The amount requested was received and a resolution was prepared to redeem the lien.

Due to the delays in adoption of the State budget, our tax rate certification will be delayed. Since changes were made to the school aid formula at the last minute, this will further delay certification by the County. A resolution to extend the 3rd quarter grace period until August 31 has been prepared for Council approval at the 07/19 meeting.

An update on tax bill mailing was prepared for the Borough website.

FINANCE – A review of unanticipated expenses in the category of buildings and grounds was started.

Seamless docs finished transferring the Employment application, parking permit application and the utility closing statement into on-line fillable forms. I contacted Muncipay to coordinate the payment link for the parking permit fee on our website. The completed Parking Permit application form is now available to the public on the Borough's website.

Professionals were contacted to ascertain if additional funding of an escrow account was necessary prior to Planning Board approval.

The upcoming agenda was reviewed with the Borough Administrator and Acting Clerk.

The adopted budget approved by DLGS was scanned to the Acting Clerk for posting on the Borough website.

Resolutions were prepared to refund a summer rec fee and to extend the grace period to 8/31 for the 3rd quarter property tax payment.

A meeting was held with the auditors to review the annual audit report. A recommendation to advertise not to exceed amounts for the Professional Service Contracts awarded was discussed. The Corrective Action Plan was prepared regarding this recommendation. A resolution was prepared to amend the previously adopted resolution for professional contracts to include "not to exceed" amounts. An advertisement with this information was also prepared for publication in the Democrat.

Twenty-one purchase orders were prepared and mailed.

A meeting with the Fire Chief, Water Operator and Administrator was held to discuss time and costs of fire hydrant testing.

I contacted the Risk Manager and Borough Attorney to discuss subcontractors and issues of liability.

I contacted the Green Acres Northeast Team Leader to inquire about eligibility for funding in 2019.

An updated quote for preparing and maintaining an electronic version of the Land Use Laws, approved by Council in 2017, was received and approved. The estimate did not change from the original cost of \$11-12K. Additionally, the 2018 ordinances and resolutions adopted year to date were submitted to General Code and approved for codification, which will bring the on-line Borough Code current after many years.

I contacted our representative at Comcast for new deals for service on our phone and internet lines.

MISCELLANEOUS – Fuel Master was contacted to download reports with gas/diesel usage. There were difficulties reading the data which were finally ironed out by the vendor after several hours.

A fuel usage report was provided to the Rescue Squad, upon request. A new key card was activated for the newest Police vehicle, 14-17.

OPRA request for insurance information was completed and forwarded to the Acting Clerk.

Updated workers compensation coverage information was completed and returned to the Doctor Is In.

Estimated quantity bid sheets requested from the Morris County CoOp related to road materials were forwarded to the Borough Engineer to determine quantities needed based on scheduled road improvements.

I emailed the Assessor regarding tax map changes for vacated alleys.

An electronic module for sending certified mailings through the postage machine was provided through Jersey Mail, our vendor. This will allow us to keep an electronic version of the mailing and receipt of all certified mailings and to maintain an address database for future use. Training on the new system has been scheduled for next Wednesday with the Borough Hall staff.

I contacted Bob Newman with Rapid Recovery to discuss issues with odors in the Police vestibule. He had investigated it and found it not to be a mold problem but perhaps a ventilation problem. I then contacted our HVAC contractor to get a price on a new supply/return extension in the vestibule area. An appointment was scheduled for next Thursday to visit the site.

The Risk Manager was notified about a summer recreation participant breaking his arm during the program.

TAX – The 2018 tax rate was received from the County and input into the system. Tax bills were printed, folded, and stuffed for mailing.

Appeal adjustments were entered in to the system prior to printing of the bills. There was a total of six appeals totaling \$8,861.26.

PILOTS (payment in lieu of taxes) invoices were prepared for mailing with the tax bills.

I completed the tax verification for a taxpayer applying for the Property Tax Reimbursement.

A list of utility accounts billed through High Bridge but residing in Clinton Township was forwarded to the Tax Collector for updating of ownership. Deeds are not furnished to the Borough for these properties, so we have no other way to update the accounts for billing purposes.

FINANCE – A copy of the audit and synopsis for advertising was forwarded to the Acting Clerk for posting and publishing. A breakdown of the contracts awarded year-to-date was provided to the Finance chair.

I contacted Phoenix Advisors to post the audit on the MSRB website and to confirm all requirements had been met. It was confirmed that we are up to date with all required filings.

Green Acres funding options were shared with the Administrator. We are now eligible for the standard acquisition grant (25%) unless Planning Incentive eligibility requirements are met which would result in 50% funding.

I contacted the HB School Business Administrator regarding payment of August 1st levy. Due to the extension in the grace period I will be splitting up the payment to the school.

The golf financials for June were reviewed with HBHM. Capital projects and marketing plans were also discussed.

The AG's office was contacted to update information on a Body Armor Grant Application.

Verification of the High School taxes paid for FY 2017-2018 was provided to the school auditors upon request.

Payroll input sheets were completed and submitted for processing of the 07/25 payroll.

Fifty-five purchase orders were processed and mailed.

The HB School Business Administrator was contacted again regarding questions to be completed for the Safe Routes to School Grant application.

MISCELLANEOUS – I followed up with the Assessor on tax map changes that had been made as a result of the vacated alleyways. I contacted the Borough Engineer and Attorney to determine if further action was necessary by the Borough to record the transactions.

Training took place on Wednesday for the use of the new electronic certified mailing software available through the new postage machine.

A claim form was forwarded to the Risk Manager for the incident at Summer Rec. last Friday.

A list of vehicles was provided to the DPW director to provide odometer readings for input into the Fuel Master program. This will allow us to provide preventative maintenance reports noting when service is due or over-due.

After learning of the cancelation of the Halloween 5K event, I contacted the vendor, Base Camp 31, about shutting down the site for on-line payments and registration.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

07/27/18

TAX – I responded to questions from tax payers regarding the tax increase, explaining the municipal rate decreased but the school levy increased causing a .11 cent change in the overall rate.

Subsequent utility charges were received and posted to a lien. A reminder was sent to the lien holder to update their records with our new address.

A redemption calculation for 08/16 was provided to the homeowners' attorney, upon request.

Two Property Tax Reimbursement applications were completed for residents upon request.

FINANCE – The 07/25 payroll checks were prepared for distribution. On-line transfers were completed, subsidiary ledgers were updated, and agency checks were processed.

A reconciliation of Pensions & Benefits paid to date was completed. Due to a double billing by the State Pensions & Benefits division, a credit balance of \$288.60 exists and will be deducted from future bills.

MISCELLANEOUS – The advertisement proof was approved for publication in the Democrat, in the absence of the Acting Clerk.

Month end reports were completed.

Thirty-two purchase orders were prepared and mailed.

The installation of a vent for the Police building vestibule was discussed with the DPW director.

I contacted Pumping Services for an update on the proposal for the generator installation at Greyrock Well. They are still waiting for some prices to complete the estimate.

I contacted Chris Marx from French & Parrello regarding the biennial Dam inspection. A quote was received for the work and will be presented to Council for approval on 08/16.

I completed an insurance application pertaining to Lake Solitude Dam.

A conference call was held with the Borough Planner, Attorney, Administrator and me to discuss the newly adopted Affordable Housing Trust Fund Spending Plan.

The DOT grant application for Local Infrastructure Aid for 2019 was initiated on SAGE.

I met with the Borough Engineer and Administrator to discuss on-going projects. The Tax Assessor joined us to discuss the vacated lots and how the Borough should record the adjustments with the County Clerk.

I was enrolled in a Webinar on 07/25 for Green Purchasing which provided four credits towards my QPA and CFO licenses.

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:

July 31, 2018

	QTR	CURRENT	YTD	YRLY
CURRENT 2018	22.57%	\$ 729,538.15	\$ 6,542,913.97	53.87%
TAXES YEAR 2017		\$ 195.96	\$ 77,413.40	
TAXES YEAR 2019		\$ 88.89	\$ 88.89	
MISC REV		\$ -	\$ 20.00	
TAX SALE COST		\$ -	\$ -	
LIENS		\$ 2,600.08	\$ 44,089.30	
PILOT		\$ -	\$ 14,207.78	
INTEREST/PENALTY		\$ 757.02	\$ 11,678.72	
PREMIUM		\$ -	\$ -	
DUE UTILITY COLLECTOR		\$ -	\$ 244.50	
REDEMPTIONS - MUNI LIENS		\$ -	\$ -	
TOTAL		\$ 733,180.10	\$ 6,690,656.56	



Bonnie Ann Fleming
Tax Collector

09/12/18

Date

HIGH BRIDGE INTEREST EARNED 2018

A/C #	CURRENT	GREEN ACRES	DOG	WATER		SEWER	SOLID WASTE		SW CAP	SUI	HISTORIC PRESVTN		REHAB ESC	REC TRUST	DEV ESC	SPECIAL EVENTS	TOTAL
				567+utility	575		492+util	508			516+utility	524					
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	4,896.90	13.24	12.17	221.96	30.67	388.48	131.94	223.90	6.67	116.75	2.98	57.89	19.47	0.28	21.80	6,115.10	
AUGUST	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
SEPTEMBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
OCTOBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
NOVEMBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
DECEMBER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL	32,680.62	90.18	83.06	1,443.32	313.23	2,759.84	901.44	1,474.40	45.59	793.19	19.77	394.28	70.98	1.91	132.32	41,204.13	

YEAR TO DATE REVENUE AS OF: JULY 2018

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 12,737,553.47	\$ (6,542,913.97)	\$ 6,194,639.50	48.63%
Delinquent Taxes	\$ 174,000.00	\$ (77,413.40)	\$ 96,586.60	55.51%
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	\$ (16,259.17)	\$ 3,740.83	18.70%
Interest and Costs on Taxes	\$ 33,000.00	\$ (11,678.72)	\$ 21,321.28	64.61%
Interest	\$ 10,000.00	\$ (32,680.62)	\$ (22,680.62)	-226.81%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 1,100,000.00	\$ (389,508.94)	\$ 710,491.06	64.59%
Misc Rev - Unanticipated	\$ -	\$ (82,244.29)	\$ (82,244.29)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	\$ 38,429.00	\$ -	\$ 38,429.00	100.00%
Energy Receipts Tax	\$ 253,480.00	\$ (7,361.00)	\$ 246,119.00	97.10%
Garden State Trust	\$ 12,931.00	\$ -	\$ 12,931.00	100.00%
Fees & Permits:				
Uniform Construction Fees	\$ 40,000.00	\$ (22,133.00)	\$ 17,867.00	44.67%
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 Enfrgmt Fund	\$ -	\$ -	\$ -	#DIV/0!
Body Armor Fund	\$ -	\$ -	\$ -	#DIV/0!
Clean Community Grant	\$ 8,718.19	\$ (8,718.19)	\$ -	0.00%
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	\$ (2,585.00)	\$ 2,915.00	53.00%
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	\$ 2,529,404.15	\$ (1,201,954.52)	\$ 1,327,449.63	52.48%
Amnt to be Raised - Municipal	\$ 3,382,553.47		\$ 3,382,553.47	100.00%
Local/Reg/Cty/Lib/Open Taxes	\$ 9,663,741.05	\$ (6,542,913.97)	\$ 3,120,827.08	32.29%
Total Tax Levy	\$ 13,046,294.52	\$ -	\$ -	

Expenditure Budget

CURRENT FUND

Activity to 7/31/2018

* 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	30,787.50	-	22,627.50
10510020	GENERAL ADMIN: OTHER EXPENSES	6,500.00	1,246.01	2,445.99	2,808.00
10510120	INTERNET	6,700.00	4,022.45	2,627.55	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	4,002.47	1,997.53	1,000.00
10511520	NEWSLETTER	7,500.00	3,570.00	3,922.01	7.99
10512010	MUNICIPAL CLERK: SALARIES & WAGES	26,623.34	11,843.05	-	14,780.29
10512020	MUNICIPAL CLERK: OTHER EXPENSES	5,925.00	3,957.53	101.47	1,866.00
10512520	ELECTION EXPENSE	2,750.00	2,469.19	-	280.81
10512720	CODIFICATION OF ORDINANCES	5,500.00	-	835.00	4,665.00
10513010	FINANCIAL ADMIN: SALARIES & WAGES	43,900.53	25,577.37	-	18,323.16
10513020	FINANCIAL ADMIN:OTHER EXPENSES	7,470.00	4,647.89	1,614.56	1,207.55
10513520	AUDIT SERVICES: OTHER EXPENSES	30,865.00	-	27,000.00	3,865.00
10514510	TAX COLLECTOR: SALARIES & WAGES	43,801.24	25,618.30	-	18,182.94
10514520	TAX COLLECTOR: OTHER EXPENSES	7,265.00	5,114.17	339.59	1,811.24
10515010	TAX ASSESSMENT: SALARIES & WAGES	47,280.84	31,444.44	-	15,836.40
10515020	TAX ASSESSMENT: OTHER EXPENSES	8,000.00	207.15	3,094.27	4,698.58
10515520	LEGAL: OTHER EXPENSES	80,000.00	34,391.27	55,073.73	(9,465.00)
10516520	ENGINEERING SERVICES: OTHER EXPENSES	35,500.00	13,583.50	16,417.50	5,499.00
10517020	BUILDINGS & GROUNDS	93,757.00	20,047.78	41,485.95	32,223.27
10517120	BUILDINGS & GROUNDS-OFFICE	28,100.00	17,186.17	12,613.59	(1,699.76)
10518010	PLANNING BOARD: SALARIES & WAGES	5,616.00	2,304.00	-	3,312.00
10518020	PLANNING BOARD: OTHER EXPENSES	18,000.00	4,559.60	7,976.50	5,463.90
10518510	ZONING OFFICER: SALARIES & WAGES	5,202.00	2,992.00	-	2,210.00
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	36,422.70	21,095.82	-	15,326.88
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	3,577.30	108.00	-	3,469.30
10520510	CCO-BLDG INSPECTION:SALARIES & WAGES	5,202.00	2,992.00	-	2,210.00
10521020	LIABILITY INSURANCE	64,800.00	55,518.36	-	9,281.64
10521520	WORKER'S COMPENSATION INSURANCE	55,500.00	55,412.75	-	87.25
10522020	EMPLOYEE GROUP INSURANCE	178,800.00	95,591.01	68,925.07	14,283.92
10524010	POLICE DEPARTMENT: SALARIES & WAGES	835,033.89	468,810.30	-	366,223.59
10524020	POLICE DEPARTMENT: OTHER EXPENSES	65,000.00	34,138.06	26,657.91	4,204.03
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	3,000.00	480.14	531.01	1,988.85
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	79,538.00	69,538.00	9,044.40	955.60
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	71,642.86	-	50,052.05
10529020	DEPT.OF PUBLIC WORKS: OTHER EXPENSES	203,800.00	49,594.38	42,987.72	111,217.90
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	7,000.00	2,112.55	54.99	4,832.46
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	310.78	1,050.22
10537020	SPECIAL EVENTS: OTHER EXPENSES	3,500.00	1,317.88	1,390.56	791.56
10537120	CULTURAL & HERITAGE	2,000.00	585.00	-	1,415.00
10537620	GOLF-OTHER EXPENSES	1,100,000.00	555,473.37	520,484.60	24,042.03
10539010	LIBRARY: SALARIES & WAGES	22,240.86	12,371.98	-	9,868.88
10539020	LIBRARY - OTHER EXPENSES	200.00	-	200.00	-
10543020	ELECTRICITY	30,000.00	9,182.40	345.61	20,471.99
10543520	STREET LIGHTING	39,500.00	14,812.52	5,440.01	19,247.47
10544020	TELEPHONE	14,600.00	8,324.15	6,215.85	60.00
10544620	GASOLINE	38,520.00	26,170.74	10,529.26	1,820.00
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	53,701.17	-	42,110.01
10547520	CONTRIBUTION TO PFRS	185,996.00	186,152.78	-	(156.78)
10547521	DEFINED CONTRIBUTION RETIREMT PL	12,000.00	3,610.10	1,503.15	6,886.75
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
10670520	CLEAN COMMUNITIES GRANT	8,718.19	-	-	8,718.19
10672620	RECYCLING TONNAGE GRANT	2,891.06	452.76	-	2,438.30
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	2,378.25	519.75	-
10687020	EMERGENCY APPROPRIATIONS:	35,000.00	-	-	35,000.00

Expenditure Budget

CURRENT FUND

Activity to 7/31/2018

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

Account Number	Description	Budget	Activity	Encumbered	Balance
10687120	SPECIAL EMERGENCY-5 YEARS	35,000.00	-	-	35,000.00
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	54,638.36	-	41,361.64
TOTALS		5,911,957.62	2,683,506.26	904,446.00	2,324,005.36

Report of Audit

on the

*Financial Statements
and Supplementary Schedules*

of the

*High Bridge
Free Public Library*

for the

*Year Ended
December 31, 2017*

HIGH BRIDGE FREE PUBLIC LIBRARY

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SUPLEE, CLOONEY & COMPANY

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INDEPENDENT AUDITOR'S REPORT

Members of the Board of Trustees
High Bridge Free Public Library
High Bridge, New Jersey

Report on the Financial Statements

We have audited the accompanying balance sheets - regulatory basis of the various individual funds of the High Bridge Free Public Library, as of December 31, 2017, the related statement of operations and changes in fund balance - regulatory basis for the year then ended, and the statement of expenditures - regulatory basis of the various individual funds for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Library's regulatory financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these regulatory financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division"), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

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An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the regulatory financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the regulatory financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Adverse Opinion on U.S Generally Accepted Accounting Principles

As described in Note B of the regulatory financial statements, the regulatory financial statements are prepared by the High Bridge Free Public Library on the basis of the financial reporting provisions prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of New Jersey.

The effects on the financial statements of the variances between the regulatory basis of accounting described in Note B and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the various individual funds of the High Bridge Free Public Library as of December 31, 2017 , or the results of its operations and changes in fund balance for the year then ended of the expenditures for the year ended December 31, 2017.

Opinion on Regulatory Basis of Accounting

In our opinion, the regulatory financial statements referred to above present fairly, in all material respects, the regulatory basis balances sheets of the various individual funds as of December 31, 2017 , the regulatory basis statement of operations and changes in fund balance for the years then ended and the regulatory basis statement of expenditures and changes in fund balance for the year ended December 31, 2017 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note B.

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Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the High Bridge Free Public Library's regulatory financial statements. The supplementary information and data listed in the table of contents as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey are presented for purposes of additional analysis and are not a required part of the regulatory financial statements.

The supplemental information and schedules listed above and also listed in the table of contents are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the regulatory financial statements. Such information has been subjected to the auditing procedures applied in the audit of the regulatory financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the regulatory financial statements or to the regulatory financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information listed and data in the table of contents are fairly stated, in all material respects, in relation to the regulatory financial statements as a whole.

Prior Period Financial Statements

The financial statements – regulatory basis of the High Bridge Free Public Library as of December 31, 2017, and for the year then ended, were audited by other auditors whose report dated August 18, 2017, expressed an adverse opinion as to conformity with accounting principles generally accepted in the United States of America and an except for qualified opinion as to conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 6, 2018 on our consideration of the High Bridge Free Public Library's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the High Bridge Free Public Library's internal control over financial reporting and compliance.



CERTIFIED PUBLIC ACCOUNTANTS



REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 6, 2018



SUPLEE, CLOONEY & COMPANY

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Members of the Board of Trustees
High Bridge Free Public Library
High Bridge, New Jersey

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the regulatory financial statements of the various individual funds and the account group of the High Bridge Free Public Library, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Library's regulatory financial statements, and have issued our report thereon dated July 6, 2018. Our report disclosed that, as described in Note B to the financial statements, the High Bridge Free Public Library prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with a modified accrual basis and the budget laws of the State of New Jersey, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

Internal Control Over Financial Reporting

In planning and performing our audit of the regulatory financial statements, we considered the Library's control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of Library's internal control.

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A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Library's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


CERTIFIED PUBLIC ACCOUNTANTS


REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 6, 2018

"A"

HIGH BRIDGE FREE PUBLIC LIBRARY

CURRENT FUND

BALANCE SHEETS - REGULATORY BASIS

	BALANCE DECEMBER <u>31, 2017</u>	BALANCE DECEMBER <u>31, 2016</u>
<u>ASSETS</u>		
Cash	\$ 4,792.71	\$ 4,816.98
Change Fund	<u>25.00</u>	<u>25.00</u>
<u>TOTAL ASSETS</u>	<u>\$ 4,817.71</u>	<u>\$ 4,841.98</u>
<u>LIABILITIES, RESERVES AND FUND BALANCES</u>		
Fund Balances	<u>\$ 4,817.71</u>	<u>\$ 4,841.98</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCES</u>	<u>\$ 4,817.71</u>	<u>\$ 4,841.98</u>

The Notes to the Financial Statements are an integral part of these statements.

HIGH BRIDGE FREE PUBLIC LIBRARYCURRENT FUNDSTATEMENTS OF OPERATIONS AND CHANGE IN FUND BALANCE - REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2017 AND 2016

	<u>YEAR 2017</u>	<u>YEAR 2016</u>
<u>Revenue and Other Income:</u>		
Municipal Contributions	\$ 20,935.94	\$ 20,595.00
Miscellaneous:		
Fines, Photocopier Fees, Miscellaneous	<u>1,247.09</u>	<u>1,469.00</u>
<u>Total Income</u>	<u>\$ 22,183.03</u>	<u>\$ 22,064.00</u>
<u>Expenditures:</u>		
Budget Appropriations:		
Salaries and Wages	\$ 20,735.94	\$ 20,493.00
Other Expenses:		
Administrative	1,471.36	812.00
Library Materials		<u>1,350.00</u>
<u>Total Expenditures</u>	<u>\$ 22,207.30</u>	<u>\$ 22,655.00</u>
Excess (Deficit) in Revenue	\$ (24.27)	\$ (591.00)
Fund Balances, January 1, 2017	<u>4,841.98</u>	<u>5,432.98</u>
Fund Balances, December 31, 2017	<u>\$ 4,817.71</u>	<u>\$ 4,841.98</u>

The Notes to the Financial Statements are an integral part of these statements.

HIGH BRIDGE FREE PUBLIC LIBRARY

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>2017</u> <u>FINAL BUDGET</u>	<u>PAID OR</u> <u>CHARGED</u>	<u>VARIANCE</u>
<u>SALARIES AND WAGES</u>			
Salaries	\$ <u>20,832.86</u>	\$ <u>20,735.94</u>	\$ <u>96.92</u>
<u>ADMINISTRATIVE</u>			
Office Supplies	\$ 200.00	\$ 200.00	\$
Statement Fees		24.00	(24.00)
Miscellaneous		1,247.36	(1,247.36)
	\$ <u>200.00</u>	\$ <u>1,471.36</u>	\$ <u>(1,271.36)</u>
	\$ <u>21,032.86</u>	\$ <u>22,207.30</u>	\$ <u>(1,174.44)</u>
Cash Disbursements		\$ 1,271.36	
Borough Funding		<u>20,935.94</u>	
		\$ <u>22,207.30</u>	

The Notes to the Financial Statements are an integral part of these statements.

HIGH BRIDGE FREE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

(A) ORGANIZATION

The High Bridge Free Public Library was established as a free public library within the corporate limits of the Borough of High Bridge and in accordance with New Jersey Statute 40:54-1. The Library operates for the purpose of supporting literary, educational and community undertakings.

(B) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This summary of significant accounting policies of the High Bridge Free Public Library is presented to assist in understanding the Library's financial statements. The financial statements and notes are representations of the Library's management, who is responsible for their integrity and objectivity.

(1) Reporting Entity

The High Bridge Public Library is a component unit of the Borough of High Bridge. The Borough of High Bridge reports on a Regulatory Basis of Accounting, in accordance with the State of New Jersey Division of Local Government Services, which is another comprehensive basis of accounting. Under this basis the Borough does not include its component units in its annual report.

(2) Description of Funds

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. GASB codification establishes three fund types and two account groups to be used by general purpose governmental units when reporting financial position and results of operations in accordance with U.S. Generally Accepted Accounting Principles (GAAP).

The accounting policies of the High Bridge Free Public Library conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the financial transactions and accounts of the High Bridge Free Public Library are organized on the basis of funds and an account group which is different from the fund structure required by GAAP.

HIGH BRIDGE FREE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

(B) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(2) Description of Funds (Continued)

A fund or account group is an accounting entity with a separate set of self-balancing accounts established to record the financial position and results of operation of a specific government activity. As required by the Division of Local Government Services, the Library accounts for its financial transactions through the following individual funds and account groups:

Current Fund - resources and expenditures for library operations of a general nature, including federal and state grant funds.

Miscellaneous Reserves - are used to report resources from restricted donations and funds designated by the Board of Trustees for a specified purpose.

(3) Basis of Accounting

The accounting principles and practices prescribed for municipalities by the State of New Jersey differ in certain respects from generally accepted accounting principles applicable to local governmental units. The more significant accounting policies and differences in the State of New Jersey are as follows:

A modified accrual basis of accounting is followed with minor exceptions.

Revenues - are recorded when received in cash except for certain amounts which are due from other governmental units. Operating grants are realized as revenue when anticipated in the Library's budget. Other amounts that are due the Library, which are susceptible to accrual, are also recorded as receivables with offsetting reserves and recorded as revenue when received. GAAP requires revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

Expenditures - are recorded on the "budgetary" basis of accounting. Generally expenditures are recorded when an amount is encumbered for goods or services through the issuances of a purchase order in conjunction with the Encumbrance Accounting System. Outstanding encumbrances at December 31 are reported as a cash liability in the financial statements

HIGH BRIDGE FREE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

(B) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(3) Basis of Accounting (Continued)

Budgetary Process - Under existing statutes and regulations, the High Bridge Free Public Library is not required to legally adopt an annual operating budget; however, the Board of Trustees approves an annual budget at the beginning of each fiscal year for expenditure control purposes. Unexpended appropriation balances are not reserved or recorded as liabilities at December 31 of each year.

Encumbrances - Contractual orders, at December 31, are reported as expenditures through the establishment of encumbrances payable. Under, GAAP, encumbrances outstanding at year end are reported as reservations of fund balance because they do not constitute expenditures or liabilities.

Inventories of Supplies - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The cost of inventories is not included on the various balance sheets. GAAP requires the cost of inventories to be reported as a current asset and equally offset by a fund balance reserve.

(C) CONTRIBUTED SERVICES AND FACILITIES

The facilities from which the Library operates land and buildings, are recorded in the name of the Borough of High Bridge in accordance with N.J.S.A.40:54-24. The estimated fair rental value for use of these facilities is not reflected in the accompanying financial statements, since there is no objective basis available by which to measure the value of such contributed services.

HIGH BRIDGE FREE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

(D) CASH AND CASH EQUIVALENTS

The Library considers change funds, cash in banks, deposits in the New Jersey Cash Management Fund and certificates of deposit as cash and cash equivalents.

(1) Deposits

New Jersey statutes permit the deposit of public funds in institutions which are located in New Jersey and which meet the requirements for the Governmental Unit Deposit Protection Act (GUDPA) or the State of New Jersey Cash Management Fund. GUDPA requires a bank that accepts public funds to be a public depository. A public depository is defined as a state bank, a national bank, or a savings bank, which is located in the State of New Jersey, the deposits of which are insured by the Federal Deposit Insurance Corporation. The statutes also require public depositories to maintain collateral for deposits of public funds that exceed certain insurance limits. All collateral must be deposited with the Federal Reserve Bank or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.00.

The High Bridge Free Public Library had the following cash and cash equivalents at December 31, 2017:

	<u>Bank Balance</u>	<u>Cash on Hand</u>	<u>Outstanding Checks</u>	<u>Reconciled Balance</u>
Checking Account	\$ 509.06	\$	\$61.48	\$ 447.58
Savings Account	4,345.13			4,345.13
Change Fund	<u> </u>	<u>25.00</u>	<u> </u>	<u>25.00</u>
	<u>\$4,854.19</u>	<u>\$ 25.00</u>	<u>\$61.48</u>	<u>\$4,817.71</u>

HIGH BRIDGE FREE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

(D) CASH AND CASH EQUIVALENTS (CONTINUED)

(1) Deposits (Continued)

Custodial Credit Risk - Deposits - Custodial credit risk is the risk that in the event of a bank failure, the deposits may not be returned. The Library does not have a specific deposit policy for custodial credit risk other than those policies that adhere to the requirements of statute. As of December 31, 2017, based upon the coverage provided by FDIC and NJGUDPA, no amount of the bank balance was exposed to custodial credit risk. Of the cash on balance in the bank the entire \$ 4,792.71 was covered by Federal Depository Insurance.

(2) Investments

The purchase of investments by the Library is strictly limited by the express authority of the New Jersey Local Fiscal Affairs Law, N.J.S.A. 40A:5-15.1. Permitted investments include any of the following types of securities:

- (a) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (b) Government money market mutual funds which are purchased from an investment company or investment trust which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. 80a-1 et seq., and operated in accordance with 17 C.F.R. § 270.2a-7 and which portfolio is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. § 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. These funds are also required to be rated by a nationally recognized statistical rating organization.
- (c) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;

HIGH BRIDGE FREE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

(D) CASH AND CASH EQUIVALENTS (CONTINUED)

(2) Investments (Continued)

- (d) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located.
- (e) Bonds or other obligations, having a maturity date not more than 397 days from date of purchase, approved by the Division of Local Government Services of the Department of Community Affairs for investment by Local Units;
- (f) Local government investment pools that are fully invested in U.S. Government securities that meet the definition of eligible security pursuant to 17 C.F.R. § 270a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. This type of investment is also required to be rated in the highest category by a nationally recognized statistical rating organization.

Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C. 52:18A-90.4); or

- (g) Agreements for the repurchase of fully collateralized securities if:
 - 1. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection;
 - 2. the custody of collateral is transferred to a third party;
 - a. the maturity of the agreement is not more than 30 days;
 - b. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C. 17:19-41); and
 - c. a master repurchase agreement providing for the custody and security of collateral is executed.

(E) LITIGATION

The Library's management did not indicate any litigation, claims or contingent liabilities that are either not covered by the Library's insurance carrier or would have a material financial impact on the Library.

HIGH BRIDGE FREE PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

(F) CONTINGENCIES

The Library receives a substantial amount of its support from state and local government. A significant reduction in the level of this support, if this would occur, would have an effect on the Library's programs and activities.

State and federal grants require the fulfillment of certain conditions as set forth in the grant agreement or contract. Failure to fulfill the conditions could result in the return of the funds to the grantor; however, the management of the Library deems such a possibility remote.

(G) PENSION PLANS

Library employees, who are eligible for a pension plan, are enrolled in the Public Employees' Retirement System which is administered by the Division of Pensions, Treasury Department of the State of New Jersey. The Division annually charges participating government units for their respective contributions to the plans based upon actuarial methods.

Certain portions of the costs are contributed by the employees. The Library's share of pension costs, which is based upon the annual billings received from the State, is not available.

Certain Library employees are also covered by Federal Insurance Contribution Act.

Information as to the comparison of the actuarially computed value of vested benefits with the system's assets is not available from the State Retirement System and, therefore, is not presented.

(H) USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates

(I) SUBSEQUENT EVENTS

The Library has evaluated subsequent events occurring after the financial statement date through July 6, 2018 which is the date the financial statements were available to be issued. Based upon the evaluation, the Library has determined that there are no subsequent events need to be disclosed.

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SUPPLEMENTARY SCHEDULES

HIGH BRIDGE FREE PUBLIC LIBRARY

CURRENT FUND

SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Balance, December 31, 2016		\$	4,816.98
Receipts:			
Borough of High Bridge	\$	20,935.94	
Fines		416.15	
Interest		8.09	
Miscellaneous		22.85	
County Support		800.00	
	<u>Total Receipts</u>		<u>22,183.03</u>
		\$	<u>27,000.01</u>
Disbursements:			
2017 Appropriations	\$	22,207.30	
	<u>Total Disbursements</u>		<u>22,207.30</u>
Balance, December 31, 2017		\$	<u><u>4,792.71</u></u>

CASH RECONCILIATION - DECEMBER 31, 2017

Balance Per Statement:

TD Bank:

Account # 02-1122957	\$	509.06	
Less: Outstanding Checks Per List on File		<u>61.48</u>	
			\$ 447.58

Roselle Savings Bank:

Account # 2014003			<u>4,345.13</u>
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<u>Book Balance, December 31, 2017</u>		\$	<u><u>4,792.71</u></u>
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SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Telephone 908-789-9300

Fax 908-789-8535

E-mail info@scnco.com

Mr. Adam Young
Acting Borough Clerk
Borough of High Bridge
Municipal Building
71 Main Street
High Bridge, New Jersey 08829

Dear Mr. Young:

Enclosed please find a copy of Report of Audit on the Financial Statements and Supplementary Schedules of the High Bridge Free Public Library for the Year Ended December 31, 2017.

Should you have any questions concerning this report, please do not hesitate to contact us.

Yours very truly,

SUPLEE, CLOONEY & COMPANY

Robert W. Swisher, Partner

August 6, 2018

RWS:tc
Encl.

Review Report

on the

Financial Statements

of the

Borough of High Bridge
Length of Service Award Program

for the

Years Ended
December 31, 2017 and 2016

BOROUGH OF HIGH BRIDGE
LENGTH OF SERVICE AWARD PROGRAM

I N D E X

	<u>NUMBER</u>
Accountant's Review Report	1
 <u>EXHIBITS</u>	
"A" Statement of Net Assets Available for Plan Benefits December 31, 2017 and 2016	2
"B" Statement of Changes in Net Assets Available for Plan Benefits for the Year Ended December 31, 2017 and 2016	3
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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

The Honorable Mayor and
Members of the Borough Council
Borough of High Bridge
County of Hunterdon
High Bridge, New Jersey 08829

We have reviewed the accompanying Statement of Net Assets Available for Plan Benefits of the Length of Service Award Program of the Borough of High Bridge as of December 31, 2017 and 2016, the related Statement of Changes in Net Assets Available for Plan Benefits and the related notes to the financial statements for the years then ended, which collectively comprise the Borough's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

July 13, 2018

BOROUGH OF HIGH BRIDGELENGTH OF SERVICE AWARD PROGRAMSTATEMENT OF NET ASSETS AVAILABLE FOR
PLAN BENEFITS DECEMBER 31, 2017 AND 2016

	BALANCE DECEMBER 31, 2017	BALANCE DECEMBER 31, 2016
Investments at Fair Market Value	\$ 398,347.21	\$ 320,740.20
Accounts Receivable- Due from Municipality	<u>26,600.00</u>	<u>25,900.00</u>
Investments at Fair Market Value	<u>\$ 424,947.21</u>	<u>\$ 346,640.20</u>
Net Assets Available for Plan Benefits	<u>\$ 424,947.21</u>	<u>\$ 346,640.20</u>

See Accompanying Notes and Accountant's Review Report

BOROUGH OF HIGH BRIDGELENGTH OF SERVICE AWARD PROGRAMSTATEMENT OF CHANGES IN NET ASSETS
AVAILABLE FOR PLAN BENEFITS FOR THE YEARS ENDED
DECEMBER 31, 2017 AND 2016

	<u>2017</u>	<u>2016</u>
Contributions Earned	\$ 26,600.00	\$ 25,900.00
Investment Income and Performance-Net of Administrative Charges	<u>55,657.01</u>	<u>21,551.00</u>
<u>Total Additions</u>	\$ 82,257.01	\$ 47,451.00
Less: Withdrawals	<u>3,950.00</u>	<u>20,088.00</u>
Net Increase in Net Assets Available for Plan Benefits	\$ 78,307.01	\$ 27,363.00
Net Assets Available for Plan Benefits, January 1	<u>346,640.20</u>	<u>319,277.20</u>
Net Assets Available for Plan Benefits, December 31	<u>\$ 424,947.21</u>	<u>\$ 346,640.20</u>

See Accompanying Notes and Accountant's Review Report

BOROUGH OF HIGH BRIDGE

LENGTH OF SERVICE AWARD PROGRAM

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

1. DESCRIPTION OF THE LENGTH OF SERVICE AWARD PROGRAM

The Length of Service Award Program of the Borough of High Bridge (the "Plan") is subject to the provisions of the Employee Retirement Income Security Act (ERISA) of 1974 and its amendments.

General

In 2003, the Borough created the Plan which is offered to all eligible volunteer firefighters and first aid/rescue squad organization members. The Plan was created in accordance with Chapter 388 of the Laws of 1997 of the Internal Revenue Code (N.J.S.A. 40A:14-183, et seq.) and N.J.A.C. 5:30-14.1 et seq., to reward active volunteer members of the Borough for their services to the residents of the Borough. The Plan shall provide for fixed annual contributions to a deferred income account for each volunteer member that meets certain criteria.

Contributions

The Plan shall have a contribution of \$700.00 for each Active Volunteer Member that satisfies the minimum criteria, subject, however to periodic increases as permitted pursuant to subsection f. of section 3 of P.L. 1997, c.388 (C.40A:14-185). Participants do not make contributions to the program.

Vesting

The participants shall not be able to receive a distribution of the funds until the completion of a five year vesting period.

Participants Accounts

Each participant's account is credited with the contribution and allocation of (a) the Borough's contribution, if any, (b) Plan earnings, and (c) charged with an allocation of administrative expense. Allocations are based on participant earnings or account balances, as defined in the Plan document. The benefit to which a participant is entitled is the benefit that can be provided from the participants vested account.

Plan Administration

The Plan is offered by the Borough through the Plan administrator, Valic Financial Advisors, who is responsible for the custody and management of the Plan's assets.

BOROUGH OF HIGH BRIDGE
LENGTH OF SERVICE AWARD PROGRAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

1. DESCRIPTION OF THE LENGTH OF SERVICE AWARD PROGRAM (CONTINUED)

Forfeitures

Should a volunteer fail to vest or terminate association with a sponsoring agency prior to the completion of the vesting period, the funds placed in the LOSAP account on behalf of the volunteer shall revert to the sponsoring agency, not to the volunteer. During the year ended December 31, 2017, there were no forfeitures and none were utilized.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. Employer contributions are recognized in the period that the contributions are due.

Operating Expenses

All expenses, primarily the payment for the review of the plan, are paid by the Borough of High Bridge.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires the plan administrator to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

Method Used to Value Investments

Plan Investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. See Note 5 for a discussion of fair value measurements.

Risks and Uncertainties

The Plan invests in various investment securities. Investment securities are exposed to various risks such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect participants' account balances and the amounts reported in the statement of net assets available for benefits.

BOROUGH OF HIGH BRIDGE
LENGTH OF SERVICE AWARD PROGRAM

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

3. INVESTMENTS AND INVESTMENT INCOME

Identification of Investments

Upon enrollment, the Plan participants enter into a group annuity contract, which includes various investment options. These options include fixed annuity contracts and variable annuity contracts pooled separate accounts. The investments are made by the Plan Administrator for benefit of plan participants.

The Plan administrators report the Plan's pro rata share of the investment income, consisting of gains and losses on transactions, appreciation or depreciation of the market value of the account investments and interest and dividends recorded by the separate investment accounts maintained by Valic. The reports provided by the Plan Administrator do not provide a segregation of investment income by interest and dividends or gains/losses of investment performance. Accordingly, this information is not provided in the Financial Statements as required by Generally Accepted Accounting Principles.

Information regarding the fair market value of the assets of the Plan is maintained by Valic Financial Advisors. The fair value of the Plan's investments at December 31, 2017 and December 31, 2016 was as follows:

	<u>2017</u>	<u>2016</u>
Fixed Accounts	\$ 63,202.43	\$ 58,276.32
Pooled Separate Accounts	<u>335,144.78</u>	<u>262,463.88</u>
	\$ 398,347.21	\$ 320,740.20
 Contribution Receivable	 <u>26,600.00</u>	 <u>25,900.00</u>
	 <u>\$ 424,947.21</u>	 <u>\$ 346,640.20</u>

The following represents investments at December 31, 2017 and 2016 that represent more than 5% of the Plan's net assets:

	<u>2017</u>	<u>2016</u>
Fixed Accounts	\$ 63,202.43	\$ 58,276.32
Pooled Separate Accounts:		
Large Cap Blend	83,363.23	71,607.03
Large Cap Growth	73,342.25	50,585.15
Mid Cap Blend	29,568.19	24,460.55
Mid Cap Index	48,312.67	40,338.65
Money Market Funds	21,382.27	16,600.16

BOROUGH OF HIGH BRIDGE

LENGTH OF SERVICE AWARD PROGRAM

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

3. INVESTMENTS AND INVESTMENT INCOME (CONTINUED)

During 2017, the Plan's investments (including gains and losses on investments bought and sold as well as held during the year) appreciated (depreciated) in value by \$55,657.01 as follows:

	<u>2017</u>
Fixed Accounts	\$ 1,218.77
Asset Allocation	583.39
Fixed Income	540.66
Intermediate	97.81
International Equity	463.11
Large Cap Blend	14,787.00
Large Cap Growth	20,273.88
Large Cap Value	1,241.33
Mid Cap Blend	4,164.82
Mid Cap Growth	1,494.56
Mid Cap Index	6,176.15
Mid Cap Value	288.37
Money Market Funds	(117.89)
Other	89.86
Small Cap Blend	242.83
Small Cap Growth	2,122.29
Small Cap Index	1,767.78
Small Cap Value	222.29
	<hr/>
	\$ <u>55,657.01</u>

4. FIXED ANNUITY CONTRACT

The Plan has a fixed annuity contract with Valic Financial Advisors. The funds are maintained by the insurance company in a general account. The account is credited with earnings on the underlying investments and charged for participant withdrawals and administrative expenses. The contract is included in the financial statements at fair value, which approximates contract value as reported by the insurance company. Since contract value approximates fair value, there is no adjustment from contract value to fair value. The Borough believes that any events that may limit the ability of the Plan to transact at contract value with the issuer are probable of not occurring.

Interest is credited daily at an interest rate not less than the guaranteed minimum interest rate included in the contract. The interest crediting rate is declared on a quarterly basis. The contract is guaranteed against loss of principal, minus all withdrawals, including charges and adjustments.

BOROUGH OF HIGH BRIDGE

LENGTH OF SERVICE AWARD PROGRAM

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

5. FAIR VALUE MEASUREMENTS

Financial Accounting Standards Board (FASB) *Accounting Standards Codification* (ASC) 820, *Fair Value Measurements and Disclosures*, provides the framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets and the Plan has the ability to access.

Level 2 Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets.
- Inputs other than quoted prices that are observable for the asset or liability.
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value.

Pooled separate accounts - Valued at the net asset value (NAV) of shares held by the plan. The NAV is based on the fair value of the underlying mutual fund held in the subaccounts, minus the fund's liabilities, which are the contract charges imposed by the insurance company, divided by the number of participating units outstanding.

BOROUGH OF HIGH BRIDGE

LENGTH OF SERVICE AWARD PROGRAM

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

5. FAIR VALUE MEASUREMENTS (CONTINUED)

Fixed Accounts – Valued at the contract’s market value as reported by the insurance company.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future values. Furthermore, although the Plan believes its valuation methods are appropriate and consistent with the other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Plan’s assets at fair value as of December 31, 2017 and 2016:

5. FAIR VALUE MEASUREMENTS (CONTINUED)

	Balance as of December 31, 2017	-	Level 1	-	Level 2	-	Level 3
Fixed Accounts	\$ 63,202.43	\$		\$		\$	63,202.43
Investments measured at net asset value (b)							
Asset Allocation	5,418.42		5,418.42				
Fixed Income	10,500.80		10,500.80				
Intermediate	526.55		526.55				
International Equity	1,695.15		1,695.15				
Large Cap Blend	83,363.23		83,363.23				
Large Cap Growth	81,874.09		81,874.09				
Large Cap Value	8,867.71		8,867.71				
Mid Cap Blend	29,568.19		29,568.19				
Mid Cap Growth	6,856.74		6,856.74				
Mid Cap Index	48,312.67		48,312.67				
Mid Cap Value	2,461.36		2,461.36				
Money Market Funds	21,382.27		21,382.27				
Other	3,293.06		3,293.06				
Small Cap Blend	1,520.19		1,520.19				
Small Cap Growth	10,440.85		10,440.85				
Small Cap Index	15,143.53		15,143.53				
Small Cap Value	3,919.97		3,919.97				
Total Mutual Funds	\$ <u>335,144.78</u>	\$	<u>335,144.78</u>	\$	<u> </u>	\$	<u> </u>
Contributions Receivable	<u>26,600.00</u>						
	<u>\$ 424,947.21</u>	\$	<u>335,144.78</u>	\$	<u>-0-</u>	\$	<u>63,202.43</u>

BOROUGH OF HIGH BRIDGE
LENGTH OF SERVICE AWARD PROGRAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

5. FAIR VALUE MEASUREMENTS (CONTINUED)

	Balance as of				
	December 31,				
	2016	-	<u>Level 1</u>	-	<u>Level 2</u>
		-	<u>Level 3</u>	-	
Fixed Accounts	\$ 58,276.32	\$		\$	\$ 58,276.32
Investments measured at net asset value (b)					
Asset Allocation	4,660.03		4,660.03		
Fixed Income	9,925.14		9,925.14		
Intermediate	428.74		428.74		
International Equity	1,162.04		1,162.04		
Large Cap Blend	67,213.08		67,213.08		
Large Cap Growth	57,210.11		57,210.11		
Large Cap Value	7,276.38		7,276.38		
Mid Cap Blend	24,460.55		24,460.55		
Mid Cap Growth	4,837.18		4,837.18		
Mid Cap Index	40,338.65		40,338.65		
Mid Cap Value	1,892.99		1,892.99		
Money Market Funds	16,600.16		16,600.16		
Other	73.25		73.25		
Small Cap Blend	1,102.36		1,102.36		
Small Cap Growth	4,747.63		4,747.63		
Small Cap Index	12,416.75		12,416.75		
Small Cap Value	8,118.84		8,118.84		
Total Mutual Funds	\$ <u>262,463.88</u>	\$	<u>262,463.88</u>	\$	<u> </u>
Contributions Receivable	<u>25,900.00</u>				
	<u>\$ 346,640.20</u>	\$	<u>262,463.88</u>	\$	<u>-0-</u>
				\$	<u>58,276.32</u>

BOROUGH OF HIGH BRIDGE
LENGTH OF SERVICE AWARD PROGRAM
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 AND 2016

5. FAIR VALUE MEASUREMENTS (CONTINUED)

The following table sets forth a summary of changes in the fair value of the Plan's level 3 assets for the year ended December 31, 2017:

	Level 3 assets Year ended <u>12/30/2017</u>
Balance, beginning of year	\$58,276.32
Investment Income	1,218.77
Purchases	5,894.00
Withdrawals	<u>(2,186.66)</u>
Balance, end of year	<u>\$63,202.43</u>

6. SUBSEQUENT EVENTS

Management has reviewed and evaluated all events and transactions from December 31, 2017 through July 13, 2018, the date that the financial statements were available to be issued, for possible disclosure and recognition in the financial statements, and no items have come to the attention of the Administration that would require disclosure.

Hi Mark,

I had my architect come for a visit to the Annex and he recommends that before we make any renovation plans we perform some exploratory demolition to determine with certainty the structure of the building and condition of the existing wood. The initial plan, pending borough approval, is to remove

- the interior kitchen wall material,
- the wall and ceiling material from the dining room (adjacent to the kitchen),
- the ceiling material from both rooms,
- and the wall and ceiling material from the bedroom above the dining room (the room that has existing water damage)

Additionally, I've had some early issues with basement seepage due to the uphill gutters draining to the middle of the structure which has caused water to pool at the foundation and seep into the basement. I have temporarily fixed the issue by daisy-chaining gutter extensions to drain away from the foundation. I would like to install a more permanent solution that would involve cutting a small channel into the sidewalk adjacent to the stoop at the side door of approximately 2"x2", and another 2"x2" channel in the sidewalk adjacent to the back patio to run a hose coming from a rain barrel.

Let me know if you see any issues with these requests immediately, and otherwise I'll see you both at the meeting this Thursday.

Thanks,
Mike Darmstadt

July 19, 2018

csglaw.com

Via Email

Alan S. Pralgever, Esq.
Greenbaum, Rowe, Smith & Davis LLP
75 Livingston Avenue
Roseland, New Jersey 07068

Richard P. Cushing, Esq.
Gebhardt & Kiefer, P.C.
PO Box 4001
Clinton, New Jersey 08809-4001

C. Gregory Watts, Esq.
Watts Tice & Skowronek
171 Main St
Flemington, New Jersey 08822

**Re: The Borough of High Bridge and the Clinton Township Sewerage Authority
v. The Town of Clinton**

Dear Counsel:

This letter confirms my availability to serve as a mediator in this matter. My fee for this mediation is \$500.00 per hour for all services rendered including review, preparation, and travel time (if any), plus expenses. There is a minimum fee for each mediation session of \$1,500.00. The mediation is scheduled to be conducted on a mutually agreeable date in September, 2018 at either our West Orange office or at a mutually agreeable location. Responsibility for payment of the mediation expenses and any reasonable collection costs will be that of the law firm representing each party. Invoices are payable thirty (30) days from the date of issue.

I have made a reasonable effort to learn of, and have disclosed to the parties: (a) all business or professional relationships I have had with the parties or their law firms within the last three years (b) any financial interest I have, or ever had, in any party (c) any significant, social, business, or professional relationship I have had with an official, officer or employee or representative of a party, and (d) any other circumstance that may create doubt regarding my impartiality in the mediation. My diligent inquiry has disclosed no such circumstance.

The parties and I are satisfied that any relationship disclosed pursuant to the preceding paragraph will not affect my independence or impartiality, and the parties have chosen me to serve as Mediator, waiving any claim based on such relationships.

Additional requirements are as follows:

1. The mediation invoices will be billed one-third to each party unless another method is agreed upon in writing by the parties.

Alan S. Pralgever, Esq.
Richard P. Cushing, Esq.
Gregory Watts, Esq.
July 19, 2018
Page 2

2. The parties acknowledge that mediation is a non-binding process in which an impartial, neutral third-party (the Mediator) facilitates communication among the parties to a dispute in an effort to assist the parties in reaching a mutually acceptable and voluntary settlement of their dispute and to ensure that the parties memorialize whatever settlement they may have reached in a written settlement statement.

3. The parties and their counsel agree to cooperate and participate in good faith in the mediation. Good faith requires the disclosure of complete and accurate information relevant to all matters mediated. Good faith also requires that the parties cooperate with each other and with the Mediator in an effort to negotiate a prompt and reasonable resolution of the dispute.

4. The Mediator's role is to facilitate settlement of the dispute, not to judge the respective positions of the parties or to make findings or conclusions of law.

5. The parties agree that the Mediator is not acting as an attorney or providing legal advice on behalf of any party. Each party in this matter is represented by independent counsel. The provision of mediation services does not create an attorney-client relationship between the Mediator and any of the parties to the above-referenced action. The Mediator's role is not to advise the parties as to the law and their respective legal positions. The Mediator may, however, address the individual parties, with the consent of their attorneys, concerning the strengths and weaknesses of their cases for the purpose of achieving settlement. Accordingly, the Mediator may meet with the parties separately and outside the presence of the other parties or that party's counsel in order to facilitate a resolution of this matter.

6. Each party agrees to submit to the Mediator by noon, seven (7) business days prior to the scheduled mediation session, a written submission containing the factual and legal positions of that party, along with any documents that will assist the Mediator to understand that party's claims, settlement positions, and contentions. Each party may serve copies of its submission on any other party; however, it is not required to do so. Written submissions to the Mediator marked "confidential" will not be shared with any other party without authorization of the sender.

7. Your clients must be present at the mediation to facilitate decisions concerning settlement.

8. The parties agree that all discussions, concerning settlement remain confidential, and that no party shall subpoena me to testify concerning statements made by anyone during the mediation, except as to the fact of settlement and elements of the settlement agreement.

9. The parties agree that upon termination of the mediation all documents and submissions of the parties may be destroyed by the Mediator within thirty (30) days of the completed mediation.

10. Any session that is cancelled or adjourned less than five (5) business days in advance will be billed the minimum fee of \$1,500.00 chargeable to the party canceling or adjourning the scheduled mediation. In the event that a mediation is scheduled then rescheduled to a new date, any

Alan S. Pralgever, Esq.
Richard P. Cushing, Esq.
Gregory Watts, Esq.
July 19, 2018
Page 3

further adjournment of the rescheduled date by the same party will result in a \$1,500.00 cancellation fee being imposed regardless of the notice that is provided.

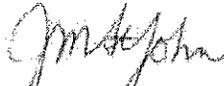
11. The fee is payable regardless of whether the mediation results in settlement of the dispute.

12. The Mediator shall not be liable to any party for any act or omission connected with any mediation conducted pursuant to this Agreement.

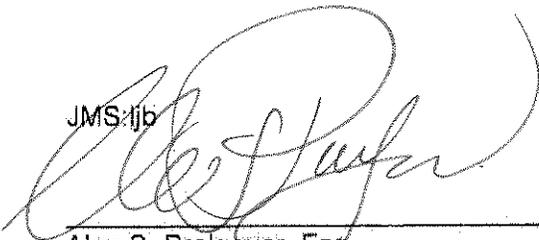
13. The parties agree that the signatures of the attorneys shall be binding upon the clients and that faxed or emailed signatures shall be binding.

If these conditions are acceptable to you, please sign this letter and return the executed copy to me by fax or email. I look forward to working with you in an effort to amicably resolve this matter.

Very truly yours,


Jerome M. St. John
J.A.D., Retired

JMS:ljb



Alan S. Pralgever, Esq.
Greenbaum, Rowe, Smith & Davis LLP
Counsel for Borough of High Bridge
which shall pay all fees directly

Date: 9/11/18

C. Gregory Watts, Esq.
Watts Tice & Skowronek
Counsel for Clinton Township Sewerage Authority

Date: _____

Richard P. Cushing, Esq.
Gebhardt & Kiefer, PC
Counsel for Town of Clinton

Date: _____

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
CURRENT FUND				
33 - ALLIED OIL LLC	PO 24769 DPW - GASOLINE ACCT #171331/001		2,306.90	2,306.90
10544621 Gas		2,306.90		2,306.90
2183 - ARF RENTAL SERVICES, INC	PO 24978 RECREATION & SPECIAL EVENTS - PORTA		279.76	279.76
10537099 Special Events-Misc.		279.76		279.76
2025 - BANK OF AMERICA	PO 24746 BUILDINGS & GROUNDS/WATER/SPECIAL E		986.88	
10517040 Buildings & Grounds - New Boro Hall		317.00		
10517059 Buildings & Grounds - Janitorial		503.90		
10512021 Municipal Clerk-OE-Office Supplies		165.98		986.88
2025 - BANK OF AMERICA	PO 25071 ADMIN - OE - OFFICE SUPPLIES		80.00	80.00
10510021 General Admin-OE-Office Supplies		80.00		80.00
2025 - BANK OF AMERICA	PO 25351 POLICE - OE - OFFICE SUPPLIES		22.98	22.98
10524021 Police Department-OE-Office Supplies		22.98		22.98
2025 - BANK OF AMERICA	PO 25352 POLICE - OE - MISC		79.99	79.99
10524099 Police Department-OE-Misc.		79.99		79.99
506 - BILLY CASPER GOLF, LLC	PO 24911 GOLF - OE - MANAGEMENT FEE		4,500.00	4,500.00
10537620 GOLF-OTHER EXPENSES		4,500.00		4,500.00
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 24919 GOLF - OE - AUG		76,044.23	76,044.23
10537620 GOLF-OTHER EXPENSES		76,044.23		76,044.23
46 - CALIFON LUMBER	PO 24834 BUILDINGS & GROUNDS / DPW - OE -		35.91	35.91
10517040 Buildings & Grounds - New Boro Hall		35.91		35.91
52 - CERTIFIED SPEEDOMETER SERVICE, INC	PO 25339 POLICE - OE - MAINTENANCE CONTRACTS		100.00	100.00
10524026 Police Department-OE-Maintenance Contras		100.00		100.00
2329 - CEUnion	PO 25369 CLERK - OE - EDUCATION - CLASSES FO		190.00	190.00
10512025 Municipal Clerk-OE-Education/Training		190.00		190.00
2358 - COFONE CONSULTING GROUP, LLC	PO 25036 LEGAL - COAH		3,000.00	3,000.00
10515589 Legal-OE-COAH		3,000.00		3,000.00
987 - COMCAST	PO 24757 POLICE - INTERNET - 2018 - A/C 0957		427.13	427.13
10510120 INTERNET		129.90		
10544126 Telephone - Police		297.23		
	PO 24758 INTERNET/PHONE - BOROUGH HALL - ACC		248.25	248.25
10510120 INTERNET		94.95		
10544121 Telephone - Boro Hall		153.30		
	PO 24759 INTERNET/PHONE - FIRE DEPT - ACCT #		307.43	307.43
10510120 INTERNET		109.95		
10544124 Telephone - Fire		197.48		982.81

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2440 - COMMUNITY ACTION SERVICES	PO 25272 HOUSING REHAB MANUAL/MGMT PROGRAM			3,250.00
10518050	<i>Planning Board-OE-Housing Rehab Program</i>	3,250.00		3,250.00
2210 - CONSTELLATION NewENERGY, INC	PO 24876 STREET LIGHTING - JULY 2018 - CUST			542.63
10543520	<i>STREET LIGHTING</i>	511.28		
10543024	<i>Electricity - DPW</i>	14.37		
10543022	<i>Electricity - Fire</i>	16.98		542.63
2349 - COSTCO	PO 25361 BUILDINGS & GROUNDS - CO-OP FEES -			60.00
10517131	<i>BUILDINGS & GROUNDS-COOP FEE</i>	60.00		60.00
835 - CRISTAL ASSOCIATES LLC	PO 25034 BUILDNGS/GROUNDS - OE - MISC JANITO			302.05
10517059	<i>Buildings & Grounds - Janitorial</i>	302.05		302.05
2279 - CUSTOM WORKFLOW SOLUTIONS, LLC	PO 24725 BUILDINGS & GROUNDS - BORO HALL			68.00
10517133	<i>BUILDINGS & GROUNDS-DATA PROCES/SOFTWARE</i>	68.00		68.00
1539 - DELL MARKETING L.P.	PO 25296 POLICE - OE - EQUIPMENT REPAIR			498.32
10524031	<i>Police Department-OE-Equipment Repair</i>	498.32		498.32
2406 - DEPTCOR	PO 24953 POLICE - OE - RANGE / EQUIPMENT REP			2,438.00
10524031	<i>Police Department-OE-Equipment Repair</i>	2,438.00		2,438.00
1111 - DRAGER SAFETY DIAGNOSTICS INC	PO 25334 POLICE - OE - EQUIPMENT REPAIR			179.00
10524031	<i>Police Department-OE-Equipment Repair</i>	179.00		179.00
73 - EASTSIDE SERVICE, INC	PO 25358 POLICE - OE - VEHICLE REPAIR 14-16			1,186.51
10524028	<i>Police Department-OE-Vehicle Repair</i>	1,186.51		
	PO 25367 POLICE - OE - VEHICLE REPAIR 14-10			1,304.58
10524028	<i>Police Department-OE-Vehicle Repair</i>	1,304.58		2,491.09
420 - EDWARDS TRADING POST, INC.	PO 25356 DPW - OE - ROAD REPAIR - STEEL PLAT			1,970.00
10529033	<i>Dept. of Public Works-OE-Road Repair Mat</i>	1,970.00		1,970.00
160 - ELIZABETHTOWN GAS	PO 24851 HEATING - BOROUGH HALL - ACT#655639			87.92
10544721	<i>Heating - Boro Hall</i>	87.92		
	PO 24852 HEATING - RESCUE SQUAD - ACT# 71679			17.49
10544725	<i>Heating - Squad Bldg</i>	17.49		
	PO 24853 HEATING - BOROUGH HALL - ACT#779535			4.42
10544721	<i>Heating - Boro Hall</i>	4.42		
	PO 24854 HEATING - BORO GARAGE - ACCTS # 503			204.46
10544722	<i>Heating - Garage</i>	204.46		314.29
1923 - FM GENERATOR INC	PO 25271 B&G -GENERATOR MAINT - FIRE HOUSE &			1,137.50
10537620	<i>GOLF-OTHER EXPENSES</i>	737.50		
10517092	<i>Buildings & Grounds - DPW</i>	400.00		1,137.50
2297 - FOVEONICS TECHNOLOGIES	PO 25190 BUILDINGS & GROUNDS - BORO HALL - D			3,535.00
10517040	<i>Buildings & Grounds - New Boro Hall</i>	3,535.00		3,535.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
190 - FRANK RYMON & SONS, INC	PO 24713 DPW - OE - VEHICLE MAINT			95.64
10529025	Dept. of Public Works-OE-Equipment/Hdwr	95.64		95.64
1931 - GLOBAL WASTE INDUSTRIES	PO 25033 CLEAN COMMUNITIES - RIGID RECYCLING			325.00
10141739	CLEAN COMMUNITIES	325.00		325.00
2327 - GOLDEN NUGGET	PO 25363 DPW - OE - CONFERENCE - FREDERICK R			172.00
10529024	Dept. of Public Works-OE-Conferences/Ses	172.00		172.00
2175 - GREEN ROCK RECYCLING	PO 25377 DPW - OE - MISC - STONE			126.00
10529099	Dept. of Public Works-OE-Misc.	126.00		126.00
92 - GREENBAUM ROWE SMITH & DAVIS LLP	PO 24862 LEGAL			3,010.70
10515566	Legal-OE-General Borough Matters	1,033.20		
10515589	Legal-OE-COAH	1,172.50		
10515583	Legal-OE-OPRA	315.00		
10515560	Legal-OE-Municipal Meetings	490.00		3,010.70
2064 - IMAGE SYSTEMS FOR BUSINESS INC	PO 24754 BUILDINGS & GROUNDS - POLICE BLDG -			224.16
10517123	BUILDINGS & GROUNDS-COPIER LEASE	224.16		224.16
2296 - WELLS FARGO VENDOR FIN	PO 24752 BUILDINGS & GROUNDS - COPIER LEASE			338.89
10517123	BUILDINGS & GROUNDS-COPIER LEASE	338.89		338.89
118 - INSTITUTE FOR PROF.DEVELOPMENT	PO 25370 FINANCE - OE - EDUCATION - SEMINAR			125.00
10513025	Financial Admin-OE-Education/Training	125.00		125.00
90 - JCP&L	PO 24775 SOLITUDE HOUSE - 7 & 9 RIVER ROAD A			20.09
10543027	Electricity - Solitude Museum/Garage	20.09		
10543520	PO 24776 ELECTRIC - SPRINGSIDE - ACCT#100050			14.19
	STREET LIGHTING	14.19		
10543520	PO 24777 STREET LIGHTING - MAIN STREET - STR			31.07
	STREET LIGHTING	31.07		
10543520	PO 24778 STREET LIGHTING - SHOP E - 1 WASHIN			11.30
	STREET LIGHTING	11.30		76.65
90 - JCP&L	PO 24787 STREET LIGHTING - AUG 2018 - ACCT#2			4,556.95
10543520	STREET LIGHTING	2,295.99		
10543025	Electricity - Boro Hall	250.76		
10543026	Electricity - Library	63.14		
10543024	Electricity - DPW	95.83		
10543034	Electricity - Washington Ave.	3.15		
10543022	Electricity - Fire	646.70		
10543031	Electricity - Rt 513	8.50		
10543021	Electricity - Rescue Squad	489.47		
10543032	Electricity - Boro Commons	7.02		
10543027	Electricity - Solitude Museum/Garage	15.92		
10543033	Electricity - Bridge Street	7.31		
10543023	Electricity - Police	673.16		4,556.95
2454 - JEANIE BAKER	PO 25376 CLEAN COMMUNITIES - REIMBRUSEMENT F			228.89
10141739	CLEAN COMMUNITIES	228.89		228.89

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2139 - JP MONZO MUNICIPAL CONSULTING, LLC 10513024	PO 25395 FINANCE - OE - SEMINARS - WEBINAR 1 <i>Financial Admin-OE-Conferences/Seminars</i>		50.00	50.00
976 - LOWE'S 10529034 10517059	PO 24835 BLDGS&GRDS/DPW/WATER - MISC EQUIPME <i>Dept. of Public Works-OE-Building Mats</i> <i>Buildings & Grounds - Janitorial</i>	182.53 100.01	282.54	282.54
758 - MAGLIO ELECTRIC LLC 10517029	PO 25248 BUILDINGS & GROUNDS - STREETS - REP <i>Buildings & Grounds - Streets</i>	4,573.00	4,573.00	4,573.00
1398 - MASER CONSULTING PA 10141730	PO 24089 PLAN CONFORMANCE GRANT - HIB026 <i>PLAN CONFORMANCE GRANT</i>	607.50	607.50	607.50
1398 - MASER CONSULTING PA 10516560	PO 24865 ENGINEERING - OE <i>Engineering Services-Municipal Issues</i>	6,662.50	6,662.50	6,662.50
1398 - MASER CONSULTING PA 10518033	PO 24866 PLANNING BOARD - OE - ENGINEERING - <i>Planning Board-OE-Engineering</i>	1,068.60	1,068.60	1,068.60
1398 - MASER CONSULTING PA 10676220	PO 25208 PLAN CONFORMANCE - HIGHLANDS HOUSIN <i>HEFSP-HIP025B</i>	69.00	69.00	69.00
204 - MAYBERRY SALES & SERVICE, INC 10529025	PO 25312 DPW - PARKS & PLAYGROUNDS - OE - EQ <i>Dept. of Public Works-OE-Equipment/Hdwr</i>	1,147.97	1,147.97	1,147.97
146 - MGL PRINTING SOLUTIONS 10514527	PO 25066 TAX COLLECTOR - OE - FORMS <i>Tax Collector-OE-Tax Bills/Forms</i>	112.00	112.00	112.00
2457 - N.J.W.E.A. 10529024	PO 25396 DPW - OE - CONFERENCE - RICK ROLL <i>Dept. of Public Works-OE-Conferences/Ses</i>	192.00	192.00	192.00
214 - NJ ADVANCE MEDIA 10511032	PO 24844 ADVERTISING - ACCT #1160892 / 11648 <i>ADVERTISING</i>	678.21	678.21	678.21
157 - NJ STATE LEAGUE OF MUNICIPALITIES 10513024 10510024	PO 25385 FINANCE/ADMIN - OE - CONFERENCE - B <i>Financial Admin-OE-Conferences/Seminars</i> <i>General Admin-OE-Conferences/Seminars</i>	55.00 55.00	110.00	110.00
1371 - OLD YORK HEATING & COOLING, INC 10517098	PO 25336 BUILDINGS & GROUNDS - RESCUE SQUAD <i>Buildings & Grounds - Rescue Squad</i>	130.00	130.00	130.00
1432 - PRECAST MANUFACTURING COMPANY 10517040	PO 25357 BUILDINGS & GROUNDS - BH <i>Buildings & Grounds - New Boro Hall</i>	405.00	405.00	405.00
2218 - RIVER NET COMPUTERS, LLC 10524026	PO 25347 POLICE - OE - MAINTENANCE CONTRACTS <i>Police Department-OE-Maintenance Contras</i>	249.99	249.99	249.99

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2218 - RIVER NET COMPUTERS, LLC 10524031	PO 25348 POLICE - OE - EQUIPMENT REPAIR Police Department-OE-Equipment Repair		148.50	148.50
2218 - RIVER NET COMPUTERS, LLC 10524026	PO 25349 POLICE - OE - MAINTENANCE CONTRACTS Police Department-OE-Maintenance Contr		249.99	249.99
2218 - RIVER NET COMPUTERS, LLC 10524031	PO 25381 POLICE - OE - EQUIPMENT REPAIR Police Department-OE-Equipment Repair		99.00	99.00
2447 - ROBERT SIMONOFSKY, BEEKEEPER 10517081	PO 25319 BUILDINGS & GROUNDS - SOLITUDE HOUS Buildings & Grounds - Solitude House		425.00	425.00
189 - RUTGERS CTR FOR GOV SERVICES 10510025	PO 25096 ADMIN - OE - EDUCATION - MICHAEL PA General Admin-OE-Education/Training		456.00	456.00
189 - RUTGERS CTR FOR GOV SERVICES 10529026	PO 25342 DPW - OE - EDUCATION - CPWM REVIEW Dept. of Public Works-OE-Education		404.00	404.00
2382 - SIGNS ETC 10141759 10517040	PO 25263 GRANT & BUILDINGS & GROUNDS - BOROU BORO SIGN Buildings & Grounds - New Boro Hall		2,300.00 797.50	3,097.50 3,097.50
1978 - STAVOLA 10529039	PO 24905 DPW - OE - BLACKTOP Dept. of Public Works-OE-Blacktop		450.28	450.28
1397 - SUPLEE, CLOONEY & COMPANY 10513521 10513524	PO 25297 AUDIT SERVICES - OE - 2017 AUDIT Audit Services-Library Audit Services - LOSAP		1,325.00 900.00	2,225.00 2,225.00
466 - TOWNSHIP OF CLINTON 10649021	PO 25050 QTRLY 2018 COURT SERVICES RENDERED Municipal Court-OE-Court Services Fee		9,660.75	9,660.75
2453 - TRAINING UNLIMITED, LLC 10512025	PO 25373 CLERK - OE - EDUCATION - 10/03/18 - Municipal Clerk-OE-Education/Training		159.00	159.00
2242 - US BANK CUST BV002 TRUST & CREDITOR 104156	PO 25371 OUTSIDE LIEN REDEMPTION-CERT #2017- REVENUE - O/S LIEN REDEMPTION		10,448.16	10,448.16
1500 - VERIZON WIRELESS 10524030 10544127	PO 24772 POLICE - OE - WIRELESS DEVICES - Police Department-OE-Wireless Devices TELEPHONE-POLICE-CELL PHONES		160.06 213.96	374.02 374.02
1500 - VERIZON WIRELESS 10525230	PO 24773 EMERGENCY MANAGEMENT - OE - AIRCARD EMERGENCY MANAGEMENT: WIRELESS DEVICES		80.02	80.02
1500 - VERIZON WIRELESS 10544128	PO 24774 TELEPHONE - DPW - CELL PHONES ACC TELEPHONE-DPW-CELL PHONES		98.56	98.56

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1500 - VERIZON WIRELESS	PO 25335 TAX ASSESSOR - OE - AIRCARD - 2018			63.79
10515033	Tax Assessment - Date Processing	63.79		63.79
202 - VITAL COMMUNICATIONS, INC	PO 24946 TAX ASSESSOR - DATA PROCESSING			250.00
10515033	Tax Assessment - Date Processing	250.00		250.00
2452 - WCCC PHILLIPSBURG EDUCATION CENTER	PO 25360 CONSTRUCTION OFFICIAL - OE - MISC -			455.00
10519599	Construction Official-OE-Misc.	455.00		455.00
1777 - WESTERN PEST SERVICES	PO 24859 BUILDINGS & GROUNDS - POLICE - RAT			92.50
10517091	Buildings & Grounds - Police Bldg	92.50		92.50
	PO 24860 BUILDINGS & GROUNDS - RESCUE - RAT			92.50
10517098	Buildings & Grounds - Rescue Squad	92.50		92.50
	PO 24861 BUILDINGS & GROUNDS - BORO HALL - A			42.00
10517040	Buildings & Grounds - New Boro Hall	42.00		227.00
890 - ZEP MANUFACTURING COMPANY	PO 25328 DPW - OE - BUILDING MATS - ZEP SHIN			133.99
10529034	Dept. of Public Works-OE-Building Mats	133.99		133.99
PREMIUM FUND				
2242 - US BANK CUST BV002 TRUST & CREDITOR	PO 25372 PREMIUM-OUTSIDE LIEN REDEMPTION-CER			5,000.00
221400	TAX SALE PREMIUMS	5,000.00		5,000.00
DOG FUND				
153 - NJ DEPT OF HEALTH & SENIOR SERVICES	PO 24947 AUGUST 2018 DOG FEES			17.40
231320	RESERVE FOR STATE DEPT OF HEALTH FEES	17.40		17.40
GENERAL CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 24673 CAPITAL - MILL ST ENGINEERING - HIB			74.00
30970102	ARCH/ENG/LEGAL-SECTION 20 COSTS	74.00		74.00
1398 - MASER CONSULTING PA	PO 24958 CAPITAL - WASHINGTON AVE IMP - HIB0			148.00
30980102	SECT 20 COSTS-ENG/ARCH/LEGAL	148.00		148.00
1398 - MASER CONSULTING PA	PO 25240 CAPITAL - HILLCREST LANE ENGINEERIN			640.00
309804	HILLCREST LANE-ENGINEERING-#2018-020\$27K	640.00		640.00
171 - POWERCO, INC.	PO 25355 CAPITAL - ZERO TURN MOWER			7,900.62
30980701	CONTRACT AMT	7,900.62		7,900.62
WATER UTILITY FUND				
2025 - BANK OF AMERICA	PO 25266 WATER - OE - HARDWARE - NORTHERN TO			18.42
60510052	WATER - OE - HARDWARE & EQUIPMENT	18.42		18.42
46 - CALIFON LUMBER	PO 24834 BUILDINGS & GROUNDS / DPW - OE -			193.55
60510052	WATER - OE - HARDWARE & EQUIPMENT	193.55		193.55

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
249 - CENTURYLINK 60510097	PO 24816 WATER - 2018 - TELEPHONE CUST # 908 WATER - OE - TELEPHONE		48.41	48.41
1381 - CORE & MAIN 60510051	PO 24715 WATER - OE - REPAIRS - REPAIR PARTS WATER - OE - REPAIRS/CONTRACTS		2,041.00	2,041.00
229 - CORRPRO COMPANIES INC. 60510051A	PO 23910 WATER DEPT.-ANNUAL SERV. AGREEMENT (2017) WATER - OE - REPAIRS/CONTRACTS		2,900.00	2,900.00
229 - CORRPRO COMPANIES INC. 60510051	PO 24756 WATER DEPT.-ANNUAL SERV. AGREEMENT WATER - OE - REPAIRS/CONTRACTS		3,035.00	3,035.00
2394 - GARDEN STATE LABORATORIES, INC 60510045	PO 24718 WATER - OE - ANAYLSIS WATER - OE - WATER ANAYLSIS		150.00	150.00
90 - JCP&L 60510098	PO 24799 WATER- STREET LIGHT - AUG 2018 - AC WATER - OE - ELECTRIC		5,022.18	5,022.18
WATER CAPITAL FUND				
1398 - MASER CONSULTING PA 615329	PO 24940 WATER CAPITAL - ENGINEERING - ASSET ASSET MANAGEMENT PLAN-ORD#2018-13-\$70,000		9,929.50	9,929.50
SEWER UTILITY FUND				
92 - GREENBAUM ROWE SMITH & DAVIS LLP 6251004201	PO 24863 LEGAL - TOC TOC-LEGAL-GREENBAUM		2,555.00	2,555.00
90 - JCP&L 62510098	PO 24811 SEWER- STREET LIGHTING - AUG 2018 - SEWER - OE - ELECTRIC		935.04	935.04
1398 - MASER CONSULTING PA 62510042	PO 25209 SEWER - OE - ENGINEER - TREATMENT P SEWER - OE - ENG/LEGAL/PROF FEES		2,508.00	2,508.00
122 - MSI PLUMBING, INC 62510051	PO 24925 SEWER - OE - METER CALIBRATION - BA SEWER - OE - REPAIRS/CONTRACTS		125.00	125.00
SOLID WASTE UTILITY FUND				
1813 - PREMIER DISPOSAL, INC 64510090	PO 24832 SOLID WASTE - CONTRACTED HAULER- 20 SOLID WASTE-OE-CONTRACTED HAULER		21,956.00	21,956.00
DEVELOPER ESCROW TRUST FUND				
2440 - COMMUNITY ACTION SERVICES 711333	PO 25272 HOUSING REHAB MANUAL/MGMT PROGRAM GROWTH SHARE FEE		1,500.00	1,500.00
1398 - MASER CONSULTING PA	PO 25330 ESCROW - ELIZABETHTOWN GAS - CHURCH		135.00	

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
7118552	E'TOWN-CHURCH/SEAL-ST OPEN		135.00	135.00
1398 - MASER CONSULTING PA	PO 25331 ESCROW - ELIZABETHTOWN GAS - THOMAS			451.75
7118554	E'TOWN-THOMAS ST.		451.75	451.75
1398 - MASER CONSULTING PA	PO 25332 ESCROW - ELIZABETHTOWN GAS - 91 NOR			135.00
7118555	E'TOWN - NORTH MAIN ST.		135.00	135.00
1398 - MASER CONSULTING PA	PO 25364 ESCROW - DELGADO - 78 MAIN ST DRIVE			135.00
7118547	DELGADO-D'WAY-#		135.00	135.00
1398 - MASER CONSULTING PA	PO 25365 ESCROW - ELIZABETHTOWN GAS - CHURCH			135.00
7118552	E'TOWN-CHURCH/SEAL-ST OPEN		135.00	135.00
1398 - MASER CONSULTING PA	PO 25366 ESCROW - ELIZABETHTOWN GAS - THOMAS			202.50
7118554	E'TOWN-THOMAS ST.		202.50	202.50
1398 - MASER CONSULTING PA	PO 25375 ESCROW - FLOREZ - DENNIS AVE - HIPO			69.00
7118550	FLOREZ-DENNIS AVE-PB#02-2017		69.00	69.00

RECREATION TRUST FUND-2015

1593 - BROWN & BIGELOW	PO 25273 RECREATION - OE - EQUIPMENT - TSHIR			212.92
771001	SUMMER RECREATION PROGRAM		212.92	212.92

SPECIAL EVENTS

2350 - EDWIN MUNIZ	PO 25256 SALSA NIGHT - SWING SABROSO			1,500.00
781012	SALSA NIGHT		1,500.00	1,500.00
1916 - KRISTINE MURRAY	PO 25307 COMMUNITY DAY 2018- FACE PAINTING			100.00
781001	COMMUNITY DAY		100.00	100.00

TOTAL

230,292.38

Total to be paid from Fund 10 CURRENT FUND	160,519.09
Total to be paid from Fund 22 PREMIUM FUND	5,000.00
Total to be paid from Fund 23 DOG FUND	17.40
Total to be paid from Fund 30 GENERAL CAPITAL FUND	8,762.62
Total to be paid from Fund 60 WATER UTILITY FUND	13,408.56
Total to be paid from Fund 61 WATER CAPITAL FUND	9,929.50
Total to be paid from Fund 62 SEWER UTILITY FUND	6,123.04
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND	21,956.00
Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND	2,763.25
Total to be paid from Fund 77 RECREATION TRUST FUND-2015	212.92
Total to be paid from Fund 78 SPECIAL EVENTS	1,600.00

	230,292.38

List of Bills - (All Funds)

Vendor	Description	Account	PO	Payment	Check Total
Checks Previously Disbursed					
99999	INVESTORS BANK	CASH		8,036.58	9/03/2018
99999	INVESTORS BANK	CASH		7,805.48	9/03/2018
90518	POSTMASTER	CASH - TREASURER		750.00	9/05/2018
82418	HIGH BRIDGE BOROUGH-PAYROLL	CASH		1,399.45	8/24/2018
82418	HIGH BRIDGE BOROUGH-PAYROLL	CASH		2,836.27	8/24/2018
82418	HIGH BRIDGE BOROUGH-PAYROLL	CASH		6,352.13	8/24/2018
82418	HIGH BRIDGE BOROUGH-PAYROLL	CASH		9,678.29	8/24/2018
82418	HIGH BRIDGE BOROUGH-PAYROLL	CASH		56,923.26	8/24/2018
16755	HUNTERDON COUNTY CLERK	PO# 25374 CLERK - OE - FILING FEE		8.00	8/28/2018
815182	CHASE MANHATTAN BANK	CASH - TREASURER		63,683.13	8/15/2018
815181	CHASE MANHATTAN BANK	CASH - TREASURER		109,379.38	8/15/2018

				266,851.97	
Total paid from Fund 10 CURRENT FUND				182,902.70	
Total paid from Fund 60 WATER UTILITY FUND				9,678.29	
Total paid from Fund 62 SEWER UTILITY FUND				70,035.26	
Total paid from Fund 64 SOLID WASTE UTILITY FUND				2,836.27	
Total paid from Fund 77 RECREATION TRUST FUND-2015				1,399.45	

				266,851.97	

Total for this Bills List: **497,144.35**

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

AUTHORIZATION TO MEET IN EXECUTIVE SESSION

RESOLUTION: 224-2018

ADOPTED:

WHEREAS, the Mayor and Council of the Borough of High Bridge seek to discuss legal advice for the Town of Clinton arbitration, the Municipal Clerk's position, and such other issues as are announced during the open session of the Council Meeting on September 13, 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.