

DRAFT

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: October 10, 2019 – 7:30 p.m. – Location: 7 Maryland Ave., High Bridge, NJ 08829

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

CALL TO ORDER

Presiding Officer calls meeting to order and states: “Pursuant to the Open Public Meetings Act, notice of 2019 Meeting Dates were published in the Hunterdon County Democrat and the Easton Express times on December 20, 2018, and posted on the bulletin board at Borough Hall. Action may now be taken.”

FLAG SALUTE: LEAD BY MAYOR OR PRESIDING OFFICER

ROLL CALL

Councilman Columbus	present	Councilwoman Moore	present	Mayor Lee	present
Councilwoman Ferry	absent	Councilman Strange	present		
Councilwoman Hughes	present	Councilman Zappa	present		

Also present were Attorney Barry Goodman, Administrator Michael Pappas, Clerk Adam Young, Department of Public Works Director Rick Roll, and seventeen members of the public and press.

READING AND APPROVAL OF MINUTES

Motion to dispense with the reading of the regular September 26, 2019 minutes: Hughes / Strange
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent

Motion to approve September 26, 2019 regular minutes: Moore / Zappa
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent

PROCLAMATION

A. Proclamation 010-2019: Lead poisoning awareness - Read by the Mayor

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Nicole Poko of 56 East Main St., stated that cones were put out on Main Street, that there was not communication on this issue, that where the cones were placed created a confusing scenario for patrons, and stated that the number of parking spaces on Main Street was decreased. Mayor Lee stated that parking on Main Street is an issue, the cones were put out to the State Statute standards to see how marking the curbs could work. Mrs. Poko stated that she would like more communication from the Borough with the businesses on Main St. to keep the businesses thriving. Councilman Strange stated that people have become used to parking in certain places over the years where perhaps the law does not allow.

Briana Pasternak, founder of Save Two Lives, spoke about the adoption of animals, spoke about having a successful lemonade stand to raise funds for donation to charity, hopes to create school programs to teach about the adoption of animals, and would like to host a town wide fundraiser. Mayor Lee asked that she should put together some information for the Borough newsletter. Councilman Zappa asked how Council can help. Miss Pasternak said that visiting her table for information would be helpful.

PUBLIC HEARINGS

A. **Ordinance 2019-029:** Amend Land Use Ordinance for Nonconforming Lots
Motion to re-open the public hearing for Ordinance 2019-029: Zappa / Columbus
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent
Councilman Zappa spoke about the history of the Ordinance and asked Council to vote this Ordinance down as another, similar and corrected Ordinance is being introduced this evening.

Motion to close the public hearing for Ordinance 2019-029: Moore / Strange

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

Motion passes: 5 yes, 1 absent

Motion to adopt Ordinance 2019-029: Moore / Strange

Roll call vote: Columbus, no ; Ferry, absent ; Hughes, no ; Moore, no ; Strange, no ; Zappa, no ;

Motion does not pass: 5 no, 1 absent

B. **Ordinance 2019-032**: Ordinance appropriating \$120,000 from Capital Improvement fund for additional funding for McDonald Street improvement project

Motion to open the public hearing for Ordinance 2019-032: Moore / Strange

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

Motion passes: 5 yes, 1 absent

Councilman Zappa spoke about the intent of the Ordinance for road repairs.

Motion to close the public hearing for Ordinance 2019-032: Moore / Columbus

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

Motion passes: 5 yes, 1 absent

Motion to adopt Ordinance 2019-032: Moore / Strange

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

Motion passes: 5 yes, 1 absent

C. **Ordinance 2019-033**: Amending dog licensing fees for emergency service members

Motion to open the public hearing for Ordinance 2019-033: Columbus / Strange

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

Motion passes: 5 yes, 1 absent

Motion to close the public hearing for Ordinance 2019-033: Strange / Columbus

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

Motion passes: 5 yes, 1 absent

Motion to adopt Ordinance 2019-033: Strange / Moore

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

Motion passes: 5 yes, 1 absent

D. **Ordinance 2019-034**: Surveillance equipment

Motion to open the public hearing for Ordinance 2019-034: Hughes / Columbus

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

Motion passes: 5 yes, 1 absent

Councilman Strange spoke about the intent of the Ordinance to install surveillance equipment in the Commons parking lot and possibly other lots in the future. Nicole Poko recommended hiring someone outside of High Bridge to install the equipment. Council discussed the Police Department procedures for cameras.

Motion to close the public hearing for Ordinance 2019-034: Strange / Columbus

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

Motion passes: 5 yes, 1 absent;

Motion to adopt Ordinance 2019-034: Hughes / Strange

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

Motion passes: 5 yes, 1 absent

E. **Ordinance 2019-035**: General engineering

Motion to open the public hearing for Ordinance 2019-035: Moore / Strange

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

Motion passes: 5 yes, 1 absent

Councilman Zappa spoke about the intent of the Ordinance to cover various engineering costs.

Motion to close the public hearing for Ordinance 2019-035: Strange / Columbus

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

Motion passes: 5 yes, 1 absent

Motion to adopt Ordinance 2019-035: Strange / Columbus

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

Motion passes: 5 yes, 1 absent

- F.** **Ordinance 2019-036:** Amending snow emergency routes
 Motion to open the public hearing for **Ordinance 2019-036:** Strange / Columbus
 Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
 Motion passes: 5 yes, 1 absent
 Councilman Zappa spoke about the change to the snow emergency route Ordinance to set a different definition of "snow covered" and how a snow event occurs. Councilman Strange spoke about the issues with measuring snow in different parts of the town in the past.
 Motion to close the public hearing for **Ordinance 2019-036:** Zappa / Moore
 Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
 Motion passes: 5 yes, 1 absent
 Motion to adopt **Ordinance 2019-036:** Zappa / Strange
 Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
 Motion passes: 5 yes, 1 absent

DISCUSSION ITEMS

- A.** StreetScape Phase 2 - Administrator Pappas spoke about the bid opening for the project, the review of the bids by the professionals, and the process and timeline of the project as it has federal funding.
- B.** Safe Routes to School - Administrator Pappas spoke about a project kick-off meeting for the Safe Routes to School, the meeting member's reactions to the bid openings and the bids being high, and that Council may need to consider some of the project details to move forward with this project.
- C.** Position descriptions - Administrator Pappas spoke about making additional edits to the position descriptions, review by Attorney Goodman, and having them possibly ready for the next meeting.
- D.** Best practices - Administrator Pappas spoke about the State requirement of completing the best practices inventory, the scoring system and requirements for keeping State aid, and the new offering of consultation by the State to Municipalities for this.
- E.** LOSAP for Emergency Medical Services / EMS merger - Mayor Lee spoke about meetings since February to discuss merging the Clinton and High Bridge emergency squads together, the logistics of doing so, the LOSAP awards program differences between the entities, equipment handling, naming the entity North Hunterdon Emergency Services with a July 2020 closing date of creation and the need to have a sub-committee consider this item.
 Councilman Strange asked about seeing an insurance policy document. Administrator Pappas spoke about having the request for some time but that the insurance company is not responding. Attorney Goodman spoke about having Administrator Pappas make a final request more before sending a letter. Discussion ensued about setting the date for the next meeting.
- F.** Washington Avenue parking - Police Chief Brett Bartman spoke about the previous parking on Washington Ave., the intent of the Ordinance changes moving forward, outlined recommended parking areas, outlined how indicators can work in different areas for no parking and parking signs, and discussed the next steps for amending the Ordinance with the possibility of creating more spaces. Council discussed the use of the gravel lot near Solitude House which is Custom Alloy property, parking near East Side Services near the Fire House, striping of areas, studies of the north east portion of the Huskies fields, truck traffic, and the plan increasing the number of parking spots. Attorney Goodman stated that Custom Alloy can put up signs of no parking on Custom Alloy property and asked about signs for parking near the baseball fields pertaining to foul balls. Council people Hughes, Strange, and Zappa were appointed to a sub-committee to look at this issue.
- G.** Main Street parking - Police Chief Brett Bartman spoke about the placing of cones on Main Street as per State Statutes to assist Officers and public about where parking is and is not, stated that the "missing" spots are not missing because they did not exist currently by law, the handling of traffic on intersecting streets, the need for visual distance in cross walks, handling of twenty five foot spaces from stop signs, the recommendation of having an open meeting for the residents about the parking on Main St.
 Council discussed the proposed adjustments for Main Street, distances from cross walks and stop signs, having clear indicators on Main Street for safety, the interplay of the StreetScape project taking a long time, introducing a Resolution to establish painting of curbs prior to StreetScape, working up images for the public, the possibility of temporary painting of curbs, and the possibility of having a public information meeting on the parking situation. Attorney Goodman gave guidance to the passage of a Resolution at the next meeting and posting information on the website. Department of Public Works Director Rick Roll spoke about the curb paint not being easy to remove.

INTRODUCTION OF ORDINANCES

- A. Ordinance 2019-038:** Amend Land Use Ordinance for non-conforming lots
Motion to introduce **Ordinance 2019-038:** Zappa / Strange
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent
Mayor Lee states that the **Ordinance 2019-038** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of November 14, 2019.
- B. Ordinance 2019-039:** Golf cart path improvements, purchase of vehicle equipment lift, and purchase of tractor mower
Motion to introduce **Ordinance 2019-039:** Strange / Moore
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent
Mayor Lee states that the **Ordinance 2019-039** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of October 24, 2019.
- C. Ordinance 2019-040:** Amend Ordinance 184-28 Schedule 7 Parking prohibited at all times
Motion to amend **Ordinance 2019-040** to including extra parking east of the curve to Dewey Ave.: Strange/Zappa
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent
Motion to introduce **Ordinance 2019-040** as amended: Strange / Moore
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent
Mayor Lee states that the **Ordinance 2019-040** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of October 24, 2019.

CONSENT AGENDA

RESOLUTION #	TITLE
Resolution – 285 – 2019	Approval of solicitor’s permits - High Bridge Business Association
Resolution – 286 – 2019	Approve submission for reimbursement of Hepatitis B shots
Resolution – 287 – 2019	Authorization to re-advertise - maintenance for electronic control system
Resolution – 288 – 2019	Reject bid and re-advertise - pump and machine preventative maintenance and emergency services
Resolution – 289 – 2019	Award of contract - sewer pump
Resolution – 290 – 2019	Chapter 159 - Additional StreetScape award
Resolution – 291 – 2019	Designate responsible person in charge - StreetScape Phase 2
Resolution – 292 – 2019	Refund of escrow balance
Resolution – 293 – 2019	Refund of tax overpayment
Resolution – 294 – 2019	Release of executive session minutes
Resolution – 295 – 2019	Temporarily amend Police Department rules and regulations for participation in “No Shave November” fundraiser and awareness effort
Resolution – 296 – 2019	Trunk-or-treat date change
Resolution – 297 – 2019	Review and authorize execution of License Agreement with NJ TRANSIT for Dog Park

Motion to approve the consent agenda items: Strange / Moore
Roll call vote: Columbus, yes ; Ferry, absent ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 5 yes, 1 absent

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Nicole Poko stated that she is looking forward to communicating about parking on Main St., smoking within 25 feet of a building, and is willing to work with the Environmental Commission to walk and clean Main Street.

Attorney Goodman stated that he would check on the laws pertaining to smoking in front of buildings and that it only pertains to public buildings but that local Ordinances can be put into place concerning smoking. Councilman Zappa stated that the intent of placing butt-cans was to have butts not thrown into garbage cans which start fires.

LEGAL ISSUES: NONE

BILL LIST

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$205,989.29**

Motion to approve bill list: Strange / Moore

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

Motion passes: 5 yes, 1 absent

COMMUNICATIONS

A. Executive session minutes

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS

Councilman Zappa and Councilman Strange reminded the public that brush pickup will not be done this fall and to watch for leaf pickup, that leaf bags are available, that there are extended hours in the Commons, and to call to have brush pickup from a local organization or from Mr. Zappa and Mr. Strange to see if there are other options which can be found for the pickup to happen. Mayor Lee spoke about having the local organization pick up her brush and that anyone else should as well. Councilwoman Hughes spoke about having dead or dying ash trees being cut down in the Borough.

Motion to adjourn: Moore / Columbus

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

Motion passes: 5 yes, 1 absent

Next Council Meeting: October 24, 2019 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ

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

**RECOGNIZING ANNE UNDERHILL
FOR HER DEDICATION TO THE CITIZENS OF OUR AREA**

PROCLAMATION: 011-2019

ADOPTED:

WHEREAS, Anne Underhill has served with commitment for 26 years as the founder and director of the local Food Pantry; and

WHEREAS, Anne started the High Bridge Food Pantry in November 1993 in an actual closet at the High Bridge Methodist Church; and

WHEREAS, under Anne's leadership the pantry expanded in 1997 to meet the needs of northern Hunterdon County, changing its name to The Open Cupboard Food Pantry; and

WHEREAS, Anne has demonstrated leadership skills as well as a vision for the future of the food pantry and has devoted a vast amount of her personal time to achieve this vision; and

WHEREAS, Anne has worked diligently for the good of the Borough and the people of High Bridge and northern Hunterdon County;

NOW, THEREFORE, BE IT PROCLAIMED

by the Mayor and Council, on behalf of themselves and the residents of the Borough, that the Borough of High Bridge renders its deepest appreciation and gratitude to Anne Underhill in recognition of her service to the Borough of High Bridge and the greater Hunterdon County community.

Introduction: 10/10/2019
Publication: 10/17/2019
Adoption:
Publication:

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

ORDINANCE #2019-039

ORDINANCE APPROPRIATING \$62,800.00 FROM THE CAPITAL IMPROVEMENT FUND FOR IMPROVEMENTS TO THE CART PATH, PURCHASE OF EQUIPMENT LIFT, AND TRACTOR MOWER AT HIGH BRIDGE HILLS GOLF COURSE IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

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

Section 1. \$62,800.00 is hereby appropriated from the Capital Improvement Fund for improvements to the cart path, purchase of equipment lift, and tractor mower at High Bridge Hills Golf Course, 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: 10/10/19
Publication: 10/17/19
Adoption:
Publication:

ORDINANCE 2019-040

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

Amending Chapter 184-28 Schedule 7

WHEREAS, The Borough of High Bridge code 184-10 prohibits parking at all times specifically through 184-28, Schedule 7 currently reads as:

Washington Avenue	Both	From the bridge crossing the sound branch of the Raritan River along the entire length of Washington Avenue to the southern curblineline of McDonald Street
Washington Avenue	Both	From the point of intersection with McDonald Street and Mill Street along Washington Avenue to a point 416 feet south of said intersection
Washington Avenue	South	From the intersection with Arch Street to the intersection of Dewey Ave
Washington Avenue	South	From the intersection with Dewey Avenue to a point the intersection with East Main Street.

WHEREAS, the Council wishes to amend that code to the following:

River Road	Both	From Washington Avenue to Clinton Township line
Washington Avenue	North	From the point of intersection with McDonald Street and Mill Street along Washington Avenue to the access road
	North	From the bridge crossing the south branch of the Raritan River along the entire length of Washington Avenue to River Road
	South	From the point of intersection with McDonald Street and Mill Street along Washington Avenue to the Union Forge Parking lot entrance
	South	From the bridge crossing the south branch of the Raritan River along the entire length of Washington Avenue to the curb east of Arch Street adjacent to the residential properties
	South	From the intersection of Dewey Avenue to the Intersection of East Main Street
	South	From Tisco Avenue (south) to River Road

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

**RESOLUTION AUTHORIZING THE BOROUGH OF HIGH BRIDGE THROUGH THE
HIGH BRIDGE POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE
LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM
TO ENABLE THE HIGH BRIDGE POLICE DEPARTMENT TO REQUEST AND
ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT**

RESOLUTION: 298-2019

ADOPTED:

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through the 1033 Program; and

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of High Bridge that the High Bridge Police Department is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from September 26, 2019 to December 31, 2019; and

NOW THEREFORE BE IT FURTHER RESOLVED that the High Bridge Police Department is hereby authorized to acquire items of non-controlled property designated "DEMIL A," which may include: office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies,

respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the High Bridge Police Department, without restrictions; and

NOW THEREFORE BE IT FURHER RESOLVED that the High Bridge Police Department is hereby authorized to acquire the following “DEMIL B through Q” property, if it shall become available in the period of time for which this resolution authorizes: see Attached Controlled Property List.

BE IT FURTHER RESOLVED that the High Bridge Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the High Bridge Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire “DEMIL A” property and “DEMIL B through Q” property that may be made available through the 1033 Program during the period of time for which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2020 to December 31, 2020.

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

**RESOLUTION TO URGE VOTERS TO SUPPORT THE REFERENDUM ON THE
ELECTION BALLOT IN NOVEMBER, SO THAT VETERANS OR WIDOWED
SPOUSES OF VETERANS WHO RESIDE IN CONTINUING CARE RETIREMENT
COMMUNITIES (CCRC) WILL BE ELIGIBLE FOR PROPERTY TAX DEDUCTION**

RESOLUTION: 299-2019

APPROVED:

WHERE AS, the State Constitution for New Jersey authorizes veterans and widowed spouses of veterans who served in active duty during war and other times of emergency to receive a property tax deduction, in the amount of \$250 per year, in well-deserved recognition of their service to our country; and

WHERE AS, veterans and widowed spouses of veterans who reside in Continuing Care Retirement Communities (CCRC) have been unfairly denied eligibility for the \$250 property tax deduction because they do not own their units, even though they instead contribute to property taxes through a monthly payment, and even though they have made the same sacrifices as all veterans in our great country; and

WHERE AS, there are twenty-five CCRCs in the State which collectively house approximately 2,500 veterans or widowed spouses who are being denied the property tax deduction; and

WHERE AS, Senator Vin Gopal has sponsored legislation (S1331), that has been approved by the Senate and General Assembly, to extend the deduction to veterans and their widowed spouses in CCRCs;

WHERE AS, the extension of the deduction, because it requires an amendment to the State Constitution, must be approved by the voters at the ballot in November before it will become valid and effective; and

WHERE AS, the Mayor and Borough Council now desire to memorialize their support of the referendum on the ballot in November, and to urge the voters of this State to vote in favor of the property tax deduction for veterans and widowed spouses of veterans who reside in CCRCs;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of High Bridge urges voters to support the referendum on the ballot in November 2019, so that veterans and widowed spouses of veterans who reside in Continuing Care Retirement Communities (“CCRC”) will be eligible for the \$250 property tax deduction.

BE IT FURTHER RESOLVED that the Borough Council believes that this small benefit to our veterans and widowed spouses of veterans who reside in CCRCs is a proper and warranted acknowledgement of the tremendous sacrifices that veterans have given to protect and serve our great nation.

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

AMEND SOLICITOR'S PERMIT - HIGH BRIDGE BUSINESS ASSOCIATION

RESOLUTION: 300-2019

ADOPTED:

WHEREAS, the High Bridge Business Association has applied for a solicitor's permit, marked Solicitor's Permit 2019-001 which was approved on October 10, 2019, in the Borough of High Bridge, and

WHEREAS, the applicant intends to sell maple syrup products and appetizers in addition to the previously approved items listed: customized housewares, dog toys and treats, bread, cheese, raw bones, cheese plates, soaps, candles, scrubs, embroidered goods, information, jewelry, cold Chinese food, beer, hot cider, cider donuts, knit goods, woodworking items, home décor, crochet goods, tinsel hair attachments, fabric accessories, local honey, uncycled jackets and accessories, fundraiser portraits, and sponsor signage at the Howl-o-ween Fall Festival, and

WHEREAS, the applicant applied under Chapter 268-13(B): Exemptions, and has requested the following exemptions: driver's license number, background check, \$25.00 application fee, \$50,00 permit fee, submission of two photos, and a list of municipalities in which the applicant has ever engaged, and

WHEREAS, the application process requires Council approval,

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 amended to include the sale of maple syrup products and appetizers for the event times of the Howl-o-ween Fall Festival.

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

Award of Contract – Construction Software Program

RESOLUTION: 301-2019

ADOPTED:

WHEREAS, NJ Permits, the free software provided by the State of New Jersey will no longer be available as of June 30, 2020, and

WHEREAS, the Borough of High Bridge needs to purchase a new Construction Software Program, and

WHEREAS, three quotes were received:

Mitchell Humphrey & Co	\$ 7,525.00
Spatial Data Logic	\$ 9,800.00
GovPilot	\$17,500.00

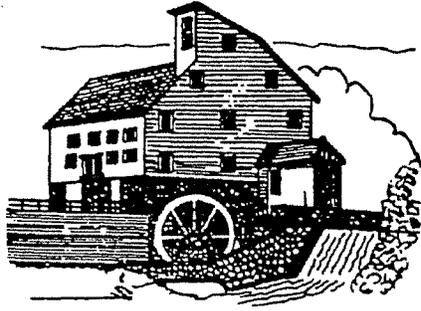
WHEREAS, Mitchell Humphrey & Co had the lowest price of \$7,525.00, and

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve the award of contract to Mitchell Humphrey & Co.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Construction – OE - #10519521.



Bonnie Ann Fleming
Chief Financial Officer



TOWN OF CLINTON
INCORPORATED APRIL 5, 1865
43 Leigh St., P.O. Box 5194
Clinton, N.J. 08809-5194
(908) 735-8616 FAX (908) 735-8082

October 8, 2019

TO CONTRACTUAL SEWER CUSTOMERS

Our 2018 Sewer Audit, a copy of which is attached, has been completed and the auditor has determined that the final cost of treatment per million gallons for the year 2018 was \$4,727.23. A reconciliation statement will be forwarded by the Sewer Collector.

Per the attached letter from our Municipal Auditor, for **2020 BUDGET PURPOSES** the estimated cost per million gallons for sewerage treatment will be \$4,584.63.

Yours truly,

KATHY OLSEN
Chief Financial Officer

Cc: Cecilia Covino, Clerk/Sewer Collector
Richard Phelan, PW/Business Administrator
Mayor & Council

Letter sent to:

South Ridge Community Church
Township of Clinton Sewerage Authority
Hunterdon Developmental Center
Cracker Barrel
Hampton Inn
National Realty & Development Corp. (Wal-Mart Plaza)
Borough of High Bridge
Clinton Station Diner
Union Gap Village
Union Hill
Foster Wheeler



SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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

Telephone 908-789-9300

Fax 908-789-8535

E-mail info@scnco.com

Ms. Janice Kovach, Mayor
Town of Clinton
P.O. Box 5194
Clinton, New Jersey 08809

RE: SEWER UTILITY COSTS
2018 ACTUAL AND 2019 ESTIMATED

Dear Mayor Kovach:

Based on the 2018 sewer gallons, as supplied by the Treatment Plant Operator, the cost per million gallons for treatment of sewerage for the year 2018 was \$4,727.23.

The calculation for this cost per million gallons is as follows:

2018 Audit Report:	
Salaries and Wages	\$ 575,632.92
Other Expenses	1,252,834.81
Capital Expenditures	146,842.11
Statutory Expenditures	106,693.53
Debt Service	<u>168,683.32</u>
	<u>\$2,250,686.69</u>

Total cost \$2,250,686.69 divided by 476,111,000 gallons equals \$4,727.23 per million gallons.

Based on the 2018 sewer gallons and the 2019 Sewer Budget, the estimated cost per million gallons for 2019 Budget will be \$4,584.63.

The calculation for this cost is as follows:

2019 Budget:	
Salaries and Wages	\$ 430,000.00
Other Expenses	1,476,683.72
Debt Service	170,185.00
Statutory Expenditures	<u>105,926.00</u>
	<u>\$2,182,794.72</u>

Total cost \$2,182,794.72 divided by 476,111,000 gallons equals \$4,584.63 per million gallons.

SUPLEE, CLOONEY & COMPANY

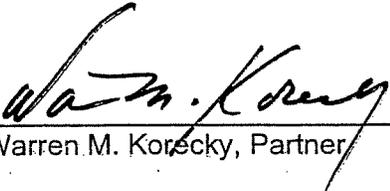
Ms. Janice Kovach, Mayor
Town of Clinton

-2-

If there are any questions pertaining to the above, please do not hesitate to contact me.

Yours very truly,

SUPLEE, CLOONEY & COMPANY


Warren M. Kordecky, Partner

September 30, 2019

WMK:tc

cc: Kathy Olsen, Chief Financial Officer

SEWER UTILITY FUND

TOWN OF CLINTON

SEWER UTILITY FUND

BALANCE SHEETS - REGULATORY BASIS

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2018</u>	<u>BALANCE DECEMBER 31, 2017</u>
Operating Fund:			
Cash - Treasurer	E-5	\$ 242,959.63	\$ 381,184.43
Cash - Collector	E-6	500.00	
Cash - Change Fund	E-10	25.00	25.00
Interfund Receivable	E-13	3,651.74	
		<u>\$ 247,136.37</u>	<u>\$ 381,209.43</u>
Receivables with Full Reserves:			
Consumer Accounts Receivable	E-7	\$ 2,531,023.89	\$ 1,843,714.04
Inventory	E-9	286,434.01	276,833.80
	E	<u>\$ 2,817,457.90</u>	<u>\$ 2,120,547.84</u>
<u>Total Operating Fund</u>		<u>\$ 3,064,594.27</u>	<u>\$ 2,501,757.27</u>
Capital Fund:			
Cash	E-5	\$ 1,317,460.85	\$ 1,381,559.07
Fixed Capital	E-16	12,247,780.62	12,247,780.62
Fixed Capital Authorized and Uncompleted	E-15	1,361,750.00	1,236,750.00
Interfund Receivable	E-22	470,995.16	574,458.42
<u>Total Capital Fund</u>		<u>\$ 15,397,986.63</u>	<u>\$ 15,440,548.11</u>
		<u>\$ 18,462,580.90</u>	<u>\$ 17,942,305.38</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

TOWN OF CLINTON

SEWER UTILITY FUND

BALANCE SHEETS - REGULATORY BASIS

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2018</u>	<u>BALANCE DECEMBER 31, 2017</u>
Operating Fund:			
Liabilities:			
Appropriation Reserves	E-4:E-8	\$ 107,025.04	\$ 39,037.56
Encumbrances Payable	E-11	34,455.90	30,163.61
Interfunds Payable	E-13	1,593.95	105,057.21
Accrued Interest on Loans	E-12	27,755.73	29,214.07
Prepaid Rents	E-6	8,415.47	
		<u>\$ 179,246.09</u>	<u>\$ 203,472.45</u>
Reserve for Receivables	E	2,817,457.90	2,120,547.84
Fund Balance	E-1	<u>67,890.28</u>	<u>177,736.98</u>
		<u>\$ 3,064,594.27</u>	<u>\$ 2,501,757.27</u>
Capital Fund:			
New Jersey Wastewater Treatment Loans Payable	E-23	\$ 742,911.53	\$ 791,479.85
General Serial Bonds	E-24	1,250,000.00	1,300,000.00
Improvement Authorizations:			
Funded	E-18	324,039.08	326,330.29
Capital Improvement Fund	E-19	103,402.97	78,402.97
Interfunds Payable	E-22	3,651.74	
Reserve for:			
Miscellaneous Reserves	E-17	1,055,092.20	1,080,199.20
Deferred Amortization	E-21	1,361,750.00	1,236,750.00
Amortization	E-20	10,254,869.09	10,156,300.77
Contracts Payable	E-14	175,758.52	174,208.53
Fund Balance	E-2	<u>126,511.50</u>	<u>296,876.50</u>
		<u>\$ 15,397,986.63</u>	<u>\$ 15,440,548.11</u>
		<u>\$ 18,462,580.90</u>	<u>\$ 17,942,305.38</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

TOWN OF CLINTON
SEWER UTILITY OPERATING FUND

STATEMENTS OF OPERATIONS
AND CHANGE IN FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>REF.</u>	YEAR ENDED DECEMBER <u>31, 2018</u>	YEAR ENDED DECEMBER <u>31, 2017</u>
<u>REVENUE AND OTHER INCOME REALIZED</u>			
Fund Balance Utilized	E-3	\$ 150,000.00	\$ 129,950.00
Rents	E-3	1,762,896.17	1,740,183.08
Capital Surplus	E-3	45,365.00	
Reserve to Pay Debt	E-3	35,107.00	
Miscellaneous	E-3	252,182.07	251,524.45
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves	E-8	13,633.26	29,032.62
Accrued Interest Canceled	E-12	<u>1,550.12</u>	<u>1,458.78</u>
<u>TOTAL INCOME</u>		<u>\$ 2,260,733.62</u>	<u>\$ 2,152,148.93</u>
<u>EXPENDITURES</u>			
Budget and Emergency Appropriations:			
Operating	E-4	\$ 1,907,505.00	\$ 1,720,548.00
Deferred Charges and Regulatory Expenditures	E-4	109,277.00	102,250.00
Capital Improvements	E-4	35,000.00	10,000.00
Municipal Debt Service	E-4	168,683.32	172,145.32
Refund of Prior Years' Revenue	E-5	<u>115.00</u>	
<u>TOTAL EXPENDITURES</u>		<u>\$ 2,220,580.32</u>	<u>\$ 2,004,943.32</u>
Excess in Revenue		<u>\$ 40,153.30</u>	<u>\$ 147,205.61</u>
<u>Fund Balance</u>			
Balance, January 1	E	<u>177,736.98</u>	<u>160,481.37</u>
		\$ 217,890.28	\$ 307,686.98
Decreased by:			
Utilization by Sewer Operating Budget	E-1:E-3	<u>150,000.00</u>	<u>129,950.00</u>
Balance, December 31	E	<u>\$ 67,890.28</u>	<u>\$ 177,736.98</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

TOWN OF CLINTON
SEWER UTILITY CAPITAL FUND
STATEMENT OF CAPITAL SURPLUS - REGULATORY BASIS

	<u>REF.</u>		
Balance, December 31, 2017	E	\$	296,876.50
Decreased by:			
Payment to Operating Fund as		\$	
Anticipated Revenue	E-5	45,365.00	
Appropriated to Finance			
Improvements Authorizations	E-18	<u>125,000.00</u>	
			<u>170,365.00</u>
Balance, December 31, 2018	E	\$	<u><u>126,511.50</u></u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

TOWN OF CLINTON

SEWER UTILITY OPERATING FUND

STATEMENT OF REVENUES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2018

	<u>REF.</u>	<u>ANTICIPATED</u>	<u>REALIZED</u>	<u>EXCESS OR (DEFICIT)</u>
Fund Balance Anticipated	E-1	\$ 150,000.00	\$ 150,000.00	
Sewer Use Charges	E-1:E-3	1,740,000.00	1,762,896.17	22,896.17
Reserve to Pay Debt	E-1:E-5	35,107.00	35,107.00	
Utility Capital Surplus	E-1:E-5	45,365.00	45,365.00	
Miscellaneous	E-1:E-3	<u>250,000.00</u>	<u>252,182.07</u>	<u>2,182.07</u>
	E-4	\$ <u>2,220,472.00</u>	\$ <u>2,245,550.24</u>	<u>25,078.24</u>

ANALYSIS OF REALIZED REVENUE

Consumer Accounts Receivable	E-7	\$ <u>1,762,896.17</u>
	E-3	\$ <u>1,762,896.17</u>
Miscellaneous:		
Treasurer:		
Interest Earned		\$ 1,228.99
Miscellaneous		<u>2,095.71</u>
Total Treasurer	E-5	\$ 3,324.70
Sewer Collector:		
Penalties on Delinquent Accounts	E-6	238,920.20
Miscellaneous	E-6	<u>9,937.17</u>
	E-3	\$ <u>252,182.07</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

TOWN OF CLINTON
SEWER UTILITY OPERATING FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
Operating:					
Salaries and Wages	\$ 580,000.00	\$ 600,000.00	\$ 575,979.02	\$ 24,020.98	
Other Expenses	<u>1,328,105.00</u>	<u>1,307,505.00</u>	<u>1,227,084.41</u>	<u>80,420.59</u>	
<u>Total Operating</u>	<u>\$ 1,908,105.00</u>	<u>\$ 1,907,505.00</u>	<u>\$ 1,803,063.43</u>	<u>\$ 104,441.57</u>	
Capital Improvements:					
Capital Improvement Fund	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$	
Reserve for Public Works Equipment	<u>10,000.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u></u>	
<u>Total Capital Improvements</u>	<u>\$ 35,000.00</u>	<u>\$ 35,000.00</u>	<u>\$ 35,000.00</u>	<u>\$</u>	
Debt Service:					
Payment of Bond/loan Principal	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$	
Interest on Bonds/Loans	52,750.00	52,750.00	52,750.00	6.68	
New Jersey Environmental Infrastructure Loan - Principal	48,575.00	48,575.00	48,568.32	6.68	
New Jersey Environmental Infrastructure Loan - Interest	<u>17,365.00</u>	<u>17,365.00</u>	<u>17,365.00</u>	<u></u>	
<u>Total Debt Service</u>	<u>\$ 168,690.00</u>	<u>\$ 168,690.00</u>	<u>\$ 168,683.32</u>	<u>\$ 6.68</u>	
Regulatory Expenditures:					
Contributions to:					
Public Employees Retirement System	\$ 62,302.00	\$ 62,902.00	\$ 62,870.87	\$ 31.13	
Social Security System (O.A.S.I.)	46,000.00	46,000.00	43,554.69	2,445.31	
Unemployment Compensation Insurance	<u>375.00</u>	<u>375.00</u>	<u>267.97</u>	<u>107.03</u>	
<u>Total Regulatory Expenditures</u>	<u>\$ 108,677.00</u>	<u>\$ 109,277.00</u>	<u>\$ 106,693.53</u>	<u>\$ 2,583.47</u>	
	<u>\$ 2,220,472.00</u>	<u>\$ 2,220,472.00</u>	<u>\$ 2,113,440.28</u>	<u>\$ 107,025.04</u>	<u>\$ 6.68</u>

<u>REF.</u>					
E-5	E-3	E-1	E-E-1		
Cash Disbursements		\$ 2,045,864.88			
Accrued Interest		70,115.00			
Encumbrances Payable		34,455.90			
Less:		<u>2,150,435.78</u>			
Refunds		36,995.50			
		<u>\$ 2,113,440.28</u>			

The accompanying Notes to the Financial Statements are an integral part of this statement.

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TOWN OF CLINTON

SEWER UTILITY FUND

SCHEDULE OF CASH - TREASURER

	<u>REF.</u>	<u>OPERATING</u>	<u>CAPITAL</u>
Balance, December 31, 2017	E	\$ 381,184.43	\$ 1,381,559.07
Increased by Receipts:			
Collector	E-6	\$ 2,019,669.01	\$
Interfunds	E-22		107,115.00
Capital Improvement Fund	E-19		25,000.00
Appropriation Refunds	E-4	36,995.50	
Miscellaneous Reserves	E-17		10,000.00
Refunds - Improvement Authorizations	E-18		59,676.00
Reserve to Pay Debt	E-3	35,107.00	
Capital Surplus Anticipated as Operating Revenue	E-3	45,365.00	
Miscellaneous	E-3	3,324.70	
		<u>2,140,461.21</u>	<u>201,791.00</u>
		\$ 2,521,645.64	\$ 1,583,350.07
Decreased by Disbursements:			
2018 Appropriations	E-4	\$ 2,045,864.88	\$
2017 Appropriation Reserves	E-8	55,567.91	
Accrued Interest on Loans	E-12	70,023.22	
Interfunds	E-13	107,115.00	
Capital Surplus	E-2		45,365.00
Refund of Prior Year Revenue	E-1	115.00	
Miscellaneous Reserves	E-17		35,107.00
Contracts Payable	E-14		185,417.22
		<u>2,278,686.01</u>	<u>265,889.22</u>
Balance, December 31, 2018	E	\$ 242,959.63	\$ 1,317,460.85

"E-6"

TOWN OF CLINTON
SEWER UTILITY OPERATING FUND
SCHEDULE OF CASH - COLLECTOR

	<u>REF.</u>	<u>OPERATING</u>
Increased by Receipts:		
Consumer Accounts Receivable	E-7	\$ 1,762,896.17
Prepaid Rents	E	8,415.47
Penalties on Delinquent Accounts	E-3	238,920.20
Miscellaneous	E-3	<u>9,937.17</u>
		2,020,169.01
		\$ <u>2,020,169.01</u>
Decreased by Disbursements:		
Payment to Treasurer:		
Sewer Operating Fund	E-5	<u>2,019,669.01</u>
Balance, December 31, 2018	E	\$ <u><u>500.00</u></u>

"E-7"

SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

Balance, December 31, 2017	E	\$ 1,843,714.04
Increased by:		
Sewer Rents Levied - Net		<u>2,450,206.02</u>
		\$ <u>4,293,920.06</u>
Decreased by:		
Collection	E-3:E-6	<u>1,762,896.17</u>
Balance, December 31, 2018	E	\$ <u><u>2,531,023.89</u></u>

TOWN OF CLINTON

SEWER UTILITY OPERATING FUND

SCHEDULE OF 2017 APPROPRIATION RESERVES

	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2017</u>	<u>BALANCE</u> <u>AFTER</u> <u>TRANSFERS</u>	<u>PAID OR</u> <u>CHARGED</u>	<u>BALANCE</u> <u>LAPSED</u>
Operating:				
Salaries and Wages	\$	\$ 5,000.00	\$ 4,653.90	\$ 346.10
Other Expenses	38,919.91	64,083.52	50,914.01	13,169.51
Regulatory Expenses:				
Public Employees' Retirement System	14.00	14.00		14.00
Social Security	0.08	0.08		0.08
Unemployment Compensation	<u>103.57</u>	<u>103.57</u>		<u>103.57</u>
	<u>\$ 39,037.56</u>	<u>\$ 69,201.17</u>	<u>\$ 55,567.91</u>	<u>\$ 13,633.26</u>
	<u>REF.</u>	<u>E</u>	<u>E-5</u>	<u>E-1</u>
Balance, December 31, 2017	E-8	\$ 39,037.56		
Encumbrances Payable	E-11	<u>30,163.61</u>		
		<u>\$ 69,201.17</u>		

"E-9"

TOWN OF CLINTON
SEWER UTILITY OPERATING FUND
SCHEDULE OF INVENTORY

	<u>REF.</u>		
Balance, December 31, 2017	E	\$	276,833.80
Increased by:			
Adjustment to Actual Inventory			<u>9,600.21</u>
Balance, December 31, 2018	E	\$	<u><u>286,434.01</u></u>

"E-10"

SCHEDULE OF CHANGE FUND

Balance, December 31, 2017 and December 31, 2018	E	\$	<u><u>25.00</u></u>
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"E-11"

TOWN OF CLINTON

SEWER UTILITY OPERATING FUND

SCHEDULE OF RESERVE FOR ENCUMBRANCES

	<u>REF.</u>		
Balance, December 31, 2017	E	\$	30,163.61
Increased by:			
Transferred from Budget	E-4		<u>34,455.90</u>
		\$	<u>64,619.51</u>
Decreased by:			
Transferred to Appropriation Reserves	E-8		<u>30,163.61</u>
Balance, December 31, 2018	E	\$	<u><u>34,455.90</u></u>

"E-12"

SCHEDULE OF ACCRUED INTEREST ON LOANS

Balance, December 31, 2017	E	\$	29,214.07
Increased by:			
Budget Appropriation	E-4		<u>70,115.00</u>
		\$	<u>99,329.07</u>
Decreased by:			
Cash Disbursements	E-5	\$	70,023.22
Canceled	E-1		<u>1,550.12</u>
			<u>71,573.34</u>
Balance, December 31, 2018	E	\$	<u><u>27,755.73</u></u>

TOWN OF CLINTON

SEWER UTILITY OPERATING FUND

SCHEDULE OF INTERFUNDS

REF.	TOTAL	TRUST OTHER	WATER UTILITY OPERATING	SEWER CAPITAL FUND
E	\$ 105,057.21	\$ 1,487.15	\$ 106.80	\$ 103,463.26
E-5	107,115.00			107,115.00
E	\$ 3,651.74	\$	\$	\$ 3,651.74
E	1,593.95	1,487.15	106.80	

Balance, December 31, 2017:
Due To

Disbursements

Balance, December 31, 2018:
Due From
Due To

TOWN OF CLINTON
SEWER UTILITY CAPITAL FUND
SCHEDULE OF CONTRACTS PAYABLE

	<u>REF.</u>	
Balance, December 31, 2017	E	\$ 174,208.53
Increased by:		
Charges to Improvement Authorizations	E-18	186,967.21
		\$ <u>361,175.74</u>
Decreased by:		
Cash Disbursements	E-5	<u>185,417.22</u>
Balance, December 31, 2018	E	\$ <u><u>175,758.52</u></u>

TOWN OF CLINTON

SEWER UTILITY CAPITAL FUND

SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

ORDINANCE NUMBER	IMPROVEMENT DESCRIPTION	ORDINANCE		BALANCE DECEMBER 31, 2017	ADDITIONS	BALANCE DECEMBER 31, 2018
		DATE	AMOUNT			
	General Improvements:					
2007-08	Various Acquisitions	05/30/2007	\$ 60,000.00	\$ 60,000.00	\$	60,000.00
2011-10	Sewer Utility Improvements	05/24/2011	137,000.00	137,000.00		137,000.00
2012-06	Sewer Utility Improvements	06/12/2012	125,000.00	125,000.00		125,000.00
2013-16	Improvements to Sewer Utility	08/21/2013	395,250.00	395,250.00		395,250.00
2014-10	Various Sewer Improvements	06/04/2014	54,500.00	54,500.00		54,500.00
2016-10	Various Sewer Improvements	05/12/2015	100,000.00	100,000.00		100,000.00
2016-06	Sewer Utility Improvements	07/12/2016	200,000.00	200,000.00		200,000.00
2016-11	Purchase Pickup Truck	10/11/2016	40,000.00	40,000.00		40,000.00
2017-07	Improvements to Wastewater Treatment Plant	10/23/2017	125,000.00	125,000.00		125,000.00
2018-06	Various Sewer Improvements	06/26/2018	125,000.00	125,000.00	125,000.00	125,000.00
			\$	1,236,750.00	\$	1,361,750.00
		REF.		E	E-18	E

TOWN OF CLINTON
SEWER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL

	BALANCE DECEMBER <u>31, 2018</u>	BALANCE DECEMBER <u>31, 2017</u>
Construction of Garage	\$ 3,129.00	\$ 3,129.00
Office Equipment	25,171.00	25,171.00
Automotive Equipment	161,126.00	161,126.00
Equipment Repairs	1,534.00	1,534.00
Engineering Services	12,764.00	12,764.00
Architect Services	4,800.00	4,800.00
Miscellaneous Equipment	107,495.00	107,495.00
Miscellaneous Repairs to Sewer Plant	29,413.00	29,413.00
Sewer Line Repairs	153,151.00	153,151.00
Telephone System	11,108.00	11,108.00
Incubator Lab Kit	2,484.00	2,484.00
Backhoes	33,441.00	33,441.00
Computer Equipment and Software	51,690.00	51,690.00
Leigh Street Bridge Rehabilitation	9,464.00	9,464.00
Fencing and Gates	5,298.00	5,298.00
Alarm System	25,851.00	25,851.00
Trash pump	4,000.00	4,000.00
Gasoline Tank Upgrade	3,000.00	3,000.00
New Boiler	9,200.00	9,200.00
Testing Machine for Ammonia	8,359.00	8,359.00
Improvement Authorizations:		
Construction of Sewer System 06/67	1,800,000.00	1,800,000.00
Construction of Sewer System 08/70	251,580.00	251,580.00
Sewer Plant Addition 09/75	353,152.00	353,152.00
Improvement to Sewer Plant 11/83 and 03/87	1,476,746.00	1,476,746.00
Water Quality Monitoring Program and Study the Feasibility of an Expansion of the Sewer Treatment Plant 07/86	99,683.00	99,683.00
Mandated Expansion in the Closure of the Sludge Disposal Site 01/87	47,439.00	47,439.00
Waste Water Treatment Plant Restoration 08/98	71,314.00	71,314.00
Four Wheel Drive Vehicle 01/02	9,958.00	9,958.00
Capital Outlay 2007	161,117.83	161,117.83
Capital Outlay 2008	30,621.50	30,621.50
Capital Outlay 2009	11,589.60	11,589.60
Refurbish Office - 47 Leigh Street - Ord #06-15	400,000.00	400,000.00
Improvements to Sanitary Sewer - Ord. #07-01	149,801.03	149,801.03
Renovations and Upgrade to WWTP Ord 1989-10	5,459,376.00	5,459,376.00
Clinton Knolls Project Ord. 2008-10	57,064.47	57,064.47
Tertiary Filter Upgrade Ord 2011-04	1,205,860.19	1,205,860.19
	<u>\$ 12,247,780.62</u>	<u>\$ 12,247,780.62</u>

REF.

E

E

TOWN OF CLINTON

SEWER UTILITY CAPITAL FUND

SCHEDULE OF MISCELLANEOUS RESERVES

	BALANCE DECEMBER 31, 2017	CASH RECEIPTS	CASH DISBURSEMENTS	BALANCE DECEMBER 31, 2018	
Capital Outlay	\$ 10,000.00	\$	\$	10,000.00	
Purchase of Public Works Equipment	11,042.00	10,000.00		21,042.00	
Plant Expansion	885,989.20			885,989.20	
Future Replacements	43,061.00			43,061.00	
Pole Barn	45,000.00			45,000.00	
Collection System Replacement	50,000.00			50,000.00	
Reserve for Payment of Debt - NJEIT	35,107.00		35,107.00		
	<u>\$ 1,080,199.20</u>	<u>\$ 10,000.00</u>	<u>\$ 35,107.00</u>	<u>\$ 1,055,092.20</u>	
<u>REF.</u>	E	E-5	E-5	E	E

TOWN OF CLINTON

SEWER UTILITY CAPITAL FUND

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

ORDINANCE NUMBER	IMPROVEMENT DESCRIPTION	ORDINANCE DATE	ORDINANCE AMOUNT	BALANCE DECEMBER 31, 2017		2018 AUTHORIZATIONS	CONTRACTS PAYABLE	REFUNDS	BALANCE DECEMBER 31, 2018	
				FUNDED	UNFUNDED				FUNDED	UNFUNDED
General Improvements:										
2011-10	Sewer Utility Improvements	05/24/2011	\$ 137,000.00	\$ 7,706.44	\$	\$	\$	\$	\$ 7,706.44	\$
2012-06	Sewer Utility Improvements	06/12/2012	125,000.00	34,570.71					34,570.71	
2013-16	Improvements to Sewer Utility	08/21/2013	395,250.00	101,360.60					2,777.60	
2014-10	Various Sewer Improvements	06/04/2014	54,500.00	13,829.40				12,750.00	20,389.25	
2015-10	Various Sewer Improvements	05/12/2015	100,000.00	2,252.31				2,252.31	2,252.31	
2016-06	Sewer Utility Improvements	07/12/2016	200,000.00	37,430.08				44,673.69	64,961.49	
2016-11	Purchase Pickup Truck	10/11/2016	40,000.00	4,198.89					4,198.89	
2017-07	Improvements to Wastewater Treatment Plant	10/23/2017	125,000.00	124,981.86					71,499.33	
2018-06	Various Sewer Improvements	06/26/2018	125,000.00			125,000.00			115,683.06	
			\$	\$ 326,330.29	\$	\$ 125,000.00	\$ 186,967.21	\$ 59,676.00	\$ 324,039.08	\$
			REF.	E	E	E	E-14	E-5	E	E
	Capital Surplus		E-2;E-21			\$ 125,000.00				
			E-15			\$ 125,000.00				

"E-19"

TOWN OF CLINTON

SEWER UTILITY CAPITAL FUND

SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>		
Balance, December 31, 2017	E	\$	78,402.97
Increased by:			
2018 Budget Appropriation	E-5		<u>25,000.00</u>
Balance, December 31, 2018	E	\$	<u><u>103,402.97</u></u>

"E-20"

SCHEDULE OF RESERVE FOR AMORTIZATION

Balance, December 31, 2017	E	\$	10,156,300.77
Increased by:			
Serial Bonds Paid by Budget	E-24	\$	50,000.00
Loans Paid by Budget	E-23		<u>48,568.32</u>
			<u>98,568.32</u>
Balance, December 31, 2018	E	\$	<u><u>10,254,869.09</u></u>

TOWN OF CLINTON

SEWER UTILITY CAPITAL FUND

SCHEDULE OF INTERFUNDS

<u>REF.</u>	<u>TOTAL</u>	<u>GENERAL CAPITAL</u>	<u>WATER UTILITY OPERATING</u>	<u>WATER UTILITY CAPITAL</u>	<u>SEWER UTILITY OPERATING</u>
Balance, December 31, 2017:					
Due From	\$ 574,458.42	\$ 20,995.16	\$ 300,000.00	\$ 150,000.00	\$ 103,463.26
Receipts	E-5 107,115.00				107,115.00
Balance, December 31, 2018:					
Due From	E 470,995.16	\$ 20,995.16	\$ 300,000.00	\$ 150,000.00	\$ 3,651.74
Due To	E 3,651.74				

TOWN OF CLINTON
SEWER UTILITY CAPITAL FUND
SCHEDULE OF SERIAL BONDS PAYABLE

IMPROVEMENT DESCRIPTION	DATE OF ORIGINAL ISSUE	AMOUNT OF ORIGINAL ISSUE	DATE	OUTSTANDING DECEMBER 31, 2018	INTEREST RATE	BALANCE DECEMBER 31, 2017		BALANCE DECEMBER 31, 2018	
						DECREASED		DECREASED	
Sewer Utility	8/1/2013	\$ 1,500,000.00	08/01/19	\$ 50,000.00	5.000%	\$	\$	\$	\$
			08/01/20	50,000.00	5.000%				
			08/01/21	50,000.00	4.000%				
			08/01/22	50,000.00	4.000%				
			08/01/23	50,000.00	3.250%				
			08/01/24	100,000.00	3.500%				
			08/01/25	100,000.00	3.500%				
			08/01/26	100,000.00	4.000%				
			08/01/27	100,000.00	4.000%				
			08/01/28	100,000.00	4.000%				
			08/01/29	100,000.00	4.000%				
			08/01/31	100,000.00	4.125%				
			08/01/32	100,000.00	4.250%				
			08/01/33	100,000.00	4.250%				
							1,300,000.00		50,000.00
						\$ 1,300,000.00	\$ 50,000.00	\$ 1,250,000.00	
						E	E	E	
							\$ 50,000.00		

Reserve for Amortization

REF.

E-20

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
CURRENT FUND				
33 - ALLIED OIL LLC	PO 25703 DPW - GASOLINE ACCT #171331/001		1,968.10	
10544621 Gas		1,968.10		1,968.10
950 - AMERICAN WEAR, INC	PO 25768 DPW - OE - UNIFORMS - 66% OF MONTHL		100.32	
10529029 Dept. of Public Works-OE-Uniforms		100.32		100.32
2183 - ARF RENTAL SERVICES, INC	PO 25722 SPECIAL EVENTS - PORTABLE TOILETS -		323.22	
10537099 Special Events-Misc.		323.22		323.22
2384 - BALKEN RISK MANAGEMENT	PO 26314 LIABILITY - BOND FOR BRETT BARTMAN		100.00	
10521020 LIABILITY INSURANCE		100.00		100.00
2397 - UNUM	PO 25598 GROUP INSURANCE - LTD - POLICY #06		164.66	
10522073 Employee Group Insurance:Life Ins		164.66		164.66
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 25822 GOLF - OE - OCT		41,728.98	
10537620 GOLF-OTHER EXPENSES		41,728.98		41,728.98
769 - CINTAS CORPORATION #101	PO 25715 BUILDINGS & GROUNDS - PD & BH - WEE		244.08	
10517091 Buildings & Grounds - Police Bldg		122.04		
10517040 Buildings & Grounds - New Boro Hall		122.04		244.08
987 - COMCAST	PO 25638 DPW - INTERNET A/C 09574 832139-01-		263.62	
10510120 INTERNET		109.90		
10544122 Telephone - Garage		153.72		263.62
213 - COUNTY OF HUNTERDON	PO 25868 NEWSLETTER - PRINTING		935.00	
10511522 Newsletter - Printing		935.00		935.00
2279 - CUSTOM WORKFLOW SOLUTIONS, LLC	PO 25749 BUILDINGS & GROUNDS - BORO HALL		173.00	
10517133 BUILDINGS & GROUNDS-DATA PROCES/SOFTWARE		173.00		173.00
68 - DEPENDABLE FIRE EQUIPMENT, INC.	PO 25967 BUILDINGS/GROUNDS - DPW / SHOP E -		209.00	
10517040 Buildings & Grounds - New Boro Hall		209.00		209.00
1789 - TREASURER, STATE OF NEW JERSEY	PO 25999 RESERVE - VITAL STATS - MARRIAGE RE		25.00	
101404 RESERVE - VITAL STATS		25.00		25.00
1923 - FM GENERATOR INC	PO 26152 FEMA GENERATOR - WELL #8 PER RESO 2		9,605.00	
10141748 FEMA-GENERATOR GRANT-NJ4086-468R		9,605.00		9,605.00
2422 - GREATAMERICA FINANCIAL SVCS.	PO 25753 BUILDINGS & GROUNDS - OFFICE EQUIPM		142.00	
10517125 BUILDINGS & GROUNDS-OFFICE EQUIPMENT		142.00		142.00
92 - GREENBAUM ROWE SMITH & DAVIS LLP	PO 25784 LEGAL - OE		3,260.00	
10515566 Legal-OE-General Borough Matters		1,277.50		

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
10515562	Legal-OE-Town of Clinton		227.50	
10515593	Legal-OE-Personnel Issues		1,015.00	
105155618	Legal-OE-Frenchtown Agreement		52.50	
10515574	Legal-OE-Tax Appeals		250.00	
10515560	Legal-OE-Municipal Meetings		437.50	3,260.00
100 - HESCO, INC	PO 26129 B&G - SEWER - OE - HARDWARE			43.20
10517029	Buildings & Grounds - Streets		43.20	43.20
97 - HIGH BRIDGE BD OF ED	PO 25588 NOVEMBER 2019 - LOCAL SCHOOL TAX LE			1,545,143.94
101330	LOCAL SCHOOL TAX - PAYABLE		1,545,143.94	1,545,143.94
651 - HUNTERDON COUNTY VOCATIONAL SCHOOL	PO 26262 DPW - OE - EDUCATION - AARON MANDIG			1,300.00
10529026	Dept. of Public Works-OE-Education		1,300.00	1,300.00
2064 - IMAGE SYSTEMS FOR BUSINESS INC	PO 25729 BUILDINGS & GROUNDS - POLICE BLDG -			144.00
10517123	BUILDINGS & GROUNDS-COPIER LEASE		144.00	144.00
2296 - WELLS FARGO VENDOR FIN	PO 25714 BUILDINGS & GROUNDS - COPIER LEASE			338.89
10517123	BUILDINGS & GROUNDS-COPIER LEASE		338.89	338.89
2312 - IMPERIAL COPY PRODUCTS, INC	PO 25713 BUILDINGS & GROUNDS - COPIER LEASE			149.12
10517123	BUILDINGS & GROUNDS-COPIER LEASE		149.12	149.12
90 - JCP&L	PO 25659 STREET LIGHTING - SEPT 2019 - ACCT#			4,988.04
10543520	STREET LIGHTING		2,754.22	
10543024	Electricity - DPW		99.14	
10543025	Electricity - Boro Hall		233.48	
10543034	Electricity - Washington Ave.		120.78	
10543022	Electricity - Fire		713.76	
10543021	Electricity - Rescue Squad		326.14	
10543032	Electricity - Boro Commons		0.77	
10543027	Electricity - Solitude Museum/Garage		7.89	
10543033	Electricity - Bridge Street		0.78	
10543023	Electricity - Police		731.08	4,988.04
2541 - LIBERTY PARKS & PLAYGROUNDS	PO 26270 DPW - OE - EQUIPMENT - PLAYGROUND P			282.00
10529025	Dept. of Public Works-OE-Equipment/Hdwr		282.00	282.00
1398 - MASER CONSULTING PA	PO 25415 FEMA GENERATOR GRANT - HIB062			1,452.50
10141748	FEMA-GENERATOR GRANT-NJ4086-468R		1,452.50	1,452.50
1398 - MASER CONSULTING PA	PO 25789 ENGINEERING - OE			5,789.75
10516560	Engineering Services-Municipal Issues		5,789.75	5,789.75
1398 - MASER CONSULTING PA	PO 25792 PLANNING BOARD - OE - ENGINEERING -			920.00
10518033	Planning Board-OE-Engineering		920.00	920.00
1398 - MASER CONSULTING PA	PO 26046 OPEN SPACE REC PLAN ELEMENT - HIB07			941.25
10676420	OPEN SPACE & REC PLAN ELEMENT		941.25	941.25

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1398 - MASER CONSULTING PA 10676620	PO 26076 HIGHLANDS - WASTEWATER MANAGEMENT P HIGHLANDS-WWMP		676.25	676.25
1398 - MASER CONSULTING PA 10676520	PO 26093 PLAN CONFORMANCE - INFILTRATION & I INFILTRATION & INFLOW EVALUATION		18,881.75	18,881.75
1398 - MASER CONSULTING PA 10676820	PO 26290 HIGHLANDS MASTER PLAN - HIB091 HIGHLANDS-MASTER PLAN		403.75	403.75
214 - NJ ADVANCE MEDIA 10511032	PO 25640 ADVERTISING - ACCT #1160892 / 11648 ADVERTISING		1,819.14	1,819.14
217 - NO HUNT-VOORHEES REG HS BD ED 101331	PO 25584 NOVEMBER 2019 - REGIONAL HIGH SCHO REGIONAL SCHOOL TAX LEVY PAYABLE		318,431.00	318,431.00
2493 - P3 GENERATOR SERVICES 10517091	PO 26160 B&G - GENERATOR MAINT - POLICE Buildings & Grounds - Police Bldg		147.00	147.00
287 - PERFORMANCE TIRE CO., INC. 10529028	PO 26016 DPW - OE - VEHICLE REPAIR -TIRES Dept. of Public Works-OE-Vehicle Repair		2,593.60	2,593.60
1495 - PRAXAIR DISTRIBUTION, INC 10529025	PO 25728 DPW-OE-MISC- CUSTOMER #71761637 - 1 Dept. of Public Works-OE-Equipment/Hdwr		28.28	28.28
2335 - RICK ALLEN'S AUTO REPAIR, INC. 10529028	PO 26335 DPW - OE - VEHICLE REPAIR - 2007 F4 Dept. of Public Works-OE-Vehicle Repair		392.14	392.14
2218 - RIVER NET COMPUTERS, LLC 10524031	PO 26326 POLICE - OE - EQUIPMENT REPAIR Police Department-OE-Equipment Repair		643.50	643.50
1886 - RR DONNELLEY 10512027	PO 26232 CLERK - OE - PRINTED MATERIAL - REG Municipal Clerk-OE-Printed Material		63.00	63.00
195 - SHERWIN-WILLIAMS CO. 10529034	PO 26261 DPW - OE - BUILDING SUPPLIES - PAI Dept. of Public Works-OE-Building Mats		1,414.50	1,414.50
519 - STATE OF NEW JERSEY 10517082	PO 26329 BUILDINGS & GROUNDS - SHOP E - CUST Buildings & Grounds - Shop E		915.00	915.00
856 - DCJ-ADVANCED DV COURSE TRAINING 10529024	PO 26269 DPW - OE - SEMINARS - FREDERICK ROL Dept. of Public Works-OE-Conferences/Ses		950.00	950.00
169 - STATE OF NJ-DIV PENSIONS&BENE 10522071 101408	PO 25615 INSURANCE - GROUP HEALTH - OCT 2019 Employee Group Insurance:Health RESERVE - HEALTH BENEFITS		17,276.32 10,987.12 6,289.20	17,276.32
1978 - STAVOLA	PO 25733 DPW - OE - BLACKTOP		3,036.17	

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
10529039	Dept. of Public Works-OE-Blacktop		3,036.17	3,036.17
2548 - SUSTAINABLE JERSEY	PO 26228 SUSTAINABLE JERSEY GRANT			354.45
10676320	SUSTAINABLE JERSEY GRANT		354.45	354.45
2396 - THE STANDARD INSURANCE CO	PO 25590 GROUP INSURANCE - DENTAL - POLICY #			1,555.52
10522072	Employee Group Insurance:Dental		1,555.52	1,555.52
2438 - STANDARD INSURANCE CO	PO 25594 GROUP INSURANCE - LIFE - POLICY #00			450.52
10522073	Employee Group Insurance:Life Ins		450.52	450.52
755 - TILCON NEW YORK, INC.	PO 25633 DPW - OE - BLACKTOP/STONE - CUST #8			173.06
10529039	Dept. of Public Works-OE-Blacktop		173.06	173.06
466 - TOWNSHIP OF CLINTON	PO 25932 QTRLY 2019 COURT SERVICES RENDERED			9,854.00
10649021	Municipal Court-OE-Court Services Fee		9,854.00	9,854.00
1863 - TROPICANA RESORT & CASINO	PO 25950 TAX COLLECTOR - OE - CONFERENCE - 0			265.35
10514524	Tax Collector-OE-Conferences/Seminars		265.35	265.35
199 - VAN DOREN OIL COMPANY	PO 25690 HEATING FUEL - FIREHOUSE - ACCT # 0			1,637.70
10544724	Heating Fuel-Firehouse		1,637.70	
10517081	PO 26154 BUILDINGS & GROUNDS			40.00
	Buildings & Grounds - Solitude House		40.00	1,677.70
2141 - VSP VISION CARE	PO 25602 GROUP INSURANCE - VISION - ACCOUNT			240.96
10522074	Employee Group Insurance:Vision		240.96	240.96
1606 - W.B. MASON COMPANY	PO 25738 OFFICE SUPPLIES			81.39
10517121	BUILDINGS & GROUNDS-OFFICE SUPPLIES		51.28	
10512021	Municipal Clerk-OE-Office Supplies		30.11	81.39
1606 - W.B. MASON COMPANY	PO 26317 POLICE - OE - OFFICE SUPPLIES			10.42
10524021	Police Department-OE-Office Supplies		10.42	10.42
2547 - YU, BENJAMIN	PO 26307 AGREEMENT CHARGES FOR LIBRARY			450.00
10517097	Buildings & Grounds - Library		450.00	450.00
GENERAL CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 26205 CAPITAL - McDONALD ST IMPROVEMENTS			369.50
30981202	ARCH/ENG/LEGAL-SECTION 20 COSTS		369.50	369.50
WATER UTILITY FUND				
950 - AMERICAN WEAR, INC	PO 25769 WATER - OE - UNIFORMS - 22% OF MONT			33.44
60510034	WATER - OE - UNIFORMS/CLOTHING		33.44	33.44
848 - APPLIED ANALYTICS, INC.	PO 26207 WATER - OE - REPAIRS			6,045.19

List of Bills - (All Funds)

Vendor	Description	Account	PO	Payment	Check	Total
60510051	WATER - OE - REPAIRS/CONTRACTS	6,045.19				6,045.19
2397 - UNUM	PO 25599 WATER - GROUP INSURANCE - LTD - POL			29.68		
60510040	WATER - OE - INSURANCE - GROUP	29.68				29.68
249 - CENTURYLINK	PO 25632 WATER - 2019 - TELEPHONE CUST # 908			51.19		
60510097	WATER - OE - TELEPHONE	51.19				51.19
176 - EUROFINS QC, INC	PO 25912 WATER - OE - ANALYSIS			2,295.00		
60510045	WATER - OE - WATER ANALYSIS	2,295.00				2,295.00
90 - JCP&L	PO 25671 WATER- STREET LIGHT - SEPT 2019 - A			4,805.93		
60510098	WATER - OE - ELECTRIC	4,805.93				4,805.93
1398 - MASER CONSULTING PA	PO 25790 WATER - ENGINEERING - OE			535.50		
60510042	WATER - OE - ENGINEERING/LEGAL/PROF FEES	535.50				535.50
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25615 INSURANCE - GROUP HEALTH - OCT 2019			5,110.88		
60510040	WATER - OE - INSURANCE - GROUP	5,110.88				5,110.88
2396 - THE STANDARD INSURANCE CO	PO 25591 WATER - GROUP INSURANCE - DENTAL -			365.83		
60510040	WATER - OE - INSURANCE - GROUP	365.83				365.83
2438 - STANDARD INSURANCE CO	PO 25595 WATER - GROUP INSURANCE - LIFE - PO			109.36		
60510040	WATER - OE - INSURANCE - GROUP	109.36				109.36
2141 - VSP VISION CARE	PO 25603 WATER - GROUP INSURANCE - VISION -A			62.91		
60510040	WATER - OE - INSURANCE - GROUP	62.91				62.91
WATER CAPITAL FUND						
1398 - MASER CONSULTING PA	PO 24940 WATER CAPITAL - ENGINEERING - ASSET			288.00		
615329	ASSET MANAGEMT PLAN-ORD#2018-13-\$70,000	288.00				288.00
1398 - MASER CONSULTING PA	PO 25453 WATER CAPITAL - MINE RD BRIDGE BYPA			3,163.00		
61533102	ENG/ARC/LLEGAL-SECTION 20 COSTS	3,163.00				3,163.00
SEWER UTILITY FUND						
950 - AMERICAN WEAR, INC	PO 25770 SEWER - OE - UNIFORMS - 12% OF MONT			18.24		
62510034	SEWER - OE - UNIFORMS/CLOTHING	18.24				18.24
2397 - UNUM	PO 25600 SEWER - GROUP INSURANCE - LTD - POL			24.25		
62510040	SEWER - OE - INSURANCE - GROUP	24.25				24.25
92 - GREENBAUM ROWE SMITH & DAVIS LLP	PO 25785 SEWER - OE - LEGAL			4,567.50		
62510042	SEWER - OE - ENG/LEGAL/PROF FEES	4,567.50				4,567.50

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
90 - JCP&L 62510098	PO 25683 SEWER- STREET LIGHTING - SEPT 2019 SEWER - OE - ELECTRIC		931.40	931.40 931.40
1398 - MASER CONSULTING PA 62510042	PO 25791 SEWER - ENGINEERING - OE - HIB018 / SEWER - OE - ENG/LEGAL/PROF FEES		2,126.00	2,126.00 2,126.00
169 - STATE OF NJ-DIV PENSIONS&BENE 62510040	PO 25615 INSURANCE - GROUP HEALTH - OCT 2019 SEWER - OE - INSURANCE - GROUP		3,003.38	3,003.38 3,003.38
2396 - THE STANDARD INSURANCE CO 62510040	PO 25592 SEWER - GROUP INSURANCE - DENTAL - SEWER - OE - INSURANCE - GROUP		309.07	309.07 309.07
2438 - STANDARD INSURANCE CO 62510040	PO 25596 SEWER - GROUP INSURANCE - LIFE -POL SEWER - OE - INSURANCE - GROUP		81.29	81.29 81.29
246 - TOWN OF CLINTON 62510062	PO 25935 2019 - 3RD QUARTER - SEWER TREATMEN SEWER - OE - SEWER TREATMENT CHARGE		79,601.01	79,601.01 79,601.01
2141 - VSP VISION CARE 62510040	PO 25604 SEWER - GROUP INSURANCE - VISION - SEWER - OE - INSURANCE - GROUP		49.85	49.85 49.85
SOLID WASTE UTILITY FUND				
2397 - UNUM 64510040	PO 25601 SOLID WASTE - GROUP INSURANCE - LTD SOLID WASTE-OE-GROUP INSURANCE		11.72	11.72 11.72
169 - STATE OF NJ-DIV PENSIONS&BENE 64510040	PO 25615 INSURANCE - GROUP HEALTH - OCT 2019 SOLID WASTE-OE-GROUP INSURANCE		2,187.07	2,187.07 2,187.07
2396 - THE STANDARD INSURANCE CO 64510040	PO 25593 SOLID WASTE - GROUP INSURANCE - DEN SOLID WASTE-OE-GROUP INSURANCE		161.82	161.82 161.82
2438 - STANDARD INSURANCE CO 64510040	PO 25597 SOLID WASTE - GROUP INSURANCE - LI SOLID WASTE-OE-GROUP INSURANCE		43.06	43.06 43.06
2141 - VSP VISION CARE 64510040	PO 25605 SOLID WASTE - GROUP INSURANCE - VIS SOLID WASTE-OE-GROUP INSURANCE		26.11	26.11 26.11
DEVELOPER ESCROW TRUST FUND				
1398 - MASER CONSULTING PA 7118583	PO 26308 ESCROW - ELIZABETHTOWN GAS - HIB086 E'TOWN-52 THOMA-#2019-011		175.00	175.00 175.00
SPECIAL EVENTS				
2552 - CAITLIN VITALO 781009	PO 26334 PAINT OUT 2019 - JUDGE PAINT OUT		100.00	100.00 100.00
2554 - GINA SAMPAIO	PO 26339 PAINT OUT 2019 - JUDGE		100.00	100.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
781009	PAINT OUT		100.00	100.00
2551 - JOAN GAVORNIK	PO 26333 PAINT OUT 2019 - JUDGE			100.00
781009	PAINT OUT		100.00	100.00
2553 - LANDON PEERS	PO 26338 PAINT OUT 2019 - MUSIC FOR SHOW			200.00
781009	PAINT OUT		200.00	200.00
2178 - NATALIE FERRY	PO 26337 PAINT OUT 2019 - PRIZES			850.00
781009	PAINT OUT		850.00	850.00

TOTAL

2,121,451.62

Total to be paid from Fund 10 CURRENT FUND	2,003,519.44
Total to be paid from Fund 30 GENERAL CAPITAL FUND	369.50
Total to be paid from Fund 60 WATER UTILITY FUND	19,444.91
Total to be paid from Fund 61 WATER CAPITAL FUND	3,451.00
Total to be paid from Fund 62 SEWER UTILITY FUND	90,711.99
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND	2,429.78
Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND	175.00
Total to be paid from Fund 78 SPECIAL EVENTS	1,350.00

	2,121,451.62

Checks Previously Disbursed

17979	CAESARS ATLANTIC CITY	PO# 26127 ADMIN - OE - CONFERENCE - MICHAEL	314.00	10/22/2019

			314.00	

Totals by fund	Previous Checks/Voids	Current Payments	Total

Fund 10 CURRENT FUND	314.00	2,003,519.44	2,003,833.44
Fund 30 GENERAL CAPITAL FUND		369.50	369.50
Fund 60 WATER UTILITY FUND		19,444.91	19,444.91
Fund 61 WATER CAPITAL FUND		3,451.00	3,451.00
Fund 62 SEWER UTILITY FUND		90,711.99	90,711.99
Fund 64 SOLID WASTE UTILITY FUND		2,429.78	2,429.78
Fund 71 DEVELOPER ESCROW TRUST FUND		175.00	175.00
Fund 78 SPECIAL EVENTS		1,350.00	1,350.00

BILLS LIST TOTALS	314.00	2,121,451.62	2,121,765.62
			=====

Memo

To: Mayor Lee

From: Bonnie Ann Fleming, CFO/CTC *BAF*

CC: Borough Council

CC: Borough Administrator

Date: 10//1719

Re: Monthly Report-September

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

Including:

- Tax Collector's Monthly Receipts
- Capital Project Balances
- YTD Interest
- YTD Revenues
- Monthly Receipts and Disbursements
- YTD Budget Balances
- QTD Construction/Zoning Revenues and Expenses

The Audit Report for 2018 was dispersed to the Mayor and Council for review. No recommendations were noted.

A phone conference was held with BCGC Management to review YTD revenues and expenditures, budget forecasts, and capital projects to be completed. A follow-up meeting was scheduled for October 10.

The first application for reimbursement of expenses paid for the Asset Management Plan totaling \$77,588 was submitted to the NJIB and received.

Expenses for the Library were calculated in order to fairly compensate the new owner of 71 Main Street.

The generator maintenance vendor was contacted to determine the status of the Rescue Squad Building. A transformer switch was not properly starting when the electric was restored following an outage. The switch will be monitored for future episodes to determine if replacement is necessary.

I contacted Green Acres to find out the status of award for 2020. No State Aid appropriations had been made yet.

Annual inspection of the fire alarm system was scheduled for Borough Hall and the Police Building.

A Professional Service Contract award resolution for the Well Water Compliance firm was prepared and contract documents collected.

An amendment to the Capital budget was prepared to accommodate an Ordinance appropriating funding for light poles in the Commons. Bids were sought for the electrical installation.

A Professional Service Contract amendment was prepared for Maser Consulting for the Well 8 Generator project.

An emergency appropriation was prepared for the Sewer Plant Equipment Repairs and, also for the award of contract for McDonald Street road improvements.

A meeting was held with the Borough Engineers, Administrator, and DPW Director to review on-going projects and timelines for completion. JTG was contacted to discuss payment of damages on the Hillcrest Road Project that were repaired by DPW. An invoice had been submitted to JTG in August.

A meeting was held with Spatial Data Logic to discuss their program for the Construction permitting. Other aspects of their program were also reviewed to compare with a proposal from GovPilot for form creation and various other Borough Hall functions.

A list of HB Veterans was prepared for B. Gooley upon request for the American Legion.

Four file boxes of financial reports were sorted through for separation into destruction or scanning.

The Claims adjuster was contacted to determine the status of our recent claims for the Water Tower and Sewer Pump House.

Data was collected for submission to the Regional School district including Top 10 Taxpayers, % of collections, Annual Debt Statement and the composition of the annual tax rate, upon request. The 10 ten employers listing was no longer available through the Department of Labor.

Computer vulnerability was discussed with the Borough Administrator and a review of the Cyber Security Study was begun.

Budget requests were dispersed to Department heads with a due date of November 1.

The tax sale list was published in the Hunterdon County Democrat for four weeks preceding the sale and posted in five public places per State Statute.

A demo for a new payroll processing company was held on September 13.

The Block and Lot of Well 8 was obtained from Clinton Township in order to file an application for a waiver for the concrete pad installation with the Board of Adjustment.

A Veteran's tax exemption was calculated following approval of the application by the Tax Assessor. A resolution was prepared for Council approval of the tax cancellation and refund.

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:

September 30, 2019

	QTR	CURRENT	YTD	YRLY
CURRENT 2019	97.43%	\$ 60,241.64	\$ 9,839,989.96	73.60%
TAXES YEAR 2018		\$ 40,012.23	\$ 168,189.53	
TAXES YEAR 2020		\$ 1,136.95	\$ 11,075.70	
MISC REV		\$ (349.70)	\$ -	
TAX SALE COST		\$ -	\$ -	
LIENS		\$ -	\$ 117,176.66	
PILOT		\$ -	\$ 41,374.92	
INTEREST/PENALTY		\$ 5,470.32	\$ 30,018.35	
PREMIUM		\$ -	\$ -	
DUE UTILITY COLLECTOR		\$ -	\$ 812.72	
REDEMPTIONS - MUNI LIENS		\$ -	\$ -	
TOTAL		\$ 106,511.44	\$ 10,208,637.84	


 Bonnie Ann Fleming
 Tax Collector

10/21/19
 Date

2013 - 2019 CAPITAL PROJECT BALANCES

ORD	PROJECT	TOTAL APPROPRIATED	CASH ON HAND-CIF	TOTAL COST	BORROWED	CANCELLED	GRANTS	BALANCE
#38-2019	McDonald Street Improvements	\$ 365,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 345,000.00	\$ 365,000.00
#26-2019	Water Meters & Equipment	\$ 50,000.00	\$ 50,000.00					\$ 50,000.00
#17-2019	Water System Improvements	\$ 1,000,000.00	\$ -	\$ 6,000.00	\$ 1,000,000.00	\$ -	\$ -	\$ 994,000.00
#16-2019	Chemical Sprayer	\$ 20,000.00	\$ 20,000.00	\$ 17,000.00	\$ -	\$ -	\$ -	\$ 3,000.00
#15-2019	Leaf Vacuum	\$ 65,000.00	\$ 65,000.00	\$ 56,500.00	\$ -	\$ -	\$ -	\$ 8,500.00
#14-2019	LiveScan Equipment	\$ 26,000.00	\$ 26,000.00	\$ 23,953.00	\$ -	\$ -	\$ -	\$ 2,047.00
#13-2019	Utility Body-F450	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ -	\$ -	\$ -	\$ -
#11-2019	McDonald St-Water Main	\$ 121,000.00	\$ 121,000.00	\$ 120,540.00	\$ -	\$ -	\$ -	\$ 460.00
#10-2019	Sewer Pump	\$ 20,000.00	\$ 20,000.00	\$ 15,700.00	\$ -	\$ -	\$ -	\$ 4,300.00
#9-2019	Washington Ave-Phase II	\$ 360,000.00	\$ 112,500.00	\$ 359,326.88	\$ -	\$ -	\$ 247,500.00	\$ 673.12
#38-2018	Sewer Pump Station Improvements	\$ 25,000.00	\$ 25,000.00	\$ 22,770.00	\$ -	\$ -	\$ -	\$ 2,230.00
#35-2018	Surveillance Equipment	\$ 60,000.00	\$ 60,000.00	\$ 48,879.63	\$ -	\$ -	\$ -	\$ 11,120.37
#32-2018	Golf Course Improvements	\$ 35,000.00	\$ 35,000.00	\$ 6,790.00	\$ -	\$ 20,000.00	\$ -	\$ 8,210.00
#29/#33-2018	Mine Rd-Bypass	\$ 35,000.00	\$ 35,000.00	\$ 34,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
#13-2018	Asset Management Plan	\$ 100,000.00	\$ -	\$ 77,588.00	\$ 100,000.00	\$ -	\$ -	\$ 22,412.00
#06-2018	Washington Ave -Phase I	\$ 421,000.00	\$ -	\$ 381,863.62	\$ 175,000.00	\$ -	\$ 180,000.00	\$ 39,136.38
#07-2017	Mill Street Improvements	\$ 445,000.00	\$ 35,000.00	\$ 444,356.00	\$ 235,000.00	\$ -	\$ 175,000.00	\$ 644.00
#08-2013	Infiltration Study	\$ 60,000.00	\$ 60,000.00	\$ 6,577.15	\$ -	\$ -	\$ -	\$ 53,422.85
#16-2013/#4-2014	Streetscape Phase 2	\$ 465,000.00	\$ 250,000.00	\$ 64,843.45	\$ -	\$ -	\$ 215,000.00	\$ 400,156.55

HIGH BRIDGE INTEREST EARNED 2019

	CURRENT 417	GREEN ACRES 441	DOG 433	WATER		SEWER		SOLID		SW CAP	SUI	HISTORIC		REHAB		REC		DEV ESC	SPECIAL EVENTS	TOTAL
				WATER CAP	WATER 567+utility	SEWER CAP	SEWER 492+util	WASTE CAP	WASTE 516+utility			PRESV/TN	ESC	TRUST	ESC					
JANUARY	4,677.54	13.33	10.75	246.07	106.28	129.50	455.92	156.56	6.67	118.12	3.91	58.25	8.42	0.28	8.52	6,000.12				
FEBRUARY	5,556.37	13.98	11.16	234.57	108.82	132.71	409.20	137.20	6.99	124.02	4.34	61.10	8.83	0.30	8.54	6,818.13				
MARCH	5,731.28	15.49	12.27	321.40	119.73	145.28	598.04	229.14	7.74	137.92	4.82	67.72	9.79	0.33	10.48	7,411.43				
APRIL	5,879.65	15.01	11.19	299.69	108.71	139.67	652.80	201.98	7.49	134.23	4.70	65.62	7.49	0.32	17.13	7,545.68				
MAY	6,533.63	15.53	11.94	309.62	105.74	143.51	610.42	165.01	7.74	139.39	5.02	67.89	5.99	0.33	24.13	8,145.89				
JUNE	5,880.02	15.05	11.64	380.67	101.56	134.63	600.79	242.29	7.49	135.31	4.95	65.78	9.42	0.32	22.77	7,612.69				
JULY	5,902.59	15.57	12.23	360.45	101.71	699.86	134.10	181.90	7.74	140.16	5.16	68.05	18.96	0.33	19.05	7,667.86				
AUGUST	6,021.89	14.24	11.35	277.06	157.36	122.53	652.28	170.77	7.08	128.44	4.74	62.26	4.62	0.30	14.90	7,649.82				
SEPTEMBER	5,306.71	13.80	11.05	234.12	244.47	118.58	554.82	203.89	6.94	124.55	4.63	60.32	5.27	0.29	12.57	6,901.91				
OCTOBER	-															-				
NOVEMBER	-															-				
DECEMBER	-															-				
TOTAL	51,489.68	132.00	103.58	2,663.65	1,154.38	5,234.13	1,200.51	1,688.74	65.78	1,182.14	42.27	576.99	78.79	2.80	138.09	65,753.53				

YEAR TO DATE REVENUE AS OF: SEPTEMBER 2019

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 12,877,549.26	\$ (9,839,989.96)	\$ 3,037,559.30	23.59%
Delinquent Taxes	\$ 174,000.00	\$ (168,189.53)	\$ 5,810.47	3.34%
PILOT	\$ -	\$ (41,374.92)	\$ (41,374.92)	#DIV/0!
Local Revenues:				
Alcoholic Bev	\$ 5,400.00	\$ (5,400.00)	\$ -	0.00%
Other (Amuse/Food/Handlers/Raffle/Vendor)	\$ 580.00	\$ (200.00)	\$ 380.00	65.52%
Municipal Court	\$ 20,000.00	\$ (21,587.41)	\$ (1,587.41)	-7.94%
Interest and Costs on Taxes	\$ 35,000.00	\$ (30,018.35)	\$ 4,981.65	14.23%
Interest	\$ 13,223.00	\$ (51,489.68)	\$ (38,266.68)	-289.39%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 950,000.00	\$ (673,991.26)	\$ 276,008.74	29.05%
Misc Rev - Unanticipated	\$ -	\$ (290,237.83)	\$ (290,237.83)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	\$ 25,690.00	\$ (19,267.50)	\$ 6,422.50	25.00%
Energy Receipts Tax	\$ 266,219.00	\$ (201,504.50)	\$ 64,714.50	24.31%
Garden State Trust	\$ 12,931.00	\$ -	\$ 12,931.00	100.00%
Fees & Permits:				
Uniform Construction Fees	\$ 40,000.00	\$ (46,166.00)	\$ (6,166.00)	-15.42%
Public/Private Revenue Anticipated:				
Misc Revenues: Other				
Recreation Fees	\$ -	\$ (12,750.00)	\$ (12,750.00)	#DIV/0!
Cable TV	\$ 11,177.00	\$ (11,177.64)	\$ (0.64)	-0.01%
Hunt Cty Open Space	\$ 10,920.00	\$ -	\$ 10,920.00	100.00%
Green Acres Grant	\$ 97,952.00	\$ (97,952.00)	\$ -	0.00%
Body Armor Fund	\$ 1,136.99	\$ (1,136.99)	\$ -	0.00%
CH 159 Drunk Driving Enfrmt Fund	\$ 3,000.00	\$ (3,000.00)	\$ -	0.00%
Clean Community Grant	\$ 9,731.13	\$ (9,731.13)	\$ -	0.00%
Distracted Driving Grant	\$ 1,870.00	\$ (1,870.00)	\$ -	0.00%
DWI Grant - somerset County	\$ 360.00	\$ (360.00)	\$ -	0.00%
Sustainable Jersey Grant -	\$ 1,256.60	\$ (1,256.60)	\$ -	0.00%
Recycling Tonnage	\$ 1,759.61	\$ (1,759.61)	\$ -	0.00%
Open Space & Rec Plan	\$ 25,000.00	\$ -	\$ 25,000.00	100.00%
Infiltration & Inflow Evaluation	\$ 42,500.00		\$ 42,500.00	100.00%
Highlands - WWMP	\$ 9,785.00		\$ 9,785.00	100.00%
Highlands - Master Plan	\$ 11,815.00		\$ 11,815.00	100.00%
Surplus:	\$ 800,000.00	\$ (800,000.00)	\$ -	0.00%
Total Revenue Anticipated&MRNA	\$ 2,571,306.33	\$ (2,490,420.95)	\$ 80,885.38	3.15%
Amnt to be Raised - Municipal	\$ 3,453,104.10	\$ (106,989.96)	\$ 3,346,114.14	96.90%
Local/Reg/Cty/Lib/Open Taxes	\$ 9,733,000.00	\$ (9,733,000.00)	\$ -	0.00%
Total Tax Levy	\$ 13,186,104.10	\$ -	\$ -	

YEAR TO DATE REVENUE AS OF: SEPTEMBER 2019

DETAIL:

Misc Revenue : other

Parking Permits	\$	1,650.00
Certified Tax List	\$	60.00
Newsletter Ads	\$	824.00
CCO Permits	\$	6,700.00
Zoning	\$	1,715.00
Copies	\$	-
Driveway /Opening Permits	\$	200.00
Tree Removal Permits	\$	90.00
Planning Bd Applications	\$	200.00
Road Opening Permits	\$	2,173.50
Vender Permit - Franchise	\$	-
Towing Application	\$	300.00
Landlord Registration	\$	12,550.00
Vacant Property Registration	\$	24,500.00
Exemption Fee	\$	-
Misc F&P-Hunting Lease/Permit	\$	-
Misc-Police/Clerk/CFO/Tax Coll	\$	239,040.33
FEMA	\$	-
Misc-Workmans Comp Claim	\$	-
Insurance - Claim	\$	-
Misc-Board of Ed	\$	-
Recycling Day	\$	-
RMC Courses	\$	-
Tax/Lien Refunds	\$	-
Vital Statistics	\$	235.00
Total	\$	290,237.83

RECEIPTS AND DISBURSEMENTS SEPTEMBER 2019

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,663.53	13.80	0.00	12,677.33
Premium	22,100.00	24.08	24.08	22,100.00
Dog	10,166.49	46.05	1,332.68	8,879.86
Capital	846,779.51	386,816.74	382,335.61	851,260.64
Water Utility	91,358.93	109,389.08	34,378.30	166,369.71
Water Capital	236,848.83	77,832.47	38,291.85	276,389.45
Sewer Utility	350,427.74	192,712.42	26,004.78	517,135.38
Sewer Capital	108,826.99	118.58	118.58	108,826.99
Solid Waste Utility	53,388.85	62,573.98	33,181.47	82,781.36
Solid Waste Cap	6,280.78	6.84	6.84	6,280.78
Sui	114,304.17	217.00	0.00	114,521.17
Historic Preservation	4,233.91	33.63	0.00	4,267.54
Rehab Escrow	55,357.93	60.32	0.00	55,418.25
Recreation Trust	4,940.61	5.27	170.00	4,775.88
Special Events	12,175.39	62.57	2,100.50	10,137.46
Dev Escrow	77,864.03	6.61	665.00	77,205.64
Current	2,960,099.65	257,991.57	783,338.90	2,434,752.32
TOTAL FUNDS	\$ 4,967,817.34	\$ 1,087,911.01	\$ 1,301,948.59	\$ 4,753,779.76
GOLF				
	P&L Receipts	P&L Exp	Difference	
Jan	\$ 18,203.00	\$ 51,552.00	\$ (33,349.00)	
Feb	\$ 9,367.00	\$ 48,115.00	\$ (38,748.00)	
Mar	\$ 46,283.00	\$ 59,457.00	\$ (13,174.00)	
Apr	\$ 94,390.00	\$ 91,853.00	\$ 2,537.00	
May	\$ 112,050.00	\$ 109,893.00	\$ 2,157.00	
Jun	\$ 140,436.00	\$ 114,895.00	\$ 25,541.00	
Jul	\$ 123,348.00	\$ 104,386.00	\$ 18,962.00	
Aug	\$ 129,914.00	\$ 95,538.00	\$ 34,376.00	
Sep	\$ 119,481.00	\$ 85,472.00	\$ 34,009.00	
Oct			\$ -	
Nov			\$ -	
Dec			\$ -	
TOTAL	\$ 793,472.00	\$ 761,161.00	\$ 32,311.00	

High Bridge Hills - HBH
For the Month Ending September 30th, 2019

				September				YTD					
		Budget		Last Year		Variance		Budget		Last Year		Variance	
Actual	Budget	Variance	Last Year	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Last Year	Variance	
705	350	355	425	280	4,791	2,325	2,466	2,771	2,466	2,771	2,020	2,020	
542	450	92	553	(11)	1,688	2,250	(562)	2,023	(562)	2,023	(535)	(535)	
3,255	3,200	55	2,845	410	22,813	20,200	2,613	20,274	20,274	20,274	2,539	2,539	
4,502	4,000	502	3,823	679	29,292	24,775	4,517	25,068	24,775	25,068	4,224	4,224	
Revenue													
94,255	84,451	9,805	84,265	9,990	566,131	538,011	28,120	525,678	538,011	28,120	40,453	40,453	
16,453	15,099	1,354	15,429	1,024	106,267	102,460	3,807	102,054	102,460	3,807	4,212	4,212	
2,922	2,999	(47)	3,141	(219)	34,083	29,084	4,999	41,681	29,084	4,999	(7,599)	(7,599)	
0	0	0	0	0	0	0	0	4,387	0	0	(4,387)	(4,387)	
260	100	160	180	80	3,284	2,935	349	3,294	2,935	349	(10)	(10)	
700	2,000	(1,300)	200	500	56,828	27,000	29,828	28,100	27,000	29,828	28,728	28,728	
4,890	3,996	894	4,332	558	26,881	23,345	3,536	22,873	23,345	3,536	4,008	4,008	
119,481	108,615	10,866	107,547	11,934	793,472	722,835	70,637	728,068	722,835	70,637	65,404	65,404	
119,481 108,615 10,866 107,547 11,934 GROSS INCOME 793,472 722,835 70,637 728,068 65,404													
LABOR													
12,572	12,247	(325)	13,449	877	112,152	105,373	(6,779)	109,953	105,373	(6,779)	(2,199)	(2,199)	
6,758	6,800	42	6,593	(165)	64,286	61,200	(3,086)	56,545	61,200	(3,086)	(7,740)	(7,740)	
19,279	20,600	1,321	19,942	663	177,096	162,091	(15,005)	172,883	162,091	(15,005)	(4,213)	(4,213)	
38,610	39,647	1,037	39,984	1,375	353,533	328,664	(24,869)	339,380	328,664	(24,869)	(14,153)	(14,153)	
3,815	4,385	571	4,480	666	40,636	42,401	1,765	42,438	42,401	1,765	1,802	1,802	
1,173	1,461	287	1,321	147	10,198	12,713	2,515	12,619	12,713	2,515	2,421	2,421	
1,384	1,355	(29)	1,157	(227)	12,460	12,265	(195)	10,413	12,265	(195)	(2,047)	(2,047)	
6,372	7,201	829	6,958	585	63,294	67,379	4,085	65,470	67,379	4,085	2,176	2,176	
44,982	46,848	1,866	46,942	1,960	416,827	396,043	(20,785)	404,851	396,043	(20,785)	(11,977)	(11,977)	
Other Operational Expenses													
817	350	(467)	2,435	1,618	23,797	13,285	(10,512)	18,288	13,285	(10,512)	(5,099)	(5,099)	
12,155	13,926	1,771	13,253	1,088	115,315	123,242	7,927	136,050	123,242	7,927	20,735	20,735	
15,654	14,165	(1,489)	9,511	(6,143)	125,422	120,564	(4,858)	112,288	120,564	(4,858)	(13,134)	(13,134)	
475	850	375	681	206	9,500	12,015	2,515	10,565	12,015	2,515	1,065	1,065	
8,070	8,071	1	8,070	0	40,437	40,355	(82)	40,349	40,355	(82)	0	0	
0	900	900	0	0	0	5,400	5,400	0	5,400	5,400	0	0	
3,318	2,750	(568)	2,422	(896)	29,864	24,750	(5,114)	21,797	24,750	(5,114)	(8,066)	(8,066)	
40,490	41,011	522	36,372	(4,118)	344,334	339,611	(4,724)	339,337	339,611	(4,724)	(4,997)	(4,997)	
85,472	87,859	2,388	83,314	(2,157)	761,162	735,654	(25,508)	744,188	735,654	(25,508)	(16,974)	(16,974)	
34,009	20,755	13,254	24,233	9,776	32,311	(12,818)	45,129	(16,120)	(12,818)	45,129	48,430	48,430	
34,009	20,755	13,254	24,233	9,776	32,311	(12,818)	45,129	(16,120)	(12,818)	45,129	48,430	48,430	
34,009	20,755	13,254	24,233	9,776	32,311	(12,818)	45,129	(16,120)	(12,818)	45,129	48,430	48,430	
34,009	20,755	13,254	24,233	9,776	32,311	(12,818)	45,129	(16,120)	(12,818)	45,129	48,430	48,430	

Construction / Zoning
As of Sept 30, 2019

2019	BUILD	ELECT	PLUMB	FIRE	MISC	TOTAL	SALARY	O/E	TOTAL	# OF PERMITS
1ST QTR	\$ 9,144.00	\$ 4,410.00	\$ 5,172.00	\$ 999.00		\$ 19,725.00	\$10,306.44		\$ 9,418.56	1-60
2ND QTR	\$ 4,045.00	\$ 3,060.00	\$ 3,576.00	\$ 1,455.00		\$ 12,136.00	\$11,087.67		\$ 1,048.33	61-109
3RD QTR	\$ 5,955.00	\$ 3,567.00	\$ 3,790.00	\$ 985.00		\$ 14,297.00	\$10,332.70		\$ 3,964.30	110-185
4TH QTR						\$ -			\$ -	
TOTALS	\$19,144.00	\$11,037.00	\$12,538.00	\$ 3,439.00	\$ -	\$ 46,158.00	\$31,726.81	\$ -	\$14,431.19	

2019	CCO	# OF CCO	ZONING	DRIVEWAY	TREE	TOTAL	SALARY	O/E	TOTAL
1ST QTR	\$ 1,715.00	22	\$ 315.00	\$ -	\$ 30.00	\$ 2,082.00	\$ 2,653.12		\$ (571.12)
2ND QTR	\$ 2,790.00	31	\$ 620.00	\$ 150.00	\$ 30.00	\$ 3,621.00	\$ 2,652.96		\$ 968.04
3RD QTR	\$ 2,195.00	28	\$ 780.00	\$ 50.00	\$ 30.00	\$ 3,083.00	\$ 2,652.96		\$ 430.04
4TH QTR						\$ -			\$ -
TOTALS	\$ 6,700.00	81	\$ 1,715.00	\$ 200.00	\$ 90.00	\$ 8,786.00	\$ 7,959.04	\$ -	\$ 826.96

2018	BUILD	ELECT	PLUMB	FIRE	MISC	TOTAL	SALARY	O/E	TOTAL	# OF PERMITS
1ST QTR	\$ 3,164.00	\$ 1,680.00	\$ 2,175.00	\$ 990.00		\$ 8,009.00	\$ 8,386.26		\$ (377.26)	1-47
2ND QTR	\$ 1,706.00	\$ 3,045.00	\$ 3,454.00	\$ 1,921.00		\$ 10,126.00	\$ 9,833.38	\$ 108.00	\$ 184.62	48-111
3RD QTR	\$ 4,515.00	\$ 3,145.00	\$ 3,751.00	\$ 1,665.00		\$ 13,076.00	\$ 8,538.54	\$ 455.00	\$ 4,082.46	112-167
4TH QTR	\$ 2,873.00	\$ 3,115.00	\$ 6,050.00	\$ 2,440.00		\$ 14,478.00	\$ 9,159.54		\$ 5,318.46	168-239
TOTALS	\$12,258.00	\$10,985.00	\$15,430.00	\$ 7,016.00	\$ -	\$ 45,689.00	\$35,917.72	\$ 563.00	\$ 9,208.28	

2018	CCO	# OF CCO	ZONING	DRIVEWAY	TREE	TOTAL	SALARY	O/E	TOTAL
1ST QTR	\$ 1,760.00	24	\$ 195.00	\$ -	\$ 30.00	\$ 2,009.00	\$ 2,550.00		\$ (541.00)
2ND QTR	\$ 2,800.00	35	\$ 310.00	\$ -	\$ 30.00	\$ 3,175.00	\$ 2,567.00		\$ 608.00
3RD QTR	\$ 2,160.00	23	\$ 560.00	\$ -	\$ 60.00	\$ 2,803.00	\$ 2,601.00		\$ 202.00
4TH QTR	\$ 1,040.00	12	\$ 220.00	\$ -	\$ -	\$ 1,272.00	\$ 2,601.00		\$ (1,329.00)
TOTALS	\$ 7,760.00	94	\$ 1,285.00	\$ -	\$ 120.00	\$ 9,259.00	\$10,319.00	\$ -	\$ (1,060.00)