

DRAFT

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: October 25, 2018 – 7:30 p.m. – Location: 97 West Main St., High Bridge, NJ 08829

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

CALL TO ORDER: LED BY THE MAYOR

FLAG SALUTE: LED BY THE MAYOR

COUNCIL ROLL CALL:

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

Eight members of the public and press were present. Also present were Attorney Barry Goodman, Administrator Michael Pappas, Chief of Police Brett Bartman, and Clerk Adam Young.

READING AND APPROVAL OF MINUTES:

Motion to dispense with the reading of the regular October 11, 2018 minutes: Motion / Second: Strange/Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent

Motion to approve the October 11, 2018 regular minutes: Motion / Second: Strange/Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, abstain ; LoIacono, absent ; Strange, yes ; Zappa, yes ;
Motion passes: 4 yes, 1 abstention, 1 absent

Motion to approve the October 11, 2018 executive minutes: Motion / Second: Strange/Hughes
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent

PUBLIC COMMENTS: 5 MINUTES PER PERSON: NONE

PUBLIC HEARINGS: NONE AT THIS TIME

DISCUSSION ITEMS:

- A. Utilities – Administrator Pappas stated that the water pumped from the wells has steadily been decreasing which is positive for High Bridge and addresses some of the previous water wastage as well as savings of wear and tear on pumps.

INTRODUCTION OF ORDINANCES: NONE AT THIS TIME

COUNCIL COMMITTEE ASSIGNMENTS:

Official	Department
Councilman Zappa	Engineering, Department of Public Works Spoke about the Hillcrest road project progress
Councilwoman Hughes	Environmental, Solid Waste / Recycling, Public Health & Open Space Spoke about JCP&L cutting trees near powerlines, Emerald Ash borer update, the Environmental Commission doing a survey of Ash trees in the Borough and plans of tree replacement, and County electronics recycling and hazardous waste cleanup
Councilman LoIacono	Education, Finance, Emergency Services – No report at this time.
Councilman Strange	Economic Development Committee, Recreation Spoke about the pump track and dog park progress near the Commons Park, High Rail

	Brewing being interested in coming to the next Economic Development Meeting for updates, budgeting and planning to move forward with searching for grants, Recreation updates about biking areas, trails, and grass, the High Bridge Adventure Race rain date due to weather and safety, and recreation is a full seven members.
Councilwoman Ferry	Cultural and Heritage, Events Spoke about the Cultural and Heritage Best Practices for caring for your historic building, a workshop given by Nancy Hunt, the talk given with students, the event for display of rare antique tools, the talk about railroad history, the next open house being November 11, the next November 26 speaker series, and the location change for the Halloweekend events.
Councilman Columbus	Golf Spoke about the consent agenda Resolution for the Hole 3 drainage project, September was a heavy event month with better weather and positive changes with improvements
Michael Pappas	Administrator Spoke about meetings with the new Water Operator, Alan Brower, in discussion with the new asset management plan to save money with in-house repairs, a series of amendments to the personnel policy being looked at including sick time. Attorney Goodman updated all on the intent to review the personnel manual for changes to sick time and other items such as cyber-security.
Mayor Mark Desire	Executive Services Spoke about High Rail Brewing working with Custom Alloy, JCP&L cutting of trees, a potential use of old Borough Hall being used for a Bed and Breakfast, working with the owner of 147 Fairview for access, 81 West Main Street demolition beginning, the beginning of the Mine Road bridge, the Solitude Water Pump being paid for by insurance as well as all other related expenses, and an update on the Town of Clinton sewer issue.

Motion to amend the agenda to add Resolution 251-2018 to the consent agenda to move the HBAR event to November 18. 2018 pending cancelation due to weather: Motion/Second: Strange/Ferry

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent

Motion to amend the agenda to add Resolution 252-2018 to the consent agenda for moving the Trunk-or-Treat event to Tuesday, October 30th, 2018: Motion/Second: Ferry/Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, absent ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent

Councilman LoIacono enters at 7:56 p.m.

CONSENT AGENDA:

RESOLUTION #	TITLE
Resolution – 237 - 2018	Amend personnel policy – Chapter 2, Article V. Benefits; Holiday; Leave
Resolution – 238 - 2018	Award of Contract – Hole 3 drainage project
Resolution – 239 - 2018	Award of Contract – Johnston Communications
Resolution – 240 - 2018	Award of Contract – Penn Bower – Mine Rd. bypass
Resolution – 241 - 2018	Award of resurfacing project – Hillcrest Ln.
Resolution – 242 - 2018	Cancellation of taxes – non-profit
Resolution – 243 - 2018	Chapter 159 – Requesting approval of items of revenue appropriation NJS 40A:4-87
Resolution – 244 - 2018	Extension of Website and Newsletter Contract – 6 months
Resolution – 245 - 2018	Lien Redemptions
Resolution – 246 - 2018	Sewer rates
Resolution – 247 - 2018	Washington Ave. section 3 grant application
Resolution – 248 - 2018	Washington Ave. water main break – emergency appropriation
Resolution – 251 - 2018	High Bridge Adventure Race rain date
Resolution – 252 - 2018	Trunk-or-treat event date change

Councilman LoIacono briefly asked about information in Resolution 237-2018. Attorney Goodman stated that the passage of the Resolution tonight is a good faith step to being compliant with the new Statute put into place. Discussion of the cut-off date in the Resolution ensued.

Motion to approve the consent agenda items: Motion/Second: Strange/Hughes
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.** Drainage installation – Hole 3

PUBLIC COMMENTS: 3 MINUTES PER PERSON

Michele Lee asked if the sewer issue is done. Discussion with Council ensued about the formation of the term sheet and seeking signatures. Michele Lee asked about the Resolution for sewer rates being available and Administrator Pappas spoke about getting Ms. Lee the information.

Pablo Delgado thanked the Borough with the help with the dog park and pump track and asked when to engage with the Borough about an official opening. Administrator Pappas spoke about talking with Matt Henderson about plans for finalization and the opening. The Mayor spoke about keeping the lock closed to that area.

LEGAL ISSUES: NONE

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$3,034,473.15**
Motion to approve bill list: Motion / Second: Strange/Ferry
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

EXECUTIVE SESSION: DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS POSITION AND LEGAL ADVICE FOR TOWN OF CLINTON MEDIATION

Resolution 249-2018 - Motion to move into executive session: Motion / Second: Columbus/Hughes
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Motion to move into open session: Motion/Second: Columbus/Hughes
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Mayor Desire discussed the formation of the policy change to handle overtime for the Director of the Department of Public Works position.

Motion to amend Resolution 250-2018 to include a three month probation period and salary of \$60,000:
Motion/Second: Strange/Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Resolution 250-2018 – Appointment of the Acting Director of the Department of Public Works:
Motion/Second: Zappa/Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; LoIacono, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS

Motion to adjourn: Motion / Second: Columbus/Lolacono

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

Motion passes: 6 yes

Next regular meeting: November 15, 2018 – 7:30 pm – 97 West Main Street, High Bridge, NJ

Introduction:
Publication:
Adoption:
Publication:

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

ORDINANCE #2018-038

ORDINANCE APPROPRIATING \$25,000.00 FROM THE SEWER CAPITAL IMPROVEMENT FUND FOR IMPROVEMENTS TO THE SEWER PUMP STATION 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. \$25,000.00 is hereby appropriated from the Sewer Capital Improvement Fund for improvements to the Sewer Pump Station, 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 #2018-039

ORDINANCE APPROPRIATING \$245,000.00 FROM THE CAPITAL IMPROVEMENT FUND 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. \$245,000.00 is hereby appropriated from the Capital Improvement Fund 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"). For the improvement or purpose described, there is included a \$225,000 grant expected to be received from the State of New Jersey Department of Transportation (the "State Grant") provided through the Local Aid Infrastructure Fund program.

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.

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

CAPITAL BUDGET AMENDMENT

RESOLUTION: 253-2018

ADOPTED: pending

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										
Roadside Mower		\$ 108,000	\$ -	\$ 108,000	\$ 108,000	\$ -	\$ 180,000	\$ -	\$ -	\$ -
Subtotal Current Fund		\$ 5,619,000	\$ 11,000	\$ 35,000	\$ 458,000	\$ -	\$ 180,000	\$ 387,000	\$ 4,548,000	
Sewer Fund										
		\$ -		\$ -						
Subtotal Sewer Fund		\$ -		\$ -				\$ -		
Total All Projects		\$ 6,674,000	\$ 11,000	\$ 35,000	\$ 543,000	\$ -	\$ 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										
Roadside Mower		\$ 108,000	2018	\$ 108,000	\$ -	\$ 138,000	\$ 300,000	\$ 4,025,000		
Subtotal Current Fund		\$ 5,619,000	-	\$ 1,031,800	\$ 124,200	\$ 138,000	\$ 300,000	\$ 4,025,000	-	
Sewer Fund										
		\$ -	2,018	\$ -						
Subtotal Sewer Fund		\$ -	\$ 2,018	\$ -						
Total All Projects		\$ 6,674,000		\$ 2,086,800	\$ 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											
Roadside Mower	\$ 108,000		\$ -	\$ 108,000				\$ -			
	\$ -			\$ -							
Subtotal Current Fund	\$5,619,000	\$ 35,000	\$ 4,548,000	\$ 469,000	\$ -	\$ 180,000	\$ 387,000	\$ -	\$ -	\$ -	\$ -
Sewer Fund											
	\$ -			\$ -							
Subtotal Sewer Fund	\$ -			\$ -				\$ -			
Total All Projects	\$ 6,674,000	\$ 35,000	\$ 4,548,000	\$ 554,000	\$ -	\$ 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	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 Street Road Imp		\$ 245,000		\$ 20,000	\$ 20,000		\$ 225,000	\$ -	\$ -
Subtotal Current Fund		\$ 5,864,000	\$ 11,000	\$ 35,000	\$ 478,000	\$ -	\$ 405,000	\$ 387,000	\$ 4,548,000
Sewer Fund									
Improvements Pump Station		\$ 25,000		\$ -	\$ 25,000			\$ -	
Subtotal Sewer Fund		\$ 25,000		\$ -	\$ 25,000			\$ -	
Total All Projects		\$ 6,944,000	\$ 11,000	\$ 35,000	\$ 588,000	\$ -	\$ 405,000	\$ 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 Street Road Imp		\$ 245,000	2018	\$ 245,000	\$ -				
Subtotal Current Fund		\$ 5,864,000		\$ 1,276,800	\$ 124,200	\$ 138,000	\$ 300,000	\$ 4,025,000	\$ -
Sewer Fund									
Improvements Pump Station		\$ 25,000	2018	\$ 25,000					
Subtotal Sewer Fund		\$ 25,000		\$ 25,000					
Total All Projects		\$ 6,944,000		\$ 2,356,800	\$ 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	\$ 245,000	\$ -		\$ 20,000	\$ -	\$ 225,000		\$ -			
Subtotal Current Fund	\$ 5,864,000	\$ 35,000	\$ 4,548,000	\$ 489,000	\$ -	\$ 405,000	\$ 387,000	\$ -	\$ -		
Sewer Fund											
Improvements Pump Station	\$ 25,000			\$ 25,000							
Subtotal Sewer Fund	\$ 25,000			\$ 25,000				\$ 970,000			
Total All Projects	\$ 6,944,000	\$ 35,000	\$ 4,548,000	\$ 599,000	\$ -	\$ 405,000	\$ 387,000	\$ 970,000	\$ -	\$ -	

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

AMENDMENT TO PERSONNEL POLICY

RESOLUTION: 254-2018

ADOPTED: pending

WHEREAS, the adopted Personnel Policy was approved by Resolution 014-2018 on January 4, 2018 and further amended by Resolution 237-2018 on October 25, 2018; and

WHEREAS, the Borough Administrator has been appointed as the responsible party to implement and enforce said personnel practices,

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 adoption of the following changes/additions/deletions to the Borough Personnel Policy:

Chapter 2

Article V. Benefits; Holiday; Leave

Section: 2.5.3 Sickness and Leaves of Absence

New:

A. Sickness.

- a. Full-time employees are allowed seven sick days during ~~any a~~ calendar year. Up to forty (40) hours of unused sick leave can be carried into the next calendar year. However, if an employee has used forty (40) hours of sick leave time during the calendar year, the employee shall not be allowed to carry over any additional sick leave time into the next calendar year. Newly hired full-time employees may begin to utilize accrued sick leave time 120 days after beginning their employment.
- a.b. Part-time employees will accrue sick leave at the rate of one (1) hour for every thirty (30) hours worked, up to a maximum of forty (40) hours of leave per benefit year. Up to forty (40) hours of unused earned sick leave can be carried into the next benefit year. No part-time employee shall be allowed to use more than 40 hours of leave per benefit year. Newly hired part-time employees may begin to utilize accrued sick leave time 120 days after beginning their employment.
- b. ~~All sick days must be taken in the year in which they accrue and shall not be carried over.~~
- e. ~~No payment in lieu of sick days will be granted.~~
- c. Employees absent from work for three or more consecutive sick days shall furnish a doctor's certification to qualify for sick time allowance. Sick days, separated by a weekend, are still consecutive sick days.
- d. ~~Employees are expected to take sick days when necessary due to illness. If your need for sick leave is foreseeable (can be planned in advance), notice must be provided of your anticipated use of the sick leave time seven (7) days in advance.~~

If your need for earned sick leave is unforeseeable (cannot be planned in advance), employees are required to give notice as soon as it is practical.

e. Sick days may not be substituted as vacation and/or personal days.

f. All employees hired prior to December 31, 2001 could accumulate unused sick pay to be paid at a later date.

g. Employees are expected to take sick leave when necessary for the reasons outlined below and as stated in the New Jersey Paid Sick Leave Act. Employees may not utilize sick leave time in increments of less than half (1/2) an hour.

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Acceptable Reasons to Use Sick Leave

- You need diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or you need preventive medical care.
- You need to care for a family member during diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or your family member needs preventive medical care.
- You or a family member have been the victim of domestic violence or sexual violence and need time for treatment, counseling, or to prepare for legal proceedings.
- You need to attend school-related conferences, meetings, or events regarding your child's education; or to attend a school-related meeting regarding your child's health.
- Your employer's business closes due to a public health emergency or you need to care for a child whose school or child care provider closed due to public health emergency.

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The term "family member" as used under the "Acceptable Reasons to Use Sick Leave" is defined as follows:

- Child (biological, adopted, or foster child; stepchild; legal ward; child of a domestic partner or civil union partner)
- Grandchild
- Sibling
- Spouse
- Domestic partner or civil union partner
- Parent
- Grandparent
- Spouse, domestic partner, or civil union partner of an employee's parent or grandparent
- Sibling of an employee's spouse, domestic partner, or civil union partner
- Any other individual related by blood to the employee
- Any individual whose close association with the employee is the equivalent of family.

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

AMENDMENT OF PROFESSIONAL SERVICE CONTRACT

RESOLUTION: 255-2018

ADOPTED:

WHEREAS, a professional service contract was awarded to Maser Consulting P.A. by Resolution #24-2018 on January 4, 2018, and amended by Resolution #49-2018 on January 11, 2018 and #134-2018 and #135-2018 on May 10, 2018, and Resolution #155-2018 on May 24, 2018, and Resolution #179-2018 on June 28, 2018;

WHEREAS, additional funding is required for general engineering purposes related to Grant awards and final inspections for on-going road improvement projects; 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 the contract originally awarded to Maser Consulting P.A., shall hereby be amended to include an additional \$5,000.00 for general engineering and \$2,600.00 for the Hillcrest Road project.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: General Engineering-Acct#10516520 and Hillcrest Road Imp;-Acct #30980202



Bonnie Ann Fleming
Chief Financial Officer

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

RESOLUTION: 256-2018

ADOPTED: pending

Authorization of solicitor's permit with additional date of sales

WHEREAS, Kickstand, Inc. DBA/ Bike King has applied for a solicitor's permit, marked Solicitor's Permit 2018-002, in the Borough of High Bridge, and

WHEREAS, the applicant intends to sell bicycle parts at the High Bridge Adventure Race, and

WHEREAS, the applicant wishes to apply under Chapter 268-13(B): Exemptions, and has requested the following exemptions: application fee, permit fee, background check, photos, and certificate of liability, and

WHEREAS, the application process requires Council approval,

WHEREAS, the event in which this permit was to be utilized has been given a rain date as per Resolution 251-2018 and the Council wishes to make the above permit valid on the date of the event,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon, State of New Jersey, that the above stated solicitor's permit, is approved for the amended event times of the High Bridge Adventure Race stated in Resolution 251-2018.

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

**AUTHORIZATION TO ADVERTISE FOR FULL TIME DEPARTMENT OF
WORKS LABORER**

RESOLUTION: 257-2018

ADOPTED: pending

WHEREAS, there is a vacant, full time position in the Department of Works for a full time laborer; 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 for the above position.

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

CANCELLATION OF TAXES 2018-LEASE AGREEMENT

RESOLUTION: 258-2018

ADOPTED:

WHEREAS, pursuant to the Lease Agreement between Union Forge Spirits, LLC and the Borough of High Bridge, dated June 28, 2018 the tenant does not need to pay the portion of real estate taxes allocated to the Borough; and

NOW THEREFORE BE IT RESOLVED by the High Bridge Borough Council in the County of Hunterdon, State of New Jersey that the Tax Collector shall cancel the municipal portion of the property taxes due from the date of the lease, June 28, 2018 through December 31, 2018 on Block 4.07 Lot 1, as follows:

<u>Block</u>	<u>Lot</u>	<u>Issued To</u>	<u>Amount</u>
4.07	1	9 River Road	\$261.38

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

APPROPRIATION TRANSFERS

RESOLUTION: 259-2018

ADOPTED: pending

WHEREAS, N.J.S.A. 40A:4-58 provides that during the last two months of each fiscal year, when a municipality has expended an amount in excess of the respective sums appropriated for any given purpose, the municipality may transfer from accounts in which there are excess amounts of appropriations; and

WHEREAS, N.J.S.A. 40A:4-58 further provides that these amounts may be covered by a transfer from excess appropriations from any line item which has funds in excess of amounts deemed necessary to fulfill the purpose of the appropriation; and

WHEREAS, no transfers are made from appropriations for contingent expenses or deferred charges.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the Chief Financial Officer is hereby authorized to make the following line-item transfers in the 2018 Budget:

<u>Account</u>	<u>Transfer Amount From:</u>	<u>Transfer Amount To:</u>
<u>Current Fund</u>		
Administrator-S&W		\$200.00
Advertising		\$1,000.00
Internet		\$350.00
Clerk-S&W	\$4,000.00	
Codification	\$3,000.00	
Finance-S&W		\$250.00
Tax Collector-S&W		\$400.00
Audit	\$3,500.00	
Legal – O/E		\$15,000.00
Engineering – O/E		\$5,000.00
Buildings & Grounds-O/E	\$4,000.00	
Buildings & Grounds – Office Supplies		\$4,000.00
Insurance – Group	\$6,000.00	
Insurance – Other	\$9,000.00	
DPW – S&W		\$11,000.00
DPW – O/E	\$8,000.00	
Parks & Playgrounds – O/E	\$3,000.00	
Field Maintenance	\$8,000.00	
Board of Health – O/E	\$500.00	
Electricity	\$4,000.00	
Street Lighting	\$2,000.00	
Telephone		\$700.00
Gasoline		\$10,000.00
Heating Fuel		\$10,000.00
PFRS		\$160.00
DCRP	\$3,060.00	

TOTAL	\$58,060.00	\$58,060.00
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Sewer Utility

Sewer-S&W	\$6,000.00	
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Sewer-O/E		\$6,000.00
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TOTAL	\$6,000.00	\$6,000.00
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**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION AUTHORIZING REFUND OF ESCROW MONIES

RESOLUTION: 260-2018

ADOPTED: pending

WHEREAS, the applications before the Zoning and Construction Departments have been finalized, and;

WHEREAS, a balance remains in the escrow account of this applicant, for which no further action is required and;

WHEREAS, the Borough Engineer has acknowledged the work has been completed as directed;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey, that the monies held shall be refunded as follows:

APPLICANT	ACCOUNT #	AMOUNT
Labbadia, Deborah	7118540	\$932.50

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

RESOLUTION: 261-2018

ADOPTED: pending

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>
2017-001	4.04	50	BV002	\$16,465.39
PREMIUM	4.04	50	BV002	\$20,100.00

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

REFUND OF TAX OVERPAYMENT - Legates

RESOLUTION: 262-2018

ADOPTED: pending

WHEREAS, the High Bridge Tax Collector has received the Homestead Benefit for the listed property which is tax exempt; and

WHEREAS, the property taxes for 2018 were up to date prior to receipt of said payment(s) or a credit balance has existed on the account for prior years, or the amount received exceeded the amount due.

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

<u>Block</u>	<u>Lot</u>	<u>Qualifier</u>	<u>Issued To:</u>	<u>Amount Due:</u>
20.01	12.01		John & Janine Legates	\$880.84

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

Authorize Issuance of an RFP for Service(s)

RESOLUTION: 263-2018

ADOPTED: pending

WHEREAS, the Borough of High Bridge is in need of the following service(s), and

WHEREAS, the estimated cost of the service will be below bid threshold but could exceed the Pay to Play threshold, or is exempt from bidding in accordance with NJSA 40A:11-5.

NOW, THEREFORE, BE IT REOLVED by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and the State of New Jersey, hereby authorizes the Administrator to issue Request for Proposals for the following service(s):

- _____
- _____
- _____

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

RESOLUTION: 264-2018

APPROVED: pending

**Authorize Issuance of request for proposal – Newsletter production and
website maintenance**

WHEREAS, the Borough of High Bridge wishes to contract for newsletter production as well as website maintenance,

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge hereby authorize the CFO to issue a request for proposal for newsletter production and a request for proposal for website maintenance.

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

CANCELLATION OF TAXES 2018-VETERANS EXEMPTION

RESOLUTION: 265-2018

ADOPTED:

WHEREAS, pursuant to NJSA 54:4-3.30 et seq. a full property tax exemption shall be granted to eligible 100% disabled veterans; and

WHEREAS, a claim form D.V.S.S.E. has been filed with the Tax Assessor; and

WHEREAS, certification of 100% disability has been received from the US Department of Veterans Affairs.

NOW THEREFORE BE IT RESOLVED by the High Bridge Borough Council in the County of Hunterdon, State of New Jersey that a full property tax exemption shall apply to the owner of Block 20.01 Lot 12.01 with the effective date beginning January 1, 2018 and taxes shall be cancelled in the amount of \$12,130.74.

NOW THEREFORE BE IT FURTHER RESOLVED, that the amount in which is canceled shall be refunded to the veteran homeowner as stated:

<u>Block</u>	<u>Lot</u>	<u>Qualifier</u>	<u>Issued To</u>	<u>Amount Due</u>
20.01	12.01		John Legates	\$12,130.74

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

CANCELLATION OF TAXES 2018-VETERANS EXEMPTION

RESOLUTION: 266-2018

ADOPTED:

**RESOLUTION TO MAKE APPLICATION FOR A
ROOTS FOR RIVERS REFORESTATION GRANT
AND TECHNICAL ASSISTANCE PROGRAM**

WHEREAS, The Mayor and Council of the Borough of High Bridge wish to make application for a Roots for Rivers nonmatching grant offered by The Nature Conservancy partnering with Sustainable Jersey and The Watershed Institute; and

WHEREAS, the Grant will support the High Bridge Environmental Commission Green Team's goal for Sustainable Jersey; and

WHEREAS, the High Bridge Environmental Commission Green Team will be preparing and submitting the grant application on behalf of the Borough; and

WHEREAS, High Bridge Borough is a certified Sustainable Jersey municipality; and

WHEREAS, the program will support our municipal conservation efforts to undertake floodplain reforestation initiatives along the South Branch of the Raritan River; and

WHEREAS, the Program participants will receive technical assistance to design a restoration project and funding to cover the material costs of tree/shrubs, tree protection tubes, and stakes.

NOW, THEREFORE, BE IT RESOLVED by the governing body of The Borough of High Bridge in the County of Hunterdon and in the State of New Jersey, that the High Bridge Environmental Commission Green Team is authorized to make application for a non-matching Roots for Rivers Reforestation Grant in support of reforestation initiatives.

Best Practices Worksheet CY 2018/SFY2019

High Bridge Borough (Hunterdon)					
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Question	Comments		
		Core Competencies			
1	Yes	Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?			
2	No	Has your municipality filed a copy of all current shared service agreements and amendments thereto, for which it provides a shared service, along with the estimated savings for each party, with the Division as required by N.J.S.A. 40A:65-4b (excluding cooperative purchasing agreements governed by the Local Public Contracts Law)?			
3	N/A	If a final judgment has been entered against the municipality in a legal matter such as a tax appeal, tort claim, or contractual dispute, and there is no further adjudication, or if the municipality reached a final settlement of a legal matter in the past year, has your municipality satisfied its obligations under the final judgment or settlement in a timely fashion pursuant to its terms? This question cannot be answered "Yes" if your municipality has satisfied a judgment or settlement but additional interest and/or other penalties have been imposed for noncompliance with its terms. This question does not apply to claims adjudicated or settled by the municipality's JIF or insurance carrier.			
4	Yes	The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Forms. Compliance by local elected officials is particularly important. <u>Have all of your local elected officials filed their Financial Disclosure Form in 2018 that covers the 2017 calendar year?</u>			

Best Practices Worksheet CY 2018/SFY2019

High Bridge Borough (Hunterdon)					
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Question	Comments		
5	N/A	If the amount of a final judgment not covered by a JIF or an insurance carrier exceeds the amount of reserves set aside through prudent fiscal planning, has your municipality submitted a timely refunding bond application to the Local Finance Board in order to satisfy the judgment?			
6	Yes	Has your municipality adopted a written vehicle use policy prohibiting personal use of municipal vehicles except for commuting? Only answer "N/A" if your municipality does not have any municipally-owned vehicles.			
7	Yes	Having conducted a review of several LOSAP Programs across the State, on June 30, 2015 the Office of the State Comptroller issued a report raising concerns about LOSAP program oversight and contributions not being made in compliance with applicable rules and regulations. Local Finance Notice 2016-3 discusses the report's findings and provides updated guidance on LOSAP administration. If your municipality administers a LOSAP Program, have relevant officials reviewed LFN 2016-3 to ensure compliance with the LOSAP statute and implementing regulations?			
8	Yes	Did your municipality file its Annual Financial Statement (AFS) with DLGS by the statutory deadline (Which may include the extended deadline of February 26, where applicable)?			
9	Yes	Have all audit findings from the 2017 audit been identified in the corrective action plan? Please list the date the corrective action plan was submitted to DLGS under Comments. Only answer "N/A" if there were no audit findings in the 2017 audit.	16-Aug-18		
10	Yes	Have all audit findings from the 2016 audit been and addressed such that they are not repeated in the 2017 audit? If not, please list any repeat findings under Comments. Only answer "N/A" if there were no audit findings in the 2017 audit.			
11	Yes	Has your municipality received its completed audit for the preceding fiscal year within the statutory timeframe, and confirmed that its auditor has filed a certified duplicate copy of the audit report with the Division? You may only answer this question "N/A" if the Director expressly granted an extension in response to a governing body resolution petitioning for same.			

Best Practices Worksheet CY 2018/SFY2019

High Bridge Borough (Hunterdon)					
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Question	Comments		
12	Yes	Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 or July 31, as appropriate?			
13	Yes	Is your municipality fully compliant with all outstanding debt disclosure obligations as contained in Local Finance Notice 2014-09?			
14	N/A	The "Director's Ratio" (the average ratio of assessed to true market value) for each municipality as determined by the Director of the Division of Taxation, in the Table of Equalized Valuations promulgated annually pursuant to N.J.S.A. 54:1-35.1. A Director's Ratio of lower than 85 percent generally reflects inequitable assessments and the need for revaluation. N.J.A.C. 18:12A-1.14. If the ratio of assessed values to market values in your municipality is presently less than 85%, has your municipality retained an assessor, issued an RFP for revaluation services, or voted to conduct a revaluation within the next two years?	The Borough is undergoing a 5-yr reassessment program.		
15	Yes	Effective for CY2017/SFY2018 and CY2018/SFY2019 municipal budgets, the annual maximum contribution a municipality can appropriate for use by its volunteer fire companies or board of fire commissioners pursuant to N.J.S.A. 40A:14-34 is \$150,750. In any municipality where there are more than three volunteer fire companies or fire districts, the governing body may appropriate an additional \$50,000 annually for each additional volunteer company or fire district. At least 50% of the municipality's annual appropriation must be used by a volunteer fire company or board of fire commissioners for the purchase of fire equipment, materials and supplies. N.J.S.A. 40A:14-34 requires the volunteer fire company or fire district to provide the municipal governing body, on an annual basis, an accounting of the use of all municipal funds. See Local Finance Notice 2017-6R for further details. Is your municipality obtaining from each volunteer fire company or fire district an accounting of the use of all municipal funds?			
16	Yes	Did your municipality introduce and adopt its current year budget no later than the dates required by law or extended by the Director in Local Finance Notice 2017-26? This question may only be answered N/A if your municipality is under State Supervision or was instructed by the Division to delay budget adoption.			

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	Answer	Question	Comments	
17	Yes	Revenue earned from construction code enforcement fees must be dedicated to enforcing the UCC. N.J.A.C. 5:23-4.17 and 4.18 and Local Finance Notice 2017-15 establish detailed parameters governing municipal construction code fees. Can your municipality certify that its UCC enforcement fees do not exceed the level necessary?		
18	N/A	Bid Prequalification standards can comprise an anti-competitive practice. to ensure a fair and open process, state law requires the Director of the Division of Local Government Services to approve all prequalification regulations enacted by contracting units subject to the Local Public Contracts Law. Is your municipality compliant with the obligations set forth in N.J.S.A. 40A:11-25, including seeking Director approval prior to implementing and enforcing all prequalification regulations? "N/A" is only applicable where the municipality has not adopted any prequalification regulations.		
19	Yes	Does your municipality publish the required notices regarding professional services contracts to keep the public informed about the cost of professional services?		
20	Yes	N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us . <u>Has your municipality filed all current contracts with PERC?</u>		
21	Yes	Has your municipality taken measures to prevent employee discrimination and promote equal pay for all groups protected under the Law Against Discrimination (N.J.S.A. 10:5-1 et seq.) in light of the "Diane B. Allen Equal Pay Act" (P.L. 2018, c. 9), which greatly increases municipal liability for the failure to assure such protections?		
		Additional Best Practices		

Best Practices Worksheet CY 2018/SFY2019

High Bridge Borough (Hunterdon)					
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Question	Comments		
22	Yes	Has your municipality explored shared service opportunities with other local governments (including boards of education) within the past year? In the Comments section, please identify all shared service opportunities explored, whether an agreement resulted and, where no agreement was reached, the reason(s) why.	Board of Ed - Annual resolution for the Borough to provide snow removal.		
23	Yes	Have sufficient reserves been allocated towards satisfying any potential final judgment or settlement in a legal matter that is presently ongoing, including toward any deductible requirement imposed by the municipality's JIF or insurance carrier?			

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)			
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Question	Comments		
24	No	Does your municipality add a fringe benefit value to the gross income reported on the employee's W-2 for employees authorized to use municipal vehicles for commuting to/from work (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)? Only answer "N/A" if your municipality does not have any municipally-owned vehicles.			
25	N/A	Within the past year, has your municipality's governing body assessed the authority or authorities it has created to ascertain whether they continue to serve the public interest and are more efficient than other means of providing the same services and/or financing public facilities?			
26	N/A	Have the governing body's findings and conclusions from the annual review of its authorities been discussed as a public agenda item at a scheduled governing body meeting?			
27	N/A	Has the governing body's findings and conclusion from the annual review of its authorities been incorporated into the publicly available meeting minutes? (Please identify the meeting date under "Comments.")			

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	Answer	Question	Comments	
28	Yes	Payments In Lieu of Taxes (PILOTs) are often used to spur economic development. It is imperative that municipalities monitor PILOT agreements to ensure recipients comply with all agreement terms, including timely payment and reporting. Does your municipality have an appropriate official designated to monitor exemptions granted pursuant to the Long-Term Exemption Law, N.J.S.A. 40A:20-1 et seq., and Five-Year Exemptions/Abatements granted pursuant to N.J.S.A. 40A:21-1 et seq.?		
29	Yes	Does your municipality have a documented process for ensuring compliance with the terms of each PILOT agreement?		
30	No	In the past year, has your municipality analyzed whether changes to its master plan and zoning ordinances could improve flood and storm resiliency? For towns that have experienced repeated or extended power outages in the past few years, please note in the comments whether public utilities have improved a) communications and b) performance in responding to those outages.		
31	No	If your engineer, planner, or land use board has recommended changes as part of the municipality's review of its master plan and zoning ordinances for flood and storm resiliency, is there a plan to implement the recommended changes? Please answer "No" or "Prospective" if your municipality has not reviewed its master plan and zoning ordinances to analyze whether changes could improve flood and storm resiliency.		
32	Yes	Has your municipality designated at least one staff member or consultant for community and economic development? One example would be a liaison designated to engage with businesses, developers, and investors to solicit redevelopment proposals.		
33	Prospective	Does your municipality regularly coordinate planning, zoning, and development review activities (e.g. interdepartmental meetings)?		
34	Yes	Does your municipality actively maintain an inventory of blighted and vacant properties that would benefit from redevelopment?		

Best Practices Worksheet CY 2018/SFY2019

High Bridge Borough (Hunterdon)					
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Question	Comments		
35	Prospective	Does your municipality have a current community and/or economic development plan with established metrics?			
36	Prospective	Does your municipality regularly review and measure progress toward the development goals set forth in its community and/or economic development plan?			
37	Yes	Does your municipality's capital improvement program coordinate the replacement of infrastructure to avoid disturbance of recent capital projects and avoid duplicated efforts?			
38	Yes	Is your municipality dedicating sufficient revenues to fund maintenance, repair and replacement of environmental and transportation infrastructure?			
39	Yes	Municipalities are encouraged to investigate all available grant opportunities; however, certain grants require commitment of matching funds, staffing levels, etc. For each grant accepted within the past year, have each grant's benefits exceeded or are they expected to exceed the actual and/or potential costs of the grant.			
40	Yes	While the issuance and renewal of bond anticipation notes can be a reasonable and prudent financing mechanism, failing to take advantage of low interest rates on permanent financing can cause municipalities to incur unnecessary carrying and issuing costs. Has your municipality evaluated its outstanding bond anticipation notes and developed a strategy to move toward permanent financing?			
41	Prospective	Local Finance Notice 2018-13 discusses the Local Finance Board's recent adoption of regulations permitting all local units, county colleges, and school district boards of education/boards of trustees to use standard electronic funds transfer (EFT) technologies for payments. Has your municipality's chief financial officer and head procurement official reviewed this Notice with the governing body to determine where the use of electronic payment methods could benefit the municipality?			
42	Yes	Has your municipality assessed whether the Local Finance Board's adopted EFT regulations require changes in the municipality's current claims payment procedures as pertain to electronic payment methods?			

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	Answer	Question	Comments	
43	Yes	Does your municipality have a professional or professionals capable of evaluating and recommending PILOTs assess the utility and value of a PILOT before formalizing negotiations and entering into a PILOT agreement?		
44	No	Other states such as California and Florida have enacted Property Assessed Clean Energy (PACE) legislation that authorizes municipalities to establish programs for public or private financing of energy, water and storm resilience projects through the use of voluntary special assessments for certain property owners. There is currently a bill pending before the New Jersey Legislature, S-1611, that would authorize these PACE programs in New Jersey. Is this something that your municipality would take advantage of?		
45	No	Does your municipality have a professional planner on staff?		
46	Yes	The New Jersey Infrastructure Bank (NJIB, formerly NJEIT) offers low-cost financing to local governments to reduce the cost of transportation and environmental infrastructure projects. If your municipality will require financing for such projects, will it consider financing through NJIB?		
47	Yes	Have you evaluated the SALT Charitable Contribution Law (P.L. 2018, c.8) and considered its implementation?		
48	No	Does your municipality buy hybrid vehicles in all cases except where no hybrid is available that meets the municipality's needs? You may respond "N/A" only if the municipality does not own any vehicles.		
49	No	Does your municipality own any electric vehicles?		
50	Yes	Is your municipality adhering to the mandatory, proven emergency procurement standards to ensure a process that minimizes costs to the municipality?		
51	No	Has your municipality adopted and implemented a more restrictive pay-to-play ordinance than the state's pay-to-play laws?		
52	Yes	Does your municipality only provide health care benefits for full time employees and officials (ie: >30 hours per week)? Only answer "yes" if no part-time elected or appointed officials receive health benefits. If your municipality has part-time elected or appointed officials who elect to take State Health Benefits Program (SHBP) health benefits (or receive a waiver for not doing so) by virtue of serving in their position continuously since May 21, 2010, you must answer "No".		

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	Answer	Question	Comments	
53	No	Does your municipality have a policy that fixes the reimbursement rate for full-time employees who waive benefits at the lesser of 25% or \$5,000, after deducting the employee's required contribution from the premium cost?		
54	Yes	The Fair Labor Standards Act (FLSA) is a federal law that establishes minimum wage, overtime pay, recordkeeping, and child labor standards affecting full-time and part-time workers in the private sector and in Federal, State, and local governments. The law requires that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with labor counsel for more detailed guidance). <u>Does your municipality refrain from paying overtime to employees who are classified as exempt under the FLSA?</u>		
55	Yes	Does your municipality ensure that employees complete and file standardized forms to verify all employee time worked (e.g. time cards, electronic time keeping)?		
56	Yes	Does your municipality maintain centralized records accounting for all employee leave time earned and used?		
57	Yes	Are all employee time and attendance documentation reviewed and independently verified before payroll/processing?		

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	Answer	Question	Comments	
	<i>This survey is intended to gauge the needs, priorities, and capacities of municipalities with designated Opportunity Zones, to aid the State in helping these communities attract locally-appropriate businesses, investment, and development and make the most of their Opportunity Zone designations.</i>			
		<i>For more information about Opportunity Zones, click the following link:</i>	https://www.state.nj.us/dca/divisions/lps/opp_zone_s.html	
		<i>For an interactive map of New Jersey Opportunity Zones, click the following link:</i>	http://njdca.maps.arcgis.com/apps/View/index.html?appid=e2c7f2634ced45cd91c3ca52ab3f9989	
62	Select	Has your municipality developed a strategy around attracting businesses and investment to its Opportunity Zones?		
63	Select	<i>If "No", would you like help developing a strategy?</i>		
64	Select	Does your municipality employ a professional or professionals that engage with developers, investors, or businesses and thoroughly review proposed projects?		
65	Select	Has your municipality been approached by developers, investors, or businesses interested in making Opportunity Zone investments (i.e. business development/expansion, property development) within your municipality?		
66		<i>If "Yes", who were you specifically approached by (check all that apply)?</i>		
		<input type="checkbox"/> Local Business Owner		
		<input type="checkbox"/> Other Business Owner		
		<input type="checkbox"/> Local Investor		
		<input type="checkbox"/> Other Investor		
		<input type="checkbox"/> Local Developer		
		<input type="checkbox"/> Other Developer		
67		<i>If approached by a developer or business owner, which category would they fall into?</i>		
		<input type="checkbox"/> Residential developer, real estate development, or property management company		
		<input type="checkbox"/> Retail		

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	Answer	Question	Comments	
		Retail		
		<input type="checkbox"/> Light industrial		
		<input type="checkbox"/> Heavy industrial		
		<input type="checkbox"/> Restaurant, entertainment, or hospitality		
		<input type="checkbox"/> Professional services		
		<input type="checkbox"/> Information technology		
		<input type="checkbox"/> Other (please describe in column E)		
68		<i>What information were they seeking from your municipality (if applicable)?</i>		
		<input type="checkbox"/> Info on zoning, permitting, and approval process		
		<input type="checkbox"/> Info on local tax incentives and subsidies such as tax abatements, PILOTs, & Redevelopment Area Bonds		
		<input type="checkbox"/> Info on vacant land and available properties		
		<input type="checkbox"/> Info on redevelopment areas		
		<input type="checkbox"/> Info on existing development activity		
		<input type="checkbox"/> Other (please describe in column E)		
69	Select	If your municipality has one or more Areas in Need of Redevelopment, has it reviewed and updated them within the past three years?		
70	Select	In terms of real estate and economic development, which area (if any) is your top priority?		
71	Select	Which is more important, development of vacant sites and land or redevelopment of existing structures?		
72	Select	What type of capital improvement does your municipality see as its top priority?		
73		After people, what are your municipality's distinctive assets?		
		<input type="checkbox"/> Education		
		<input type="checkbox"/> Tourism		
		<input type="checkbox"/> Affordable Housing		
		<input type="checkbox"/> Transit Access		
		<input type="checkbox"/> Industrial Hub		
		Transportation Hub		

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)			
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Industrial Hub	Question	Comments	
		<input type="checkbox"/> Transportation Hub			
		<input type="checkbox"/> Business Hub			
		<input type="checkbox"/> Cultural Center			
		<input type="checkbox"/> Entertainment Venue			
		<input type="checkbox"/> Other (please describe in column E)			
74		What are the major challenges to development in your municipality?			
		<input type="checkbox"/> Lack of employment opportunities			
		<input type="checkbox"/> Limited range of housing options			
		<input type="checkbox"/> Lack of developable sites			
		<input type="checkbox"/> Preserving existing community character			
		<input type="checkbox"/> Limited access to public services			
		<input type="checkbox"/> Poor public infrastructure			
		<input type="checkbox"/> Poor access to transportation			
		<input type="checkbox"/> Access to essential services reachable within 10 min. by foot or other mode of transport			
		<input type="checkbox"/> Below average math and language arts proficiency scores			
		<input type="checkbox"/> Lack of child care facilities			
		<input type="checkbox"/> Stranded assets			
		<input type="checkbox"/> Lack of high speed internet connectivity			
		<input type="checkbox"/> Environmental contamination			
		<input type="checkbox"/> Lack of interest from developers and investors			
75		What type of economic development is your municipality actively pursuing?			
		<input type="checkbox"/> Retail			
		<input type="checkbox"/> Light industrial			
		<input type="checkbox"/> Heavy industrial			
		<input type="checkbox"/> Transportation/logistics			
		<input type="checkbox"/> Tourism			
		<input type="checkbox"/> Transit			
		<input type="checkbox"/> Restaurants/entertainment/leisure activity			
		<input type="checkbox"/> Office space			
		<input type="checkbox"/> Tech			
		<input type="checkbox"/> Higher Ed			

Energy

Best Practices Worksheet CY 2018/SFY2019

High Bridge Borough (Hunterdon)					
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Higher Ed	Question	Comments	
		<input type="checkbox"/> Energy			
		<input type="checkbox"/> Not pursuing economic development			
		Do you have an up-to-date list of:			
76	Select	<i>Distinctive community assets</i>			
77	Select	<i>Abandoned and blighted properties</i>			
78	Select	<i>Foreclosed properties</i>			
79	Select	<i>Commercial projects planned to begin within 1 year</i>			
80	Select	<i>Municipal projects planned to begin within 1 year</i>			
81	Select	<i>Planned business expansions</i>			
82	Select	<i>The 10 largest private employers in your municipality</i>			
83	Select	<i>Stalled projects due to funding gaps</i>			
84		If "Yes", provide the name of each project, the full address, a short description that includes the primary developer (if applicable), the estimated value of the development (i.e. total permitted value), and the reason for lack of progress.			
	Name	Address (street number, street name, town, zip code)	Description and Developer	Estimated Value	Reason for Lack of Progress
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
85	Select	Does your municipality have any other known, upcoming development projects within its Opportunity Zone(s)? (See DCA interactive map for zone boundaries):			
		http://njdca.maps.arcgis.com/apps/View/index.html?appid=e2c7f2634ced45cd91c3ca52ab3f9989			
86		If "Yes", provide the name of each project, the full address, a short description that includes the primary developer (if applicable), the estimated value of the development (i.e. total permitted value), and its status (if known)			

Best Practices Worksheet CY 2018/SFY2019

High Bridge Borough (Hunterdon)					
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	Answer	Question	Comments		
	Name	Address (street number, street name, town, zip code)	Description and Developer	Estimated Value	Status
1					Select
2					Select
3					Select
4					Select
5					Select
6					Select
7					Select
8					Select
9					Select
10					Select
11					Select
12					Select
13					Select
14					Select
15					Select
16					Select
17					Select
18					Select
19					Select
20					Select
21					Select
22					Select
23					Select
24					Select
25					Select

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
Answer	Question	Comments		
0	Select			
38	Yes			
12	No			
7	N/A			
4	Prospective			
61	Total Answered:			
49	Score (Yes + N/A + Prospective)			
80%	Score %			
0%	Percent Withheld			
		Chief Administrative Officer's Certification		
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)		
	Name & Title	Date		
	Michael Pappas, Administrator	11/7/2018		
		Chief Financial Officer's Certification		
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)		
		N-0524, T-1483, Q-1097		
	Name	Date		
	Bonnie Ann Fleming	11/7/2018		
		Municipal Clerk's Certification		
	I hereby certify that the Governing Body of the Borough of High Bridge in the County of Hunterdon will discuss the CY 2018/SFY 2019 Best Practice Inventory as			
	completed herein at a public meeting on 11/15/18, with the Inventory results, and the			
	certification thereof by the Chief Administrative and Chief Financial Officers, respectively, to	Certification #(s)		
	be stated in the minutes of said public meeting.	C-1955		
	Name	Date		
	Adam Young CMC	11/7/2018		

Best Practices Worksheet CY 2018/SFY2019

		High Bridge Borough (Hunterdon)		
1014		<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	Answer	Question	Comments	
		Red = Repeat Question; Prospective answers not permitted		
		Blue = Questions where neither "not applicable" nor "N/A" answers are permitted		
		Green = Questions where neither "Prospective" nor "Not Applicable" are permitted		
		No Color = "Yes"; "No"; "Prospective" and "Not Applicable" are all permissible answers		
	Score	Aid Withheld		
	46-61	No aid withholding		
	36-45	25% of final aid payment withheld		
	26-35	50% of final aid payment withheld		
	0-25	100% of final aid payment withheld		
	Question	Table of Weblinks		
	8	https://www.nj.gov/dca/divisions/dlgs/lfns/17/2017-07.pdf		
	13	http://www.nj.gov/dca/divisions/dlgs/lfns/14/2014-09.pdf		
	15	https://www.nj.gov/dca/divisions/dlgs/lfns/17/2017-6R.pdf		
	16	https://www.nj.gov/dca/divisions/dlgs/lfns/17/2017-26.pdf		
	17	https://www.nj.gov/dca/divisions/dlgs/lfns/17/2017-15.pdf		
	18	https://www.nj.gov/dca/divisions/dlgs/lfns/16/2016-12.pdf		
	41	https://www.nj.gov/dca/divisions/dlgs/lfns/18/2018-13.pdf		
	51	http://www.nj.gov/dca/divisions/dlgs/resources/muni_st_docs/pay_to_play_ordinance-contractor.doc		
	58	https://www.nj.gov/dca/divisions/dlgs/lfns/17/2017-27.pdf		

Best Practices Worksheet CY 2018/SFY2019

Best Practices Worksheet CY 2018/SFY2019

Berkeley Twp. (Ocean County)
Bound Brook (Somerset County)
Bridgeton (Cumberland County)
Burlington City (Burlington County)
Camden City (Camden County)
Carney's Point (Salem County)
Carteret (Middlesex County)
Cliffside Park (Bergen County)
Clifton (Passaic County)
Deptford Twp. (Gloucester County)
Dover (Morris County)
East Orange (Essex County)
Egg Harbor City (Atlantic County)
Egg Harbor Twp. (Atlantic County)
Elizabeth (Union County)
Englewood (Bergen County)
Fairview (Bergen County)
Flemington (Hunterdon County)
Freehold Borough (Monmouth County)
Garfield (Bergen County)
Glassboro (Gloucester County)
Hackensack (Bergen County)
Hamilton Twp. (Mercer County)
Hillside Twp. (Union County)
Irvington (Essex County)

Best Practices Worksheet CY 2018/SFY2019

Jamesburg (Middlesex County)
Jersey City (Hudson County)
Kearny (Hudson County)
Lakewood (Ocean County)
Linden (Union County)
Lindenwold (Camden County)
Lodi (Bergen County)
Long Branch (Monmouth County)
Lower Twp. (Cape May County)
Manchester Twp. (Ocean County)
Millville (Cumberland County)
Neptune City (Monmouth County)
Neptune Twp. (Monmouth County)
New Brunswick (Middlesex County)
Newark (Essex County)
North Bergen (Hudson County)
North Plainfield (Somerset County)
Orange (Essex County)
Palmyra (Burlington County)
Passaic City (Passaic County)
Paterson (Passaic County)
Pemberton Twp. (Burlington County)
Pennsauken (Camden County)
Perth Amboy (Middlesex County)
Phillipsburg (Warren County)
Pine Hill (Camden County)
Plainfield (Union County)
Pleasantville (Atlantic County)
Prospect Park (Passaic County)



State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY
Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

SHEILA Y. OLIVER
Lt. Governor

October 25, 2018

The Honorable Mark Desire
Mayor, High Bridge Borough
92 West Main Street
High Bridge, NJ 08829-1910

Dear Mayor Desire:

I am pleased to inform you that you will receive an allotment of \$225,000 from the Transportation Trust Fund for the McDonald Street Emergency Improvement Project project. These funds are provided through the Local Aid Infrastructure Fund program.

The New Jersey Department of Transportation is in the process of fully executing your application/agreements for this project. Should you have any questions, please contact Tom Berryman of NJDOT's Local Aid District Office in Trenton. He can be reached at 609-530-8044.

The Transportation Trust Fund provides funding to communities throughout our state through grant programs that help local governments advance transportation projects without burdening local property taxpayers.

My best wishes for the successful completion of your project.

Sincerely,

A handwritten signature in cursive script that reads "Laine Rankin".

Laine Rankin
Director
Division of Local Aid & Economic Development

cc: Municipal Clerk
Municipal Engineer



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

CARL J. RICHKO
Chairperson

LISA J. PLEVIN
Executive Director

October 24, 2018

Michael Pappas, Borough Administrator
High Bridge Borough
97 West Main Street
High Bridge, NJ 08829

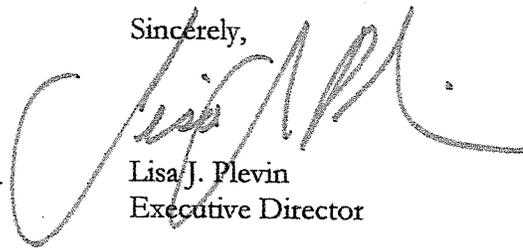
Subject: Highlands Exemption Certification

Dear Mr. Pappas:

I am pleased to inform you that you have met the requirements of the Highlands Municipal Exemption Program and are now authorized to issue Highlands Act Exemptions in accordance with the "Memorandum of Understanding Between the Highlands Water Protection and Planning Council and the New Jersey Department of Environmental Protection Regarding the Municipal Issuance of Certain Exemption Determinations." A certificate in your name as Administrator/Zoning Officer is enclosed.

Should you have any questions relating to Exemption Determinations, please contact your Highlands Council Staff Liaison, Maryjude Haddock-Weiler, Planning Manager (telephone ext.110, e-mail address: maryjude.haddock-weiler@highlands.nj.gov). Thank you for your efforts to safeguard the resources of the Highlands Region.

Sincerely,



Lisa J. Plevin
Executive Director

Enclosure

Memo

To: Mayor Desire
From: Bonnie Ann Fleming, CFO/CTC
CC: Borough Council
CC: Borough Administrator
Date: 11/26/18
Re: Monthly Report-Oct

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

Including:

- Weekly Management Reports 10/05-10/26/18
- 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

10/05/18

TAX- A delinquent taxpayer was notified of the amount needed to be removed from the upcoming tax sale as the amount received was insufficient to pay the 2017 balance.

Tax sale notices were posted in five public places within the Borough, per state statute.

The updated tax sale list was shared with investors interested in attending the sale.

FINANCE – The signed voucher for Task 7 of the Highlands Grant was returned to the Highlands Council for payment.

Payroll input sheets for 10/10 were prepared and submitted for processing.

The prior week's events were reviewed with the Administrator.

Bill list transfers were completed.

A meeting was held with the Borough Engineers and Administrator to review on—going projects.

Updated price quotes for an emergency generator at Well 8 were requested.

Resolutions for the 10/10 Council meeting were prepared, including: Award of Catch Basin reconstruction.

A Certification of Final Salary for a retiring former employ was prepared and submitted to DPB.

An OPRA request was completed for the Clerk.

Various scenarios for sewer escrow replenishment were prepared.

MISCELLANEOUS – A Hardship Application for a LOSAP account was verified and submitted to VALIC.

A new application was started at the DOT website for Washington Avenue-Phase II.

Open enrollment information was forwarded to all eligible employees in the State Health Benefit Program.

Foveonics provided a log—in and training for the retrieval of scanned documents.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

10/12/18

TAX - The updated tax sale list was shared with investors interested in attending.

A PTR form was completed for a resident.

Assistance was offered to a resident completing the Homestead Benefit Application.

A lien redemption calculation was updated upon request.

The added assessment bills were prepared and mailed totaling \$17,719 due to the Borough.

Delinquent notices were mailed to utility accounts.

FINANCE – The 3rd qtr. pension report was completed and submitted.

Payroll checks for 10/10 were prepared for distribution. On—line transfers were completed, and agency checks were processed.

A resolution for the amendment of a hydrant installation at Cokesbury & Silverthorne Roads was prepared for the 10/11 Council Meeting.

A resolution to approve submittal of a grant application with NJDOT for Washington Ave. Phase 3 was prepared for the 10/11 Council Meeting.

A resolution approving a Change Order for Hillcrest Road improvements resulting in a deduction to the contract, was prepared for the 10/11 Council Meeting.

The Bill List was finalized and transfers completed.

Bank reconciliations for September were begun.

Various examples were prepared regarding disbursement of the sewer escrow.

MISCELLANEOUS – A meeting was held with Gina Cho from Seamless.Gov regarding our electronic forms and managing our account. Examples were provided of new form creation.

The intern was given work regarding the electric bills.

The invoice and reports for the mold remediation at the Police Building were received and submitted to SCJIF for payment.

I contacted Technical Sweepers for an estimate on service/repairs to our street sweeper.

I attended a League of Municipalities Legislative Committee Meeting on Friday, October 12.

TAX – A lien redemption calculation was prepared and emailed to PNC Bank.

A redemption check was received and processed for payment. A resolution was also prepared for the 10/25 Council Meeting.

FINANCE – A 2019 Budget Request was sent to all department heads along with a spreadsheet with 2018 budget expenditures to date.

Resolutions for the 10/25 Council Meeting were prepared, including an emergency resolution for the water main break on Washington Ave., the award of contracts for the surveillance equipment and drainage work at the golf course, award of contract of the water main bypass on Mine Road and the top coat for Hillcrest Lane, a Chapter 159 resolution for the Drunk Driving Enforcement funds grant, and an amendment to the Personnel Policy.

The 3rd qtr. treatment charge was encumbered, and additional escrow calculated.

The 10/25 payroll input sheets were prepared and scanned to R&L for processing.

COAH fees for 51 Fine Road were reviewed with the Administrator and Technical Assistant.

Copies of expert report invoices were submitted to CTSA for payment.

Month end reports were completed for distribution on 10/25.

The preliminary Bill List was prepared for the 10/25 Council Meeting.

MISCELLANEOUS – I contacted Qual lynx to inquire if they would be paying Rapid Recovery directly for the remediation work at the Police building. A copy of the invoice was sent to them for payment. Reimbursement will be made to the Borough for the damaged communications equipment.

I contacted System One to schedule annual inspections for the Fire alarm systems at Borough Hall and the Police Department.

I completed three OPRA requests.

I attended an executive board meeting for the TCTA of which I am the Recording Secretary.

I reviewed the seamless docs set-up for the zoning applications with the Clerk.

I attended a meeting with the Borough Engineers and Administrator to discuss on-going projects and prioritize work to be completed by year-end.

I attended a Green Purchasing seminar on 11/19 and received 12 continuing education credits for my CFO, CTC, and QPA licenses.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

10/26/18

TAX – Five Property Tax Reimbursement applications were completed for eligible residents.

The Annual Tax Sale was held on Friday, October 25. The list started with 45 delinquent accounts. At the time of sale, only three properties remained delinquent. Two bidders attended the sale and all three liens were sold: Tax = \$10,825 Utilities = \$1,325 Premium = \$5,000

Tax sale certificates were prepared following the sale and given to the lien holder for filing.

An Affidavit of Mailing, Advertising, and Posting of the Tax Sale was prepared and notarized.

Delinquent amount for utility customers in Clinton Township were submitted to the Collector for inclusion in their tax sale in December.

Readings for 4th qtr. utilities were received, and preliminary reports were processed for review prior to billing.

FINANCE – The September Golf Financial Reports were received and reviewed with the HBCG manager.

Quotes received for drainage work at hole #3 were reviewed and amended for Council approval on 10/25.

Payroll checks were disbursed on 10/25. Bank transfers were completed, and agency checks processed and mailed.

The Earned Sick Leave Act was reviewed and changes to the existing personnel policy to comply with the October 29 enactment date were prepared for Council approval on 10/25.

A meeting was held with the Borough Engineers, Administrator, Water Operator and DPW personnel to review on-going water related projects. A site visit to Bunnevale Well was scheduled to prioritize repairs and improvements. The removal of the stripper was discussed.

Sewer rate variations were reviewed with the Administrator.

Budget balances were reviewed to provide certification of funds for a DPW director.

Ninety-two checks were prepared and mailed following approval of the Bill List.

A meeting was held with the SCJIF insurance adjuster to review the new claim for the sewer pump motor and the prior claim submitted for subsidiary work at the Solitude pump house.

Employment documents were provided to the newly appointed water and sewer operators.

MISCELLANEOUS – One OPRA request was filled.

Special Events registrations were received and logged in.

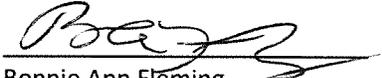
COLLECTOR'S REPORT OF RECEIPTS

To the Borough of High Bridge Council:

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

October 31, 2018

	QTR	CURRENT	YTD	YRLY
CURRENT 2018	71.88%	\$ 2,292,185.54	\$ 11,376,135.13	91.34%
TAXES YEAR 2017		\$ 44,349.79	\$ 175,624.42	
TAXES YEAR 2019		\$ 2,265.13	\$ 11,475.95	
MISC REV		\$ -	\$ 20.00	
TAX SALE COST		\$ 698.73	\$ 1,221.64	
LIENS		\$ 925.61	\$ 119,817.80	
PILOT		\$ -	\$ 21,713.50	
INTEREST/PENALTY		\$ 12,082.72	\$ 35,373.42	
PREMIUM		\$ 5,000.00	\$ 5,000.00	
DUE UTILITY COLLECTOR		\$ 1,210.21	\$ 1,454.71	
REDEMPTIONS - MUNI LIENS		\$ -	\$ -	
TOTAL		\$ 2,358,717.73	\$ 11,747,836.57	


 Bonnie Ann Fleming
 Tax Collector

11/26/18
 Date

HIGH BRIDGE INTEREST EARNED 2018

A/C #	CURRENT	GREEN ACRES	DOG	WATER		SEWER		SOLID WASTE		SW CAP	SUI	HISTORIC		REHAB ESC	REC TRUST	DEV ESC	SPECIAL EVENTS	TOTAL
				567+utility	CAP	SEWER CAP	SEWER 492+util	516+utility	WASTE			PRESVTN	954					
JANUARY	4,860.93	13.07	11.96	189.07	37.96	497.15	131.09	206.92	6.63	114.68	591	3.46	57.16	8.08	0.28	11.81	583	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	358.48	131.94	223.90	6.67	116.75		2.98	57.89	19.47	0.28	21.80		6,115.10
AUGUST	6,100.34	13.26	12.31	236.74	21.58	392.01	131.94	204.68	6.67	117.04		2.99	57.95	9.26	0.28	19.23		7,326.28
SEPTEMBER	4,831.91	12.84	12.01	285.63	16.84	385.70	127.68	232.18	6.46	113.52		2.95	56.15	7.62	0.27	15.72		6,107.48
OCTOBER	5,101.48	13.28	10.94	264.34	21.91	417.79	131.94	188.97	6.67	117.53		3.24	58.07	8.07	0.28	11.55		6,356.06
NOVEMBER	-																	-
DECEMBER	-																	-
TOTAL	48,714.35	129.56	118.32	2,230.03	373.56	3,955.34	1,293.00	2,100.23	65.39	1,141.28		28.95	566.45	95.93	2.74	178.82		60,993.95

YEAR TO DATE REVENUE AS OF: OCTOBER 2018

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 12,737,553.47	\$ (11,376,135.13)	\$ 1,361,418.34	10.69%
Delinquent Taxes	\$ 174,000.00	\$ (175,624.42)	\$ (1,624.42)	-0.93%
PILOT	\$ -	\$ (21,713.50)	\$ (21,713.50)	#DIV/0!
Local Revenues:				
Alcoholic Bev	\$ 5,400.00	\$ (5,400.00)	\$ -	0.00%
Other (Amuse/Food/Handlers/Raffle/Vendor)	\$ 580.00	\$ (405.00)	\$ 175.00	30.17%
Municipal Court	\$ 20,000.00	\$ (20,185.90)	\$ (185.90)	-0.93%
Interest and Costs on Taxes	\$ 33,000.00	\$ (35,373.42)	\$ (2,373.42)	-7.19%
Interest	\$ 10,000.00	\$ (48,714.35)	\$ (38,714.35)	-387.14%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 1,100,000.00	\$ (726,302.58)	\$ 373,697.42	33.97%
Misc Rev - Unanticipated	\$ -	\$ (99,216.22)	\$ (99,216.22)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	\$ 38,429.00	\$ (34,586.10)	\$ 3,842.90	10.00%
Energy Receipts Tax	\$ 253,480.00	\$ (228,868.10)	\$ 24,611.90	9.71%
Garden State Trust	\$ 12,931.00	\$ (12,931.00)	\$ -	0.00%
Fees & Permits:				
Uniform Construction Fees	\$ 40,000.00	\$ (38,532.00)	\$ 1,468.00	3.67%
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 Enfrmnt Fund	\$ 3,000.00	\$ (3,000.00)	\$ -	0.00%
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	\$ 2,532,404.15	\$ (1,993,815.19)	\$ 538,588.96	21.27%
Amnt to be Raised - Municipal	\$ 3,382,553.47	\$ (1,712,394.08)	\$ 1,670,159.39	49.38%
Local/Reg/Cty/Lib/Open Taxes	\$ 9,663,741.05	\$ (9,663,741.05)	\$ -	0.00%
Total Tax Levy	\$ 13,046,294.52	\$ -	\$ -	

RECEIPTS AND DISBURSEMENTS OCTOBER
2018

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,505.87	13.28	0.00	12,519.15
Premium	90,400.00	5,096.30	396.30	95,100.00
Dog	10,379.12	20.94	656.60	9,743.46
Capital	1,331,072.17	132,660.58	408,114.73	1,055,618.02
Water Utility	214,533.74	40,803.59	42,095.19	213,242.14
Water Capital	20,439.17	21.91	21.91	20,439.17
Sewer Utility	350,011.24	68,511.23	175,733.44	242,789.03
Sewer Capital	124,215.54	131.94	131.94	124,215.54
Solid Waste Utility	148,649.62	17,882.12	38,147.46	128,384.28
Solid Waste Cap	6,280.78	6.67	6.67	6,280.78
Sui	110,627.62	180.28	0.00	110,807.90
Historic Preservation	2,976.96	272.24	0.00	3,249.20
Rehab Escrow	54,668.75	58.07	0.00	54,726.82
Recreation Trust	8,504.55	263.07	0.00	8,767.62
Special Events	13,629.65	536.55	3,096.75	11,069.45
Dev Escrow	67,622.32	12,445.16	163.50	79,903.98
Current	2,270,341.28	1,194,820.30	2,449,644.86	1,015,516.72
TOTAL FUNDS	\$ 4,836,858.38	\$ 1,473,724.23	\$ 3,118,209.35	\$ 3,192,373.26

GOLF

	P&L Receipts	P&L Exp	Difference
Jan	\$ 10,600.00	\$ 50,228.00	\$ (39,628.00)
Feb	\$ 20,732.00	\$ 53,626.00	\$ (32,894.00)
Mar	\$ 23,436.00	\$ 58,965.00	\$ (35,529.00)
Apr	\$ 84,464.00	\$ 89,948.00	\$ (5,484.00)
May	\$ 112,284.00	\$ 98,542.00	\$ 13,742.00
Jun	\$ 139,758.00	\$ 110,536.00	\$ 29,222.00
Jul	\$ 114,922.00	\$ 110,328.00	\$ 4,594.00
Aug	\$ 114,325.00	\$ 88,700.00	\$ 25,625.00
Sep	\$ 107,547.00	\$ 83,314.00	\$ 24,233.00
Oct	\$ 54,741.00	\$ 79,974.00	\$ (25,233.00)
Nov			\$ -
Dec			\$ -
TOTAL	\$ 782,809.00	\$ 824,161.00	\$ (41,352.00)

Expenditure Budget CURRENT FUND Activity to 11/26/2018

* 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	48,832.50	-	4,582.50
10510020	GENERAL ADMIN: OTHER EXPENSES	6,500.00	4,697.01	1,733.94	69.05
10510120	INTERNET	6,700.00	5,746.40	1,272.60	(319.00)
10511010	MAYOR AND COUNCIL: SALARIES & WAGES	6,000.00	3,000.00	-	3,000.00
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	1,300.00	1,179.39	20.00	100.61
10511032	ADVERTISING	7,000.00	6,536.14	1,463.86	(1,000.00)
10511520	NEWSLETTER	7,500.00	5,800.00	1,692.01	7.99
10512010	MUNICIPAL CLERK: SALARIES & WAGES	26,623.34	19,766.81	-	6,856.53
10512020	MUNICIPAL CLERK: OTHER EXPENSES	5,925.00	5,066.22	386.07	472.71
10512520	ELECTION EXPENSE	2,750.00	2,469.19	-	280.81
10512720	CODIFICATION OF ORDINANCES	5,500.00	833.53	-	4,666.47
10513010	FINANCIAL ADMIN: SALARIES & WAGES	43,900.53	39,898.77	-	4,001.76
10513020	FINANCIAL ADMIN: OTHER EXPENSES	7,470.00	5,658.81	1,134.28	676.91
10513520	AUDIT SERVICES: OTHER EXPENSES	30,865.00	23,425.00	3,900.00	3,540.00
10514510	TAX COLLECTOR: SALARIES & WAGES	43,801.24	39,939.70	-	3,861.54
10514520	TAX COLLECTOR: OTHER EXPENSES	7,265.00	5,677.15	205.33	1,382.52
10515010	TAX ASSESSMENT: SALARIES & WAGES	47,280.84	45,804.81	-	1,476.03
10515020	TAX ASSESSMENT: OTHER EXPENSES	8,000.00	3,723.21	353.18	3,923.61
10515520	LEGAL: OTHER EXPENSES	80,000.00	65,248.70	27,216.30	(12,465.00)
10516520	ENGINEERING SERVICES: OTHER EXPENSES	35,500.00	25,083.52	14,216.49	(3,800.01)
10517020	BUILDINGS & GROUNDS	93,757.00	40,549.65	39,724.30	13,483.05
10517120	BUILDINGS & GROUNDS-OFFICE	28,100.00	21,873.30	9,900.84	(3,674.14)
10518010	PLANNING BOARD: SALARIES & WAGES	5,616.00	3,820.50	-	1,795.50
10518020	PLANNING BOARD: OTHER EXPENSES	18,000.00	10,582.95	5,577.55	1,839.50
10518510	ZONING OFFICER: SALARIES & WAGES	5,202.00	4,726.00	-	476.00
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	36,422.70	32,852.54	-	3,570.16
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	3,577.30	563.00	-	3,014.30
10520510	CCO-BLDG INSPECTION: SALARIES & WAGES	5,202.00	4,726.00	-	476.00
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	134,617.02	29,505.66	14,677.32
10524010	POLICE DEPARTMENT: SALARIES & WAGES	835,033.89	750,754.39	-	84,279.50
10524020	POLICE DEPARTMENT: OTHER EXPENSES	65,000.00	52,432.84	10,344.63	2,222.53
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	3,000.00	919.52	2,075.48	5.00
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	79,538.00	78,582.40	-	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	115,511.53	-	6,183.38
10529020	DEPT.OF PUBLIC WORKS: OTHER EXPENSES	203,800.00	124,018.72	72,019.93	7,761.35
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	7,000.00	2,610.03	557.51	3,832.46
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	1,120.78	75.00	304.22
10537020	SPECIAL EVENTS: OTHER EXPENSES	3,500.00	2,353.67	863.16	283.17
10537120	CULTURAL & HERITAGE	2,000.00	601.00	-	1,399.00
10537620	GOLF-OTHER EXPENSES	1,100,000.00	849,432.55	193,813.32	56,754.13
10539010	LIBRARY: SALARIES & WAGES	22,240.86	19,386.34	-	2,854.52
10539020	LIBRARY - OTHER EXPENSES	200.00	122.91	77.09	-
10543020	ELECTRICITY	30,000.00	18,504.46	6,775.71	4,719.83
10543520	STREET LIGHTING	39,500.00	25,579.70	10,923.49	2,996.81
10544020	TELEPHONE	14,600.00	12,238.30	2,991.70	(630.00)
10544620	GASOLINE	38,520.00	33,605.61	14,914.39	(10,000.00)
10544720	HEATING FUEL	28,000.00	20,608.62	17,391.38	(10,000.00)
10547120	CONTRIBUTION TO PERS	26,000.00	24,210.50	-	1,789.50
10547220	SOCIAL SECURITY SYSTEM(OASI)	95,811.18	84,473.53	-	11,337.65
10547520	CONTRIBUTION TO PFRS	185,996.00	186,152.78	-	(156.78)
10547521	DEFINED CONTRIBUTION RETIREMT PL	12,000.00	8,243.70	-	3,756.30
10629021	ENVIRONMENTAL TESTING	4,000.00	1,143.00	2,857.00	-
10649020	MUNICIPAL COURT: OTHER EXPENSES	39,000.00	28,982.25	9,660.75	357.00
10651020	STORMWATER MANAGEMENT	3,000.00	3,000.00	-	-
10670520	CLEAN COMMUNITIES GRANT	8,718.19	-	-	8,718.19
10671720	DRUNK DRIVING ENFRMNT FUND	3,000.00	-	-	3,000.00
10672620	RECYCLING TONNAGE GRANT	2,891.06	1,804.17	-	1,086.89
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	2,895.75	2.25	-

Expenditure Budget

CURRENT FUND

Activity to 11/26/2018

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

Account Number	Description	Budget	Activity	Encumbered	Balance
10687020	EMERGENCY APPROPRIATIONS:	35,000.00	35,000.00	-	-
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	255,483.76	-	37,516.24
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	46,068.50	-	9,439.50
10694320	DAM RESTORATION LOAN	237,200.00	237,129.60	-	70.40
10694520	CAPITAL LEASE	96,000.00	85,860.28	-	10,139.72
TOTALS		5,914,957.62	4,366,547.20	512,645.20	1,035,765.22

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
CURRENT FUND				
2196 - A&K EQUIPMENT CO. INC	PO 24984 DPW - OE - WINTER			2,037.58
10529025	<i>Dept. of Public Works-OE-Equipment/Hdwr</i>	2,037.58		2,037.58
33 - ALLIED OIL LLC	PO 24770 DIESEL - DPW - ACCT #171330/001			2,630.54
10544630	<i>DIESEL</i>	2,630.54		2,630.54
2176 - AMANJ	PO 25487 TAX ASSESSOR - OE - CONFERENCE - AN			55.00
10515024	<i>Tax Assessment-OE-Conferences/Seminars</i>	55.00		55.00
950 - AMERICAN WEAR, INC	PO 25027 DPW - OE - UNIFORMS - 66% OF MONTHL			192.65
10529029	<i>Dept. of Public Works-OE-Uniforms</i>	192.65		192.65
1331 - AMERIGAS	PO 24855 HEATING FUEL - PROPANE - FIRE HOUSE			85.83
10545023	<i>Propane - Firehouse</i>	85.83		85.83
2183 - ARF RENTAL SERVICES, INC	PO 24981 RECREATION & SPECIAL EVENTS - PORTA			399.64
10537099	<i>Special Events-Misc.</i>	399.64		399.64
2397 - UNUM	PO 24826 GROUP INSURANCE - LTD - POLICY #06			149.60
10522073	<i>Employee Group Insurance:Life Ins</i>	149.60		149.60
506 - BILLY CASPER GOLF, LLC	PO 24911 GOLF - OE - MANAGEMENT FEE			4,500.00
10537620	<i>GOLF-OTHER EXPENSES</i>	4,500.00		4,500.00
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 24922 GOLF - OE - NOV			40,363.90
10537620	<i>GOLF-OTHER EXPENSES</i>	40,363.90		40,363.90
52 - CERTIFIED SPEEDOMETER SERVICE, INC	PO 25472 POLICE - OE - MAINTENANCE CONTRACTS			100.00
10524026	<i>Police Department-OE-Maintenance Contras</i>	100.00		100.00
769 - CINTAS CORPORATION #101	PO 24904 BUILDINGS & GROUNDS - PD & BH - WEE			248.88
10517091	<i>Buildings & Grounds - Police Bldg</i>	124.44		
10517040	<i>Buildings & Grounds - New Boro Hall</i>	124.44		248.88
98 - CLINTON NAPA	PO 24719 DPW/B&G - OE - VEHICLE			255.31
10529028	<i>Dept. of Public Works-OE-Vehicle Repair</i>	255.31		255.31
987 - COMCAST	PO 24757 POLICE - INTERNET - 2018 - A/C 0957			428.20
10510120	<i>INTERNET</i>	129.90		
10544126	<i>Telephone - Police</i>	298.30		
	PO 24758 INTERNET/PHONE - BOROUGH HALL - ACC			299.75
10510120	<i>INTERNET</i>	109.90		
10544121	<i>Telephone - Boro Hall</i>	189.85		
	PO 24759 INTERNET/PHONE - FIRE DEPT - ACCT #			308.00
10510120	<i>INTERNET</i>	109.95		
10544124	<i>Telephone - Fire</i>	198.05		
	PO 24760 INTERNET/PHONE - RESCUE SQUAD - ACC			261.53
10510120	<i>INTERNET</i>	109.95		

List of Bills - (All Funds)

Vendor	Description	Account	PO	Payment	Check	Total
10544123	Telephone - Squad	151.58				
	PO 24761 DPW - INTERNET A/C 09574 832139-01-				298.65	
10510120	INTERNET	129.90				
10544122	Telephone - Garage	168.75				1,596.13
2441 - COMMUNITY GRANTS, PLANNING & HOUSIN	PO 25284 HOUSING REHAB PROGRAM				167.70	
10518050	Planning Board-OE-Housing Rehab Program	167.70				167.70
2210 - CONSTELLATION NewENERGY, INC	PO 24878 STREET LIGHTING - SEPT 2018 - CUST				459.81	
10543520	STREET LIGHTING	440.04				
10543024	Electricity - DPW	14.37				
10543022	Electricity - Fire	5.40				459.81
2471 - LINK	PO 25368 ADMIN - OE - MISC - BUS RENTAL				156.00	
10510099	General Admin-OE-Misc.	156.00				156.00
213 - COUNTY OF HUNTERDON	PO 25489 3RD QTR 2018 - FOOD - HEALTH INSPEC				200.00	
101418	RESERVE-FOOD HANDLERS FEES	200.00				200.00
835 - CRISTAL ASSOCIATES LLC	PO 25034 BUILDNGS/GROUNDS - OE - MISC JANITO				62.35	
10517059	Buildings & Grounds - Janitorial	62.35				62.35
1984 - CROWN TROPHY OF FLEMINGTON	PO 25419 MAYOR & COUNCIL - OE - PLAQUE				20.00	
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	20.00				20.00
2134 - D & J TRUCK & RV REPAIR, LLC	PO 25094 DPW - OE - VEHICLE REPAIR				824.34	
10529028	Dept. of Public Works-OE-Vehicle Repair	824.34				824.34
2464 - DANNUCCI ROOFING CO. INC	PO 25447 BUILDINGS & GROUNDS - DPW - SALT DO				750.00	
10517092	Buildings & Grounds - DPW	750.00				750.00
2319 - DAVIS HEATING AND COOLING	PO 25167 BUILDINGS & GROUNDS - FURNACE & AC				1,255.00	
10517098	Buildings & Grounds - Rescue Squad	305.00				
10517040	Buildings & Grounds - New Boro Hall	217.50				
10517091	Buildings & Grounds - Police Bldg	305.00				
10517093	Buildings & Grounds - Fire House	152.50				
10517092	Buildings & Grounds - DPW	275.00				
	PO 25168 BUILDINGS & GROUNDS - FURNACE & AC				2,905.00	
10517091	Buildings & Grounds - Police Bldg	230.00				
10517093	Buildings & Grounds - Fire House	2,675.00				4,160.00
2475 - DICKINSON, GREG	PO 25492 DPW - OE - REFUND BACKGROUND CHECK				40.66	
10529099	Dept. of Public Works-OE-Misc.	40.66				40.66
73 - EASTSIDE SERVICE, INC	PO 25211 DPW / SEWER - OE - VEHICLE REPAIR				20.00	
10529028	Dept. of Public Works-OE-Vehicle Repair	20.00				
	PO 25473 POLICE - OE - VEHICLE REPAIR				165.71	
10524028	Police Department-OE-Vehicle Repair	165.71				185.71
2422 - GREATAMERICA FINANCIAL SVCS.	PO 25080 BUILDINGS & GROUNDS - OFFICE EQUIPM				142.00	
10517125	BUILDINGS & GROUNDS-OFFICE EQUIPMENT	142.00				142.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
100 - HESCO, INC	PO 25244 BUILDINGS & GROUNDS - LIGHTBULBS		1,307.98	
10517059	Buildings & Grounds - Janitorial	1,307.98		1,307.98
464 - HIGH BRIDGE RESCUE SQUAD	PO 25479 RESCUE SQUAD ANNUAL CONTRIBUTION 20		29,000.00	
10526020	RESCUE/FIRST AID	29,000.00		29,000.00
651 - HUNTERDON COUNTY POLYTECH	PO 25354 DPW - OE - EDUCATION - RICK ROLL		400.00	
10529026	Dept. of Public Works-OE-Education	400.00		400.00
2064 - IMAGE SYSTEMS FOR BUSINESS INC	PO 24754 BUILDINGS & GROUNDS - POLICE BLDG -		144.00	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	144.00		144.00
2296 - WELLS FARGO VENDOR FIN	PO 24752 BUILDINGS & GROUNDS - COPIER LEASE		338.89	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	338.89		338.89
2312 - IMPERIAL COPY PRODUCTS, INC	PO 24821 BUILDINGS & GROUNDS - COPIER LEASE		99.66	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	99.66		99.66
90 - JCP&L	PO 24775 SOLITUDE HOUSE - 7 & 9 RIVER ROAD A		18.51	
10543027	Electricity - Solitude Museum/Garage	18.51		
	PO 24776 ELECTRIC - SPRINGSIDE - ACCT#100050		15.59	
10543520	STREET LIGHTING	15.59		
	PO 24777 STREET LIGHTING - MAIN STREET - STR		41.28	
10543520	STREET LIGHTING	41.28		
	PO 24778 STREET LIGHTING - SHOP E - 1 WASHIN		11.30	
10543520	STREET LIGHTING	11.30		86.68
90 - JCP&L	PO 24789 STREET LIGHTING - OCT 2018 - ACCT#2		4,116.60	
10543520	STREET LIGHTING	2,291.98		
10543025	Electricity - Boro Hall	223.16		
10543026	Electricity - Library	38.12		
10543024	Electricity - DPW	97.39		
10543034	Electricity - Washington Ave.	42.01		
10543022	Electricity - Fire	492.67		
10543031	Electricity - Rt 513	5.24		
10543021	Electricity - Rescue Squad	358.27		
10543032	Electricity - Boro Commons	3.75		
10543027	Electricity - Solitude Museum/Garage	17.71		
10543033	Electricity - Bridge Street	5.24		
10543023	Electricity - Police	541.06		4,116.60
2076 - KINSKY, BARBARA	PO 25500 PLANNING BOARD - OE - MISC - MILEAG		174.40	
10518099	Planning Board-OE-Misc.	174.40		174.40
667 - LEGATES, JOHN	PO 25501 TAXES - REFUND BY RESOLUTION		880.84	
101310	TAX OVERPAYMENTS	880.84		880.84
976 - LOWE'S	PO 24835 BLDGS&GRDS/DPW/WATER - MISC EQUIPME		153.91	
10517059	Buildings & Grounds - Janitorial	153.91		153.91

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1774 - M & W COMMUNICATIONS, INC	PO 25439 EMERGENCY MGMT - OE - EQUIPMENT - P		1,113.00	
10525225	EMERGENCY MANAGEMENT: EQUIPMENT/HARDWARE	1,113.00		1,113.00
1398 - MASER CONSULTING PA	PO 24865 ENGINEERING - OE		6,173.25	
10516560	Engineering Services-Municipal Issues	6,173.25		6,173.25
1398 - MASER CONSULTING PA	PO 24866 PLANNING BOARD - OE - ENGINEERING -		207.00	
10518033	Planning Board-OE-Engineering	207.00		207.00
1398 - MASER CONSULTING PA	PO 25326 ENGINEERING - OE - SAFE ROUTES TO S		3,499.50	
10516560	Engineering Services-Municipal Issues	3,499.50		3,499.50
1398 - MASER CONSULTING PA	PO 25327 ENGINEERING - OE		2,621.00	
10516560	Engineering Services-Municipal Issues	2,621.00		2,621.00
1398 - MASER CONSULTING PA	PO 25415 FEMA GENERATOR GRANT - HIB062		239.50	
10141748	FEMA-GENERATOR GRANT-NJ4086-468R	239.50		239.50
2233 - MICHAEL PAPPAS	PO 25093 ADMIN - OE - MISC - MILEAGE		206.48	
10510099	General Admin-OE-Misc.	206.48		206.48
214 - NJ ADVANCE MEDIA	PO 24844 ADVERTISING - ACCT #1160892 / 11648		302.23	
10511032	ADVERTISING	302.23		302.23
596 - NJ FIRE EQUIPMENT COMPANY	PO 25486 FIRE SAFETY PENALTIES - WIPES AND K		500.00	
10141712	FIRE SAFETY DEDICATED PENALTIES	500.00		500.00
287 - PERFORMANCE TIRE CO., INC.	PO 25059 DPW - OE - VEHICLE REPAIR -TIRES		1,068.00	
10529028	Dept. of Public Works-OE-Vehicle Repair	1,068.00		1,068.00
2213 - PHOENIX ADVISORS, LLC	PO 25322 FINANCE - OE - PROCESSING		950.00	
10513033	Financial Admin-OE-Data Processing	950.00		950.00
171 - POWERCO, INC.	PO 24924 WATER / DPW - OE - VEHICLE MAINT -		1,015.48	
10529036	Dept. of Public Works-OE-Vehicle Maintee	1,015.48		1,015.48
1495 - PRAXAIR DISTRIBUTION, INC	PO 24955 DPW-OE-MISC- CUSTOMER #71761637 - 1		26.40	
10529025	Dept. of Public Works-OE-Equipment/Hdwr	26.40		26.40
1432 - PRECAST MANUFACTURING COMPANY	PO 25357 DPW - OE - DRAINAGE MATERIALS		1,320.00	
10529051	Dept. of Public Works-OE-Drainage	1,320.00		1,320.00
410 - RICHARD DRIFT JR.	PO 25490 DPW - OE - UNIFORMS - WORK BOOTS		125.00	
10529029	Dept. of Public Works-OE-Uniforms	125.00		125.00
2218 - RIVER NET COMPUTERS, LLC	PO 25458 POLICE - OE - MAINTENANCE CONTRACTS		249.99	
10524026	Police Department-OE-Maintenance Contras	249.99		249.99

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2218 - RIVER NET COMPUTERS, LLC 10524026	PO 25459 POLICE - OE - MAINTENANCE CONTRACTS <i>Police Department-OE-Maintenance Contras</i>		249.99	249.99
2218 - RIVER NET COMPUTERS, LLC 10524031	PO 25460 POLICE - OE - EQUIPMENT REPAIR <i>Police Department-OE-Equipment Repair</i>		198.00	198.00
2218 - RIVER NET COMPUTERS, LLC 10524031	PO 25510 POLICE - OE - EQUIPMENT REPAIR <i>Police Department-OE-Equipment Repair</i>		198.00	198.00
1937 - ROLL, FREDERICK 10529099	PO 25461 DPW - OE - MISC - BOOTS / MILEAGE <i>Dept. of Public Works-OE-Misc.</i>		119.00	119.00
189 - RUTGERS CTR FOR GOV SERVICES 10510025	PO 25096 ADMIN - OE - EDUCATION - MICHAEL PA <i>General Admin-OE-Education/Training</i>		701.00	701.00
169 - STATE OF NJ-DIV PENSIONS&BENE 10522071 101408	PO 25122 INSURANCE - GROUP HEALTH - NOV 2018 <i>Employee Group Insurance:Health</i> <i>RESERVE - HEALTH BENEFITS</i>	10,519.25 5,355.54	15,874.79	15,874.79
1978 - STAVOLA 10529039	PO 24905 DPW - OE - BLACKTOP <i>Dept. of Public Works-OE-Blacktop</i>		695.16	695.16
2057 - STEINWAND, MICHAEL 10529029	PO 25509 DPW - OE - EQUIPMENT <i>Dept. of Public Works-OE-Uniforms</i>		125.00	125.00
2241 - SYN-TECH SYSTEMS 10529025	PO 25299 DPW - OE - EQUIPMENT - MAINTENANCE <i>Dept. of Public Works-OE-Equipment/Hdwr</i>		1,175.00	1,175.00
862 - TAYLOR RENTAL CENTER 10529039	PO 25343 DPW - OE - BLACKTOP - VIBRATORY PLA <i>Dept. of Public Works-OE-Blacktop</i>		460.80	460.80
2225 - TECHNICAL SWEEPING SERVICES 10529028	PO 25428 DPW - OE - VEHICLE REPAIR - SWEEPER <i>Dept. of Public Works-OE-Vehicle Repair</i>		650.00	650.00
2438 - STANDARD INSURANCE CO 10522073	PO 24822 GROUP INSURANCE - LIFE - POLICY #00 <i>Employee Group Insurance:Life Ins</i>		367.10	367.10
2396 - THE STANDARD INSURANCE CO 10522072	PO 25223 GROUP INSURANCE - DENTAL - POLICY # <i>Employee Group Insurance:Dental</i>		1,394.28	1,394.28
686 - STATE OF NEW JERSEY 10517070	PO 25491 BUILDINGS & GROUNDS - SITE REMEDIAT <i>Buildings & Grounds - Site Remediation</i>		400.00	400.00
1697 - TRI-STAR FIRE & SAFETY 10524032	PO 25478 POLICE - OE - SAFETY EQUIPMENT / VE <i>Police Department-OE-Safety Eqpmt/Vests</i>		498.60	498.60
2242 - US BANK CUST BV002 TRUST & CREDITOR	PO 25504 OUTSIDE LIEN REDEMPTION-CERT #2017-		16,465.39	

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
104156	REVENUE - O/S LIEN REDEMPTION		16,465.39	16,465.39
1500 - VERIZON WIRELESS	PO 24772 POLICE - OE - WIRELESS DEVICES -			426.84
10524030	Police Department-OE-Wireless Devices	235.72		
10544127	TELEPHONE-POLICE-CELL PHONES	191.12		426.84
1500 - VERIZON WIRELESS	PO 24773 EMERGENCY MANAGEMENT - OE - AIRCARD			80.02
10525230	EMERGENCY MANAGEMENT: WIRELESS DEVICES	80.02		80.02
1500 - VERIZON WIRELESS	PO 24774 TELEPHONE - DPW - CELL PHONES ACC			98.86
10544128	TELEPHONE-DPW-CELL PHONES	98.86		98.86
1500 - VERIZON WIRELESS	PO 25335 TAX ASSESSOR - OE - AIRCARD - 2018			38.01
10515033	Tax Assessment - Date Processing	38.01		38.01
202 - VITAL COMMUNICATIONS, INC	PO 25462 TAX COLLECTOR - OE - FORM - PD65			35.00
10514527	Tax Collector-OE-Tax Bills/Forms	35.00		35.00
2141 - VSP VISION CARE	PO 24731 GROUP INSURANCE - VISION - ACCOUNT			220.00
10522074	Employee Group Insurance:Vision	220.00		220.00
2190 - WATCH GUARD VIDEO	PO 25449 POLICE - OE - MISC			39.50
10524099	Police Department-OE-Misc.	39.50		39.50
2190 - WATCH GUARD VIDEO	PO 25471 POLICE - OE - MISC			219.00
10524099	Police Department-OE-Misc.	219.00		219.00
1777 - WESTERN PEST SERVICES	PO 24859 BUILDINGS & GROUNDS - POLICE - RAT			92.50
10517091	Buildings & Grounds - Police Bldg	92.50		
	PO 24860 BUILDINGS & GROUNDS - RESCUE - RAT			92.50
10517098	Buildings & Grounds - Rescue Squad	92.50		
	PO 24861 BUILDINGS & GROUNDS - BORO HALL - A			42.00
10517040	Buildings & Grounds - New Boro Hall	42.00		227.00
PREMIUM FUND				
2242 - US BANK CUST BV002 TRUST & CREDITOR	PO 25505 PREMIUM-OUTSIDE LIEN REDEMPTION-CER			20,100.00
221400	TAX SALE PREMIUMS	20,100.00		20,100.00
DOG FUND				
833 - CALIFON ANIMAL HOSPITAL, INC.	PO 25146 2018 RABIES CLINIC - 11/10/18 9-11			275.00
231315	RESERVE FOR ANIMAL CONTROL EXPENSES	275.00		275.00
153 - NJ DEPT OF HEALTH & SENIOR SERVICES	PO 24947 OCT 2018 DOG FEES			1.20
231320	RESERVE FOR STATE DEPT OF HEALTH FEES	1.20		1.20
GENERAL CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 24939 CAPITAL - STREETScape PHASE 2 ENGIN			579.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
30920302	ENG/LEGAL SECTION 20 COSTS		579.00	579.00
1398 - MASER CONSULTING PA	PO 25240 CAPITAL - HILLCREST LANE ENGINEERIN			16,714.00
309804	HILCREST LANE-ENGINEERING-#2018-020\$27K		16,714.00	16,714.00
1398 - MASER CONSULTING PA	PO 25452 CAPITAL - McDONALD ST IMPROVEMENTS			5,488.50
30981002	ENG/ARCH/LEGAL-SECTION 20 COSTS		5,488.50	5,488.50
1398 - MASER CONSULTING PA	PO 25495 CAPITAL - WASHINGTON AVE - SECTION			5,677.50
30980802	ENGINEER/LEGAL/SECT 20 COSTS		5,677.50	5,677.50
WATER UTILITY FUND				
950 - AMERICAN WEAR, INC	PO 25028 WATER - OE - UNIFORMS - 22% OF MONT			64.22
60510034	WATER - OE - UNIFORMS/CLOTHING		64.22	64.22
2397 - UNUM	PO 24827 WATER - GROUP INSURANCE - LTD - POL			18.81
60510040	WATER - OE - INSURANCE - GROUP		18.81	18.81
46 - CALIFON LUMBER	PO 24834 BUILDINGS & GROUNDS / DPW - OE -			12.58
60510052	WATER - OE - HARDWARE & EQUIPMENT		12.58	12.58
249 - CENTURYLINK	PO 24816 WATER - 2018 - TELEPHONE CUST # 908			48.63
60510097	WATER - OE - TELEPHONE		48.63	48.63
176 - EUROFINS QC, INC	PO 24717 WATER - OE - ANAYLSIS			2,204.00
60510045	WATER - OE - WATER ANAYLSIS		2,204.00	2,204.00
2394 - GARDEN STATE LABORATORIES, INC	PO 24718 WATER - OE - ANAYLSIS			1,380.00
60510045	WATER - OE - WATER ANAYLSIS		1,380.00	1,380.00
90 - JCP&L	PO 24801 WATER- STREET LIGHT - OCT 2018 - AC			4,227.96
60510098	WATER - OE - ELECTRIC		4,227.96	4,227.96
1398 - MASER CONSULTING PA	PO 24867 WATER - OE - ENGINEERING			2,222.50
60510042	WATER - OE - ENGINEERING/LEGAL/PROF FEES		2,222.50	2,222.50
1398 - MASER CONSULTING PA	PO 25324 WATER - OE - ENGINEERING			1,295.00
60510042	WATER - OE - ENGINEERING/LEGAL/PROF FEES		1,295.00	1,295.00
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25122 INSURANCE - GROUP HEALTH - NOV 2018			4,441.03
60510040	WATER - OE - INSURANCE - GROUP		4,441.03	4,441.03
2438 - STANDARD INSURANCE CO	PO 24823 WATER - GROUP INSURANCE - LIFE - PO			46.26
60510040	WATER - OE - INSURANCE - GROUP		46.26	46.26
2396 - THE STANDARD INSURANCE CO	PO 25224 WATER - GROUP INSURANCE - DENTAL -			322.89
60510040	WATER - OE - INSURANCE - GROUP		322.89	322.89

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2141 - VSP VISION CARE	PO 24732 WATER - GROUP INSURANCE - VISION -A			51.22
60510040	WATER - OE - INSURANCE - GROUP	51.22		51.22
WATER CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 24940 WATER CAPITAL - ENGINEERING - ASSET			6,734.50
615329	ASSET MANAGEMT PLAN-ORD#2018-13-\$70,000	6,734.50		6,734.50
1398 - MASER CONSULTING PA	PO 25453 WATER CAPITAL - MINE RD BRIDGE BYPA			1,437.55
6153102	ENG/ARC/LEGAL-SECTION 20 COSTS	1,437.55		1,437.55
SEWER UTILITY FUND				
950 - AMERICAN WEAR, INC	PO 25029 SEWER - OE - UNIFORMS - 12% OF MONT			35.03
62510034	SEWER - OE - UNIFORMS/CLOTHING	35.03		35.03
848 - APPLIED ANALYTICS, INC.	PO 24927 SEWER-CONTRACTS			300.00
62510047	SEWER - OE - METER CALIBRATION	300.00		300.00
2397 - UNUM	PO 24828 SEWER - GROUP INSURANCE - LTD - POL			14.33
62510040	SEWER - OE - INSURANCE - GROUP	14.33		14.33
1932 - BLACKMAN	PO 25476 SEWER - OE - REPAIRS - PARTS FOR RE			31.76
62510051	SEWER - OE - REPAIRS/CONTRACTS	31.76		31.76
90 - JCP&L	PO 24813 SEWER- STREET LIGHTING - OCT 2018 -			891.58
62510098	SEWER - OE - ELECTRIC	891.58		891.58
122 - MSI PLUMBING, INC	PO 24925 SEWER - OE - METER CALIBRATION - BA			125.00
62510051	SEWER - OE - REPAIRS/CONTRACTS	125.00		125.00
1453 - PUMPING SERVICES, INC	PO 25198 SEWER - OE - REPAIRS			363.40
62510051	SEWER - OE - REPAIRS/CONTRACTS	363.40		363.40
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25122 INSURANCE - GROUP HEALTH - NOV 2018			3,062.17
62510040	SEWER - OE - INSURANCE - GROUP	3,062.17		3,062.17
2438 - STANDARD INSURANCE CO	PO 24824 SEWER - GROUP INSURANCE - LIFE -POL			35.20
62510040	SEWER - OE - INSURANCE - GROUP	35.20		35.20
2396 - THE STANDARD INSURANCE CO	PO 25225 SEWER - GROUP INSURANCE - DENTAL -			232.45
62510040	SEWER - OE - INSURANCE - GROUP	232.45		232.45
2141 - VSP VISION CARE	PO 24733 SEWER - GROUP INSURANCE - VISION -			33.76
62510040	SEWER - OE - INSURANCE - GROUP	33.76		33.76

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
SOLID WASTE UTILITY FUND				
2397 - UNUM	PO 24829 SOLID WASTE - GROUP INSURANCE - LTD			6.94
64510040	SOLID WASTE-OE-GROUP INSURANCE	6.94		6.94
1813 - PREMIER DISPOSAL, INC	PO 24832 SOLID WASTE - CONTRACTED HAULER- 20		21,956.00	
64510090	SOLID WASTE-OE-CONTRACTED HAULER	21,956.00		21,956.00
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25122 INSURANCE - GROUP HEALTH - NOV 2018		1,732.73	
64510040	SOLID WASTE-OE-GROUP INSURANCE	1,732.73		1,732.73
2438 - STANDARD INSURANCE CO	PO 24825 SOLID WASTE - GROUP INSURANCE - LI		17.10	
64510040	SOLID WASTE-OE-GROUP INSURANCE	17.10		17.10
2396 - THE STANDARD INSURANCE CO	PO 25226 SOLID WASTE - GROUP INSURANCE - DEN		125.78	
64510040	SOLID WASTE-OE-GROUP INSURANCE	125.78		125.78
2141 - VSP VISION CARE	PO 24734 SOLID WASTE - GROUP INSURANCE - VIS		20.95	
64510040	SOLID WASTE-OE-GROUP INSURANCE	20.95		20.95
DEVELOPER ESCROW TRUST FUND				
2441 - COMMUNITY GRANTS, PLANNING & HOUSIN	PO 25284 HOUSING REHAB PROGRAM		246.50	
711333	GROWTH SHARE FEE	246.50		246.50
2476 - LABBADIA, DEBORAH	PO 25503 ESCROW - LABBADIA - 96 EAST MAIN RE		932.50	
7118540	LABBADIA-RETAINING WALL	932.50		932.50
1398 - MASER CONSULTING PA	PO 25442 ESCROW - ELIZABETHTOWN GAS - THOMAS		394.00	
7118554	E'TOWN-THOMAS ST.	394.00		394.00
1398 - MASER CONSULTING PA	PO 25443 ESCROW - ELIZABETHTOWN GAS - 15 THO		202.50	
7118558	E'TOWN-15 THOMAS-2018-007	202.50		202.50
1398 - MASER CONSULTING PA	PO 25444 ESCROW - ELIZABETHTOWN GAS - 47 CHU		230.00	
7118557	E'TOWN-47 CHURCH-2018-006	230.00		230.00
1398 - MASER CONSULTING PA	PO 25445 ESCROW - JSS - 6 DRIFTWAY - HIB034		829.50	
7118545	JSS-6 DRIFTWAY-D'WAY-#1-17	829.50		829.50
1398 - MASER CONSULTING PA	PO 25469 ESCROW - 96 EAST MAIN - LABBADIA RE		67.50	
7118540	LABBADIA-RETAINING WALL	67.50		67.50
1398 - MASER CONSULTING PA	PO 25474 ESCROW - FLOREZ - DENNIS AVE - HIP0		339.25	
7118550	FLOREZ-DENNIS AVE-PB#02-2017	339.25		339.25
1398 - MASER CONSULTING PA	PO 25475 ESCROW - RIVERVIEW VILLAGE - 81 WES		103.50	
7118564	RIVERVIEW VILLAGE-81 WEST MAIN-#18-001	103.50		103.50

List of Bills - (All Funds)

Vendor	Description	Account	PO	Payment	Check	Total
1398 - MASER CONSULTING PA 7118559	PO 25496 ESCROW - 3 HILLCREST LANE - HIB072 BORGH-#25-18-RETAINING WALL				442.00	442.00
1398 - MASER CONSULTING PA 7118560	PO 25497 ESCROW - 21 NASSAU - HIB071 GLEIMER-#26-18-RETAINING WALL				307.00	307.00
1398 - MASER CONSULTING PA 7118561	PO 25498 ESCROW - 19 EAST MAIN - HIB074 CRUZ-19 E. MAIN-ST OPEN-#2018-008				381.00	381.00
RECREATION TRUST FUND-2015						
1593 - BROWN & BIGELOW 771007	PO 25441 RECREATION - OE - EQUIPMENT - TSHIR ADVENTURE RACE				840.57	840.57
SPECIAL EVENTS						
2477 - ALEX & STEPHANIE MAXWELL 781009	PO 25508 PAINT OUT 2018 - REIMBURSEMENTS PAINT OUT				573.54	573.54
1444 - FASTSIGNS 781001	PO 25183 SPECIAL EVENTS 2018 - BANNERS COMMUNITY DAY				75.00	75.00
2367 - ALEX MAXWELL 781009	PO 25507 SPECIAL EVENTS - PAINT OUT SHIRTS PAINT OUT				346.70	346.70
2178 - NATALIE FERRY 781013	PO 25227 SOAP BOX DERBY / HALLOWEEEKEND / COM HALLOWEEEKEND				31.00	31.00
2466 - POPCORN NATION, LLC 781013	PO 25463 SPECIAL EVENTS - HALLOWEEEKEND - PRI HALLOWEEEKEND				125.00	125.00
181 - RENTAL CENTER USA OF HUNTERDON, LLC 781001	PO 25386 COMMUNITY DAY 2018 COMMUNITY DAY				1,922.20	1,922.20
1155 - SWANK MOTION PICTURES 781013	PO 25286 HALLOWEEEKEND 2018 HALLOWEEEKEND				823.00	823.00
TOTAL						268,598.55

Total to be paid from Fund 10 CURRENT FUND	157,059.76
Total to be paid from Fund 22 PREMIUM FUND	20,100.00
Total to be paid from Fund 23 DOG FUND	276.20
Total to be paid from Fund 30 GENERAL CAPITAL FUND	28,459.00
Total to be paid from Fund 60 WATER UTILITY FUND	16,335.10
Total to be paid from Fund 61 WATER CAPITAL FUND	8,172.05
Total to be paid from Fund 62 SEWER UTILITY FUND	5,124.68
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND	23,859.50
Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND	4,475.25
Total to be paid from Fund 77 RECREATION TRUST FUND-2015	840.57
Total to be paid from Fund 78 SPECIAL EVENTS	3,896.44

List of Bills - (All Funds)

Vendor	Description	Account	PO	Payment	Check Total
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268,598.55

Checks Previously Disbursed

61173	BANK OF AMERICA	PO# 25266	WATER - OE - HARDWARE - NORTHERN T	416.97	11/26/2018
16952	BANK OF AMERICA	PO# 25071	ADMIN - OE - OFFICE SUPPLIES	80.00	11/26/2018
16952	BANK OF AMERICA	PO# 25451	POLICE - OE - MISC	28.40	11/26/2018
16952	BANK OF AMERICA	PO# 25450	POLICE - OE - OFFICE SUPPLIES	186.98	11/26/2018
16952	BANK OF AMERICA	PO# 24746	BUILDINGS & GROUNDS/WATER/SPECIAL	355.97	11/26/2018
112118	HIGH BRIDGE BOROUGH-PAYROLL		CASH	3,138.42	11/21/2018
112118	HIGH BRIDGE BOROUGH-PAYROLL		CASH	4,808.14	11/21/2018
112118	HIGH BRIDGE BOROUGH-PAYROLL		CASH	5,108.35	11/21/2018
112118	HIGH BRIDGE BOROUGH-PAYROLL		CASH	52,749.14	11/21/2018
110118	INVESTORS BANK		CASH	7,805.48	11/01/2018
110918	HIGH BRIDGE BOROUGH-PAYROLL		CASH	2,302.93	11/09/2018
110918	HIGH BRIDGE BOROUGH-PAYROLL		CASH	2,384.49	11/09/2018
110918	HIGH BRIDGE BOROUGH-PAYROLL		CASH	3,297.19	11/09/2018
110918	HIGH BRIDGE BOROUGH-PAYROLL		CASH	70,539.46	11/09/2018
1101181	POSTMASTER		CASH - TREASURER	1,000.00	11/01/2018

				154,201.92	

Total paid from Fund 10 CURRENT FUND	132,745.43
Total paid from Fund 60 WATER UTILITY FUND	8,822.51
Total paid from Fund 62 SEWER UTILITY FUND	7,192.63
Total paid from Fund 64 SOLID WASTE UTILITY FUND	5,441.35

	154,201.92

Total for this Bills List: **422,800.47**

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

AUTHORIZATION TO MEET IN EXECUTIVE SESSION

RESOLUTION: 267-2018

ADOPTED: pending

WHEREAS, the Mayor and Council of the Borough of High Bridge seek to discuss legal advice for the Town of Clinton mediation and such other issues as are announced during the open session of the Council Meeting on November 15, 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.