

# DRAFT

## BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: November 14, 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	present	Councilman Strange	present		
Councilwoman Hughes	present	Councilman Zappa	absent		

Also present were Attorney Barry Goodman, Administrator Michael Pappas, Chief of Police Brett Bartman, Department of Public Works Director Rick Roll, Clerk Adam Young and six members of the public and press

### READING AND APPROVAL OF MINUTES

Motion to dispense with the reading of the regular October 24, 2019 minutes: Hughes / Columbus

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

Motion passes: 3 yes, 2 abstain, 1 absent

Motion to approve October 24, 2019 regular minutes: Hughes / Columbus

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

Motion passes: 3 yes, 2 abstain, 1 absent

### PUBLIC COMMENTS: 5 MINUTES PER PERSON: NONE

### PUBLIC HEARINGS

#### **A. Ordinance 2019-038: Amend land use Ordinance for non-conforming lots**

Motion to open the public hearing for Ordinance 2019-038: Strange / Columbus

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

Motion passes: 5 yes, 1 absent

Administrator Pappas spoke about the intent of the Ordinance.

Motion to close the public hearing for Ordinance 2019-038: Strange / Columbus

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

Motion passes: 5 yes, 1 absent

Motion to adopt Ordinance 2019-038: Hughes / Columbus

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

Motion passes: 5 yes, 1 absent

#### **B. Ordinance 2019-039: Golf cart path improvements, purchase of vehicle equipment lift, and purchase of tractor mower**

Motion to re-open the public hearing for Ordinance 2019-039: Columbus / Moore

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

Motion passes: 5 yes, 1 absent

Mayor Lee spoke about the need to introduce a slightly altered Ordinance later in the meeting.

Motion to close the public hearing for Ordinance 2019-039: Moore / Columbus

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, absent ;  
Motion passes: 5 yes, 1 absent  
Motion to adopt Ordinance 2019-039: Moore / Ferry  
Roll call vote: Columbus, no ; Ferry, no ; Hughes, no ; Moore, no ; Strange, no ; Zappa, absent ;  
Motion does not pass: 5 no, 1 absent

## DISCUSSION ITEMS

- A.** Golf fees - Councilman Columbus spoke about resident rates staying the same and other membership prices going up by about two percent, and having a Resolution for rates for the 2020 reorganizational meeting.
- B.** Main St. parking - Mayor Lee spoke about the map created by Councilman Strange which adds spots to Main Street, the intent to mark the listed areas on the street, and the addition of spots behind 71 Main Street with an amendment to the current lease. Councilman Strange spoke about Chief Bartman measuring for safe spaces to be added to Main Street which will make parking clearer for drivers.
- C.** Emergency Squad merger with Town of Clinton - Mayor Lee spoke about merging the EMS department with the Town of Clinton, the specific handling of the LOSAP for Emergency Services, that the handling of vesting will need to be discussed, how to pay into the LOSAP program in the future which may involve making a payment to the Town of Clinton which can be dispersed to those in the program, about speaking to the State about how this process moves forward, and about discussions with the use of the building. Attorney Goodman spoke about Council being able, by a two-thirds vote, to modify the plan, for the handling of members in an Ordinance.  
Chief of Emergency Services John Silliman asked about getting a contract for the changes. Councilman Strange spoke about doing the process in the future to work out details, including the use of grounds of the current Emergency Services building, and Attorney Goodman spoke about having an Ordinance which would cover the changes in the proposed plan which need at least two meetings to pass. Melanie Sloyer asked about the benefits of the High Bridge LOSAP plan versus the Town of Clinton LOSAP plan. Mayor Lee spoke about the tiered system in the Town of Clinton which may be slightly more beneficial to the EMS personnel.

## INTRODUCTION OF ORDINANCES

- A.** Ordinance 2019-041: Amend Borough Code, Chapter 407, Chapter 303, and 149 regarding water meters  
Motion to introduce Ordinance 2019-041: Columbus / Strange  
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, absent ;  
Motion passes: 5 yes, 1 absent  
Mayor Lee states that the Ordinance 2019-041 shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of December 12, 2019.
- B.** Ordinance 2019-042: Golf cart path improvements, equipment, and sprinkler system  
Motion to introduce Ordinance 2019-042: Columbus / Strange  
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, absent ;  
Motion passes: 5 yes, 1 absent  
Mayor Lee states that the Ordinance 2019-042 shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of December 12, 2019.
- C.** Ordinance 2019-043: Amend StreetScape Phase 2  
Motion to introduce Ordinance 2019-043: Hughes / Strange  
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, absent ;  
Motion passes: 5 yes, 1 absent  
Mayor Lee states that the Ordinance 2019-043 shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of December 12, 2019.
- D.** Ordinance 2019-044: Approving Financial Agreement - 20 Main  
Motion to introduce Ordinance 2019-044: Strange / Moore  
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, absent ;  
Motion passes: 5 yes, 1 absent

Mayor Lee states that the **Ordinance 2019-044** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of December 12, 2019.

**E. Ordinance 2019-045:** Mine Rd. bridge additional funding

Motion to introduce **Ordinance 2019-045:** Moore / Strange

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

Motion passes: 5 yes, 1 absent

Mayor Lee states that the **Ordinance 2019-045** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of December 12, 2019.

**CONSENT AGENDA**

RESOLUTION #	TITLE
Resolution – 302 – 2019	Amend Ordinance Chapter 184-10: Parking prohibited at all times, establishing Chapter 184-24.2, schedule 3b permissible parking distances
Resolution – 303 – 2019	Calling for Study Commission to review the Open Public Records Act
Resolution – 304 – 2019	Authorization to advertise for part-time DPW laborer
Resolution – 305 – 2019	Award of contract - StreetScape
Resolution – 306 – 2019	Year-end transfers
Resolution – 307 – 2019	Golf fees
Resolution – 308 – 2019	Amend professional contract - Maser
Resolution – 309 – 2019	Authorizing emergency appropriation - Mine Rd. bridge
Resolution – 310 – 2019	Approving application of Riverview Village, LLC. for five-year tax exemption
Resolution – 311 – 2019	Lien redemption
Resolution – 312 – 2019	Award of contract - pole lighting
Resolution – 313 – 2019	Award of contract - cameras
Resolution – 314 – 2019	Authorizing amendment to lease - 71 Main Street
Resolution – 315 – 2019	Amend Capital Budget - Mine Rd. bridge
Resolution – 316 – 2019	Award of contract - Penn Bower - Mine Rd. bridge

Motion to approve the consent agenda items: Moore / Strange

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

Motion passes: 5 yes, 1 absent

**COUNCIL COMMITTEE ASSIGNMENTS**

Councilman Zappa - Engineering, Department of Public Works

No report at this time.

Councilwoman Hughes - Environmental, Solid Waste / Recycling, Public Health & Open Space

Spoke about the spotted lantern fly talk at the Emergency Squad, County hazardous waste recycling on Nov 23, High Bridge is able to join a recycling event in future dates, the rabies clinic was held on November 9, Bronze level achieved for the year of 2019, and the Green Team is part of a hub for partnering with other Green Teams.

Councilwoman Moore - Special Events / Finance

Spoke about meeting next week to catch up and advertising in the future and the tree lighting and planters coming soon. Councilman Strange spoke about the PaintOut event going well and the need to push for more patrons to purchase the artwork.

Councilman Strange - Emergency Services / Recreation

Spoke about the Fire Department report with statistics read, repairs for the Fire House, vehicle repairs for the Police Department, review of cameras for the Commons, Live Scan quote and installation, grounds repairs and improvements, the weapon transition being nearly completed, the Police Chief's work on Main Street was recognized, the submission of a grant for ballistic vest reimbursement, an award received for a grant, and the 2020 budget being submitted to Finance. Spoke about moving forward with the EMS merger, participating in the North Hunterdon Fire Alliance, and brainstorming about volunteer coverage for towns in the future. Spoke about the

roof of the gazebo being done on the recreation fields, discussion with the Dept. of Works about fixing the basketball court, the trails being redone and the progress made, meeting with the Environmental Commission about the trails, and raising funds at High Rail with a Trail Ale which benefits the building of the trails.

#### Councilwoman Ferry - Historical / Education

For the Historical Committee, spoke about Nancy Hunt giving a talk at the school, open houses at Solitude House, Committee Members are working on items for sale at the Solitude House, volunteers are needed for the open house coming up, fund raising being done with a bake sale, and that the new lit sign in front of the school which stays on until 9 p.m.

#### Councilman Columbus - Golf / Economic Development Committee

Spoke about golf updates, rounds being down, and read the stats of the golf course, green airification which hindered revenue but is part of long-term maintenance, heavy rain at the end of the month which affected revenues, a strong start to November, and a focus on locking in sales. Spoke about working on the County EDC grant, SBA seminar early in 2020, two seats are available on the Committee if anyone is interested, small business day and to please support small, local shops.

#### Administrator Michael Pappas - Administrator

Spoke about interested parties contacting Borough Hall about properties on Main and West Main Street. Attend conference on transit villages, spoke about the success stories with this program, and how to move forward at this time. Also spoke about the County nearing the completion of Mine Road.

#### Mayor Michele Lee - Executive Services

Spoke about the McDonald Street project being under way, the potential to need to wait till spring to finish the project, Coffee with the Mayor being this Saturday, the future of 81 West Main, being part of the Veteran's Day ceremony, the 78-22 Coalition train ride, and no executive session for this evening.

### **PUBLIC COMMENTS: 5 MINUTES PER PERSON: NONE**

### **LEGAL ISSUES**

Attorney Goodman spoke about waiting for comments from the Town of Clinton for quite some time, the Borough sending comments in September, and a response which was received today which will be analyzed and discussed at a future meeting.

### **BILL LIST**

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$692,151.34**

Motion to approve bill list: Hughes / Moore

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

Motion passes: 5 yes, 1 absent

### **COMMUNICATIONS**

**A.** Planning Board comments for Ordinance 2019-038

**B.** Code Blue letter

### **EXECUTIVE SESSION: SEWER AGREEMENT: NONE**

**Resolution 317-2019** - Motion to move into executive session: No motion, no second.

### **ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS**

Motion to adjourn: Strange / Moore

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

Motion passes: 5 yes, 1 absent

**Next Council Meeting:** December 12, 2019 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ

Introduction: 11/14/2019  
Publication: 11/21/2019  
Adoption:  
Publication:

## **ORDINANCE 2019-041**

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

#### **Amend Borough Code, Chapter 407, Chapter 303, and 149 regarding water meters**

**WHEREAS**, the Borough of High Bridge has adopted Water regulations in Chapter 407 of the Borough Ordinances; and

**WHEREAS**, the Borough has adopted Sewer regulations in Chapter 303 of the Borough Ordinances; and

**WHEREAS**, the Borough has adopted regulations regarding Continuing Certificates of Occupancy in Chapter 149 of the Borough Ordinances; and

**WHEREAS**, the Borough seeks to amend these Chapters to clarify the provisions regarding the installation of water meters in buildings that have more than one dwelling unit or commercial unit and to ensure that appropriate water meters are installed in connection with new construction and resales of property and to clarify the treatment of water and sewer customers in buildings with more than one dwelling unit or commercial unit.

**NOW, THEREFORE BE IT ORDAINED**, by the governing body of the Borough of High Bridge, in the County of Hunterdon, and the State of New Jersey:

1. Chapter 407 of the Borough Ordinances, Section 407-16 "Definitions" is amended to modify the definition of Customer as follows:

**CUSTOMER:** A person, firm or corporation, including an association or combination of persons, firms or corporations, by which or for which application is made to the Borough of High Bridge for water service, or which, according to the records of the Borough of High Bridge and/or because of ownership of property, is responsible for the use of water and distribution facilities at a location to which water is now or shall hereafter be furnished by the Borough of High Bridge. In buildings with more than one dwelling unit or commercial unit, the number of customers shall be set by the Utility Collector based on individual units as set forth on the property record cards maintained by the Borough Tax Assessor.

2. Chapter 407 of the Borough Ordinances, Section 407-17(B) is amended to delete the current provision and provide as follows:

B. Only one service connection, one shut off valve and one meter per unit shall be installed and maintained in accordance with current Borough standards. Where there are multiple residential units or commercial units on the same property, each residential unit or commercial unit shall have a separate meter, provided however, that owners of one- and two-family dwellings existing as of January 1, 2020 shall not be required to install separate water meters for each residential unit but must have at least one water meter for the entire building.

3. Chapter 407 of the Borough Ordinances, Section 407-17(B) is amended to provide a new section 407-17(C):

C. If new water meters are installed in a building, water meters shall be installed for each separate unit in the building, unless the owner of the building requests in writing to the Utility Collector to have the entire building considered as a single account (with the account including charges for each customer in the building). If separate meters are installed, meters shall be installed for every unit in the building.

4. Chapter 407 of the Borough Ordinances, Section 407-36(A) is amended to delete the current provision and provide as follows:

A. All water supplied to each individual dwelling unit or commercial unit in the Borough of High Bridge, except temporary service upon the express approval of the Borough of High Bridge, shall be metered, and each individual unit shall be a customer, provided however, that owners of multiple dwelling units within buildings who include water as part of the rental payment charged to tenants may apply in their annual landlord registration statement pursuant to Section 284-3 to have the entire building considered as one single account (with the account including charges for each customer in the building).

5. Chapter 149 of the Borough Ordinances, Section 149-4(B) is amended to delete the current provision and provide as follows:

B. The CCO Officer shall inspect to determine that each separate dwelling unit or commercial unit within the subject property/structure has its own separate water meter in compliance with current Borough standards and shall require the water meter for each unit to have two ball valve shutoff valves located on each of the inlet and outlet of the meter, provided, however that

owners of one- and two-family dwellings existing as of January 1, 2020 shall not be required to install separate water meters for each residential unit but must have at least one water meter for the entire building. If deficient, the CCO Officer shall submit a report to the water department.

6. Chapter 303 of the Borough Ordinances, Section 303-7 is amended to provide a new section 303-7(F) (4):

(4) In determining the charges for premises or buildings with more than one dwelling unit or commercial or industrial establishment, the number of active sewer users shall be set by the Utility Collector based on individual units as set forth on the property record cards maintained by the Borough Tax Assessor.

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

8. This ordinance shall become effectively immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

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Michele Lee, Mayor

ATTEST:

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Adam Young, Municipal Clerk

Introduction: 11/14/2019  
Publication: 11/21/2019  
Adoption:  
Publication:

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

**ORDINANCE #2019-042**

ORDINANCE APPROPRIATING \$62,800.00 FROM THE CAPITAL IMPROVEMENT FUND FOR IMPROVEMENTS TO THE CART PATH, EQUIPMENT PURCHASES, AND REPAIRS TO THE SPRINKLER SYSTEM 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, equipment purchases , and repairs to the sprinkler system 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: 11/14/2019  
Publication: 11/21/2019  
Adoption:  
Publication:

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

**ORDINANCE #2019-043**

**ORDINANCE APPROPRIATING AN ADDITIONAL  
\$102,510 FROM GRANT FUND FOR STREETSCAPE  
PHASE 2, IN AND BY THE BOROUGH OF HIGH BRIDGE,  
IN THE COUNTY OF HUNTERDON, NEW JERSEY.**

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

Section 1. An additional \$102,510 is hereby appropriated from the Grant Fund by award from the Federal Highway Administration Transportation Assistance Program to provide to the Streetscape Phase II improvements, including all work and materials necessary therefore and incidental thereto, as described in Ordinance #2013-16, finally adopted August 15, 2013 appropriating \$215,000 from the New Jersey Department of Transportation Enhancement Program Grant (“Ordinance #2013-16”), and Ordinance #2014-04, finally adopted January 23, 2014 appropriating \$250,000 from the Capital Improvement Fund (“Ordinance #2014-04”). The total appropriation for the project described in and authorized by Ordinance #2013-16, Ordinance #2014-04 and Ordinance #2019-043 is now \$567,510.

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: 11/14/2019  
Publication: 11/21/2019  
Adoption:  
Publication:

**ORDINANCE 2019-044**

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

**ORDINANCE AUTHORIZING TAX EXEMPTION AND PAYMENT IN  
LIEU OF TAXES PURSUANT TO NJSA 40A:21-1 ET SEQ. IN  
CONNECTION WITH THE CONSTRUCTION OF IMPROVEMENTS AT  
PROPERTY LOCATED AT 81 WEST MAIN STREET, BLOCK 30, LOT 13 & 14**

**WHEREAS**, the Borough of High Bridge pursuant to Resolution 95-27 has designated the entire Borough to be an area in need of rehabilitation, pursuant to *N.J.S.A.* 40A:12A-1, *et seq.*; and

**WHEREAS**, on February 9, 2006, the Borough Council adopted Ordinance 2006-3 to permit tax exemptions and abatements for commercial and industrial structures pursuant to *N.J.S.A.* 40A:21-10; and

**WHEREAS**, on February 11, 2016 the Borough Council adopted Ordinance 2016-5 which readopted Chapter 365 and permitted tax exemptions and abatements for multiple dwellings; and

**WHEREAS**, Riverview Village, LLC currently owns the Premises at 81 West Main Street, Block 30, Lots 13 and 14 (the “Premises”) and is developing the Premises for a project consisting of approximately 15 residential dwelling units (the “Project”); and

**WHEREAS**, Riverview Village LLC applied to the Borough for a tax exemption pursuant to the Five Year Exemption and Abatement Law, *N.J.S.A.* 40A:21-1 *et seq.* with respect to the Project (the “Application”); and

**WHEREAS**, Riverview Village LLC has proposed to pay an Annual Service Charge in lieu of taxes on the improvements on the Premises on a five-year phase-in basis pursuant to Chapter 365-6 of the Borough Ordinances and *N.J.S.A.* 40A:21-10; and

**WHEREAS**, the Mayor of the Borough of High Bridge has recommended the approval of the Application; and

**WHEREAS**, the Borough Council adopted a Resolution approving the Application of Riverview Village LLC; and

**WHEREAS**, the Borough Council has determined that it is in the best interest of the Borough to grant a tax exemption and enact this Ordinance to allow Riverview

Village LLC to obtain a program for payments in lieu of taxes on the improvements on the Premises, and to approve a financial agreement, in the form attached hereto and incorporated herein as **Exhibit A** (the “Financial Agreement”), as a means of facilitating the same; and

**WHEREAS**, the Borough Council has determined that the Project will result in significant benefits to the Borough, including the redevelopment of an existing dilapidated structure, the creation of jobs during construction and providing much-needed attractive quality housing in the Borough, and the Project can result in significant benefits to the Borough which are far greater to the Borough than the cost, if any, associated with the grant of a tax exemption for the Property.

**NOW, THEREFORE, BE IT ORDAINED**, that the Borough Council hereby approves the Financial Agreement between the Borough and Riverview Village, LLC, attached hereto as **Exhibit A**, pursuant to the Five Year Exemption and Abatement Law, *N.J.S.A. 40A:21-1 et. seq.*, and approves the Annual Service Charges set forth in the Financial Agreement, and hereby authorizes the Mayor to execute such Financial Agreement.

Introduction: 11/14/2019  
Publication: 11/21/2019  
Adoption:  
Publication:

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

**ORDINANCE #2019-045**

ORDINANCE APPROPRIATING AN ADDITIONAL \$100,000.00 FROM THE WATER CAPITAL IMPROVEMENT FUND FOR WATER MAIN BYPASS ON MINE ROAD IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

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

Section 1. An additional \$100,000.00 is hereby appropriated from the Water Capital Improvement Fund for improvements to the water main bypass on Mine Road, including all work and materials necessary therefore and incidental thereto, as described in Ordinance #2018-029, finally adopted July 26, 2018 appropriating \$25,000.00 in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough") ("Ordinance #2018-029"). The total appropriation for the project described in and authorized by Ordinance #2018-029 and Ordinance #2019-045 is now \$125,000.00.

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**

**AMENDMENT OF PROFESSIONAL SERVICE CONTRACT**

**RESOLUTION: 318-2019**

**ADOPTED:**

**WHEREAS**, a professional service contract for Borough Attorney was awarded to Greenbaum, Rowe, Smith, and Davis by Resolution #64-2019 on January 10, 2019; and

**WHEREAS**, additional professional services are required for legal expenses for the Sewer Utility; 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 Greenbaum, Rowe, Smith, and Davis for Borough Attorney shall hereby be amended to include an additional \$10,000.00 for legal expenses in the Sewer Utility Fund Budget.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Sewer Utility Fund: Acct#62510042.



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Bonnie Ann Fleming  
Chief Financial Officer

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

**AMENDMENT OF PROFESSIONAL SERVICE CONTRACT**

**RESOLUTION: 319-2019**

**ADOPTED:**

**WHEREAS**, a professional service contract for Borough Engineer was awarded to Maser Consulting P.A. by Resolution #24-2019 on January 3, 2019, and amended by Resolution #081-2019 adopted on February 7, 2019, and amended by Resolution #136-2019 adopted on April 11, 2019, and amended by Resolution #150-2019 adopted on April 25, 2019, and amended by Resolution #213-2019 adopted on June 27, and Resolution #249-2019 adopted August 15, 2019, and, Resolution #259-2019 adopted September 12, 2019, and Resolution #308-2019 adopted November 14, 2019; and

**WHEREAS**, additional professional services are required for engineering expenses for inspections and project completion associated with Mine Road Bridge Improvements in the Water Capital Fund budget in the amount of \$9,000.00; and

**WHEREAS**, additional professional services are required for engineering expenses for inspections and project completion associated with McDonald Street Improvements in the Capital Fund budget in the amount of \$12,500.00; 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. for Borough Engineer shall hereby be amended to include an additional \$9,000.00 for inspections and project completion associated with Mine Road Bridge Improvements, and an additional \$12,500.00 for inspections and project completion associated with McDonald Street Improvements.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Water Capital Fund: Mine Road Bridge Improvements -- Acct#615331 for \$9,000.00, and McDonald Street Improvements-Acct#30981202 for \$12,500.00.



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Bonnie Ann Fleming  
Chief Financial Officer

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

**APPROVE ACCESS AGREEMENT - BLOCK 30.02 LOT 2 - WELL  
INSTALLATION**

**RESOLUTION: 320-2019**

**ADOPTED:**

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**WHEREAS**, the Borough of High Bridge wishes to approve an access agreement with CDM Smith Inc. for the express purpose of monitoring well installation and sampling on the real property on the Borough of High Bridge Tax map, Block 30.02, Lot 2 as described in the attached proposed contract,

**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 approves entering into the attached access agreement and hereby authorizes the Mayor to execute said agreement.

**ACCESS AGREEMENT  
BETWEEN  
CDM Smith Inc. AND REAL PROPERTY OWNER**

This instrument is a License by and between Borough Of High Bridge ("Licensor"); and CDM Smith Inc. (CDM Smith) ("Licensee").

WHEREAS, the Licensor is the owner of certain real property, which is more fully described in Section 1 of this License; and

WHEREAS, the Licensor is responsible for the care, control, and maintenance of said real property; and

WHEREAS, Licensee desires to enter upon said real property for the purposes described in Section 2 of this License.

NOW, THEREFORE, Licensor hereby grants such entry and use subject to the following terms and conditions:

**1. LOCATION OF PREMISES**

Entry and use are limited to the following real property ("Premises"): Borough of High Bridge Tax Block 30.02, Lot 2.

Licensee's employees, agents and contractors shall have, as appurtenant to the License hereby granted, the non-exclusive use, in common with others entitled thereto, of any sidewalks, elevators, loading facilities, and entrances and exits from public streets and highways serving the Premises.

**2. PURPOSE AND USE**

The rights of Licensee under this agreement shall be exercised solely for the following purposes: Monitoring Well Installation and Sampling as described in Exhibit A.

**3. CONDITION OF PREMISES**

Licensee acknowledges and agrees that it accepts the Premises in "as is" condition, that Licensor is under no obligation to make any repairs, renovations, or alterations to the Premises, and that Licensor has made no representations or warranties regarding the fitness of the Premises for Licensee's intended purpose or use.

#### 4. TERM

The term of this License shall be until terminated by mutual agreement of both parties.

The term of this License shall commence on signature of both parties and shall expire on a date mutually agreed upon by both parties, and shall remain in effect until that time.

#### 5. HOURS OF OPERATION

During the term of this License, Licensee shall be permitted to operate and use the Premises for the purposes set forth in Section 2 during the following times only:

Weekdays:	from 7:00 a.m.	to	6:00 p.m.
Sat. & Sun.:	from 7:00 a.m.	to	6:00 p.m.
State Holidays:	from 7:00 a.m.	to	6:00 p.m.

#### 6. LICENSEE'S EQUIPMENT

Licensee may bring such vehicles and other equipment upon the Premises as would ordinarily be used to operate and use the Premises for the purposes permitted by this License.

#### 7. CONDUCT OF LICENSEE

##### A. Non-interference with Licensor's Operations

Licensee shall at all times conduct itself so as not to interfere in any way with the operation of the Premises by the Licensor. Licensee agrees to observe and obey all directives given by duly designated personnel of Licensor.

##### B. Compliance With Laws

Licensee shall at all times perform its work on the Premises in accordance with all applicable laws, statutes, ordinances, regulations, permits, and licenses.

##### C. Repair of Damage

Licensee shall neither cause nor suffer any waste of the Premises, and shall maintain the Premises in good order at all times. The Licensee's responsibilities shall include, but not be limited to, the repair of any and all damage or breakage resulting from negligent acts of the Licensee or its agents, employees, contractors or invitees, but excluding damage or breakage caused by employees, agents, contractors or invitees of the Licensor.

##### D. Sanitation

Licensee shall maintain the Premises in a sanitary condition and shall follow all directions of Licensor with regard to the collection and disposal of refuse caused by the acts of Licensee.

E. Security

Licensee shall be responsible for providing, at its sole cost and expense, such security protection or services as Licensor may reasonably require to protect the Premises and Licensee's invitees from injury or damage.

F. Operations Limited to Permitted Uses

Licensee shall not conduct, nor permit any of its employees, agents or invitees to conduct, any operations or business upon the Premises, except for that permitted by Section 2 of this License.

G. Hazardous Materials

Without limiting any of Licensee's obligations under this or any other Section of this License, Licensee agrees that it shall not cause any hazardous materials to be used, stored or disposed of on, under or about, or transported to or from the Premises except to the extent such hazardous materials may be discovered by Licensee during its investigation. For the purposes of this License, "hazardous materials" shall include, but not be limited to, substances defined as "hazardous substances," "toxic substances," "hazardous wastes," "hazardous materials," or "oil" in any federal or state statute concerning hazardous materials now or hereafter enacted, including all regulations adopted or publications promulgated thereunder.

H. Alcoholic Beverages

Licensee shall not serve alcoholic beverages upon the Premises, nor allow any of its employees, agents, contractors or invitees to bring or consume alcoholic beverages upon the Premises.

I. Surrender of Premises

Upon the expiration or earlier termination of this License, Licensee shall immediately vacate and surrender the Premises to Licensor. Licensee shall also remove all of its property from the Premises and restore the Premises to the condition the Premises were in at the commencement of this License, reasonable wear and tear excepted, and, subject further, to any obligation Licensee may have hereunder to make repairs or improvements to the Premises. Upon agreement of the parties, Licensee may abandon all or part of its property in place. In the event any of Licensee's personal property remains on the Premises after the expiration or earlier termination of this License without a written agreement between the parties, said property shall be deemed abandoned and may be retained by Licensor without any compensation to Licensee, or removed and either stored or disposed of by Licensor at the sole cost and expense of Licensee.

## **8. INDEMNIFICATION**

Licensee accepts complete liability for the negligent acts, errors, or omissions of the Licensee, and its officers, agents, contractors, employees and invitees while present upon the Premises or while exercising Licensee's rights hereunder. The Licensee shall indemnify Licensor and save Licensor harmless from and against any and all injury, loss, claim, action, damage, or liability arising out of any negligent acts, errors or omissions of the Licensee, its officers, agents, contractors, employees or invitees. This indemnity and hold harmless agreement shall include indemnity against all costs, expenses and liabilities, including attorneys fees, in connection with any such injury, loss or damage or any such claim, or any proceeding brought thereon or in defense thereof. Provided, however, that the Licensee shall not be obligated to indemnify or hold harmless the Licensor for any act, failure to act, or negligence of Licensor, its contractors, representatives, employees, agents, invitees, permittees and other licensees.

## **9. INSURANCE**

The Licensee shall keep in force, at its sole expense, during the full term of this License, and during such other times as Licensee occupies the Premises or any part thereof, the following insurance policies:

- A. Commercial General Liability Insurance insuring the Licensee against all claims and demands for personal injury or damage to property which occur upon the Premises. Said insurance shall be written on an occurrence basis to afford protection in the amount of one million dollars (\$1,000,000) combined single limit for personal and bodily injury and death, and for property damage. Said insurance policy or policies shall name the Licensor as an additional insured and shall contain a provision stating that such coverage shall not be canceled, reduced or otherwise materially altered without at least thirty (30) days' prior written notice to the Licensor.
- B. Automobile Liability Insurance covering each vehicle of Licensee entering the Premises in an amount not less than the compulsory coverage required in the State of New Jersey.
- C. Workers' compensation insurance covering Licensee's employees upon the Premises in such amounts as are required by law.

The insurance coverage required by this Section shall be by standard policies, obtained from financially sound and responsible insurance companies authorized to do business in New Jersey. In the event Licensee fails to obtain any of the insurance coverage required by this Section 9, or if any of the required insurance policies are canceled, it shall be grounds for immediate termination of this License.

## 10. ASSIGNMENT

The Licensee shall not sell, assign, sublet, mortgage or transfer any interest in this License or any part of the Premises without obtaining, in each instance, the prior written consent of Licensor, which consent may be withheld for any reason or for no reason, or granted upon such conditions as Licensor shall determine, all in its sole discretion.

## 11. TERMINATION

This License shall expire on the date specified in Section 4, unless extended in compliance with the terms of this License and all other requirements of law, or unless terminated earlier under the following conditions:

- A. Without Cause. Either Licensee or Licensor may terminate this License by giving written notice to the other party at least thirty (30) days prior to the effective date of termination stated in the notice.
- B. For Cause. If, in the opinion of Licensor, Licensee fails to fulfill its obligations under this Agreement, Licensor may terminate this License by giving written notice to the Licensee at least five (5) calendar days before the effective date of termination stated in the notice. The notice shall specify in reasonable detail the nature of Licensee's breach. The notice may also state a period during which the breach may be cured by Licensee, provided that such period shall expire on or before the termination date stated in the notice. In the event the Licensee is given an opportunity to cure its breach (which shall be within the sole discretion of Licensor) and Licensee fails to complete such cure to the satisfaction of Licensor within the cure period, this License shall come to an end on the termination date stated in the notice.
- C. Emergency. In the event Licensor determines that it is necessary to terminate this License or suspend Licensee's rights hereunder immediately in order to prevent injury or damage to persons or property, including the interest of Licensor, Licensor may terminate this License or suspend Licensee's rights hereunder by providing written notice to Licensee stating the grounds for said termination or suspension. Said notice may be given in the form of a telegram, mailgram, hand-carried letter, "FAX" or other reasonable written means, and this License shall be terminated or suspended, as the case may be, upon delivery of said notice to Licensee.

## 12. NO ESTATE CREATED

This License shall not be construed as creating or vesting in Licensee any estate in the Premises, but only the limited right of possession as herein described, and Licensee shall have no right to require specific performance of the obligations of Licensor hereunder.

### 13. NOTICE

All notices or other communications required or permitted to be given under this License shall, unless otherwise expressly permitted hereunder be in writing, signed by a duly authorized representative of the party giving the notice and shall be given by hand delivery (including, without limitation, courier, Federal Express, or other overnight delivery service) or mailed by United States certified mail, postage prepaid, return receipt requested. Such notices shall be sent or addressed to Licensor and Licensee at the addresses set forth in Section 14.

### 14. LICENSOR AND LICENSEE ADDRESSES

Mailing Address of Licensor: Borough of High Bridge, 97 West Main Street, High Bridge, New Jersey 08829, Attention: Borough Administrator

Mailing address of Licensee: CDM Smith Inc.  
110 Fieldcrest Avenue #8, 6<sup>th</sup> Floor, Edison, New Jersey  
08837  
Telephone No.: 732-225-7000  
Fax No.:  
Attention: Ross Trube

### 15. MISCELLANEOUS PROVISIONS

- A. This License may not be modified except in writing, duly executed by both parties.
- B. This License contains the entire agreement of the parties, and there are no other agreements or understandings between the parties regarding the subject matter of this License.
- C. The Licensee, its employees, officers or agents are not authorized to bind or involve the Licensor in any contract, or to incur any liability for or on the part of the Licensor.
- D. If any portion of this License is declared to be illegal, unenforceable or void, then all parties to this License shall be relieved of all obligations under that provision; provided, however, that the remainder of this agreement shall be enforced to the fullest extent permitted by law.
- E. The captions in this License are inserted for convenience of reference only and in no way define, describe or limit the scope or intent of this License or any of the provisions hereof.
- F. This License shall be governed by, and construed in accordance with the laws of the State of New Jersey, and any and all legal actions brought in connection with this License shall be brought in courts within the State of New Jersey.

**AGREED AND ACCEPTED:**

**LICENSEE: CDM Smith Inc.**

Signature: \_\_\_\_\_

Print Name:

Title:

Date:

**LICENSOR:**

Signature: \_\_\_\_\_

Print Name:

Title:

Date:

EXHIBIT A  
DESCRIPTION OF WORK

Access to perform the following scope of work is to be granted as an amendment to the access agreement.

- I. Notification
  - a. The Borough shall be notified of planned activities at least 24 hours in advance of proposed work.
- II. Work Hours
  - a. Work will generally be between the hours of 7:30 a.m. and 5:00 p.m. on weekdays.
  - b. The Borough may have a representative present during performance of the Work.
- III. Site Control and Safety
  - a. Site inspection will be performed during work involving site disturbance and dust control will be implemented if needed.
  - b. Any disturbance to the property must be restored to the Borough's satisfaction.
  - c. Environmental site work will be performed in accordance with a Health and Safety Plan pursuant to OSHA 1910:120.
- IV. Utility Clearance
  - a. A geophysical survey may be performed using a combination of ground penetrating radar and electromagnetic conductivity (EMC), and radio frequency (RF) utility locating methods to identify the presence of subsurface utilities or features at the proposed sentinel well boring location(s).
  - b. The geophysical survey will be performed in one day.
- V. Monitoring Well Installation
  - a. A soil boring will be drilled and a monitoring well will be installed in the borehole. Location is shown on Attachment 1.
  - b. The monitoring well is anticipated to be up to approximately 125 feet deep and will consist of 2-inch schedule 40 polyvinyl chloride (PVC) with ten feet of 0.010-slot well screen.
  - c. The well will be developed by pumping water into drums which will be temporarily staged at the well location or transported back to 100 West Main Street until removed for offsite disposal.
  - d. Licensee shall promptly dispose of off of the Premises all Hazardous Materials, equipment, material, soil, water and debris associated with the installation, sampling, maintenance and closure of the wells.
  - e. The well installation and development are expected to require two to three days.
  - f. After completion, it is expected that a locking protective cap, flush with ground surface, within a concrete pad approximately two feet by two feet in area, will remain. Any grass cover disturbed will be re-seeded, and any gravel parking lot disturbed will be raked out to smooth over any disturbed area at the well location. Restoration will be subject to Borough inspection and acceptance.
  - g. Promptly following closure of any well, Licensee shall, at its sole cost and expense deliver to Borough a copy of completed Well Abandonment Form executed by a well driller licensed by the NJDEP.

EXHIBIT A  
DESCRIPTION OF WORK

- h. Evidence of insurance coverage, including pollution liability insurance coverage, is included as Attachment 2. Licensee shall continue to maintain such insurance coverage during the term of the License.
- i. All monitoring wells on the property will be accessed periodically for the purpose of collecting groundwater samples.

VI. General

- a. Licensee shall maintain the wells until closure and all work performed shall be completed with reasonable diligence and paid for in full by Licensee, free and clear of all construction or other liens and encumbrances. All work shall be done in a good and workmanlike manner and in such a manner so as not to cause any material damage to the Premises or interference with the use and occupancy of the Premises by Borough.
- b. Licensee shall promptly deliver to Borough all environmental reports and documents generated or received by or on behalf of Licensee.









**ADDITIONAL REMARKS SCHEDULE**

AGENCY Aon Risk Services Northeast, Inc.		NAMED INSURED CDM Smith Inc.	
POLICY NUMBER See Certificate Number: 570079313986		EFFECTIVE DATE:	
CARRIER See Certificate Number: 570079313986	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance**

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

**ADDITIONAL POLICIES** If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
	WORKERS COMPENSATION							
C		N/A		WA761DB8T8Z6039 MA & PR	01/01/2019	01/01/2020		
	OTHER							
E	Archit&Eng Prof			PSDEF1900033 Professional/Claims Made	01/01/2019	01/01/2020	Each claim	\$3,000,000
							Aggregate	\$3,000,000



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/27/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER License # 8041621
Rue Insurance
3812 Quakerbridge Road
Hamilton, NJ 08619
CONTACT NAME:
PHONE (A/C, No, Ext): (609) 586-7474
FAX (A/C, No): (609) 586-3991
E-MAIL ADDRESS: cmailto@RUEINSURANCE.com
INSURER(S) AFFORDING COVERAGE
INSURER A : Nautilus Insurance Company NAIC # 17370
INSURER B : Selective Insurance Company of America 12572
INSURER C : New Jersey Manufacturers Ins. 12122

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, Workers Compensation, Pollution Liab, and Professional Liab.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Borough of High Bridge
97 West Main Street
High Bridge, NJ 08829
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE

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

**RESOLUTION AUTHORIZING AMENDMENT TO LEASE**

**RESOLUTION: 321-2019**

**ADOPTED:**

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**WHEREAS**, the Borough entered into a Lease for the Borough library at 71 Main Street and there is a need to have an amendment to the Lease to clarify the operation of the parking lot under the Lease and the payment of utilities, and

**WHEREAS**, the Borough has agreed that the amendment should provide that either party can terminate the use of the parking lot for public purposes on 30 days' notice.

**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:

1. The Borough is authorized to enter into a Second Lease Addendum for the Borough library to clarify the operation of the parking lot and the payment of utilities, in the form annexed to this Resolution.
2. The Mayor and Borough Clerk are authorized to sign the Lease Addendum.
3. This Resolution shall take effect immediately

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

**APPROVAL OF RAFFLE LICENSE**

**RESOLUTION: 322-2019**

**ADOPTED:**

**WHEREAS**, St. Joseph's Church wishes to hold a 50/50 off premises draw raffle on March 19, 2020 at 8:00 pm at 59 Main Street in High Bridge, and

**WHEREAS**, the four copies of the application have been submitted with the appropriate fees for the Borough and the State, as well as proof of Registration with the State, and

**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 St. Joseph's Church, contingent upon approval by the State, may hold their raffle on March 19, 2020 at 8:00 pm at 59 Main Street in High Bridge.

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

**RESOLUTION TO APPROVE MAKING APPLICATION FOR IMPROVEMENTS TO  
THE BOROUGH WEBSITE THROUGH THE HUNTERDON COUNTY ECONOMIC  
DEVELOPMENT GRANT PROGRAM**

**RESOLUTION: 323-2019**

**ADOPTED:**

**WHEREAS**, the Mayor and Council of the Borough of High Bridge recognize and support the furtherance of efforts to enhance and promote the Borough through the use of an improved and organized Borough website; and

**WHEREAS**, the Borough of High Bridge wishes to make application to Hunterdon County Economic Development Grant Program for a \$5,000 grant to support the implementation of an improved and organized Borough website; and

**WHEREAS**, the Borough must provide 10% of the \$5,000 sought in funds; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and in the State of New Jersey do hereby approve making application to the Hunterdon County Economic Development Grant Program for the grant amount of \$5,000 with 10% of fund provided by the Borough.

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

**CANCELLATION OF CAPITAL APPROPRIATION BALANCES**

**RESOLUTION: 324-2019 \_\_\_\_\_ ADOPTED:**

**WHEREAS**, the following capital budget appropriation balance(s) remain unexpended and:

**WHEREAS**, the capital project(s) for which these funds were originally appropriated have been completed and no further expenditures are anticipated and:

**WHEREAS**, it is necessary to formally cancel said balances so that the unexpended balances may be credited to fund balance or to the capital improvement fund from which the appropriation originated:

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey, that the listed unexpended balances shall be canceled.

<b>Name:</b>	<b>Funding:</b>	<b>Ord#</b>	<b>Amount</b>
Golf Improvements	CIF	2018-032	\$8,210.00
Leaf Vacuum	CIF	2019-015	\$8,500.00
Chemical Sprayer	CIF	2019-016	\$3,000.00
Sewer Pump Station	Sewer CIF	2018-038	\$9,611.45



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

**AUTHORIZING NEGOTIATION OF UTILITY ACCESS AGREEMENT**

**RESOLUTION: 325-2019**

**ADOPTED:**

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**WHEREAS**, the Borough of High Bridge operates a well and utility equipment on the premises at 99 Greyrock Road, Clinton NJ, 08809 and wishes to expand the footprint of a necessary sewer pump slab located on the premises and to install a generator, and

**WHEREAS**, the Borough has had discussions with Vincent DeTomasso, the owner of the property located at 99 Greyrock Rd, Clinton NJ, 08829, to enter an agreement to permit access to his property and to install utility equipment at the property and to compensate the owner in the amount of \$1,081.19, and

**WHEREAS**, the Borough seeks to authorize its officials to proceed with such an agreement.

**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 Administrator and Borough Attorney are authorized to negotiate an agreement with Vincent DeTomasso for the use of his property for the Borough's operations and to compensate Mr. DeTomasso for the use of his property. The proposed Agreement shall be subject to approval of the Mayor and Council.

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

**CANCELLATION OF TAXES 2019**

**RESOLUTION: 326-2019**

**ADOPTED:**

**WHEREAS**, the Tax Assessor has changed the status of the following parcel from exempt to taxable as of November 1, 2019,

**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 property taxes due on the following parcel for January 1 through October 31:

<u>Block</u>	<u>Lot</u>	<u>Issued To</u>	<u>Amount</u>
19	66	100 Main St.	Principal \$1,015.54
19	66	100 Main St.	Interest \$ 22.08

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

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

**RESOLUTION: 327-2019**

**ADOPTED:**

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2019 in the sum of \$2,404.25 which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Justice Assistance Grant, pursuant to the provision of the statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$2,404.25 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Justice Assistance Grant.

\_\_\_\_\_  
Michele Lee, Mayor

ATTEST:

\_\_\_\_\_  
Adam Young, Municipal Clerk

Resolution Number \_\_\_\_\_

Offered By \_\_\_\_\_

Seconded By \_\_\_\_\_

Adopted \_\_\_\_\_ and certified as a correct and true copy of an original.

\_\_\_\_\_  
Adam Young, Municipal Clerk

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

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

**RESOLUTION: 328-2019**

**ADOPTED:**

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2019 in the sum of \$330.00 which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Operation Safe Passage, pursuant to the provision of the statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$330.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Operation Safe Passage.

\_\_\_\_\_  
Michele Lee, Mayor

ATTEST:

\_\_\_\_\_  
Adam Young, Municipal Clerk

Resolution Number \_\_\_\_\_

Offered By \_\_\_\_\_

Seconded By \_\_\_\_\_

Adopted \_\_\_\_\_ and certified as a correct and true copy of an original.

\_\_\_\_\_  
Adam Young, Municipal Clerk

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

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

**RESOLUTION: 329-2019**

**ADOPTED:**

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2019 in the sum of \$12,500.00 which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Plan Conformance Grant – Sanitary Sewer Pump Station, pursuant to the provision of the statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$12,500.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Plan Conformance Grant – Sanitary Sewer Pump Station.

\_\_\_\_\_  
Michele Lee, Mayor

ATTEST:

\_\_\_\_\_  
Adam Young, Municipal Clerk

Resolution Number \_\_\_\_\_

Offered By \_\_\_\_\_

Seconded By \_\_\_\_\_

Adopted \_\_\_\_\_ and certified as a correct and true copy of an original.

\_\_\_\_\_  
Adam Young, Municipal Clerk

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

**ANNUAL MEETING SCHEDULE - 2020**

**RESOLUTION: 330-2019**

**ADOPTED:**

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975) provides for the giving of annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year, and

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975), hereinafter referred to as the Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey as follows:

1. Regular meetings of this council shall be held during the 2020 calendar year at 7:30 pm at the High Bridge Fire House, 7 Maryland Ave., High Bridge, New Jersey, on the following dates except where stated below:

a. The second and fourth Thursdays of each and every month **except for** July, August, November, and December. Those meetings will be held on July 16, August 13, November 12 and December 10, 2020. The full set of dates for the regular Council meetings is as follows:

January 9, January 23, February 13, February 27, March 12, March 26, April 9, April 23, May 14, May 28, June 11, June 25, July 16, August 13, September 10, September 24, October 8, October 22, November 12, and December 10 of 2020.

b. The Annual Reorganizational meeting will be held on January 2, 2020 at 7:30 p.m. at the Fire House, 7 Maryland Ave., High Bridge NJ.

2. Copies of this Resolution and any revisions or modifications thereof, certified to be true copies by the Clerk of this municipality, will be disseminated and distributed as required by the Act as follows:

a. Posted and maintained throughout the 2020 calendar year on the bulletin board at the High Bridge Borough Hall.

b. Mailed, emailed, or hand delivered to the newspaper designated as the official newspaper of the Borough.

c. Filed with the Clerk of this Municipality.

d. Mailed, emailed, or hand delivered to such other persons as may be entitled thereto under the terms of the Act and this Resolution.

3. Pursuant to Section 14 of the Act, the Clerk of the Municipality is hereby authorized and directed to mail such notice as may be required and authorized under the Act to any person requesting the same providing that person has first complied with the following term and condition:

a. Any and all requests for notice under the Act shall be made in writing as an OPRA request.

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

**Lien Redemptions**

**RESOLUTION: 331-2019**

**ADOPTED:**

**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>
#2019-013	37	41	Stuart Lasher	\$1,830.71
#2019-001	1	1.06	Bala Partners, LLC	\$3,291.13
Premium	1	1.06	Bala Partners, LLC	\$ 100.00
#2019-002	2	64	ProCap 8	\$3,775.55
Premium	2	64	ProCap 8	\$1,800.00

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

**APPROPRIATION TRANSFERS**

**RESOLUTION: 332-2019**

**ADOPTED:**

**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 2019 Budget:

<u>Account</u>	<u>Transfer Amount From:</u>	<u>Transfer Amount To:</u>
<b><u>Current Fund</u></b>		
Administrator-S&W		\$500.00
Codification		\$1,300.00
Buildings & Grounds-O/E	\$1,300.00	
Police – S&W	\$3,000.00	
Police – O/E		\$3,000.00
Library – S&W	\$500.00	
<b>TOTAL</b>	<b>\$4,800.00</b>	<b>\$4,800.00</b>
<b><u>Water Utility</u></b>		
Water – S&W		\$2,000.00
Water – O/E	\$2,200.00	
Soc Sec		\$200.00
<b>TOTAL</b>	<b>\$2,200.00</b>	<b>\$2,200.00</b>
<b><u>Sewer Utility</u></b>		
Sewer-S&W		\$2,500.00
Sewer-O/E	\$2,150.00	
PERS	\$550.00	
Soc Sec		\$200.00
<b>TOTAL</b>	<b>\$2,700.00</b>	<b>\$2,700.00</b>
<b><u>Solid Waste Utility</u></b>		
SW-S&W		\$4,000.00
SW-O/E	\$4,000.00	
<b>TOTAL</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>

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

**AUTHORIZE FINAL PAYMENT-WASHINGTON AVENUE IMPROVEMENTS-  
SECTION I**

**RESOLUTION: 333-2019**

**ADOPTED:**

**WHEREAS**, the original contract amount was \$306,005.62 awarded by Resolution #167-2019 to A&A Curbing Inc. on May 9, 2019; and

**WHEREAS**, changes to the original contract have resulted in a net change of \$897.30; and

**WHEREAS**, the final contract amount with approved change orders is \$306,902.92; and

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey hereby authorizes that the final payment including retainage totaling \$20,177.34 be released to A&A Curbing Inc. for completion of the Washington Avenue Improvements - Section I awarded on May 5, 2019 and completed September 11, 2019.

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

**AUTHORIZE FINAL PAYMENT-WASHINGTON AVENUE IMPROVEMENTS-  
SECTION II**

**RESOLUTION: 334-2019**

**ADOPTED:**

**WHEREAS**, the original contract amount was \$278,312.13 awarded by Resolution #216-2019 to A&A Curbing Inc. on June 27, 2019; and

**WHEREAS**, changes to the original contract were adopted by Resolution #246-2019 on August 15, 2019 resulting in the net cost adjustment of \$7,150.00; and

**WHEREAS**, further changes resulted in an additional reduction to the final contract of \$19,283.60, and

**WHEREAS**, the final contract amount with approved change orders is \$251,878.53; and

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey hereby authorizes that the final payment including retainage totaling \$19,159.38 be released to A&A Curbing Inc. for completion of the Washington Avenue Improvements - Section II awarded on June 27, 2019 and completed September 11, 2019.

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

**AUTHORIZE FINAL PAYMENT-MINE ROAD BYPASS**

**RESOLUTION: 335-2019**

**ADOPTED:**

**WHEREAS**, the original contract amount was \$39,995.00, awarded by Resolution #316-2019 to Penn Bower. on November 14, 2019; and

**WHEREAS**, changes to the original contract have resulted in a net change of \$3,150.00; and

**WHEREAS**, the final contract amount with approved change orders is \$43,145.00; and

**WHEREAS**, the project has been deemed complete by the Borough Engineer, 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 hereby authorizes that the final payment totaling \$43,145.00 be released to Penn Bower for completion of the Mine Road Bypass awarded on November 14, 2019 and completed December 9, 2019.



# COUNTY OF HUNTERDON

**OFFICE OF COUNTY COUNSEL**  
71 Main Street, Building #1 – 3<sup>rd</sup> Floor  
Post Office Box 2900  
Flemington, New Jersey 08822-2900  
~ ~ ~ ~ ~

COUNTY COUNSEL:  
**SHANA L. TAYLOR, ESQ.**  
staylor@co.hunterdon.nj.us

**Phone: (908) 788-1546**  
**Fax: (908) 806-4236**

ASSISTANT COUNTY COUNSEL:  
**AARON R. CULTON, ESQ.**  
aculton@co.hunterdon.nj.us

December 3, 2019

Dear Clerk,

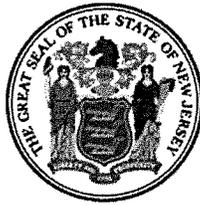
This letter will follow correspondence sent to you on November 1, 2019 from Kevin P. Davis, Hunterdon County Administrator, regarding the New Jersey Code Blue Law and its application to the sheltering of the homeless in Hunterdon County. The County hosted a meeting on November 13, 2019, to explain/facilitate a possible suitable single solution for assisting the homeless during a Code Blue period. At the suggestion of those in attendance during the Code Blue discussion, County officials, including the Freeholder Director, Sheriff and OEM Coordinator, attended the County Police Chiefs meeting on November 18, 2019, to continue the development of options for sheltering the homeless during Code Blue declarations.

At the November 18, 2019 meeting of Police Chiefs, the consensus of those in attendance was that the municipalities would address this individually, and assistance was not required of the County at this time. The County respects this decision and remains willing to open the facility at 8 Court Street, should a municipality wish to make it available for members of its community. Should a municipality wish to utilize the facility, it would need to be secured and manned at all time by municipal staff. In addition, prior to use, an insurance certificate, naming the County as an additional insured, along with a Memorandum of Agreement, would need to be executed by both the municipality and County.

Kindly pass this letter along to your governing body as they may wish to discuss necessary updates to your municipal sheltering plan.

Very Truly Yours,

SHANA L. TAYLOR  
HUNTERDON COUNTY COUNSEL



## 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*

November 21, 2019

The Honorable Michele Lee  
Mayor, Borough Of High Bridge  
97 W Main Street  
High Bridge, NJ 08829

Dear Mayor Lee:

I am pleased to inform you that Borough Of High Bridge has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2020 Municipal Aid Program for the River Road Improvement Project - Section I Project in the amount of \$240,000.00.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 661 applications requesting more than \$368 million. The Transportation Trust Fund (TTF) supported by the State gas tax is the source of the \$161.25 million funding for this program.

As part of the Department's Commitment to Communities, NJDOT provides statewide assistance to local governments for improvements and preservation of the local transportation network. The local network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help keep our network flowing and provide your constituents and everyone that uses local roads a transportation system supporting all of our mobility needs.

Should you have any questions regarding your grant, please contact Thomas Berryman at 609-963-2007 in Trenton of the Local Aid District Office.

Again, thank you for your support of this program and good luck with your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Diane Gutierrez-Scaccetti".

Diane Gutierrez-Scaccetti  
Commissioner

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](http://www.nj.gov/njhighlands)



PHILIP D. MURPHY  
Governor

SHEILA Y. OLIVER  
Lt. Governor

CARL J. RICHKO  
Chairperson

LISA J. PLEVIN  
Executive Director

November 15, 2019

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

Subject: Scope of Work for High Bridge Review & Analyze Sanitary Sewer Pump Station  
Amended Plan Conformance Grant #09-033-011-1014

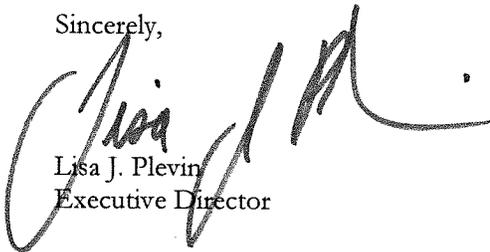
Dear Mr. Pappas:

On behalf of the Highlands Water Protection and Planning Council (Highlands Council), I would like to thank you for your submission of a Scope of Work for the Review and Analysis of the Borough's Sanitary Sewer Pump Station. The scope outlines an acceptable work plan and funding has been allocated by the Highlands Council in the amount requested, \$12,500. Work on the Review & Analyze Sanitary Sewer Pump Station Scope of Work will be completed under Task 9. Please see the enclosed revised page 6 of your Amended Plan Conformance Grant Agreement. Please accept this letter as approval of the Scope of Work (copy attached) and, upon your direction, your professional consultants may begin work.

As a reminder, requests for reimbursement above the amounts set forth in the Amended Grant Agreement will not be honored without authorization of the Highlands Council prior to expenditures, as provided under the terms of the grant agreement. Any expenditure in excess of the grant amount will be the responsibility of the Township. In exceptional circumstances, the Highlands Council will consider written requests for additional funding if submitted for approval by the Executive Director *prior* to costs being incurred or committed to by the municipality.

Please do not hesitate to contact me directly (telephone extension 101, e-mail address [lisa.plevin@highlands.nj.gov](mailto:lisa.plevin@highlands.nj.gov)) should you or your elected and appointed officials have questions or require further assistance regarding this or any other Highlands matter. Your Highlands Council Staff Liaison, Maryjude Haddock-Weiler, Planning Manager, is also available to you (telephone ext. 110, email address [maryjude.haddock-weiler@highlands.nj.gov](mailto:maryjude.haddock-weiler@highlands.nj.gov)) and will continue to assist your professionals as this project and the remaining implementation phases of Plan Conformance proceed. We look forward to continued collaboration with you in the important efforts to protect and preserve the Highlands Region.

Sincerely,



Lisa J. Plevin  
Executive Director



Maryjude Haddock-Weiler, PP/AICP,  
Planning Manager & High Bridge Liaison

Enclosures



Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

Shelbourne at Hunterdon  
53 Frontage Road, Suite 110  
Hampton, NJ 08827  
T: 908.238.0900  
F: 908.238.0901  
www.maserconsulting.com

## MEMORANDUM

**To: Michael Pappas, Borough Administrator**

**From: William H. Burr, IV, P.E., Borough Engineer**

**Date: September 4, 2019**

**Re: Proposal for Professional Services  
Review & Analyze Sanitary Sewer Pump Station  
High Bridge Borough, Hunterdon County, NJ  
MC Project No. HIB-002**

---

As a follow-up to my email to you dated August 14, 2019, we have prepared this proposal to conduct a preliminary review and analysis of the existing West Main Street Sanitary Sewer Pump Station.

We understand that the Borough has commenced certain emergency repairs which included pumping out and cleaning the wet well, as well as, servicing the two (2) existing pumps. However, the long-term viability of the pump station is in question.

In response to concerns about the condition of the pump station, we would propose to review and evaluate sewage flow data from the pump station to confirm capacity requirements and would perform an inspection of the existing pump station pump structures, and equipment such as: sewer pumps; pump controls; piping arrangement; electrical systems; stand-by power generator; etc. Based on inspection and flow data, a recommendation for future improvements to the existing pump station would be prepared, along with preliminary cost estimates.

Our scope of work will include the following:

- 1.1 Inspection of the existing facilities to collect all data required for evaluation of the existing pump station structures and equipment. It is anticipated that a total of one (1) day of inspection and testing by two (2) qualified engineers will be required and that pump station owner representative will operate all inspected equipment, as required.
- 1.2 Evaluation of the pump station structures including wet well, dry well, accessory building, electrical equipment, and fencing/gates etc.
- 1.3 Recommendations for potential improvements such as equipment & appurtenance replacement, relocation, permanent back-up by-pass pumping provisions, etc.





- 1.4 The existing system will also be evaluated for adequacy of emergency power generation, in case of failure of the station utility power supply.
- 1.5 Coordination with current Borough contractors and equipment vendors to explore available products and collect pertinent information.
- 1.6 Evaluation of possible space to relocate or expand the pump station site, if necessary.
- 1.7 Preparation of a report outlining the results of our evaluation. The report shall include summary of our findings, recommended improvements, and pertinent operation/design criteria, along with preliminary cost estimates.

**NOT TO EXCEED FEE \$ 12,500.00**

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for the Borough.

**CLIENT CONTRACT AUTHORIZATION**

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Michael Pappas  
Signature

11/18/19  
Date

Michael Pappas  
Printed Name

Administrator  
Title

If you find this proposal acceptable, please sign where indicated above in Section IV, and return one signed copy to this office.

WHB/dw

<b>9. Budget</b>	
Amount of Grant Funding Requested (This Contract)	\$297,407.85
<b>Project Cost Breakdown</b>	
Project Components	Cost Estimate
Task 1 – Build-Out/COAH/IPS	\$20,901.57
Task 3a – Land Use Plan Element	\$31,746.00
Task 7 – Redevelopment Planning	\$20,007.63
Task 8* - WUCMP	\$40,000.00
Task 9 – Wastewater Mgmt. Planning	\$60,285.45
Task 11 - Training	\$3,862.50
Task 12 – Sustainable Eco. Dev. Pln.	\$29,470.03
Task 13 – Historic Preservation Plan	\$35,380.95
Task 14 – Lake Restoration Mgmt. Plan	\$15,753.72
Task 15 – Stormwater Management Plan	\$15,000.00
Task 16 – Open Spc. & Rec. Plan Elmnt.	\$25,000.00
<b>TOTAL</b>	<b>\$297,407.85</b>
*Highlands Council lead, per Section 8.	
<b>Source of Estimates</b>	
As approved by the Highlands Council in the Highlands Implementation Plan and Schedule pursuant to Highlands Council Resolution 2013-7, February 21, 2013, 2014-31, December 4, 2015, 2017-14, October 19, 2017, 2019-5, March 21, 2019, and 2019-19, October 17, 2019.	

Revised 11/14/2019



- 1.4 The existing system will also be evaluated for adequacy of emergency power generation, in case of failure of the station utility power supply.
- 1.5 Coordination with current Borough contractors and equipment vendors to explore available products and collect pertinent information.
- 1.6 Evaluation of possible space to relocate or expand the pump station site, if necessary.
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**NOT TO EXCEED FEE \$ 12,500.00**

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for the Borough.

**CLIENT CONTRACT AUTHORIZATION**

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

If you find this proposal acceptable, please sign where indicated above in Section IV, and return one signed copy to this office.

WHB/dw

# Memo

**To:** Mayor Lee

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

**CC:** Borough Council

**CC:** Borough Administrator

**Date:** 12/09/19

**Re:** Monthly Report-October

---

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

After interviewing three separate vendors, a contract was awarded to Mitchell Humphries for Construction permitting software. A replacement PC will be ordered prior to installation of the new program.

The annual Tax Sale was held on Friday, October 18. All liens were sold. \$18,256 was collected for outstanding tax and utility balances from 2018. An additional \$47,600 was collected in premiums. If the lien is not redeemed or foreclosed in 5 years, the premiums revert to the Borough.

Annual servicing of heating systems of Borough Hall buildings was scheduled.

Tax and finance information was updated on the Borough website.

The 3<sup>rd</sup> qtr. pension reports were filed with the State.

The quarterly NJEM report was filed on-line. An extension was requested and approved for the installation of the Well 8 generator which has been delayed due to the need to file a variance with Clinton Township for the pad placement.

Added assessment bills were mailed totaling \$36,048, based on an improvement value of \$872,658.

After meeting with our Verizon representative to review our cell phone contract and update equipment, I learned that they also could provide contacts for pricing on alarm systems. A conference call was set up to discuss the sewer pump station needs.

The Best Practices Inventory was completed, presented to Council for review, and filed on-line.

Resolutions were prepared for the October 10 Council Meeting including a Chapter 159 to recognize the full Streetscape grant award, a refund of an escrow balance, a refund for a tax overpayment, and award of the sewer pump contract.

The first meter reading with Neptune equipment was completed for 4<sup>th</sup> qtr. utility billing. Some issues were encountered with the equipment, but after meeting with the Neptune reps, the issues were resolved.

Final edits to the amendments to the water ordinance were reviewed with the utility collector, clerk and administrator.

A conference call was held with the Administrator and Golf Course Management reps to review rates and capital projects.

A meeting was held with the Environmental Engineer and Administrator to review the status of the Komline and Casella tracts.

Interviews with payroll companies were scheduled for a possible change in 2020.

New price quotes for Dental and Vision Insurance for 2020 were requested from our Insurance Broker, Peter Snedeker.

A reminder e-mail was sent to JTG regarding payment for repairs on Hillcrest Lane completed by DPW.

I attended a seminar on Oct. 18 explaining what fees are subject to municipal lien and the process to do so.

**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, 2019**

	QTR	CURRENT	YTD	YRLY
CURRENT 2019	97.95%	\$ 1,101,410.52	\$ 10,941,400.48	81.48%
TAXES YEAR 2018		\$ 39,557.40	\$ 207,746.93	
TAXES YEAR 2020		\$ 3,605.47	\$ 14,681.17	
MISC REV		\$ -	\$ -	
TAX SALE COST		\$ 791.44	\$ 791.44	
LIENS		\$ -	\$ 117,176.66	
PILOT		\$ -	\$ 41,374.92	
INTEREST/PENALTY		\$ 6,847.41	\$ 36,865.76	
PREMIUM		\$ 47,600.00	\$ 47,600.00	
DUE UTILITY COLLECTOR		\$ 11,687.42	\$ 12,500.14	
REDEMPTIONS - MUNI LIENS		\$ -	\$ -	
TOTAL		\$ 1,211,499.66	\$ 11,420,137.50	

  
 Bonnie Ann Fleming  
 Tax Collector

10/31/19  
 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	\$ 350,153.00	\$ -	\$ -	\$ 345,000.00	\$ 14,847.00
#35-2019	Prelim Engineering	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00
#30-2019	Pole Lighting	\$ 35,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
#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	\$ 19,324.00	\$ -	\$ -	\$ -	\$ 676.00
#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	\$ 65,000.00	\$ 65,000.00	\$ 48,879.63	\$ -	\$ -	\$ -	\$ 16,120.37
#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	\$ -	\$ 78,978.00	\$ 100,000.00	\$ -	\$ -	\$ 21,022.00
#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	GREEN	DOG	WATER	WATER	SEWER	SEWER	SOLID	SW	HISTORIC	REHAB	REC	DEV	SPECIAL	TOTAL	
A/C #	417	441	433	567+utility	575	492+util	508	516+utility	524	591	954	ESC	TRUST	ESC	EVENTS	TOTAL
JANUARY	4,677.54	13.33	10.75	246.07	106.28	455.92	129.50	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	409.20	132.71	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	598.04	145.28	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	652.80	139.67	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	610.42	143.51	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	600.79	134.63	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	652.28	122.53	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	554.82	118.58	203.89	6.84	124.55	4.63	60.32	5.27	0.29	12.57	6,901.91
OCTOBER	4,842.24	12.93	9.05	210.40	269.82	568.70	110.97	114.22	6.40	116.80	4.35	56.51	4.87	0.28	10.09	6,337.63
NOVEMBER	-															-
DECEMBER	-															-
<b>TOTAL</b>	<b>56,331.92</b>	<b>144.93</b>	<b>112.63</b>	<b>2,874.05</b>	<b>1,424.20</b>	<b>5,802.83</b>	<b>1,311.48</b>	<b>1,802.96</b>	<b>72.18</b>	<b>1,298.94</b>	<b>46.62</b>	<b>633.50</b>	<b>83.66</b>	<b>3.08</b>	<b>148.18</b>	<b>72,091.16</b>

YEAR TO DATE REVENUE AS OF: OCTOBER 2019

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 12,877,549.26	\$ (10,941,400.48)	\$ 1,936,148.78	15.04%
Delinquent Taxes	\$ 174,000.00	\$ (207,746.93)	\$ (33,746.93)	-19.39%
PILOT	\$ -	\$ (41,374.92)	\$ (41,374.92)	#DIV/0!
<b>Local Revenues:</b>				
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	\$ (23,759.79)	\$ (3,759.79)	-18.80%
Interest and Costs on Taxes	\$ 35,000.00	\$ (36,865.76)	\$ (1,865.76)	-5.33%
Interest	\$ 13,223.00	\$ (56,331.92)	\$ (43,108.92)	-326.01%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 950,000.00	\$ (793,472.26)	\$ 156,527.74	16.48%
Misc Rev - Unanticipated	\$ -	\$ (294,175.27)	\$ (294,175.27)	#DIV/0!
<b>State Aid:</b>				
Consolidated Prop Tax Relief Aid	\$ 25,690.00	\$ (23,121.00)	\$ 2,569.00	10.00%
Energy Receipts Tax	\$ 266,219.00	\$ (240,333.20)	\$ 25,885.80	9.72%
Garden State Trust	\$ 12,931.00	\$ (12,931.00)	\$ -	0.00%
<b>Fees &amp; Permits:</b>				
Uniform Construction Fees	\$ 40,000.00	\$ (67,264.00)	\$ (27,264.00)	-68.16%
<b>Public/Private Revenue Anticipated:</b>				
<b>Misc Revenues: Other</b>				
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	\$ (10,920.78)	\$ (0.78)	-0.01%
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 Enfrcmt Fund	\$ 3,000.00	\$ (3,000.00)	\$ -	
Clean Community Grant	\$ 9,731.13	\$ (9,731.13)	\$ -	0.00%
Justice Assistance Grant - Vets	\$ 2,404.25	\$ (2,404.25)	\$ -	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%
<b>Surplus:</b>	\$ 800,000.00	\$ (800,000.00)	\$ -	0.00%
<b>Total Revenue Anticipated&amp;MRNA</b>	\$ 2,573,710.58	\$ (2,757,295.05)	\$ (183,584.47)	-7.13%
<b>Amnt to be Raised - Municipal</b>	\$ 3,453,104.10	\$ (1,208,400.48)	\$ 2,244,703.62	65.01%
<b>Local/Reg/Cty/Lib/Open Taxes</b>	\$ 9,733,000.00	\$ (9,733,000.00)	\$ -	0.00%
<b>Total Tax Levy</b>	\$ 13,186,104.10	\$ -	\$ -	

YEAR TO DATE REVENUE AS OF: OCTOBER 2019

**DETAIL:**

Misc Revenue : other

Parking Permits	\$	2,350.00
Certified Tax List	\$	80.00
Newsletter Ads	\$	824.00
CCO Permits	\$	7,820.00
Zoning	\$	1,975.00
Copies	\$	-
Driveway /Opening Permits	\$	200.00
Tree Removal Permits	\$	120.00
Planning Bd Applications	\$	385.00
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	\$	100.00
Misc-Police/Clerk/CFO/Tax Coll	\$	240,533.77
FEMA	\$	-
Misc-Workmans Comp Claim	\$	-
Insurance - Claim	\$	-
Misc-Board of Ed	\$	-
Recycling Day	\$	-
RMC Courses	\$	-
Tax/Lien Refunds	\$	-
Vital Statistics	\$	264.00
<b>Total</b>	<b>\$</b>	<b>294,175.27</b>

RECEIPTS AND DISBURSEMENTS OCTOBER 2019

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,677.33	12.93	0.00	12,690.26
Premium	22,100.00	47,633.49	33.49	69,700.00
Dog	8,879.86	9.05	6.60	8,882.31
Capital	851,260.64	863.96	10,049.46	842,075.14
Water Utility	166,369.71	42,941.81	38,218.49	171,093.03
Water Capital	276,389.45	269.82	19,962.82	256,696.45
Sewer Utility	517,135.38	71,363.59	104,451.50	484,047.47
Sewer Capital	108,826.99	110.97	110.97	108,826.99
Solid Waste Utility	82,781.36	17,745.86	32,904.50	67,622.72
Solid Waste Cap	6,280.78	6.40	6.40	6,280.78
Sui	114,521.17	209.31	0.00	114,730.48
Historic Preservation	4,267.54	9.35	0.00	4,276.89
Rehab Escrow	55,418.25	56.51	0.00	55,474.76
Recreation Trust	4,775.88	4.87	0.00	4,780.75
Special Events	10,137.46	535.09	1,602.75	9,069.80
Dev Escrow	77,205.64	5,406.83	265.00	82,347.47
Current	2,434,752.32	1,230,896.55	2,199,253.16	1,466,395.71
<b>TOTAL FUNDS</b>	<b>\$ 4,753,779.76</b>	<b>\$ 1,418,076.39</b>	<b>\$ 2,406,865.14</b>	<b>\$ 3,764,991.01</b>

**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	\$ 66,285.00	\$ 83,383.00	\$ (17,098.00)
Nov			\$ -
Dec			\$ -
<b>TOTAL</b>	<b>\$ 859,757.00</b>	<b>\$ 844,544.00</b>	<b>\$ 15,213.00</b>



# Expenditure Budget

## CURRENT FUND

### Activity to 10/31/2019

\*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	53,839.80	49,212.48	-	4,627.32
10510020	GENERAL ADMIN: OTHER EXPENSES	6,500.00	5,846.08	597.21	56.71
10510120	INTERNET	7,050.00	5,065.60	1,384.40	600.00
10511010	MAYOR AND COUNCIL: SALARIES & WAGES	6,000.00	3,000.00	-	3,000.00
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	1,300.00	706.00	135.00	459.00
10511032	ADVERTISING	10,000.00	7,197.83	727.13	2,075.04
10511520	NEWSLETTER	7,500.00	6,083.75	1,375.00	41.25
10512010	MUNICIPAL CLERK: SALARIES & WAGES	30,357.26	22,703.70	-	7,653.56
10512020	MUNICIPAL CLERK: OTHER EXPENSES	7,645.00	2,053.11	2,586.64	3,005.25
10512520	ELECTION EXPENSE	2,750.00	2,474.12	-	275.88
10512720	CODIFICATION OF ORDINANCES	5,500.00	2,390.00	833.53	2,276.47
10513010	FINANCIAL ADMIN: SALARIES & WAGES	46,608.86	39,757.00	-	6,851.86
10513020	FINANCIAL ADMIN:OTHER EXPENSES	7,470.00	3,613.09	1,437.12	2,419.79
10513520	AUDIT SERVICES: OTHER EXPENSES	27,365.00	22,930.00	4,395.00	40.00
10514510	TAX COLLECTOR: SALARIES & WAGES	46,608.86	39,787.00	-	6,821.86
10514520	TAX COLLECTOR: OTHER EXPENSES	7,265.00	3,027.02	429.41	3,808.57
10515010	TAX ASSESSMENT: SALARIES & WAGES	45,526.60	35,231.12	-	10,295.48
10515020	TAX ASSESSMENT: OTHER EXPENSES	4,700.00	2,713.25	748.00	1,238.75
10515520	LEGAL: OTHER EXPENSES	80,000.00	61,290.24	14,209.76	4,500.00
10516520	ENGINEERING SERVICES: OTHER EXPENSES	50,000.00	27,389.00	22,611.00	-
10517020	BUILDINGS & GROUNDS	87,752.00	42,623.16	24,347.27	20,781.57
10517120	BUILDINGS & GROUNDS-OFFICE	44,180.00	34,360.27	8,890.18	929.55
10518010	PLANNING BOARD: SALARIES & WAGES	5,928.00	4,496.80	-	1,431.20
10518020	PLANNING BOARD: OTHER EXPENSES	19,500.00	4,741.40	10,405.75	4,352.85
10518510	ZONING OFFICER: SALARIES & WAGES	5,306.04	4,421.68	-	884.36
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	42,383.40	35,402.27	-	6,981.13
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	1,200.00	283.00	217.00	700.00
10520510	CCO-BLDG INSPECTION:SALARIES & WAGES	5,306.04	4,421.68	-	884.36
10521020	LIABILITY INSURANCE	80,200.00	48,966.28	-	31,233.72
10521520	WORKER'S COMPENSATION INSURANCE	54,000.00	52,853.88	-	1,146.12
10522020	EMPLOYEE GROUP INSURANCE	162,120.00	132,684.35	24,575.03	4,860.62
10524010	POLICE DEPARTMENT: SALARIES & WAGES	875,609.07	699,998.96	-	175,610.11
10524020	POLICE DEPARTMENT: OTHER EXPENSES	65,000.00	49,625.23	11,652.54	3,722.23
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	3,500.00	825.74	1,443.46	1,230.80
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	80,237.00	80,237.00	-	-
10526020	RESCUE/FIRST AID	29,000.00	-	29,000.00	-
10526520	LOSAP CONTRIBUTION	28,000.00	25,200.00	2,800.00	-
10527020	ECONOMIC DEVELOPMENT	2,500.00	-	2,500.00	-
10529010	DEPT.OF PUBLIC WORKS: SALARIES & WAGES	146,993.81	112,156.06	-	34,837.75
10529020	DEPT.OF PUBLIC WORKS: OTHER EXPENSES	255,000.00	97,528.97	143,377.65	14,093.38
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	19,000.00	19,000.00	7,000.00	(7,000.00)
10529060	FIELD MAINTENANCE - OTHER EXPENSES	19,500.00	9,994.80	8,863.00	642.20
10533020	BOARD OF HEALTH: OTHER EXPENSES	1,500.00	1,327.88	-	172.12
10533520	ENVIRONMENTAL COMMISSION:OTHER EXPENSES	3,000.00	1,327.46	1,605.83	66.71
10537020	SPECIAL EVENTS: OTHER EXPENSES	3,500.00	2,452.04	1,301.58	(253.62)
10537120	CULTURAL & HERITAGE	2,000.00	-	927.00	1,073.00
10537620	GOLF-OTHER EXPENSES	950,000.00	792,315.79	51,207.77	106,476.44
10539010	LIBRARY: SALARIES & WAGES	22,656.00	17,680.00	-	4,976.00
10539020	LIBRARY - OTHER EXPENSES	200.00	174.13	25.87	-
10543020	ELECTRICITY	26,000.00	18,504.50	4,013.62	3,481.88
10543520	STREET LIGHTING	37,500.00	22,444.70	8,755.61	6,299.69
10544020	TELEPHONE	16,800.00	12,682.57	3,963.01	154.42
10544620	GASOLINE	48,520.00	23,950.30	24,149.70	420.00
10544720	HEATING FUEL	38,000.00	17,823.62	17,955.55	2,220.83
10547120	CONTRIBUTION TO PERS	26,000.00	24,991.22	-	1,008.78
10547220	SOCIAL SECURITY SYSTEM(OASI)	101,306.52	77,435.53	-	23,870.99
10547520	CONTRIBUTION TO PFRS	205,105.00	205,105.00	-	-

# Expenditure Budget CURRENT FUND Activity to 10/31/2019

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

Account Number	Description	Budget	Activity	Encumbered	Balance
10547521	DEFINED CONTRIBUTION RETIREMT PL	10,000.00	4,106.00	-	5,894.00
10629021	ENVIRONMENTAL TESTING	7,000.00	3,217.50	3,782.50	-
10649020	MUNICIPAL COURT: OTHER EXPENSES	40,000.00	29,562.00	9,854.00	584.00
10651020	STORMWATER MANAGEMENT	3,000.00	815.00	2,185.00	-
10670520	CLEAN COMMUNITIES GRANT	9,731.13	1,332.59	47.94	8,350.60
10671520	BODY ARMOR FUND	1,136.99	1,136.99	-	-
10671720	DRUNK DRIVING ENFRMNT FUND	3,000.00	-	-	3,000.00
10672620	RECYCLING TONNAGE GRANT	1,759.61	1,718.84	-	40.77
10674720	JUSTICE ASSISTANCE GRANT- VESTS	2,404.25	-	-	2,404.25
10675920	DISTRACTED DRIVING GRANT	1,870.00	1,870.00	-	-
10676020	DWI GRANT-SOMERSET COUNTY	360.00	360.00	-	-
10676320	SUSTAINABLE JERSEY GRANT	1,256.60	1,256.60	-	-
10676420	OPEN SPACE & REC PLAN ELEMENT	25,000.00	9,592.50	15,407.50	-
10676520	INFILTRATION & INFLOW EVALUATION	42,500.00	39,762.25	2,737.75	-
10676620	HIGHLANDS-WWMP	9,785.00	7,605.75	2,179.25	-
10676820	HIGHLANDS-MASTER PLAN	11,815.00	403.75	11,411.25	-
10687120	SPECIAL EMERGENCY-5 YEARS	35,000.00	35,000.00	-	-
10689920	RESERVE FOR UNCOLLECTED TAXES	308,554.84	308,554.84	-	-
10690020	CAPITAL IMPROVEMENT FUND	200,000.00	200,000.00	-	-
10692020	BOND PRINCIPAL	415,000.00	25,000.00	-	390,000.00
10692520	NOTE PRINCIPAL	120,000.00	119,425.00	-	575.00
10693020	BOND INTEREST	293,000.00	249,018.12	-	43,981.88
10693520	NOTE INTEREST	25,000.00	23,065.00	-	1,935.00
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	60,200.00	58,779.43	-	1,420.57
10694320	DAM RESTORATION LOAN	237,200.00	237,129.60	-	70.40
10694520	CAPITAL LEASE	96,000.00	78,054.80	-	17,945.20
<b>TOTALS</b>		<b>6,026,814.68</b>	<b>4,506,248.52</b>	<b>488,051.81</b>	<b>1,032,514.35</b>

### List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
<b>CURRENT FUND</b>				
33 - <b>ALLIED OIL LLC</b>	PO 25703 DPW - GASOLINE ACCT #171331/001		3,022.88	
10544621	Gas	3,022.88		
10544630	PO 25704 DIESEL - DPW - ACCT #171330/001	2,051.70		
	DIESEL		2,051.70	<b>5,074.58</b>
950 - <b>AMERICAN WEAR, INC</b>	PO 25768 DPW - OE - UNIFORMS - 66% OF MONTHL		100.32	
10529029	Dept. of Public Works-OE-Uniforms	100.32		<b>100.32</b>
1331 - <b>AMERIGAS</b>	PO 25709 HEATING FUEL - PROPANE - FIRE HOUSE		128.25	
10545023	Propane - Firehouse	128.25		<b>128.25</b>
2564 - <b>BALA PARTNERS, LLC</b>	PO 26422 OUTSIDE LIEN REDEMPTION-CERT #2019-		3,291.13	
104156	REVENUE - O/S LIEN REDEMPTION	3,291.13		<b>3,291.13</b>
2025 - <b>BANK OF AMERICA</b>	PO 25736 BUILDINGS & GROUNDS/WATER/SPECIAL E		1,103.56	
10517059	Buildings & Grounds - Janitorial	169.96		
10517121	BUILDINGS & GROUNDS-OFFICE SUPPLIES	372.00		
10510021	General Admin-OE-Office Supplies	80.00		
10517040	Buildings & Grounds - New Boro Hall	329.00		
10512028	Municipal Clerk-OE-Office Equipment	106.61		
10524021	Police Department-OE-Office Supplies	45.99		
10525221	PO 26297 EMERGENCY MGMT - OE - CERT		1,131.25	
	EMERGENCY MANAGEMENT: OFFICE SUPPLIES	1,131.25		<b>2,234.81</b>
506 - <b>BILLY CASPER GOLF, LLC</b>	PO 25812 GOLF - OE - MANAGEMENT FEE		4,600.00	
10537620	GOLF-OTHER EXPENSES	4,600.00		<b>4,600.00</b>
1530 - <b>HIGH BRIDGE HILLS GOLF COURSE</b>	PO 25824 GOLF - OE - DEC		40,380.15	
10537620	GOLF-OTHER EXPENSES	40,380.15		<b>40,380.15</b>
894 - <b>BONNIE FLEMING</b>	PO 26245 TAX COLLECTOR - OE - CONFERENCE - B		240.84	
10514524	Tax Collector-OE-Conferences/Seminars	240.84		<b>240.84</b>
2487 - <b>BORTEK INDUSTRIES, INC</b>	PO 25764 DPW - OE - VEHICLE REPAIR - SWEEPER		652.63	
10529028	Dept. of Public Works-OE-Vehicle Repair	652.63		<b>652.63</b>
579 - <b>CAESARS ATLANTIC CITY</b>	PO 26127 ADMIN - OE - CONFERENCE - MICHAEL P		41.42	
10512024	Municipal Clerk-OE-Conferences/Seminars	41.42		<b>41.42</b>
46 - <b>CALIFON LUMBER</b>	PO 26400 BUILDINGS & GROUNDS - SUPPLIES FOR		1,944.14	
10517040	Buildings & Grounds - New Boro Hall	17.08		
10517081	Buildings & Grounds - Solitude House	407.22		
10517095	Buildings & Grounds - Parks	333.62		
10517092	Buildings & Grounds - DPW	201.86		
10517099	Buildings & Grounds - Misc	984.36		<b>1,944.14</b>
2247 - <b>T&amp;C SEALCOATING LLC</b>	PO 25979 BUILDINGS & GROUNDS - BORO HALL - C		2,902.50	
10517040	Buildings & Grounds - New Boro Hall	2,902.50		<b>2,902.50</b>

**List of Bills - (All Funds)**

Vendor	Description	Account	PO Payment	Check Total
769 - CINTAS CORPORATION #101	PO 25715 BUILDINGS & GROUNDS - PD & BH - WEE			305.10
10517091	Buildings & Grounds - Police Bldg	152.55		
10517040	Buildings & Grounds - New Boro Hall	152.55		305.10
98 - CLINTON NAPA	PO 26393 DPW - OE - VEHICLE REPAIR		168.38	
10529028	Dept. of Public Works-OE-Vehicle Repair	168.38		
10529028	PO 26415 DPW - OE - VEHICLE REPAIRS - 2016 F		148.05	
	Dept. of Public Works-OE-Vehicle Repair	148.05		
10529028	PO 26442 DPW - OE - VEHICLE REPAIRS - DPW SH		666.24	
	Dept. of Public Works-OE-Vehicle Repair	666.24		982.67
987 - COMCAST	PO 25634 POLICE - INTERNET - 2019 - A/C 0957		385.70	
10510120	INTERNET	109.90		
10544126	Telephone - Police	275.80		
10510120	PO 25635 INTERNET/PHONE - BOROUGH HALL - ACC		345.17	
10544121	INTERNET	129.90		
	Telephone - Boro Hall	215.27		
10510120	PO 25636 INTERNET/PHONE - FIRE DEPT - ACCT #		272.70	
10544124	INTERNET	95.90		
	Telephone - Fire	176.80		
10510120	PO 25637 INTERNET/PHONE - RESCUE SQUAD - ACC		249.34	
10544123	INTERNET	89.95		
	Telephone - Squad	159.39		
10510120	PO 25638 DPW - INTERNET A/C 09574 832139-01-		263.62	
10544122	INTERNET	109.90		
	Telephone - Garage	153.72		1,516.53
213 - COUNTY OF HUNTERDON	PO 25949 BUILDINGS & GROUNDS - OFFICE - ENVE		134.00	
10517128	BUILDINGS & GROUNDS-ENVELOPES	134.00		134.00
2134 - D & J TRUCK & RV REPAIR, LLC	PO 26437 DPW - OE - VEHICLE REPAIR - TRUCK 4		438.20	
10529028	Dept. of Public Works-OE-Vehicle Repair	438.20		438.20
2086 - E-Z PASS	PO 26396 DPW - OE - MISC		25.00	
10529099	Dept. of Public Works-OE-Misc.	25.00		25.00
73 - EASTSIDE SERVICE, INC	PO 26438 POLICE - OE - VEHICLE REPAIRS 14-12		470.07	
10524028	Police Department-OE-Vehicle Repair	470.07		470.07
160 - ELIZABETHTOWN GAS	PO 25687 HEATING - RESCUE SQUAD - ACT# 71679		111.47	
10544725	Heating - Squad Bldg	111.47		
10544721	PO 25688 HEATING - BOROUGH HALL - ACT#779535		153.22	
	Heating - Boro Hall	153.22		
10544722	PO 25689 HEATING - BORO GARAGE - ACCTS # 503		489.17	
	Heating - Garage	489.17		753.86
2519 - ELWOOD STUDIO	PO 26054 WEBSITE MAINT		525.00	
10511524	Website Production	525.00		525.00
2516 - FAIRWAY GREEN INC	PO 26043 FIELD MAINTENANCE - UNION FORGE FIE		2,069.95	
10529060	FIELD MAINTENANCE - OTHER EXPENSES	2,069.95		2,069.95

## List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
714 - FLEMINGTON DEPARTMENT STORE	PO 26340 DPW - OE - UNIFORMS			134.95
10529029	Dept. of Public Works-OE-Uniforms	134.95		
	PO 26363 OEM - OE - CERT UNIFORMS			186.95
10525229	EMERGENCY MANAGEMENT: CLOTHING	186.95		
	PO 26407 POLICE - OE - UNIFORMS/CLOTHING			21.55
10524033	Police Department-OE-Uniforms/CLOthing	21.55		<b>343.45</b>
432 - GRAMCO BUSINESS COMMUNICATIONS	PO 26351 CLERK / PLANNING BOARD - RECORDER W			2,821.00
10512028	Municipal Clerk-OE-Office Equipment	2,115.75		
10518021	Planning Board-OE-Office Supplies	705.25		<b>2,821.00</b>
2422 - GREATAMERICA FINANCIAL SVCS.	PO 25753 BUILDINGS & GROUNDS - OFFICE EQUIPM			142.00
10517125	BUILDINGS & GROUNDS-OFFICE EQUIPMENT	142.00		<b>142.00</b>
1496 - HARRINGTON, JENNIFER	PO 26050 FINANCE - OE - MILEAGE			138.89
10513024	Financial Admin-OE-Conferences/Seminars	138.89		<b>138.89</b>
100 - HESCO, INC	PO 26129 B&G - SEWER - OE - HARDWARE			37.43
10517092	Buildings & Grounds - DPW	37.43		<b>37.43</b>
111 - HUNTERDON MILL & MACHINE	PO 26392 DPW - OE - EQUIPMENT			135.43
10529025	Dept. of Public Works-OE-Equipment/Hdwr	135.43		
	PO 26412 DPW - OE - EQUIPMENT - HAND TOOLS			148.32
10529025	Dept. of Public Works-OE-Equipment/Hdwr	148.32		
	PO 26418 DPW - OE - EQUIPMENT/HARDWARE			567.07
10529025	Dept. of Public Works-OE-Equipment/Hdwr	567.07		
	PO 26433 DPW - OE - EQUIPMENT - MINE ROAD			28.08
10529025	Dept. of Public Works-OE-Equipment/Hdwr	28.08		<b>878.90</b>
2064 - IMAGE SYSTEMS FOR BUSINESS INC	PO 25729 BUILDINGS & GROUNDS - POLICE BLDG -			248.72
10517123	BUILDINGS & GROUNDS-COPIER LEASE	248.72		<b>248.72</b>
1952 - INDEPENDENCE CONSTRUCTORS, INC	PO 25909 DPW - OE - EQUIPMENT			1,234.31
10529025	Dept. of Public Works-OE-Equipment/Hdwr	1,234.31		<b>1,234.31</b>
90 - JCP&L	PO 25645 SOLITUDE HOUSE - 7 & 9 RIVER ROAD A			16.81
10543027	Electricity - Solitude Museum/Garage	16.81		
	PO 25646 ELECTRIC - SPRINGSIDE - ACCT#100050			17.58
10543520	STREET LIGHTING	17.58		
	PO 25647 STREET LIGHTING - MAIN STREET - STR			32.02
10543520	STREET LIGHTING	32.02		<b>66.41</b>
90 - JCP&L	PO 25661 STREET LIGHTING - NOV 2019 - ACCT#2			4,358.75
10543520	STREET LIGHTING	2,754.14		
10543024	Electricity - DPW	109.12		
10543025	Electricity - Boro Hall	183.06		
10543034	Electricity - Washington Ave.	39.74		
10543022	Electricity - Fire	563.58		
10543031	Electricity - Rt 513	3.10		
10543021	Electricity - Rescue Squad	198.15		
10543032	Electricity - Boro Commons	8.66		
10543027	Electricity - Solitude Museum/Garage	15.01		
10543033	Electricity - Bridge Street	5.84		
10543023	Electricity - Police	478.35		<b>4,358.75</b>

## List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
131 - L&L LAWN & GARDEN EQUIPMENT, INC 10529036	PO 26369 DPW - OE - VEHICLE MAINT - SMALL EN Dept. of Public Works-OE-Vehicle Maintee		33.98	33.98
1215 - LASHER, STUART 104156	PO 26421 OUTSIDE LIEN REDEMPTION-CERT #2019- REVENUE - O/S LIEN REDEMPTION		1,830.71	1,830.71
1582 - LAWREN SUPPLY 10524025	PO 26223 POLICE - OE - RANGE QUALIFICATIONS Police Department-OE-Range Qualification		955.00	955.00
2506 - MANDIGO, AARON 10529029	PO 26431 DPW - OE - UNIFORMS - BOOTS Dept. of Public Works-OE-Uniforms		149.99	149.99
1398 - MASER CONSULTING PA 10141748	PO 25415 FEMA GENERATOR GRANT - HIB062 FEMA-GENERATOR GRANT-NJ4086-468R		935.00	935.00
1398 - MASER CONSULTING PA 10516560	PO 25789 ENGINEERING - OE Engineering Services-Municipal Issues		3,517.50	3,517.50
1398 - MASER CONSULTING PA 10518033	PO 25792 PLANNING BOARD - OE - ENGINEERING - Planning Board-OE-Engineering		253.75	253.75
1398 - MASER CONSULTING PA 10676420	PO 26046 OPEN SPACE REC PLAN ELEMENT - HIB07 OPEN SPACE & REC PLAN ELEMENT		2,722.50	2,722.50
1398 - MASER CONSULTING PA 10676620	PO 26076 HIGHLANDS - WASTEWATER MANAGEMENT P HIGHLANDS-WWMP		896.25	896.25
1398 - MASER CONSULTING PA 10676520	PO 26093 PLAN CONFORMANCE - INFILTRATION & I INFILTRATION & INFLOW EVALUATION		2,737.75	2,737.75
1398 - MASER CONSULTING PA 10676820	PO 26290 HIGHLANDS MASTER PLAN - HIB091 HIGHLANDS-MASTER PLAN		1,860.00	1,860.00
146 - MGL PRINTING SOLUTIONS 10514527	PO 26019 TAX COLLECTOR - OE - FORMS Tax Collector-OE-Tax Bills/Forms		165.75	165.75
2233 - MICHAEL PAPPAS 10510099	PO 25878 ADMIN - MILEAGE General Admin-OE-Misc.		351.45	351.45
2567 - MITCHELL HUMPHREY & CO 10519521	PO 26399 CONSTRUCTION - OE - SOFTWARE Construction Official-OE-Office Supplies		2,500.00	2,500.00
214 - NJ ADVANCE MEDIA 10511032	PO 25640 ADVERTISING - ACCT #1160892 / 11648 ADVERTISING		113.05	113.05
1925 - OBIEDZINSKI, ANN MARIE	PO 26411 TAX ASSESSOR - OE - MISC - MILEAGE		121.05	

### List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
10515099	Tax Assessment-OE-Misc.		121.05	121.05
2508 - PEIRCE-EAGLE EQUIPMENT CO	PO 26361 DPW - OE - VEHICLE MAINT - ODB Leaf			163.12
10529036	Dept. of Public Works-OE-Vehicle Maintee		163.12	163.12
2213 - PHOENIX ADVISORS, LLC	PO 25793 FINANCE - OE - PROCESSING			1,050.00
10513033	Financial Admin-OE-Data Processing		1,050.00	1,050.00
2234 - PRECISION AUTOMOTIVE & DIESEL	PO 26419 DPW - OE - VEHICLE REPAIR - 2008 F5			5,505.90
10529028	Dept. of Public Works-OE-Vehicle Repair		5,505.90	5,505.90
569 - REED PERRINE SALES, INC.	PO 26404 DPW - OE - WINTER MATERIAL - 2 PALL			1,220.00
10529032	Dept. of Public Works-OE-Winter Material		1,220.00	1,220.00
2335 - RICK ALLEN'S AUTO REPAIR, INC.	PO 26360 DPW - OE - VEHICLE REPAIRS - 2016 F			252.99
10529028	Dept. of Public Works-OE-Vehicle Repair		252.99	252.99
1937 - ROLL, FREDERICK	PO 26432 DPW - OE - UNIFORMS - BOOTS			139.00
10529029	Dept. of Public Works-OE-Uniforms		139.00	139.00
2504 - SPEDWELL TARGETS	PO 26408 POLICE - OE - RANGE QUALIFICATION			132.00
10524025	Police Department-OE-Range Qualification		132.00	132.00
1226 - STATE TREASURER-NJ	PO 26331 TAX COLLECTOR - OE - EDUCATION - RE			50.00
10514525	Tax Collector-OE-Education/Training		50.00	50.00
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25617 INSURANCE - GROUP HEALTH - DEC 2019			17,276.31
10522071	Employee Group Insurance:Health		10,987.11	
101408	RESERVE - HEALTH BENEFITS		6,289.20	17,276.31
1697 - TRI-STAR FIRE & SAFETY	PO 26366 POLICE - OE - SAFETY EQUIPMENT/VEST			348.50
10524032	Police Department-OE-Safety Eqpmt/Vests		348.50	348.50
2565 - US BANK CUST/PROCAP 8/PRO CAP MGT II	PO 26440 OUTSIDE LIEN REDEMPTION-CERT #2019-			3,775.55
104156	REVENUE - O/S LIEN REDEMPTION		3,775.55	3,775.55
199 - VAN DOREN OIL COMPANY	PO 25690 HEATING FUEL - FIREHOUSE - ACCT # 0			1,232.14
10544724	Heating Fuel-Firehouse		1,232.14	
	PO 25691 HEATING FUEL - SOLITUDE HOUSE - ACC			869.62
10544726	Heating - Solitude House		869.62	2,101.76
1500 - VERIZON WIRELESS	PO 25641 POLICE - OE - WIRELESS DEVICES -			369.41
10524030	Police Department-OE-Wireless Devices		190.05	
10544127	TELEPHONE-POLICE-CELL PHONES		179.36	369.41
1500 - VERIZON WIRELESS	PO 25642 EMERGENCY MANAGEMENT - OE - AIRCARD			78.04
10525230	EMERGENCY MANAGEMENT: WIRELESS DEVICES		78.04	78.04

### List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1500 - VERIZON WIRELESS	PO 25643 TELEPHONE - DPW/ASSESSOR - CELL PH			180.29
10544128	TELEPHONE-DPW-CELL PHONES	180.29		180.29
1500 - VERIZON WIRELESS	PO 25644 TELEPHONE - ADMIN CELL PHONE - ACCT			80.59
10544129	TELEPHONE-ADMIN-CELL PHONE	42.54		
10544130	TELEPHONE-ASSESSOR-CELL PHONE	38.05		80.59
1606 - W.B. MASON COMPANY	PO 25738 OFFICE SUPPLIES			749.21
10517121	BUILDINGS & GROUNDS-OFFICE SUPPLIES	405.60		
10514521	Tax Collector-OE-Office Supplies	100.05		
10529021	Dept. of Public Works-OE-Office supplies	180.83		
10512021	Municipal Clerk-OE-Office Supplies	62.73		749.21
1777 - WESTERN PEST SERVICES	PO 25693 BUILDINGS & GROUNDS - BORO HALL - A			44.00
10517040	Buildings & Grounds - New Boro Hall	44.00		
10517098	PO 25694 BUILDINGS & GROUNDS - RESCUE - RAT	97.00		97.00
10517091	PO 25695 BUILDINGS & GROUNDS - POLICE - RAT	97.00		97.00
	Buildings & Grounds - Police Bldg	97.00		238.00
1948 - WILLIAM MILLER	PO 26409 EMERGENCY MGMT - CLOTHING - BOOTS			49.99
10525229	EMERGENCY MANAGEMENT: CLOTHING	49.99		49.99
2547 - YU, BENJAMIN	PO 26307 AGREEMENT CHARGES FOR LIBRARY			120.00
10517097	Buildings & Grounds - Library	120.00		120.00
<b>PREMIUM FUND</b>				
2564 - BALA PARTNERS, LLC	PO 26423 PREMIUM - OUTSIDE LIEN REDEMPTION-C			100.00
221400	TAX SALE PREMIUMS	100.00		100.00
2565 - US BANK CUST/PROCAP 8/PRO CAP MGT II	PO 26441 PREMIUM - OUTSIDE LIEN REDEMPTION-C			1,800.00
221400	TAX SALE PREMIUMS	1,800.00		1,800.00
<b>DOG FUND</b>				
833 - CALIFON ANIMAL HOSPITAL, INC.	PO 26364 2019 RABIES CLINIC - 11/09/19 9-11			267.90
231315	RESERVE FOR ANIMAL CONTROL EXPENSES	267.90		267.90
153 - NJ DEPT OF HEALTH & SENIOR SERVICES	PO 25752 NOV 2019 DOG FEES			4.20
231320	RESERVE FOR STATE DEPT OF HEALTH FEES	4.20		4.20
<b>GENERAL CAPITAL FUND</b>				
2525 - A&A CURBING, INC	PO 26106 CAPITAL - WASHINGTON AVE ORD #2018-			20,177.34
30980301	CONTRACT AMOUNT	20,177.34		
30981301	PO 26302 CAPITAL - WASHINGTON AVE ORD #2018-			19,159.38
	CONTRACT AMOUNT	19,159.38		39,336.72
2488 - IDEMIA	PO 26123 CAPITAL - LIVESCAN ORD #2019-014			23,953.00
30981501	CONTRACT AMOUNT	23,953.00		23,953.00

### List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1398 - MASER CONSULTING PA 30920302	PO 24939 CAPITAL - STREETScape PHASE 2 ENGIN ENG/LEGAL SECTION 20 COSTS		3,776.21	3,776.21
1398 - MASER CONSULTING PA 30980302	PO 25110 CAPITAL - WASHINGTON AVE - ENGINEER SECT 20 COSTS-ENG/ARCH/LEGAL		5,291.25	5,291.25
1398 - MASER CONSULTING PA 30981302	PO 26204 CAPITAL - WASHINGTON AVE - SECTION SECT 20 COSTS-ARCH/LEGAL/ENG		2,330.25	2,330.25
1398 - MASER CONSULTING PA 30981902	PO 26401 CAPITAL - WASH AVE SECTION 2 - HIBO ENGINEERING		25,000.00	25,000.00
<b>WATER UTILITY FUND</b>				
950 - AMERICAN WEAR, INC 60510034	PO 25769 WATER - OE - UNIFORMS - 22% OF MONT WATER - OE - UNIFORMS/CLOTHING		33.44	33.44
249 - CENTURYLINK 60510097	PO 25632 WATER - 2019 - TELEPHONE CUST # 908 WATER - OE - TELEPHONE		51.20	51.20
1381 - CORE & MAIN 60510051	PO 25742 WATER - OE - REPAIRS - REPAIR PARTS WATER - OE - REPAIRS/CONTRACTS		636.00	636.00
176 - EUROFINs QC, INC 60510045	PO 25912 WATER - OE - ANALYSIS WATER - OE - WATER ANALYSIS		1,713.00	1,713.00
90 - JCP&L 60510098	PO 25673 WATER- STREET LIGHT - NOV 2019 - AC WATER - OE - ELECTRIC		6,450.71	6,450.71
1398 - MASER CONSULTING PA 60510042	PO 25790 WATER - ENGINEERING - OE WATER - OE - ENGINEERING/LEGAL/PROF FEES		245.00	245.00
169 - STATE OF NJ-DIV PENSIONS&BENE 60510040	PO 25617 INSURANCE - GROUP HEALTH - DEC 2019 WATER - OE - INSURANCE - GROUP		5,110.88	5,110.88
<b>WATER CAPITAL FUND</b>				
590 - PENN BOWER, INC 615332	PO 26221 WATER CAPITAL - MCDONALD STREET MCDONALD ST-WATER MAINS-#2019-11-\$85k		98,749.70	98,749.70
590 - PENN BOWER, INC 61533101	PO 26406 CAPITAL - MINE RD CONTRACT AMOUNT		43,145.00	43,145.00
1762 - RIO SUPPLY, INC 615334	PO 26236 WATER CAP - OE - METER EQUIPMENT WATER METERS & EQPMT-\$50,0000-#2019-26		11,900.00	11,900.00
1762 - RIO SUPPLY, INC 615334	PO 26239 WATER CAP - OE - METER EQUIPMENT WATER METERS & EQPMT-\$50,0000-#2019-26		5,200.00	5,200.00

**List of Bills - (All Funds)**

Vendor	Description	Account	PO Payment	Check Total
<b>SEWER UTILITY FUND</b>				
950 - AMERICAN WEAR, INC	PO 25770 SEWER - OE - UNIFORMS - 12% OF MONT			18.24
62510034	SEWER - OE - UNIFORMS/CLOTHING	18.24		18.24
987 - COMCAST	PO 25639 SEWER - 2019 - TELEPHONE - ACCT# 84			60.78
62510097	SEWER - OE - TELEPHONE	60.78		60.78
90 - JCP&L	PO 25685 SEWER- STREET LIGHTING - NOV 2019 -			980.70
62510098	SEWER - OE - ELECTRIC	980.70		980.70
2499 - MCGOWAN LLC	PO 25910 WATER / SEWER - OE - CONTRACTS - BA			2,400.00
62510051	SEWER - OE - REPAIRS/CONTRACTS	2,400.00		2,400.00
122 - MSI PLUMBING, INC	PO 25846 SEWER - OE - METER CALIBRATION - BA			125.00
62510051	SEWER - OE - REPAIRS/CONTRACTS	125.00		125.00
1453 - PUMPING SERVICES, INC	PO 26230 SEWER - OE - REPAIRS			13,480.90
62510051	SEWER - OE - REPAIRS/CONTRACTS	13,480.90		13,480.90
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25617 INSURANCE - GROUP HEALTH - DEC 2019			3,003.38
62510040	SEWER - OE - INSURANCE - GROUP	3,003.38		3,003.38
<b>SOLID WASTE UTILITY FUND</b>				
2246 - DOWN 2 EARTH FARMS, LLC	PO 25734 SOLID WASTE - OE - RECYCLING - LEAV			1,820.00
64510080	SOLID WASTE-OE-RECYCLING	1,820.00		1,820.00
476 - REPUBLIC SERVICES OF NJ LLC	PO 25803 SOLID WASTE - CONTRACTED HAULER - 2			21,956.00
64510090	SOLID WASTE-OE-CONTRACTED HAULER	21,956.00		21,956.00
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 25617 INSURANCE - GROUP HEALTH - DEC 2019			2,187.07
64510040	SOLID WASTE-OE-GROUP INSURANCE	2,187.07		2,187.07
<b>DEVELOPER ESCROW TRUST FUND</b>				
1398 - MASER CONSULTING PA	PO 26234 ESCROW - ALTAVILLA - HIB093			300.00
7118581	ALTAVILLA-DWAY#24--19	300.00		300.00
1398 - MASER CONSULTING PA	PO 26350 ESCROW - RIVERVIEW VILLAGE - HIP032			1,088.75
7118564	RIVERVIEW VILLAGE-81 WEST MAIN-#18-001	1,088.75		1,088.75
1398 - MASER CONSULTING PA	PO 26355 ESCROW - RIVERVIEW VILLAGE - HIP032			487.50
7118564	RIVERVIEW VILLAGE-81 WEST MAIN-#18-001	487.50		487.50
<b>SUI</b>				
1216 - STATE OF NEW JERSEY-DEPT. OF LABOR	PO 26352 SUI EXPENDITURES - UNEMPLOYMENT - T			190.16

### List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
7350020	SUI-EXPENDITURES		190.16	190.16
<b>SPECIAL EVENTS</b>				
2374 - ANDREA GIANCHIGLIA	PO 26374 PAINT OUT 2019			252.00
781009	PAINT OUT		252.00	252.00
2116 - EILEEN BONACCI	PO 26372 PAINT OUT 2019			240.00
781009	PAINT OUT		240.00	240.00
2375 - HEMA GUPTA	PO 26375 PAINT OUT 2019			628.00
781009	PAINT OUT		628.00	628.00
2562 - JOY WRIGHT	PO 26384 PAINT OUT 2019			400.00
781009	PAINT OUT		400.00	400.00
2556 - MARJORIE HALEY	PO 26376 PAINT OUT 2019			200.00
781009	PAINT OUT		200.00	200.00
2559 - NICOLE NITTLE	PO 26379 PAINT OUT 2019			80.00
781009	PAINT OUT		80.00	80.00
1941 - PJ ADUSKEVICZ	PO 26370 PAINT OUT 2019			176.00
781009	PAINT OUT		176.00	176.00
2480 - ROB CARPENTER	PO 26373 PAINT OUT 2019			240.00
781009	PAINT OUT		240.00	240.00
2558 - SAMANTHA MATTHEWS	PO 26378 PAINT OUT 2019			56.00
781009	PAINT OUT		56.00	56.00
1248 - STRANGE, STEPHEN	PO 26383 PAINT OUT 2019			52.00
781009	PAINT OUT		52.00	52.00
2561 - SUZANNAH RUSSELL	PO 26381 PAINT OUT 2019			52.00
781009	PAINT OUT		52.00	52.00
2566 - YOLANDA ROBINSON	PO 26395 PAINT OUT 2019 - REIMBURSEMENT FOR			310.62
781009	PAINT OUT		310.62	310.62

TOTAL

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457,984.96

Total to be paid from Fund 10 CURRENT FUND	132,105.40
Total to be paid from Fund 22 PREMIUM FUND	1,900.00
Total to be paid from Fund 23 DOG FUND	272.10
Total to be paid from Fund 30 GENERAL CAPITAL FUND	99,687.43
Total to be paid from Fund 60 WATER UTILITY FUND	14,240.23
Total to be paid from Fund 61 WATER CAPITAL FUND	158,994.70
Total to be paid from Fund 62 SEWER UTILITY FUND	20,069.00

### List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
Total to be paid from Fund 64	SOLID WASTE UTILITY FUND			25,963.07
Total to be paid from Fund 71	DEVELOPER ESCROW TRUST FUND			1,876.25
Total to be paid from Fund 73	SUI			190.16
Total to be paid from Fund 78	SPECIAL EVENTS			2,686.62
				=====
				457,984.96

#### Checks Previously Disbursed

1209193	POSTMASTER	CASH - TREASURER	500.00	12/09/2019
1209192	POSTMASTER	CASH - TREASURER	500.00	12/09/2019
120119	INVESTORS BANK	CASH	7,805.48	12/02/2019
1229191	NJ DEPT OF TREASURY	CASH - TREASURER	5,829.67	12/17/2019
1208191	NJ DEPT OF TREASURY	CASH - TREASURER	43,145.63	12/08/2019
1202191	CHASE MANHATTAN BANK	CASH - TREASURER	420,650.00	12/02/2019
121019	HIGH BRIDGE BOROUGH-PAYROLL	CASH	4,642.59	12/10/2019
121019	HIGH BRIDGE BOROUGH-PAYROLL	CASH	7,621.06	12/10/2019
121019	HIGH BRIDGE BOROUGH-PAYROLL	CASH	10,125.57	12/10/2019
121019	HIGH BRIDGE BOROUGH-PAYROLL	CASH	57,398.01	12/10/2019
112519	HIGH BRIDGE BOROUGH-PAYROLL	CASH	3,764.65	11/25/2019
112519	HIGH BRIDGE BOROUGH-PAYROLL	CASH	6,563.94	11/25/2019
112519	HIGH BRIDGE BOROUGH-PAYROLL	CASH	8,697.83	11/25/2019
112519	HIGH BRIDGE BOROUGH-PAYROLL	CASH	56,848.61	11/25/2019
			-----	
			634,093.04	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 10 CURRENT FUND	592,177.40	132,105.40	<b>724,282.80</b>
Fund 22 PREMIUM FUND		1,900.00	<b>1,900.00</b>
Fund 23 DOG FUND		272.10	<b>272.10</b>
Fund 30 GENERAL CAPITAL FUND		99,687.43	<b>99,687.43</b>
Fund 60 WATER UTILITY FUND	19,323.40	14,240.23	<b>33,563.63</b>
Fund 61 WATER CAPITAL FUND		158,994.70	<b>158,994.70</b>
Fund 62 SEWER UTILITY FUND	14,185.00	20,069.00	<b>34,254.00</b>
Fund 64 SOLID WASTE UTILITY FUND	8,407.24	25,963.07	<b>34,370.31</b>
Fund 71 DEVELOPER ESCROW TRUST FUND		1,876.25	<b>1,876.25</b>
Fund 73 SUI		190.16	<b>190.16</b>
Fund 78 SPECIAL EVENTS		2,686.62	<b>2,686.62</b>
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BILLS LIST TOTALS	634,093.04	457,984.96	<b>1,092,078.00</b>
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**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**AUTHORIZATION TO MEET IN EXECUTIVE SESSION**

**RESOLUTION: 336-2019**

**ADOPTED:**

**WHEREAS**, the Mayor and Council of the Borough of High Bridge seek to discuss personnel issues for the Director of Public Works, Borough Administrator, and Certified Finance Officer, and legal advice for the Town of Clinton sewer agreement and such other issues as are announced during the open session of the Council Meeting on December 12, 2019 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.