

DRAFT

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: June 11, 2020 – 7:30 p.m. – Location: WebEx online Council meeting

CALL TO ORDER: CALLED TO ORDER BY MAYOR LEE

FLAG SALUTE: LEAD BY MAYOR LEE

ROLL CALL

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

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

ANNOUNCEMENT FROM MAYOR LEE

A. Letter of Commendation – Patrolman Danberry – Mayor Lee read the letter of commendation from Fire Chief Jeffrey Smith for Patrolman Danberry for his professional job well done pertaining to assistance given at a structure fire in High Bridge.

Mayor Lee spoke the loss of Carla Nowell and asked for a moment of silence. Councilwoman Hughes spoke about the volunteering Mrs. Nowell has done over the years for the Pooch Parade and her love for teaching students in High Bridge schools. Councilwoman Moore spoke about the time spent with Carla and how appreciative she is to have known her. Councilman Strange spoke about being honored to know Carla, a master teacher, and spoke of her accomplishments in the community.

PROCLAMATION

A. Proclamation 006-2020 – High Bridge Graduates of 2020 was read by Mayor Lee.

READING AND APPROVAL OF MINUTES: REGULAR 05/28/2020

Motion to dispense with the reading of the May 28, 2020 regular minutes: Hughes / Strange

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

Motion passes: 5 yes, 1 absent

Motion to approve the May 28, 2020 regular minutes: Hughes / Moore

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

Motion passes: 5 yes, 1 absent

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Pablo Delgado spoke about a request to close parts of Main Street and other roads to allow for outside dining activities on a schedule in town to assist local businesses, speaking to HBBA about this, and speaking to Council about this to formulate a possible plan including consumption of alcohol with a license. Councilman Strange spoke about it being a possible fun event. Mayor Lee spoke about the challenges of closing a County road, and encouraged each business to have a plan and to apply for any permit necessary. Clerk Young spoke about the expansion of premises permit available. Council discussed having a specific event for food and music. Discussion ensued.

PUBLIC HEARINGS:

Councilman Zappa enters the meeting at 7:58 P.M.

A. **Ordinance 2020-026:** Washington Ave - Phase III - Road Improvements

Motion to open the public hearing for Ordinance 2020-026: Hughes / Strange

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

Motion passes: 6 yes

Sally Ward thanked Council for doing this work.

Motion to close the public hearing for Ordinance 2020-026: Hughes / Strange

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

Motion passes: 6 yes

Motion to adopt Ordinance 2020-026: Moore / Ferry
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

B. **Ordinance 2020-027**: River Road - Improvements

Motion to open the public hearing for Ordinance 2020-027: Strange / Columbus
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to close the public hearing for Ordinance 2020-027: Strange / Zappa
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2020-027: Zappa / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

C. **Ordinance 2020-028**: Water - River Road Water Mains

Motion to open the public hearing for Ordinance 2020-028: Hughes / Zappa
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Councilman Zappa spoke about repairing the water lines as well as the start dates for construction in the spring of next year after the bidding process is completed. Administrator Fleming spoke about bidding in the late summer or fall.
Motion to close the public hearing for Ordinance 2020-028: Columbus / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2020-028: Strange / Moore
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

D. **Ordinance 2020-029**: Chapter 145

Motion to open the public hearing for Ordinance 2020-029: Moore / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Administrator Fleming spoke about making some amendments to the land use laws needed for house-keeping. Councilman Zappa spoke that this was found to be consistent with the master plan.
Motion to close the public hearing for Ordinance 2020-029: Strange / Moore
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2020-029: Strange / Moore
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

E. **Ordinance 2020-030**: Setting construction fees

Motion to open the public hearing for Ordinance 2020-030: Columbus / Moore
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to close the public hearing for Ordinance 2020-030: Strange / Moore
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes
Motion to adopt Ordinance 2020-030: Moore / Strange
Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

DISCUSSION ITEMS: NONE

INTRODUCTION OF ORDINANCES

A. Ordinance 2020-031: Amend Borough Code, Article II, Special Events Committee

Motion to introduce **Ordinance 2020-031:** Moore / Ferry

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

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-031** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of June 25, 2020.

B. Ordinance 2020-032: Creation of Chapter 8, Boards, Committees, and Commissions, Article VIII, Golf Committee

Motion to introduce **Ordinance 2020-032:** Moore / Strange

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

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-032** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of June 25, 2020.

CONSENT AGENDA

RESOLUTION #	TITLE
Resolution - 140 - 2020	Appointment of part-time Seasonal Laborer
Resolution - 141 - 2020	Golf fees
Resolution - 142 - 2020	Chapter 159 – Drunk driving
Resolution - 143 - 2020	Expansion of Premises Permit
Resolution - 144 - 2020	Lien redemption
Resolution - 145 - 2020	Opening Borough Hall

Motion to approve the consent agenda: Hughes / Strange

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

Motion passes: 6 yes

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Pablo Delgado spoke to the trail crews and requested to begin some more work on the trails, requested DPW move some dirt back to a particular location, requested that the volunteers be given permission to get through the gate to store equipment near the Commons, and requested rules signage be done for the pump track/flow trails. Mayor Lee spoke about the printing of the signage and working with Mrs. Fleming on this, moving mulch piles from the Commons and needing to know who may be in the back of the Commons. Director of DPW Rick Roll spoke about moving the pile of dirt so that equipment and vehicles can turn around as well as protocols with the lock to the gate. Mulch is planned to be moved soon and plans are to award a contract according to Mrs. Fleming. Mayor Lee commented that parks are open to full capacity, basketball courts are open, that it is still asked that no contact sports be done, exercising is okay, and other sports are being considered, concerts in the park are being planned, and work is being done to try to get back to the Fire House for meetings.

LEGAL ISSUES: NONE

COMMUNICATIONS

- A.** May Monthly Zoning Report
- B.** Certificate and Determination of Award
- C.** Letter of commendation – Officer Danberry

BILL LIST

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$284,612.94**

Motion to approve bill list: Moore / Ferry

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

Motion passes: 6 yes

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS

Motion to adjourn: Moore / Strange

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

Motion passes: 6 yes

Next Council Meeting: June 25, 2020 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ or WebEx

Introduction	03/12/2020
Publication (summary)	03/19/2020
Tabled	03/26/2020
Adoption	
Publication (Title)	

Ordinance 2020-017

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

ORDINANCE APPROPRIATING \$50,000 FROM CURRENT CAPITAL IMPROVEMENT FUND FOR THE PURCHASE OF A 2020 DURANGO POLICE VEHICLE AND EQUIPMENT, 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. \$50,000 is hereby appropriated from the Current Capital Improvement Fund for the purchase of a 2020 Durango Police Vehicle and Equipment, 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 effect as provided by the law.

Introduction	03/12/2020
Publication (summary)	03/19/2020
Tabled	03/26/2020
Adoption	
Publication (Title)	

Ordinance 2020-018

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

ORDINANCE APPROPRIATING \$70,000 FROM CURRENT CAPITAL IMPROVEMENT FUND FOR THE PURCHASE OF A TRACTOR WITH A BOOM MOWER ATTACHMENT, 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. \$70,000 is hereby appropriated from the Current Capital Improvement Fund for the purchase of a Tractor with a Boom Mower attachment, 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 effect as provided by the law.

Introduction 03/12/2020
Publication (summary) 03/19/2020
Tabled 03/26/2020
Adoption
Publication (Title)

Ordinance 2020-019

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

ORDINANCE APPROPRIATING \$35,000 FROM CURRENT CAPITAL IMPROVEMENT FUND FOR THE PURCHASE OF A PUBLIC WORKS F350 PICKUP TRUCK, 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. \$35,000 is hereby appropriated from the Current Capital Improvement Fund for the Purchase of a Public Works F350 Pickup Truck, 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 effect as provided by the law.

Introduction 06/11/2020
Publication 06/18/2020
Adoption
Publication

ORDINANCE 2020-031

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

AMEND BOROUGH CODE, ARTICLE VII SPECIAL EVENTS COMMITTEE

WHERE AS, the current Borough Code, Article II, Special Events Committee reads as follows:

§ 8-45 Committee established; purpose.

- A. There is hereby established the High Bridge Special Events Committee to advise the Borough Council with regard to the development, coordination and conducting of special events within the Borough of High Bridge. Its responsibilities include, but are not limited to, the development of programs to promote interest and participation in Council-approved, Borough-wide events focused on, but not limited to, enhancing the understanding of local history, arts, cultural values and goals of the community and state by working directly with local arts and historical organizations, schools, religious organizations, service clubs, municipal governments and other interested groups and individuals. It may establish museum and cultural programs, including fine arts and performing programs, sports programs and children's programs. The Committee may partner with other existing High Bridge committees to ensure the development of programs is in keeping with established goals and objectives. Reports and directories may be published that help develop interest in the events.
- B. Its eight appointed members, inclusive of one member of the Borough Council, represent the entire Borough, and shall possess special interests and awareness in areas that will enable the Committee to develop programs that speak to the diversity that is High Bridge.

§ 8-46 Duties and responsibilities.

- A. Responsibilities. It shall be the duty of this Committee to maintain and develop Borough programs. The Committee will nurture the consciousness of the citizenry to the legacy of High Bridge's past, while contemplating future considerations, e.g., sustainability.
- B. The Special Events Committee shall have the following duties, as well as other duties, as determined by the High Bridge Borough Council:
- (1) Send monthly meeting minutes to Clerk for committee meeting record book
 - (2) Submit recommendations for proposed events for consideration to the Borough Council.

- (3) Identify areas of the Borough where facilities and programs may be required.
- (4) Review existing event programs.
- (5) Recommend priorities for event programs for budget consideration.
- (6) Identify sources of funding for events and programs.
- (7) Provide a yearly budget to Council for specific needs to successfully conduct events/programs.
- (8) Maintain a schedule of events and forward calendar dates and website and newsletter articles in a timely manner.
- (9) Encourage citizen involvement.
- (10) Undertake special projects as directed by the Borough Council.

§ 8-47 Membership and terms.

- A. The Special Events Committee shall consist of eight members appointed by the Mayor with the advice and consent of the Borough Council.
- B. Committee members shall be residents of the Borough or own a business in High Bridge.
- C. The term of membership shall be three years.

§ 8-48 Voting.

Each Committee member shall be entitled to one vote. Approval of any matter requires an affirmative vote from the majority of the members present, provided a quorum of four voting members are present. The Council liaison is a nonvoting member.

§ 8-49 Termination of membership.

If any member misses more than three consecutive meetings of the Committee, without prior authorization from the Chairperson, such members shall be considered to have resigned from the Committee. In addition, any member of the Committee may be removed at any time and without cause by a majority vote of the Borough Council.

§ 8-50 Meetings of members.

- A. Regular meetings of the Committee shall be scheduled at least monthly, with the exception of August and December, at a time acceptable to the Committee. Meetings are closed to the public except for advertised open public meetings.
- B. Special meetings may be called at any time by the Chairperson or four or more voting members; provided, however, that notification to the public and press is made in accordance with applicable state laws when meetings are open to the public.

§ 8-51 Financial disclosure.

In accordance with the State of New Jersey Administrative Code, the High Bridge Special Events Committee members shall be required to file disclosure statements as required by the Local Government Ethics Law.

§ 8-52 Appointment of officers.

- A. The officers of the Committee shall be Chairperson and Vice Chairperson. Other officers may be appointed as necessary to carry out the work of the Committee.
- B. The officers shall be appointed annually by the Mayor, with the advice and consent of Council. The term for officers shall be one year only.
- C. The term of office shall run from January 1 and expire December 31 of each year.

§ 8-53 Duties of officers.

- A. Duties of the Chairperson. The Chairperson shall preside at all meetings of the Committee and provide instructions to all ad hoc committee chairpersons. When appropriate, the Chairperson will attend meetings of the Borough Council. In his/her absence the Vice Chairperson will attend and make appropriate reports to the Committee at their next regular meeting.
- B. Duties of the Vice Chairperson. In the absence or disqualification of the Chairperson, the Vice Chairperson shall assume all the duties and responsibilities of the Chairperson.

§ 8-54 Ad hoc committees.

The Committee may create such ad hoc committees as the business of the Committee may require, each of which shall exist for such period of time and perform such duties as the Committee may determine. Each ad hoc committee will submit a final report to the Events Committee upon completion of their event.

§ 8-55 Compensation.

Members of the High Bridge Special Events Committee shall serve without compensation. However, members shall be reimbursed for expenses incurred in carrying out the duties of the Committee with prior approval by the Borough Council.

NOW, THEREFORE, the code will be amended to the following:

§ 8-45. Committee established; purpose.

- A. There is hereby established the High Bridge Special Events Committee to advise the Borough Council with regard to the development, coordination and conducting of special events within the Borough of High Bridge. Its responsibilities include, but are not limited to, the development of programs to promote interest and participation in Mayor and Council-approved, Borough-wide events focused on, but not limited to, enhancing the understanding of local history, arts, cultural values and goals of the community and state by working directly with local arts and historical organizations, schools, religious organizations, service clubs,

municipal governments and other interested groups and individuals. It may establish museum and cultural programs, including fine arts and performing programs, sports programs and children's programs. The Committee may partner with other existing High Bridge committees to ensure the development of programs is in keeping with established goals and objectives. Reports and directories may be published that help develop interest in the events.

- B. Its seven appointed members, inclusive of one member of the Borough Council, represent the entire Borough, and shall possess special interests and awareness in areas that will enable the Committee to develop programs that speak to the diversity that is High Bridge.

§ 8-46. Duties and responsibilities.

- A. Responsibilities. It shall be the duty of this Committee to maintain and develop Borough programs. The Committee will nurture the consciousness of the citizenry to the legacy of High Bridge's past, while contemplating future considerations, e.g., sustainability.
- B. The Special Events Committee shall have the following duties, as well as other duties, as determined by the High Bridge Borough Council:

- (1) Send monthly meeting minutes to Clerk for committee meeting record book
- (2) Submit recommendations for proposed events for consideration to the Borough Council
- (3) Identify areas of the Borough where facilities and programs may be required.
- (4) Review existing event programs.
- (5) Recommend priorities for event programs for budget consideration.
- (6) Identify sources of funding for events and programs.
- (7) Provide a yearly budget to Council for specific needs to successfully conduct events/programs.
- (8) Maintain a schedule of events and forward calendar dates and website and newsletter articles in a timely manner.
- (9) Encourage citizen involvement.
- (10) Undertake special projects as directed by the Borough Council.

- C. Events Council Liaison

The Council Liaison shall oversee the following tasks and may request the assistance of Council members, Committee members and High Bridge volunteers if needed.

- 1. Review existing event programs and recommend to Council priorities for event programs for budget consideration.
- 2. Identify sources of funding for events and programs, manage and submit event packet mailing to Council for approval and provide event leads with Event specific sponsorship details when received.
- 3. Maintain yearly budget and event funding allocations and disbursements in coordination with Borough CFO for specific needs to successfully conduct events/programs.

4. Maintain Borough Event email account and forward inquiries to appropriate Event Leads.
5. Encourage citizen involvement.
6. Prepare monthly report for Council Liaison update.
7. In the absence of appointed officers, may temporarily facilitate monthly meetings.

D. High Bridge Borough Sponsored Event Leads

The Committee may select volunteer Event Lead(s) to manage one or more events and who shall have the following duties as determined by the High Bridge Borough Council:

1. Manage specified events with use of allocated event sponsor monies to enable them to execute event logistics as needed.
2. Submit all literature, advertisements, press releases, program booklets to Council Liaison no later than 14 calendar days prior to the event date for Borough approval.
3. Seek additional sponsor funding and in-kind donations if needed.
4. The Event Leads may request additional resources and volunteers from partnering committees, dependent on the scope and size of the program or event.
5. All inquiries for monies, reimbursements, and DPW logistics shall be submitted via Council Liaison.

§ 8-47. Membership and terms.

- A. The Special Events Committee shall consist of seven members appointed by the Mayor with the advice and consent of the Borough Council.
- B. Committee members shall be residents of the Borough or own a business in High Bridge.
- C. The term of membership shall be three years.

§ 8-48. Voting.

Each Committee member shall be entitled to one vote. Approval of any matter requires an affirmative vote from the majority of the members present, provided a quorum of four voting members are present. The Council liaison is a nonvoting member.

§ 8-49. Termination of membership.

If any member misses more than three consecutive meetings of the Committee, without prior authorization from the Chairperson, such members shall be considered to have resigned from the Committee. In addition, any member of the Committee may be removed at any time and without cause by a majority vote of the Borough Council.

§ 8-50. Meetings of members.

- A. Regular meetings of the Committee shall be scheduled at least monthly, with the exception of December, at a time acceptable to the Committee and convenient to the public in order to encourage community involvement. Meetings shall be advertised open public meetings.
- B. Special meetings may be called at any time by the Chairperson or three or more members; provided, however, that notification to the public and press is made in accordance with applicable state laws when meetings are open to the public.

§ 8-51. Financial disclosure.

In accordance with the State of New Jersey Administrative Code, the High Bridge Special Events Committee members, if necessary, shall be required to file disclosure statements as required by the Local Government Ethics Law, N.J.S.A. 40A:9-22.1 et seq.

§ 8-52. Appointment of officers.

- A. The officers of the Committee shall be Chairperson and Vice Chairperson. Other officers may be appointed as necessary to carry out the work of the Committee.
- B. The officers shall be appointed annually by the Mayor, with the advice and consent of Council, and nominated by the Committee. The term for officers shall be one year only, and any officer may be reelected to succeed himself/herself for one additional term only..
- C. The term of office shall run from January 1 and expire December 31 of each year.

§ 8-53. Duties of officers.

- A. Duties of the Chairperson. The Chairperson shall preside at all meetings of the Committee and provide instructions to all ad hoc committee chairpersons. When appropriate, the Chairperson will attend meetings of the Borough Council. In his/her absence the Vice Chairperson will attend and make appropriate reports to the Committee at their next regular meeting.

The Chairperson shall oversee the following tasks and may request the assistance of committee members if needed.

- 1. Preside at all meetings of the Committee and provide instructions to all events leads and ad hoc event leads (non-members) and may delegate duties to facilitate meeting if unable to attend.
 - 2. Attend meetings of the Borough Council as it pertains to the Events Committee.
 - 3. Facilitate Committee meetings, develop agendas and meeting minutes.
 - 4. Monitor the progress of event planning, monitor project timeline and ensure tasks are completed.
 - 5. Send monthly meeting minutes to Council Liaison to submit to Clerk for Committee meeting record book.
 - 6. Submit recommendations for proposed events for consideration to the Council Liaison to submit to Borough Council.
 - 7. Prepare Event list and dates for following year for Committee vote and approval in January.
- B. Duties of the Vice Chairperson. In the absence or disqualification of the Chairperson, the Vice Chairperson shall assume all the duties and responsibilities of the Chairperson.

§ 8-54. Ad hoc committees.

The Committee may create such ad hoc committees as the business of the Committee may require, each of which shall exist for such period of time and perform such duties as the Committee may determine. Each ad hoc committee will submit a final report to the Events Committee upon completion of their event.

§ 8-55. Compensation.

Members of the High Bridge Special Events Committee and Events Leads shall serve without compensation. However, members shall be reimbursed for expenses incurred in carrying out the duties of the Committee with prior approval by the Borough Council.

Introduction 06/11/2020
Publication 06/18/2020
Adopted
Publication

ORDINANCE 2020-032

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

**AN ORDINANCE AMENDING THE CODE OF
THE BOROUGH OF HIGH BRIDGE – CREATING CHAPTER 8 BOARDS, COMMITTEES
AND COMMISSIONS, ARTICLE VIII - GOLF COMMITTEE**

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

**CHAPTER 8 BOARDS, COMMITTEES AND COMMISSIONS IS AMENDED TO ADD
ARTICLE VIII – Golf Committee as follows:**

Committees

GOLF COMMITTEE

- § 8-56. Committee established; purpose
- § 8-57. Duties and Responsibilities
- § 8-58. Membership and Terms
- § 8-59. Voting
- § 8-60. Termination of Membership
- § 8-61. Meetings of members
- § 8-62. Appointment of officers
- § 8-63. Duties of officers
- § 8-64. Ad-hoc committees
- § 8-65. Compensation and committee expenses
- § 8-66. Financial Disclosure

§ 8-56. Committee established

The High Bridge Golf Committee shall advise the Borough Council with regard to the operation of the High Bridge Hills Golf Course within the Borough of High Bridge. It shall have no authority to act without the authorization of the Borough Council.

§ 8-57. Responsibilities

- A. The Committee shall maintain and develop Borough programs that help promote the golf course with the general public, businesses and organizations, to serve as a venue for events and activities and to assist in the financial vitality of the golf course.

B. The Committee shall have the following responsibilities, as well as other responsibilities as determined by the Mayor and Borough Council:

- (1) Send meeting minutes to the Clerk for the committee meeting record book;
- (2) Submit recommendations for the general well-being of the golf course for consideration to the Mayor and Borough Council;
- (3) Identify areas where improvements or changes to the golf course and programs may be helpful;
- (4) Review golf course programs;
- (5) Recommend to the Mayor and Borough Council priorities for golf course improvements for budget consideration;
- (6) Provide comments regarding the yearly budget to the Mayor and Borough Council;
- (7) Encourage involvement and use of the golf course; and
- (8) Undertake special projects as directed by the Mayor and Borough Council.

§ 8-58. Membership and Terms

- A. The Committee shall consist of seven members appointed by the Mayor with the advice and consent of the Borough Council.
- B. Committee members shall be residents or own a business in the Borough.
- C. The members of the Committee shall be appointed to a three-year term, except that the terms of the initial members shall be staggered. As a result, the initial appointments shall be two members to a one-year term, two members to a two-year term and three members to a three-year term. Thereafter, all appointments shall be for a three-year term.

§ 8-59. Voting

- A. Each Committee member shall be entitled to one vote. Approval of any matter requires an affirmative vote from the majority of the members present, provided a quorum of four voting members is present.

§ 8-60. Termination of Membership

- B. If any member misses more than three (3) consecutive meetings of the Committee, without prior authorization from the Chairperson, such member shall be considered to have resigned from the Committee. In addition, any member of the Committee may be removed at any time without cause by a majority vote of the Borough Council.

§ 8-61. Meetings of members

- A. Regular meetings of the Committee shall be scheduled at least monthly at a time acceptable to the Committee. Meetings are closed to the public, except for advertised open public meetings.

Individuals who are not members can be invited to attend by a member of the committee with advance invitation by the Chairperson or acting Chairperson.

- B. Special meetings may be called at any time by the Chairperson or four members of the Committee; provided, however, that notification to the public and press is made in accordance with applicable state laws when meetings are open to the public.

§ 8-62. Appointment of officers

- A. The officers of the Committee shall be a Chairperson, Vice Chairperson, and Secretary. Other officers may be appointed as necessary to carry out the work of the Committee.
- B. The officers shall be appointed annually by the Mayor, with the advice and consent of Council. The term for an officer shall be one year.
- C. The term for an officer shall run from January 1 and expire December 31 of each year, or until such time as a new officer is appointed.
- D. The Chairperson can be a member of the Borough Council. If the Chairperson is a member of Council, then the member shall only vote in the case of a tie vote by other Members.

§ 8-63. Duties of officers

- A. Duties of the Chairperson. The Chairperson shall preside at all meetings of the Committee. When appropriate, the Chairperson will attend meetings of the Borough Council. If the Chairperson is a Councilmember, Vice Chair or a surrogate (member of the committee) may attend in his or her place.
- B. Duties of the Vice Chairperson. In the absence or disqualification of the Chairperson, the Vice Chairperson shall assume all the duties and responsibilities of the Chairperson.
- C. Duties of the Secretary. The Secretary shall keep or cause to keep a book of minutes of all meetings of the Committee. The Secretary shall prepare agendas under direction of the Chairperson and shall give notice of regular and special meetings of the Committee. The Secretary shall forward all approved meeting minutes to the Borough Clerk monthly.

§ 8-64. Ad-hoc committees

- A. The Committee may create such ad hoc committees as the business of the Committee may require, each of which shall exist for such period of time and perform such duties as the Committee may determine. Each ad hoc committee will submit a final report to the Golf Committee upon completion of its event or other assignment.

§ 8-65. Compensation and Committee Expenses

- A. Members of the Committee shall serve without compensation.

- B. Members shall be reimbursed for expenses incurred in carrying out the duties of the Committee as approved by the Borough Council. A request for preapproval of available funds must be made to the Finance Department prior to the expenditure.

§ 8-66. Financial Disclosure

- A. In accordance with the State of New Jersey Administrative Code, the Golf Committee members shall be required to file disclosure statements as required by the Local Government Ethics Law.

Introduction:
Publication:
Adoption:
Publication:

ORDINANCE 2020-033

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

Amend Borough Code, Chapters 261 Parks and Playgrounds Article 1 General Provisions and Chapter 8 Article IV Parks and Recreation Committee

WHEREAS, the Borough of High Bridge has adopted Parks and Playgrounds regulations in Chapter 261-1 to Chapter 261-6 of the Borough Ordinances which currently read;

Article I
General Provisions

§ 261-1 Purpose; interpretation.

This entire chapter shall be deemed and construed to be an exercise of the police power of the Borough of High Bridge, in the County of Hunterdon, for the preservation and protection of public safety, and all of its provisions shall be liberally construed with a view to the effectuation of such purpose.

§ 261-2 Hours.

[Amended 2-28-2008 by Ord. No. 2008-1; 2-26-2009 by Ord. No. 2009-6]

- A. All public parks, playgrounds, and open space areas, excluding the Borough golf course, which are owned and operated by the Borough of High Bridge shall be open to the public 24 hours a day, seven days per week; provided, however, that when any supervised program duly authorized by the High Bridge Parks and Recreation Committee is in progress that particular section or part of the public park or playground in which the program is being conducted shall not be entered or interfered with until the program has concluded. **[Amended 6-13-2013 by Ord. No. 2013-13]**
- B. The recycling area at the rear of the Commons on the Wye located on Main Street shall be closed from dusk (sunset) to dawn (sunrise).
- C. The brush collection area at the rear of the Commons on the Wye located on Main Street shall be open to High Bridge residents only two Saturdays per month from 9:00 a.m. through 1:00 p.m., March 15 through November 15. The area shall remain closed November 16 through March 14. Council shall approve the Saturday schedule each February. Said schedule shall be posted on the Borough website and shall be published in the Borough newsletter. **[Added 8-18-2011 by Ord. No. 2011-21]**

§ 261-3 Request for use.

Any formalized program in which the participants shall use or utilize any of the public parks or playgrounds or any part or parts thereof or any of the facilities therein in any way or for any purpose whatever must be duly authorized by the High Bridge Parks and Recreation Committee of said Borough or by a duly authorized representative of said Committee, by having first submitted to said Committee written request in compliance with its rules and regulations and obtained its written consent or permission to the use thereof. There shall be provided and the Clerk shall have in possession a current schedule of events and uses of all parks and recreation areas. The athletic groups or park users shall have in their possession the approval of use of the park or field during their usage.

§ 261-4 Permits for special events.

A. Permits for special events in parks shall be obtained by application to the Parks and Recreation Committee which application shall contain the following information:
[Amended 6-13-2013 by Ord. No. 2013-13]

- (1) The name, address, daytime phone number, and e-mail of the applicant.
- (2) The name, address, daytime phone number, and e-mail of the person, persons, corporation or association sponsoring the activity.
- (3) The day and hours for which the permit is desired.
- (4) The park or portion thereof for which such permit is desired.
- (5) Evidence of insurance liability coverage designated by the sponsoring activity naming the Borough as additionally insured.
- (6) Any other information which the Council shall find reasonably necessary for a fair determination as to whether a permit should be issued hereunder.

B. Council will issue a use permit based upon:

- (1) The proposed activity will not detract or interfere with the general public's enjoyment of the park.
- (2) Public health, welfare and safety will be promoted.
- (3) Violence, crime or disorderly conduct will not escalate.
- (4) The proposed activity will not give rise to expenses of emergency services.
- (5) The proposed activity will not interfere with other events on or near the requested date.

C. Within 15 working days after the receipt of an application, the Parks and Recreation Committee shall explain to the applicant its decision. In the event that the Committee refuses the event, the aggrieved party may appeal to Borough Council by

serving written notice, and Council shall respond within 15 working days. The decision by Borough Council is final.

- D. Council reserves the right to revoke any park or recreation permit upon finding of a violation of any rule or ordinance or upon good cause shown.

§ 261-5 Disorderly conduct.

[Amended 1-26-2012 by Ord. No. 2012-01]

- A. No person shall, within any of the public parks, playgrounds, open space, golf course, Lake Solitude Dam complex, and any other Borough-owned property:

[Amended 2-23-2012 by Ord. No. 2012-06; 12-18-2014 by Ord. No. 2014-22A]

- (1) Curse, use any threatening, abusive, obscene or insulting language.
- (2) Perform any obscene or indecent act or disrobe.
- (3) Throw any stone or other object, substance or missile at or to annoy any other person or persons.
- (4) Engage in, instigate, aid or encourage any contention or fight.
- (5) Possess, use or be under the influence of any intoxicating beverage or drug.
- (6) Drive an unauthorized vehicle into a restricted driving area. A restricted area is that which is not authorized for vehicular use, including but not limited to field, grass or playground area(s) outside of designated parking locations. **[Amended 9-26-2019 by Ord. No. 2019-030]**
- (7) (Reserved)
- (8) (Reserved)
- (9) Park overnight from 1/2 hour after sunset until sunrise unless otherwise permitted.
- (10) Harm or destroy any wildlife or flora in any method contrary to New Jersey State fish, game and wildlife rules and Borough ordinances.
- (11) Tie or hitch an animal to any tree or plant.
- (12) Remove any soil, rocks, flora or fauna, objects of historic significance or historic artifacts as defined by P.L. 2004, c. 170, slag or other recyclables. **[Amended 3-31-2016 by Ord. No. 2016-12]**
- (13) Willfully mark, deface, damage or remove any park buildings, play equipment, bathrooms, monuments, or park furniture.
- (14) Construct any structure without approval from Mayor and Council.
- (15) Pollute or dump in any waters.

- (16) Picnic, fish, hunt, camp, ride horses or boat in restricted areas.
- (17) Dump or deposit any rubbish or trash except in proper receptacles.
- (18) Prepare a fire outside a designated area or leave a fire unextinguished.
- (19) Set up a temporary shelter, tent or park a camping vehicle in restricted areas.
- (20) Bring a pet into an undesignated area or allow domestic animals to be out of your control.
- (21) Allow domestic animals to defecate without removing feces.
- (22) Jump from any dam or precipice into water.
- (23) Swim in any undesignated area.
- (24) Sell, hawk, peddle or concessionaire without a permit from the Borough.
- (25) Paste, glue, tack or post any sign, placard or advertisement or inscription.
- (26) Fail to obey or interfere in any way with any police officer or park or recreation supervisor in the proper performance of his duties.
- (27) Park or drive motorized vehicles on the Lake Solitude Dam.
- (28) Enter upon Lake Solitude Dam historic spillway.
- (29) Skateboard, snow board, sleigh ride, toboggan or otherwise enter upon the Lake Solitude Dam auxiliary spillway.

**§ 261-6 Entering lawns and grounds of public parks.
[Added 6-13-2013 by Ord. No. 2013-13]**

No person shall enter upon any portion of the lawn or grounds within a public park when notified by a sign placed in such park or by a guardian of such park or by a police officer not to enter upon such lawn or grounds.

WHEREAS, the Borough seeks to amend Chapter 261-1 to Chapter 261-6 as follows:

Chapter 261
Parks and Playgrounds

§ 261-1 Purpose; interpretation.

This entire chapter shall be deemed and construed to be an exercise of the Police power of the Borough of High Bridge, in the County of Hunterdon, for the preservation and protection of public safety, and all of its provisions shall be liberally construed with a view to the effectuation of such purpose.

§ 261-2 Hours.

[Amended 2-28-2008 by Ord. No. 2008-1; 2-26-2009 by Ord. No. 2009-6]

- A. All public parks, playgrounds, and open space areas, excluding the Borough golf course, which are owned and operated by the Borough of High Bridge shall be open to the public from 6:00 a.m. to 11 p.m., seven days per week; provided, however, that when any program or event duly authorized by the Borough of High Bridge or its designee is in progress that particular section or part of the public park or playground in which the program or event is being conducted shall not be entered or interfered with until the program has concluded.
- B. The recycling area at the rear of the Commons on the Wye located on Main Street shall be open to High Bridge residents two Saturdays per month from 9:00 a.m. through 1:00 p.m., March 15 through November 15. The area shall remain closed from November 16 through March 14. Council shall approve the Saturday schedule each February. Said schedule shall be posted on the Borough website and shall be published in the Borough newsletter. **[Added 8-18-2011 by Ord. No. 2011-21]**

§ 261-3 Request for use.

Any formalized program or event organizing 30 or more people , or requesting exclusive use of any town property or facility for any period of time regardless of the number of people, must be duly authorized by the Borough of High Bridge, or designee, by having first received an approved “Permit for use of Borough Property”. The Borough Clerk, or designee, shall be authorized to approve such applications on behalf of the municipality.

§ 261-4 Permit for Use of Borough Property.

- A. Permission for use of Borough property shall be obtained by application to the Borough Clerk, or their designee, using the “Request for use of Borough Property” application form. Said application shall contain the following information:
 - (1) The name, address, daytime phone number, and e-mail address of the applicant.
 - (2) The name, address, daytime phone number, and e-mail of the person, persons, corporation, or association sponsoring the activity.
 - (3) The day and hours for which the permit is desired.
 - (4) The Borough property, park, or portion thereof for which such permit is desired.
 - (5) Evidence of insurance liability coverage designated by the sponsoring activity naming the Borough as additionally insured.
 - (6) Any other information which the Council shall find reasonably necessary for a fair determination as to whether a permit should be issued hereunder.
- B. A Permit for Use of Borough Property will be issued based upon:
 - (1) The proposed activity will not detract or interfere with the general public's enjoyment of other Borough properties.
 - (2) Public health, welfare and safety will be promoted.

- (3) Violence, crime, or disorderly conduct will not escalate.
- (4) The proposed activity will not give rise to expenses of emergency services.
- (5) The proposed activity will not interfere with other events outside of the requested date and time.
- C. Within 15 working days after the receipt of a complete application, the Clerk, or their designee can provide the status of the application with a written request from the applicant. In the event that the permit is denied, the aggrieved party may appeal to Borough Council by serving written notice to the Clerk, and Council may respond within 35 working days.
- D. Council reserves the right to revoke any park or recreation permit upon good cause shown.

§ 261-5 Disorderly conduct.

[Amended 1-26-2012 by Ord. No. 2012-01]

A. No person shall, within any of the public parks, playgrounds, open space, golf course, Lake Solitude Dam complex, and any other Borough-owned property:

[Amended 2-23-2012 by Ord. No. 2012-06; 12-18-2014 by Ord. No. 2014-22A]

- (1) Curse, use any threatening, abusive, obscene or insulting language.
- (2) Perform any obscene or indecent act or disrobe.
- (3) Throw any stone or other object, substance, or missile at or to annoy any other person or persons.
- (4) Engage in, instigate, aid, or encourage any contention or fight.
- (5) Possess, use or be under the influence of any intoxicating beverage or drug.
- (6) Drive a vehicle into a restricted driving area.
- (7) Park outside an established parking area, except for a reasonable time to take up or discharge passengers or equipment.
- (8) Park or drive on an athletic field except for the assistance of an injured player.
- (9) Harm or destroy any wildlife or flora in any method contrary to New Jersey State fish, game and wildlife rules and Borough ordinances.
- (10) Tie or hitch an animal to any tree or plant.
- (11) Remove any soil, rocks, flora or fauna, objects of historic significance or historic artifacts as defined by P.L. 2004, c. 170, slag or other recyclables. **[Amended 3-31-2016 by Ord. No. 2016-12]**

- (12) Willfully mark, deface, damage or remove any park buildings, play equipment, bathrooms, monuments or park furniture.
- (13) Construct any structure without approval from the Mayor and Council.
- (14) Pollute or dump in any waters.
- (15) Picnic, fish, hunt, camp, ride horses or boat in restricted areas.
- (16) Dump or deposit any rubbish or trash except in proper receptacles.
- (17) Prepare a fire outside a designated area or leave a fire unextinguished.
- (18) Set up a temporary shelter, tent or park a camping vehicle in restricted areas.
- (19) Bring a pet into an undesignated area or allow domestic animals to be out of your control.
- (20) Allow domestic animals to defecate without removing feces.
- (21) Jump from any dam or precipice into water.
- (22) Swim in any undesignated area.
- (23) Sell, hawk, peddle or concessionaire without a permit from the Borough.
- (24) Paste, glue, tack or post any sign, placard, advertisement, or inscription without first receiving Borough approval.
- (25) Fail to obey or interfere in any way with any police officer or park or recreation supervisor in the proper performance of his duties.
- (26) Park or drive motorized vehicles on the Lake Solitude Dam except with approval of Mayor and Council.
- (27) Enter upon Lake Solitude Dam historic spillway.
- (28) Skateboard, snow board, sleigh ride, toboggan or otherwise enter upon the Lake Solitude Dam auxiliary spillway.
- (29) Disregard, established rules of conduct for use of parks, trails, and other grounds.
- (30) Barricade, block, disallow access, or travel on any Borough property without first being granted Borough approval.

**§ 261-6 Entering lawns, trails, and grounds of public parks.
[Added 6-13-2013 by Ord. No. 2013-13]**

No person shall enter upon any portion of the lawn, trails, or grounds within a public park when notified by a sign placed in such park when said grounds are identified as closed by

other approved notification methods. Park closures and re-openings shall be determined by the Borough Administrator, their designee(s) or police department representatives for matters of public safety.

**§ 261-7 Selling, advertising, or distributing circulars in parks.
[Added 6-13-2013 by Ord. No. 2013-13]**

No person shall offer any article for sale, display any advertising device or distribute any circulars or cards in a public park unless otherwise approved by the Mayor and Council.

§ 261-8 Agreement with the Board of Education.
The Borough of High Bridge reserves the right with respect to any or all of the public park and recreation areas and any facilities located therein to enter into any agreement with the Board of Education of the Borough of High Bridge concerning the control and use thereof, and anything contained in this chapter to the contrary notwithstanding, any use of said premises or said facilities by the Board of Education pursuant to any agreement with the Borough Council heretofore or hereafter entered into shall be free and exclusive from any control or supervision of or by the Borough Council. Field reservation requests should be submitted to the Clerk or designee to ensure availability.

§ 261-09 Violations and penalties.
Any person, corporation or other organization who shall violate any of the provisions of this chapter shall, upon conviction thereof, be liable to imprisonment in the county jail or in any place provided by the Borough of High Bridge for the detention of prisoners for any term not exceeding 90 days, or to a fine not exceeding \$500, or both. The court before which any person, corporation or other organization is convicted of violating any of the provisions of this chapter shall have power to impose any fine or term of imprisonment not exceeding the maximum fixed in this chapter.

WHEREAS, the Borough of High Bridge has adopted Chapter 8 Article IV Parks and Recreation Committee in Chapters 8-24 through Chapter 8-26 of the Borough Code which currently read:

Article IV
Parks and Recreation Committee

**[Adopted 2-9-2006 as Sec. 2-71 of the 2006 Code of the Borough of High Bridge]
§ 8-24 Committee established; purpose.**

- A. The purpose of the Parks and Recreation Committee shall be to provide the finest recreational opportunities in the Borough of High Bridge for all citizens. The Committee will oversee the daily operation of all passive and active recreational activity. This includes the Boroughs system of parks, playgrounds, recreational centers, facilities, and recreational programs, including community sports, celebrations, special events and other recreational activities. Furthermore, the Parks and Recreation Committee shall provide a means of encouraging community involvement to park development and recreational programming. Recreational

operations will be funded primarily through user fees and less significantly from Borough tax revenues.

- B. Jurisdiction. The Parks and Recreation Committee shall have supervisory jurisdiction over the Parks and Recreational areas owned by the Borough, but shall report to the Mayor and Council. It shall be the duty of this Committee to maintain and develop the Borough park system, provide quality sporting fields, provide forestry and turf maintenance services and to provide leisure services for the residents of the Borough of High Bridge. If necessary, a Director of Parks and Recreation may be hired by the Borough and will serve as an advisory member of the Committee.

§ 8-25 Duties and responsibilities; annual audit.

- A. The Parks and Recreation Committee shall have the following duties as determined by Mayor and Council:

- (1) Identify areas of the Borough where new parks or recreation facilities may be required.
 - (2) Review existing recreational programs and improve recreational curriculum.
 - (3) Review existing facilities and recommend future park improvements and major purchases to Borough Council for consideration.
 - (4) Interface with private recreational programs and sports organizations for the betterment of recreational opportunities for our citizens.
 - (5) Identify sources of funding, such as grants, for facility and program improvement.
 - (6) Provide a yearly budget to Council for specific needs in the parks and recreational areas which identifies and meets recreational priorities.
 - (7) Maintain a schedule for all park usage for various groups, including sports teams and events.
 - (8) Be responsible for all playground, field, and park equipment and grounds. Responsibility includes all maintenance, repairs and preservation with specific attention committed to the safety of our residents.
 - (9) Unite and interface with various Borough committees as necessary to provide for quality, established, enduring events and activities.
 - (10) Encourage citizen involvement.
 - (11) Undertake special projects as desired by the Borough Council.
- B. An annual audit/accounting of all financial records shall be conducted by the Borough pursuant to accepted accounting procedures. **[Added 6-11-2009 by Ord. No. 2009-17]**

WHEREAS, the Borough seeks to amend Chapters 8-24 to Chapter 8-26 as follows:

Article IV
Parks and Recreation Committee

[Adopted 2-9-2006 as Sec. 2-71 of the 2006 Code of the Borough of High Bridge]

§ 8-24 Committee established; purpose.

- A. The purpose of the Parks and Recreation Committee shall be to provide the finest recreational opportunities in the Borough of High Bridge for all citizens. The Committee will make recommendations to the Mayor and Council about the daily operation of all passive and active recreational activity. This includes the Boroughs system of parks, playgrounds, recreational centers, facilities, and recreational programs, including community sports, celebrations, special events and other recreational activities. Furthermore, the Parks and Recreation Committee shall provide a means of encouraging community involvement to park development and recreational programming. Recreational operations will be funded primarily through user fees, sponsors, and grants, and less significantly from Borough tax revenues.
- B. Jurisdiction. The Parks and Recreation Committee shall have supervisory jurisdiction over the Parks and Recreational areas owned by the Borough but shall report to the Mayor and Council. It shall be the duty of this Committee to oversee and guide development and maintenance of the Borough park system, sporting fields, forestry and turf maintenance services and leisure services for the residents of the Borough of High Bridge.

§ 8-25 Duties and responsibilities; annual audit.

- A. The Parks and Recreation Committee shall have the following duties as determined by Mayor and Council:
 - (1) Identify areas of the Borough where new parks or recreation facilities may be desired.
 - (2) Review existing recreational programs and improve recreational curriculum.
 - (3) Review existing facilities and recommend future park improvements and major purchases to Borough Council for consideration.
 - (4) Interface with private recreational programs and sports organizations for the betterment of recreational opportunities for our citizens.
 - (5) Identify sources of funding, such as grants, for facility and program improvement.
 - (6) Provide a yearly budget to Council for specific needs in the parks and recreational areas which identifies and meets recreational priorities.
 - (7) (Reserved)

- (8) Be responsible for overseeing all playground, field, and park equipment and grounds. Responsibility includes identifying maintenance, repair, and preservation needs with specific attention committed to public safety.
- (9) Unite and interface with various Borough committees as necessary to provide for quality established enduring events and activities.
- (10) Encourage volunteer involvement.
- (11) Undertake special projects as desired by the Mayor and Borough Council.

§ 8-26 Membership and terms.

- A. The Parks and Recreation Committee shall consist of seven members appointed by the Mayor with the advice and consent of the Borough Council.
- B. Committee membership may be other than residents of the Borough.
- C. The term of membership shall be three years.
- D. A Borough Councilperson or his/her designee shall be a member of the Committee and act as liaison.

§ 8-27 Voting.

[Amended 2-24-2011 by Ord. No. 2011-1]

Each Committee member shall be entitled to one vote with the exception of the Council liaison who shall not be a voting member. Approval of any matter requires an affirmative vote from the majority of the members present, provided a quorum of four is present and voting.

§ 8-28 Termination of membership.

If any member misses more than three consecutive meetings of the Committee, without prior authorization from the Chairperson, such members shall be considered to have resigned from the Committee. In addition, any member of the Committee may be removed at any time and without cause by a majority vote of the Mayor and Borough Council.

§ 8-29 Meetings of members.

- A. Regular meetings of the Committee shall be scheduled at least monthly, with the exception of August and December, at a time and place determined by the Committee and convenient for the public in order to encourage community involvement.
- B. Special meetings may be called at any time by, or under the approval of, the Chairperson or four or more members; provided, however, that notification to the public and press is made in accordance with applicable state laws.

§ 8-30 Appointment of officers.

- A. The officers of the Committee shall be a Chairperson, Vice Chairperson, and Secretary. Other officers may be appointed as necessary to carry out the work of the Committee.
- B. The officers shall be appointed annually by the Mayor, with the advice and consent of Council. The term for an officer shall be one year.
- C. The term for an officer shall run from January 1 and expire December 31 of each year, or until such time as a new officer is appointed.
- D. The Chairperson can be a member of the Borough Council. If the Chairperson is a member of Council, then the member shall only vote in the case of a tie vote by other Members.

§ 8-31 Duties of officers.

- A. Duties of the Chairperson. The Chairperson shall preside at all meetings of the Committee. When appropriate, the Chairperson will attend meetings of the Borough Council. If the Chairperson is a Councilmember, Vice Chair or a surrogate (member of the committee) may attend in his or her place.
- B. Duties of the Vice Chairperson. In the absence or disqualification of the Chairperson, the Vice Chairperson shall assume all the duties and responsibilities of the Chairperson.
- C. Duties of the Secretary. The Secretary shall keep or cause to keep a book of minutes of all meetings of the Committee. The Secretary shall prepare agendas under direction of the Chairperson and shall give notice of regular and special meetings of the Committee. The Secretary shall forward all approved meeting minutes to the Borough Clerk monthly.

§ 8-32 Ad hoc committees.

The Chairperson may create such ad hoc committees as the business of the Committee may require, each of which shall exist for such a period of time and perform such duties as the Committee may determine.

§ 8-33. Compensation and Committee Expenses

- A. Members of the Committee shall serve without compensation.
- B. Members shall be reimbursed for expenses incurred in carrying out the duties of the Committee as approved by the Borough Council. A request for preapproval of available funds must be made to the Finance Department prior to the expenditure.

§ 8-34. Financial Disclosure

- A. In accordance with the State of New Jersey Administrative Code, the Parks and Recreation Committee members shall be required to file disclosure statements as required by the Local Government Ethics Law.

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 that all ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed and that this ordinance shall become effective immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

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

Ordinance 2020-034
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY

ORDINANCE APPROPRIATING \$20,000 FROM WATER CAPITAL IMPROVEMENT FUND FOR FIRE HDRANTS, 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. \$20,000 is hereby appropriated from the Water Capital Improvement Fund for fire hydrants, 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 effect as provided by the law.

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

AMENDMENT OF PROFESSIONAL SERVICE CONTRACT - MASER

RESOLUTION: 146-2020

ADOPTED:

WHEREAS, a professional service contract for Borough Engineer was awarded to Maser Consulting P.A. by Resolution #010-2020 on January 2, 2020, and

WHEREAS, additional professional services are required for engineering expenses for inspections and project completion associated with Washington Avenue, Section 3 in the Capital Fund budget in the amount of \$55,000.00; and

WHEREAS, additional professional services are required for engineering expenses for inspections and project completion associated with River Road Improvements in the Capital Fund budget in the amount of \$45,000.00; and

WHEREAS, additional professional services are required for engineering expenses for inspections and project completion associated with West Main Street Water Main in the Water Capital Fund budget in the amount of \$40,000.00; and

WHEREAS, additional professional services are required for engineering expenses for inspections and project completion associated with Bunnvale Well Improvements in the Water Capital Fund budget in the amount of \$20,000.00; and

WHEREAS, additional professional services are required for engineering expenses for inspections and project completion associated with Streetscape Project, Phase 2 in the Capital Fund budget in the amount of \$50,000.00; 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 \$55,000.00 for inspections and project completion associated with Washington Ave, Section 3, an additional \$45,000.00 for inspections and project completion associated with River Road Improvements, an additional \$40,000.00 for inspections and project completion associated West Main Street Water Main, an additional \$20,000.00 for inspections and project completion associated Bunnvale Well, and an additional \$50,000.00 for inspections and project completion associated Streetscape Project, Phase 2.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Capital Fund: Washington Ave, Section 3 -- Acct#30982502 for \$55,000.00, River Road Improvements-Acct#30982602 for \$45,000.00, Water Capital Fund: West Main Street Water Main – Acct #61533304 for \$40,000.00, Water Capital Fund: Bunnvale Well Improvements – Acct #61533301 for \$20,000.00, Capital Fund: Streetscape Project, Phase 2 – Acct #30920302 for \$50,000.00.



Bonnie Ann Fleming
Chief Financial Officer

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

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT
CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR
THE RIVER ROAD IMPROVEMENT PROJECT – SEC II**

RESOLUTION: 147-2020

ADOPTED:

NOW, THEREFORE, BE IT RESOLVED that Mayor and Council of the Borough of High Bridge formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-River Road Improvement Project Sec II-00557 to the New Jersey Department of Transportation on behalf of the Borough of High Bridge.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of High Bridge and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Mayor and Council
On this 25th day of June, 2020.

Clerk

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

ATTEST and AFFIX SEAL

(Clerk)

(Presiding Officer)

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

**AUTHORIZATION FOR CHANGE ORDER #1 – MAIN STREET
STREETSCAPE - PHASE II**

RESOLUTION: 149-2020

ADOPTED:

WHEREAS, Resolution #305-2019, awarding A&A Berms LLC, the contract for Main Street Streetscape-Phase II in the amount of \$411,064.00, was approved by Borough Council on November 14, 2019; and

WHEREAS, additional wiring for streetlights has resulted in an addition to the contract amount of \$8,300.17; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon that Change Order #1 for the Main Street Streetscape-Phase II, hereby be approved as an addition to the original contract amount.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Capital Fund– #309203- Streetscape.-Phase II.



Bonnie Ann Fleming
Chief Financial Officer

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

**AWARD OF CONTRACT – CLEANING SERVICES FOR BOROUGH
HALL BUILDING**

RESOLUTION: 150-2020

ADOPTION:

WHEREAS, the Borough of High Bridge requested quotes for cleaning and disinfecting the High Bridge Borough Hall Building on a weekly basis; and

WHEREAS, two quotes were received:

Cid Oliveira Cleaning Services	\$160.00/week
Executive Cleaning Services, LLC	\$465.00/month

WHEREAS, the lowest bid of \$465 per month was received from Executive Cleaning Services, LLC.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve the award of contract to Executive Cleaning Services, LLC.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Buildings & Grounds Acct#10517120.



Bonnie Ann Fleming
Chief Financial Officer

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

Award of Contract – Portable Radios

RESOLUTION: 151-2020

ADOPTION:

WHEREAS, the Borough of High Bridge requested quotes for new analog digital capable portable radios; and

WHEREAS, two quotes were received:

M&W Communications	\$6,916.00
Motorola	\$7,531.77

WHEREAS, the lowest bid of \$6,916.00 was received from M&W Communications, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve the award of contract to M&W Communications, Inc.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Police – OE – Equipment Acct#10524031.



Bonnie Ann Fleming
Chief Financial Officer

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

COUNTER TAX APPEAL

RESOLUTION: 152-2020

ADOPTION:

WHEREAS, the owner of certain real property located in the Borough of High Bridge has filed a Petition of Appeal with the Hunterdon County Board of Taxation challenging the assessment established by the Borough Tax Assessor for purposes of local taxation for tax year 2020, as follows:

OWNER

Jeffery M. & Jessica DeRose

STREET ADDRESS

12 Hickory Circle

BLOCK/LOT

Block 2, Lot 4.06

WHEREAS, the Mayor and Council of the Borough, on the advice of the tax assessor for the Borough, have determined that it is in the best interest of the Borough to defend the above appeal and to file a counter petition with the Hunterdon County Board of Taxation claiming that the 2020 assessment for the property should be increased to the fair assessable value thereof;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge as follows:

- 1) The Borough shall defend the above appeal; and
- 2) The execution and filing, on behalf of the Borough, of a counter petition of appeal with the Hunterdon County Board of Taxation by the Borough Attorney be and is hereby authorized, ratified and confirmed; and
- 3) The Borough Attorney be and he is hereby authorized to prosecute the defense of the appeal and counter petition to conclusion; and
- 4) Certified copies of this Resolution shall be forwarded to appropriate persons by the Borough Clerk.

Adopted: June _____, 2020

Michele Lee, Mayor

Attest:

Adam Young, Clerk

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

CANCELLATION AND REFUND OF TAXES -VETERANS EXEMPTION

RESOLUTION: 153-2020

ADOPTED:

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

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

WHEREAS, certification of 100% disability has been received from the US Department of Veterans Affairs with the effective date of disability as April 21, 2018; and

WHEREAS, an exemption has been granted on this property as of the application date of March 18, 2020;

NOW THEREFORE BE IT RESOLVED by the High Bridge Borough Council in the County of Hunterdon, State of New Jersey that a full property tax exemption shall apply to the owner of Block 12 Lot 1 with the effective date beginning March 18, 2020 and taxes shall be cancelled as follows:

<u>Block</u>	<u>Lot</u>	<u>Issued To:</u>	<u>Year-Qtr</u>	<u>Amount</u>
12	1	Richard Seals	2020-1	\$ 363.45
12	1	Richard Seals	2020-2	\$2,725.92
12	1	Richard Seals	2020-3	<u>\$2,716.48</u>
				\$5,805.85

NOW THEREFORE BE IT FURTHER RESOLVED by the High Bridge Council in the County of Hunterdon, State of New Jersey that taxes shall also be cancelled and a refund of property tax shall be made to the owner of Block 12 Lot 1 from the date of disability, as certified by the US Department of Veterans Affairs, as follows:

<u>Year-Qtr</u>	<u>Block</u>	<u>Lot</u>	<u>Issued To:</u>	<u>Amount Due:</u>
2018-2	12	1	Richard Seals	\$1,417.35
2018-3	12	1	Richard Seals	\$2,800.36
2018-4	12	1	Richard Seals	\$2,446.77
2019-1	12	1	Richard Seals	\$2,587.76
2019-2	12	1	Richard Seals	\$2,184.17
2019-3	12	1	Richard Seals	\$2,864.09
2019-4	12	1	Richard Seals	\$2,510.49
2020-1	12	1	Richard Seals	\$ 363.45
2020-2	12	1	Richard Seals	<u>\$2,725.92</u>
				\$19,900.36

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

APPROVAL OF POLICIES & PROCEDURES-FIREHOUSE RE-OPENING

RESOLUTION: 154-2020

ADOPTED:

WHEREAS, the High Bridge Firehouse has been closed to the Public since March 16, as a result of the COVID-19 pandemic and Executive Orders of Governor Philip D. Murphy as well as Administrative Orders of Mayor Michele Lee; and

WHEREAS, Governor Philip D. Murphy has lifted the stay at home order and raised the indoor limits from 10 to 50 people or 25% of a building's capacity — whichever number is lower, effective immediately, under Executive Order No. 152, issued June 9, 2020; and

WHEREAS Policies and Procedures setting forth the re-opening and re-staffing of High Bridge Borough owned, and occupied buildings shall be subject to approval of the governing body.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey, that the following Policies and Procedures for Re-opening the Firehouse are hereby approved for adoption.

HIGH BRIDGE BOROUGH FIREHOUSE RE-OPENING

PURPOSE:

To provide guidelines to all members, borough employees, visitors, as well as the general public who enter/utilize the building for meetings or training.

DEFINITIONS:

Social Distancing – Also called “physical distancing” means keeping space between yourself and other people outside of your home. Stay at least 6 feet, “2 arms” length from other people. Do not gather in groups. Stay out of crowded spaces and avoid mass gatherings.

Facial Coverings – CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain.

Disinfectant – a chemical liquid that destroys bacteria.

Disinfect – Practice routine cleaning of frequently touched surfaces. High touch surfaces include tables, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

POLICY:

All members, borough employees, and visitors of the general public are expected to follow and adhere to this guideline.

The members of the High Bridge Fire Department have been and will continue to maintain the cleanliness of the building and practice social distancing. The building is cleaned on a weekly basis with soap and water as well as disinfectant. There are disinfectant wipes made available for each member to wipe down anything that they may happen to come in contact with, i.e.: tables, countertops, keyboards, bathroom facilities, doorknobs. Additionally, the members who ride the apparatus will also wipe down their interior riding position, as well as any exterior area they may have contacted. Members will practice social distancing and while doing so facial coverings are optional. It is noted that if more than four firefighters ride any apparatus facial coverings are mandatory.

All borough employees have been and continue to maintain cleanliness of their assigned buildings and practice social distancing. Therefore, when they enter/utilize the fire house, they are expected to follow that same practice.

All visitors and members of the general public will follow posted recommendations for social distancing, mandatory facial coverings, and the recommendation to wipe down anything they come in contact with i.e.: tables, countertops, door handles, desks, phones, toilets, faucets, sinks, etc. with provided disinfectant wipes.

The maximum occupancy of the hall/meeting room is 150. The Executive Order provides guidance on the number of people permitted to gather, whether it being a whole number or percentage. As the Executive Order changes, signage, as to the prescribed amount permitted to gather in said hall/meeting room, will be posted.

The fire department will post signage throughout the building with the recommended guidelines/procedures as previously stated in this document.

There will be adequate amounts of hand sanitizer, facial coverings, and disinfectant wipes for anyone that utilizes this building.

The weekly cleaning and disinfecting of the building will continue, and the membership will continue to clean/disinfect high touch area.

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

HUNTERDON AREA ENERGY COOPERATIVE BID RESULTS

RESOLUTION: 155-2020

ADOPTED:

WHEREAS, Ordinance 2020-006 adopted on February 27, 2020 established an electric aggregation program for the residential and non-residential ratepayers of the Borough of High Bridge in order to seek savings on electric through a reverse energy auction utilizing the services of Commercial Utility Consultants, Inc. and Concord Energy Services; and

WHEREAS, Ordinance 20020-006 further authorized and directed the Mayor and Municipal Clerk to execute any documents necessary to carry out the purpose of the Ordinance; and

WHEREAS, the Borough of High Bridge entered into a Cooperative Pricing Agreement with the Hunterdon Area Energy Cooperative (HAEC) on May 15, 2020, enabling it to participate in their upcoming auction; and

WHEREAS, the reverse auction held on June 16 resulted in the following:

- \$0.0867/kWh for standard renewable percentage required by the state's RPS - residents who do not opt-out of the program or select the green option will be enrolled in the program at this rate
- \$0.0878/kWh for 100% enhanced renewable energy - residents who select the green option will be enrolled in the program at this rate

WHEREAS, JCP&L's BGS price-to-compare at the time of auction was \$0.096288/kWh.

AND WHEREAS, the new program, which includes the option for residents to opt-in to a 100% enhanced renewable energy product, will start in March 2021 and will run for a 9-month term;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey that the Borough accept the bids received and further direct the Mayor and Municipal Clerk to execute all contracts related thereto as previously authorized.

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

**AMEND ORDINANCE CHAPTER 184-10: PARKING PROHIBITED AT ALL TIMES,
ESTABLISHING CHAPTER 184-24.2, SCHEDULE 3B PERMISSIBLE PARKING
DISTANCES**

RESOLUTION: 156-2020

ADOPTED:

Amend Ordinance Chapter 184-10: Parking prohibited at all times, establishing Chapter 184-24.2, Schedule 3B Permissible Parking Distances

WHEREAS the Mayor and Council have determined it necessary to establish parking regulations within the municipality;

WHEREAS in accordance with N.J.S.A. 39:4-138.6 as the municipal authority to mandate the permissible distance a person may park a motor vehicle from a crosswalk, side line of a street or intersecting highway, or “stop” sign the Mayor and Council hereby establish Chapter 184-24.2, Schedule 3B Permissible Parking Distances;

WHEREAS the Ordinance 184-10: Parking prohibited at all times is amended to include:

§ 184-10: Parking prohibited at all times.

A. No person shall park a vehicle at any time upon any of the streets or parts thereof, including parking of traffic on municipal property and Board of Education Property described in Schedule 7 (§ **184-28**), of the Borough Code.

B. No person may park a vehicle in a yard, outside the building footprint, unless it is in a previously approved designated driveway or parking lot.

C. No owners or operators of any motor vehicle to park said motor vehicle outside the painted lines which mark out the regulated parking space on designated streets, all municipal parking lots and / or any regulated parking areas. No owner or operator shall park or stand a motor vehicle so as to block or impede the progress of any other vehicle, or access by another vehicle to a vacant parking space, or exit from a parking space occupied by another motor vehicle.

D. No person shall park at any time upon any of the streets or parts thereof within the designated prohibited distances as described in Schedule 3B (§184-24.2).

§ 184-24.2, Schedule 3B: Permissible Parking Distances.

Outbound designation defined as the travel segment of a roadway associated to an intersection or crosswalk, or portion thereof, where vehicular traffic flows away from an intersection and / or crosswalk with the legally established direction of travel.

Main Street

Intersection of Bridge Street:

- South of Intersection / northbound side of roadway 21' of stop sign

Intersection of McDonald Street:

- North of Intersection Northbound side 5' of crosswalk
- North of Intersection Southbound side 21' of crosswalk

Intersection of Van Syckle Place:

- South of intersection / southbound side 5' of crosswalk
- North of intersection / northbound side 5' of crosswalk

McDonald Street

Intersection of Main Street:

- East of Intersection / westbound side 21' of stop sign

Intersection of Mill Street:

- West of Intersection / eastbound side to curb extension

VanSyckle Place

Intersection of Main Street:

- West of Intersection / eastbound side 21' of stop sign

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey hereby amend Ordinance Chapter 184-10: Parking prohibited at all times and establish Chapter 184-24.2, Schedule 3B Permissible Parking Distances

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

POLICE DEPARTMENT COMP TIME

RESOLUTION: 157-2020

ADOPTED:

WHEREAS, the High Bridge Borough Police Department established a modified working schedule in response to COVID-19; and

WHEREAS, in order to create parity among the officers, it is requested that Patrolman Jeffrey Andruczyk and Patrolman Edward Schaffer each receive a credit of twelve (12) hours of compensatory time; and

WHEREAS, under the unique circumstances presented this year, the Chief of Police finds that it is appropriate to waive the contractual provision for the 2019 carried vacation time to be utilized in the 2020 calendar year through December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve that the credit of compensatory hours be granted as well as the contractual provision of vacation time to be utilized in the 2020 calendar year.

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

WAIVER OF APPLICATION FEE OF ALCOHOLIC BEVERAGE ORDINANCE

RESOLUTION: 158-2020

ADOPTED:

WHEREAS, Chapter 112 of the High Bridge Borough Code governs the licenses issued in the Borough of High Bridge for plenary retail and plenary consumption; and

WHEREAS, the Borough has a fee schedule of \$1,800 per license; and

WHEREAS, under the unique circumstances presented this year, the Council finds that it is appropriate to waive the requirement of said license fee for this year only as part of the unforeseen financial burdens;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve that the license fee requirements set forth in Chapter 112-7 are waived for 2020.



Brian M. McNally
President

James Crilly
State Delegate

PBA LOCAL #188
HUNTERDON COUNTY
POLICEMEN'S BENEVOLENT ASSOCIATION
Post Office Box 249 Flemington, New Jersey 08822

Matthew Bast
Vice President

Frank G. Emanuele
Treasurer

June 16, 2020

Bonnie Fleming
Borough Administrator
High Bridge Borough Hall
97 W. Main St.
High Bridge, NJ 08829

Dear Mrs. Fleming,

On December 31, 2020 the collective bargaining agreement between the Borough of High Bridge and PBA Local 188, High Bridge Unit will expire. PBA Local 188 respectfully requests to begin contract negotiations prior to the expiration of the current CBA. Please forward this correspondence to Mayor and Council in order to schedule a date for an initial meeting. Patrolman Jonathan Danberry is the main point of contact for the High Bridge unit and can be contacted via email at jdandberry@pba188.com

Sincerely,

Brian M. McNally
President
Hunterdon County PBA Local 188
bmcnally@pba188.com

Memo

To: Mayor Lee
From: Bonnie Ann Fleming, Administrator/CFO/CTC *BAF*
CC: Borough Council
Date: 06/25/2020
Re: Monthly Report-May

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

Including:

- Tax Collector's Monthly Receipts
- Capital Project Balances
- YTD Interest
- YTD Revenues
- Monthly Receipts and Disbursements
- YTD Budget Balance
- Annual Recycling Report prepared by Jennifer Harrington, Asst. Recycling Coordinator

A Resolution to extend the utility grace period for the 2nd quarter to June 30th was prepared and approved by Mayor and Council at the May 13 Council Meeting.

Due to the delays anticipated at the State level in certifying tax rates, an estimated tax rate of \$4.124 for the 3rd quarter was calculated and a Resolution prepared for Council approval.

Notice of the changes to the grace periods for both taxes and utility payments were posted to the website as well as information for completion of PTR applications.

Bond Ordinances for Washington and River Road were presented for introduction on May 13. A Supplemental Debt Statement was filed on-line and with the Clerk's Office prior to the meeting.

A lien redemption calculation was provided for June 11, upon request.

Quotes for weekly cleaning services of the Police Department were acquired. A shared service with the High Bridge Board of Ed was explored but not feasible per Dr. Hobough as they had no one on staff to spare and would have to hire a new employee.

A Resolution awarding a contract to the low bidder, Executive Cleaning Services was prepared for Council approval on May 13. A Resolution appointing Gary Mills to clean the restrooms at Union Forge Park was also prepared for Council approval. A separate Resolution setting the Park hours thru August 13 at 7:00 am to dusk was prepared to coincide with cleaning capabilities and security of the restrooms. These hours will be re-visited later to determine if adjustments are necessary on a permanent basis.

New temporary golf rates were discussed via conference call and amended by Resolution on May 13.

Construction department fees were reviewed with the Inspectors and Construction Official for updating by Ordinance, introduced on May 28.

I took part in an OEM Conference Call on May 1 to review the application requirements for reimbursement of COVID-19 expenses and how to file.

Assistance was provided to the Environmental Committee with completion of a Tree City Grant.

Fence quotes for the DPW site and Huskies field were received and work authorized to Hollywood Fence.

Pricing for easement paving on Van Sickle was received from Black Rock and Pip's Paving. Pip's was authorized to proceed as low bidder.

Assistance was offered to an employee acquiring proof of health insurance coverage.

Banners were purchased from the County to Congratulate High Bridge Graduates.

Administrator Duties:

Work on the website development with Elwood Studios continued with a June launch date anticipated.

Joint meetings with Clinton and High Bridge Rescue Squad representatives were held to discuss shared services under the new merger.

Seven ZOOM interviews for DPW candidates were held. One prospective employee was offered employment. A resolution of appointment was prepared for Council approval on May 13. Review of references for two other candidates are pending.

A ZOOM Meeting with the Drude's was held including the Borough Attorney, Steve Firkser, Borough Risk Manager, Dave Balken, Borough Engineer, Bill Burr, and Mike DePalma from the Hunterdon County Soil Conservation District to discuss options concerning the erosion of their property from an adjoining stream easement. An estimate was being sought from Princeton Hydro, recommended by Mike DePalma. The Borough will then reconvene to discuss how we may be able to assist with the project.

A ZOOM Meeting was held with the Youth Soccer representative to review the usage fees proposed for the 2020 season. A Resolution was prepared for Council approval of field usage fees at the May 13 Council Meeting.

Compilation of data for the Historic Site Management grant continued. Phone conferences were held with Dennis Bertland, Nancy Hunt and Natalie Ferry. I reached out to Sen. Doherty's and Asm. DiMaio's offices for letters of support which were promptly acknowledged and returned.

A ZOOM Meeting was held with the Borough Engineer and DPW Director to review the steps necessary to set up a natural recycling center at the Dewey Avenue site after receiving approval from NJDEP to proceed. Applicable paperwork was forwarded to Bill Burr for review.

A ZOOM Meeting was held with our new Municipal Housing Liaison, Borough Planner, and Affordable Housing Professionals to review status of the program and review upcoming filing requirements.

A conference call was held with the Mayor, OEM Director, and department heads to discuss protocol for graduation ceremonies and celebrations with the guidance of existing Executive Orders.

I attended a 2-day webinar hosted by CAIT to be qualified as a Person in Charge for Federal Projects. This is a requirement for projects that received Federal funding such as Streetscape and Safe Routes to School.

An Ordinance to create a Construction Records Clearance Program was brought to Council for introduction and adoption. This would require sellers of a property in High Bridge to acquire a Certificate of Construction Records Clearance establishing no work was done without a permit, prior to the transfer of title.

After reviewing the current sign ordinance with the Zoning Officer, a resolution was prepared for Council approval allowing the down-town businesses to advertise at the entrance to the Commons for a 60 day period with uniform signage approved by the Administrator prior to posting.

Chapter 145 of the Land Use Laws were updated by the Borough Planner to include amendments to the Schedule of Area, Yard and Building Requirements that were adopted in 2014 but not amended on the corresponding Schedule. An addition to the ordinance which I worked on with the Zoning Officer and Planner allow for fire damaged properties deemed unsafe, to be re-built in its prior nonconforming location. This eliminates the need for Board approval to re-build.

Requirements of the Borough for rental of the Solitude House site for a wedding in the Fall of 2021 were reviewed with a couple who admired the setting.

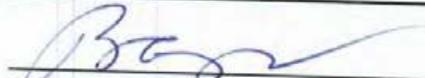
COLLECTOR'S REPORT OF RECEIPTS

To the Borough of High Bridge Council:

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

May 31, 2020

	QTR	CURRENT	YTD
CURRENT 2020	92.55%	\$ 2,425,856.04	\$ 6,488,119.57
TAXES YEAR 2019		\$ 6,075.72	\$ 50,834.68
TAXES YEAR 2021		\$ -	\$ -
MISC REV		\$ 20.00	\$ 20.00
TAX SALE COST		\$ -	\$ -
LIENS		\$ -	\$ 18,816.05
PILOT		\$ 12,194.30	\$ 24,388.60
INTEREST/PENALTY		\$ 1,423.75	\$ 6,133.01
PREMIUM		\$ -	\$ -
DUE UTILITY COLLECTOR		\$ -	\$ -
REDEMPTIONS - MUNI LIENS		\$ -	\$ -
TOTAL		\$ 2,445,569.81	\$ 6,588,311.91



 Bonnie Ann Fleming
 Tax Collector

06/26/2020

 Date

2014 - 2020 CAPITAL PROJECT BALANCES

ORD	PROJECT	TOTAL APPROPRIATED	CASH ON HAND-CIF	TOTAL COST	BORROWED	CANCELLED	GRANTS	BALANCE
#22-2020	Road Improvements	\$ 65,000.00	\$ 65,000.00		\$ -	\$ -	\$ -	\$ 65,000.00
#21-2020	Sewer Pump	\$ 50,000.00	\$ 50,000.00		\$ -	\$ -	\$ -	\$ 50,000.00
#16-2020	Prelim Eng-Road Imp	\$ 25,000.00	\$ 25,000.00		\$ -	\$ -	\$ -	\$ 25,000.00
#15-2020	Water-McDonald St.	\$ 37,500.00	\$ 37,500.00		\$ -	\$ -	\$ -	\$ 37,500.00
#14-2020	Engineering - McDonald St.	\$ 35,000.00	\$ 35,000.00	\$ 12,229.46	\$ -	\$ -	\$ -	\$ 22,770.54
#10-2020	Bucket Truck	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ -	\$ -	\$ -	\$ -
#8-2020	Sewer Alarm	\$ 10,000.00	\$ 10,000.00		\$ -	\$ -	\$ -	\$ 10,000.00
#7-2020	Sewer Camera	\$ 10,000.00	\$ 10,000.00		\$ -	\$ -	\$ -	\$ 10,000.00
#42-2019	Golf Improvements	\$ 62,800.00	\$ 62,800.00	\$ 8,920.95	\$ -	\$ -	\$ -	\$ 1,079.05
#38-2019	McDonald Street Improvements	\$ 365,000.00	\$ 20,000.00	\$ 362,653.00	\$ -	\$ -	\$ 345,000.00	\$ 2,347.00
#30-2019	Pole Lighting	\$ 35,000.00	\$ 50,000.00	\$ 33,450.00				\$ 1,550.00
#26-2019	Water Meters & Equipment	\$ 50,000.00	\$ 50,000.00	\$ 45,740.00				\$ 4,260.00
#17-2019	Water System Improvements	\$ 1,000,000.00	\$ -	\$ 6,000.00	\$ 1,000,000.00	\$ -	\$ -	\$ 994,000.00
#14-2019	LiveScan Equipment	\$ 26,000.00	\$ 26,000.00	\$ 23,953.00	\$ -	\$ -	\$ -	\$ 2,047.00
#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	\$ 356,176.88	\$ -	\$ -	\$ 247,500.00	\$ 3,823.12
#35-2018	Surveillance Equipment	\$ 65,000.00	\$ 65,000.00	\$ 62,328.81	\$ -	\$ -	\$ -	\$ 2,671.19
#29/#33-2018	Mine Rd-Bypass	\$ 135,000.00	\$ 135,000.00	\$ 107,384.00	\$ -	\$ -	\$ -	\$ 27,616.00
#13-2018	Asset Management Plan	\$ 100,000.00	\$ -	\$ 80,000.00	\$ 100,000.00	\$ -	\$ -	\$ 20,000.00
#06-2018	Washington Ave -Phase I	\$ 421,000.00	\$ -	\$ 398,660.92	\$ 175,000.00	\$ -	\$ 180,000.00	\$ 22,339.08
#16-2013/#4-2014	Streetscape Phase 2	\$ 647,864.00	\$ 250,000.00	\$ 484,407.45	\$ -	\$ -	\$ 397,864.00	\$ 163,456.55

HIGH BRIDGE INTEREST EARNED 2020

A/C #	CURRENT 417	GREEN ACRES	DOG	WATER		SEWER		SOLID		SW CAP	SUI	HISTORIC PRESVTN	REHAB		REC TRUST	DEV ESC	SPECIAL EVENTS	TOTAL
				WATER CAP	WATER 567+utility	SEWER CAP	SEWER 492+util	WASTE	516+utility				REHAB ESC	REHAB TRUST				
JANUARY	4,493.33	11.58	8.18	258.15	82.52	649.88	99.13	101.24	5.72	104.75	591	954	484	611	425	583		
FEBRUARY	4,534.25	7.25	7.25	235.09	60.24	810.63	92.74	71.14	5.35	98.09		3.70	47.40	4.08	0.23	7.00		5,880.66
MARCH	2,782.70	5.99	3.95	152.95	32.62	392.37	51.23	73.00	2.96	54.32		2.04	26.21	2.26	0.13	6.66		5,984.10
APRIL	1,019.07	1.57	1.02	40.46	6.16	79.28	13.12	13.50	0.77	14.22		0.53	6.85	0.59	0.03	6.01		3,588.74
MAY	1,061.46	1.62	1.06	38.19	6.87	83.98	12.69	8.58	0.80	14.70		0.55	7.08	0.61	0.03	2.09		1,199.26
JUNE	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-
JULY	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-
AUGUST	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-
SEPTEMBER	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-
OCTOBER	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-
NOVEMBER	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-
DECEMBER	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-
TOTAL	13,890.81	28.01	21.46	724.84	188.41	2,016.14	268.91	267.46	15.60	286.08		10.77	138.16	11.90	0.67	23.89		17,893.11

YEAR TO DATE REVENUE AS OF: MAY 2020

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 13,983,900.34	\$ (6,488,119.57)	\$ 7,495,780.77	53.60%
Delinquent Taxes	\$ 163,900.00	\$ (50,834.68)	\$ 113,065.32	68.98%
PILOT	\$ -	\$ (24,388.60)	\$ (24,388.60)	#DIV/0!
Local Revenues:				
Alcoholic Bev	\$ 5,400.00	\$ -	\$ 5,400.00	100.00%
Other (Amuse/Food/Handlers/Raffle/Vendor)	\$ 580.00	\$ (130.00)	\$ 450.00	77.59%
Municipal Court	\$ 20,000.00	\$ (11,244.53)	\$ 8,755.47	43.78%
Interest and Costs on Taxes	\$ 35,000.00	\$ (6,133.01)	\$ 28,866.99	82.48%
Interest	\$ 40,000.00	\$ (13,890.81)	\$ 26,109.19	65.27%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 1,000,000.00	\$ (75,587.17)	\$ 924,412.83	92.44%
Misc Rev - Unanticipated	\$ -	\$ (33,843.79)	\$ (33,843.79)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	\$ 17,579.00	\$ -	\$ 17,579.00	100.00%
Energy Receipts Tax	\$ 274,330.00	\$ -	\$ 274,330.00	100.00%
Garden State Trust	\$ 19,947.00	\$ -	\$ 19,947.00	100.00%
Fees & Permits:				
Uniform Construction Fees	\$ 70,000.00	\$ (17,992.00)	\$ 52,008.00	74.30%
Public/Private Revenue Anticipated:				
Misc Revenues: Other				
Recreation Fees	\$ -	\$ -	\$ -	#DIV/0!
Cable TV	\$ 11,177.00	\$ -	\$ 11,177.00	100.00%
Hunt Cty Open Space	\$ 10,920.00	\$ -	\$ 10,920.00	100.00%
Green Acres Grant	\$ 30,483.00	\$ -	\$ 30,483.00	100.00%
Body Armor Fund	\$ 1,087.54	\$ (1,087.54)	\$ -	0.00%
CH 159 Drunk Driving Enfrmnt Fund	\$ -	\$ -	\$ -	
Clean Community Grant	\$ -	\$ -	\$ -	#DIV/0!
Hunterdon Cty Development Grant	\$ 4,500.00	\$ -	\$ 4,500.00	#DIV/0!
Distracted Driving Grant	\$ -	\$ -	\$ -	#DIV/0!
DWI Grant - somerset County	\$ -	\$ -	\$ -	#DIV/0!
Sustainable Jersey Grant	\$ -	\$ -	\$ -	#DIV/0!
Recycling Tonnage	\$ 3,046.05	\$ -	\$ 3,046.05	100.00%
Open Space & Rec Plan	\$ -	\$ -	\$ -	#DIV/0!
Highlands - WWMP	\$ -	\$ -	\$ -	#DIV/0!
Highlands - Master Plan	\$ -	\$ -	\$ -	#DIV/0!
Surplus:	\$ 900,000.00	\$ (900,000.00)	\$ -	0.00%
Total Revenue Anticipated&MRNA	\$ 2,607,949.59	\$ (1,135,132.13)	\$ 1,472,817.46	56.47%
Amnt to be Raised - Municipal	\$ 3,484,068.46	\$ -	\$ 3,484,068.46	100.00%
Local/Reg/Cty/Lib/Open Taxes	\$ 10,500,000.00	\$ (6,488,119.57)	\$ 4,011,880.43	38.21%
Total Tax Levy	\$ 13,984,068.46	\$ -	\$ -	

RECEIPTS AND DISBURSEMENTS MAY 2020

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,743.06	1.62	0.00	12,744.68
Premium	40,400.00	5.13	5.13	40,400.00
Dog	8,364.19	1.06	0.00	8,365.25
Capital	690,310.72	83.55	173,624.11	516,770.16
Water Utility	281,588.54	9,922.52	31,878.07	259,632.99
Water Capital	54,078.50	6.87	6.87	54,078.50
Sewer Utility	636,907.51	14,291.37	127,080.84	524,118.04
Sewer Capital	99,906.04	12.69	12.69	99,906.04
Solid Waste Utility	43,633.85	4,855.43	30,668.41	17,820.87
Solid Waste Cap	6,280.78	0.80	0.80	6,280.78
Sui	115,713.31	210.59	0.00	115,923.90
Historic Preservation	4,344.82	0.55	0.00	4,345.37
Rehab Escrow	55,705.60	7.08	0.00	55,712.68
Recreation Trust	4,800.64	0.61	0.00	4,801.25
Special Events	16,779.23	2.13	0.00	16,781.36
Dev Escrow	498,332.85	1,542.29	938.25	498,936.89
Current	660,877.64	2,515,874.03	761,795.78	2,414,955.89
TOTAL FUNDS	\$ 3,230,767.28	\$ 2,546,818.32	\$ 1,126,010.95	\$ 4,651,574.65

GOLF

	P&L Receipts	P&L Exp	Difference
Jan	\$ 50,470.00	\$ 56,805.00	\$ (6,335.00)
Feb	\$ 31,002.00	\$ 50,200.00	\$ (19,198.00)
Mar	\$ 28,932.00	\$ 65,421.00	\$ (36,489.00)
Apr	\$ 1,400.00	\$ 61,870.00	\$ (60,470.00)
May	\$ 132,624.00	\$ 92,436.00	\$ 40,188.00
Jun			\$ -
Jul			\$ -
Aug			\$ -
Sep			\$ -
Oct			\$ -
Nov			\$ -
Dec			\$ -
TOTAL	\$ 244,428.00	\$ 326,732.00	\$ (82,304.00)

High Bridge Hills - HBH
For the Month Ending May 31st, 2020

	May			YTD		
	Actual	Budget	Last Year	Actual	Budget	Last Year
		Variance	Variance		Variance	Variance
Rounds						
Rounds - Member	1,133	482	673	1,563	1,266	1,973
Rounds - Outing	29	308	222	30	614	506
Rounds - Public	1,705	3,112	3,192	3,962	7,063	7,259
Total Rounds	2,867	3,902	4,067	5,555	8,943	9,738
		(1,035)	(1,200)		(3,388)	(4,183)
Revenue						
Green Fees	100,660	101,987	81,502	153,767	216,441	169,873
Cart Fees	13,195	17,896	15,343	23,803	38,445	33,090
Driving Range	3,059	7,282	5,239	8,439	18,048	17,307
Golf Cards/Passes	0	0	0	25,000	20,000	0
Other Golf Revenues (Club Rent, Hanc	250	950	380	568	2,000	1,979
Initiation Fee Income / Annual Membe	14,769	5,000	5,913	30,433	18,500	50,081
Miscellaneous Income and Discounts	692	3,709	3,673	2,418	7,614	7,965
Total Revenue	132,624	136,824	112,050	244,428	321,048	280,294
		(4,200)	(20,574)		(76,620)	(35,866)
GROSS INCOME	132,624	136,824	112,050	244,428	321,048	280,294
		(4,200)	(20,574)		(76,620)	(35,866)
Labor						
Golf Operation Labor	13,841	20,290	16,777	38,830	54,661	48,627
General and Administrative	6,984	7,000	6,984	34,282	34,700	33,522
Maintenance and Landscaping	17,520	22,850	22,647	72,120	86,100	82,750
Total Direct Labor	38,345	50,140	46,407	145,192	175,461	164,899
		11,795	8,063		30,269	19,707
Total Payroll Burden	4,042	6,086	6,183	17,542	21,501	20,928
		2,044	1,097		3,959	3,385
Total Labor	44,896	58,708	55,072	175,471	210,662	198,406
		13,812	10,176		35,191	22,935
		8,568	2,113		4,922	3,228
Other Operational Expenses						
Golf Ops	0	1,600	4,993	1,722	9,385	11,379
G&A	13,491	12,521	13,846	59,501	59,311	61,240
Maintenance	21,674	21,681	24,075	56,820	64,322	75,021
Sales and Marketing	600	340	519	6,623	9,875	5,685
Golf Cart Leases	8,070	7,798	8,070	8,070	7,798	8,070
Insurance - P&C	3,705	3,400	3,318	18,526	16,900	16,591
Total Other Operational Expenses	47,540	47,340	54,821	151,261	167,591	162,465
		(200)	7,281		16,330	11,204
Total Expenses	92,436	106,048	109,893	326,732	378,253	360,872
		13,612	17,457		51,521	34,140
EBITDAR	40,188	30,776	9,412	(82,304)	(57,205)	(80,577)
		9,412	2,157		(25,099)	(1,727)
EBITDA	40,188	30,776	9,412	(82,304)	(57,205)	(80,577)
		9,412	2,157		(25,099)	(1,727)
Net Income	40,188	30,776	9,412	(82,304)	(57,205)	(80,577)
		9,412	2,157		(25,099)	(1,727)

Expenditure Budget CURRENT FUND

Activity to 05/31/2020

* 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	29,800.00	18,699.86	-	11,100.14
10510020	GENERAL ADMIN: OTHER EXPENSES	3,500.00	778.00	817.88	1,904.12
10510120	INTERNET	7,050.00	2,992.04	3,730.06	327.90
10511010	MAYOR AND COUNCIL: SALARIES & WAGES	6,000.00	-	-	6,000.00
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	1,300.00	943.00	100.01	256.99
10511032	ADVERTISING	10,000.00	2,559.55	5,250.45	2,190.00
10511520	NEWSLETTER	13,800.00	7,439.63	3,675.02	2,685.35
10512010	MUNICIPAL CLERK: SALARIES & WAGES	33,514.54	12,413.91	-	21,100.63
10512020	MUNICIPAL CLERK: OTHER EXPENSES	4,870.00	1,274.50	502.22	3,093.28
10512520	ELECTION EXPENSE	2,850.00	-	-	2,850.00
10512720	CODIFICATION OF ORDINANCES	6,500.00	1,195.00	1,195.00	4,110.00
10513010	FINANCIAL ADMIN: SALARIES & WAGES	51,634.48	18,056.34	-	33,578.14
10513020	FINANCIAL ADMIN:OTHER EXPENSES	6,470.00	730.35	2,356.97	3,382.68
10513520	AUDIT SERVICES: OTHER EXPENSES	27,365.00	-	-	27,365.00
10514510	TAX COLLECTOR: SALARIES & WAGES	53,376.44	21,218.64	-	32,157.80
10514520	TAX COLLECTOR: OTHER EXPENSES	6,265.00	463.00	811.75	4,990.25
10515010	TAX ASSESSMENT: SALARIES & WAGES	45,878.50	15,944.17	-	29,934.33
10515020	TAX ASSESSMENT: OTHER EXPENSES	4,100.00	100.00	50.00	3,950.00
10515520	LEGAL: OTHER EXPENSES	80,000.00	12,477.50	65,522.50	2,000.00
10516520	ENGINEERING SERVICES: OTHER EXPENSES	60,000.00	13,734.11	46,215.75	50.14
10517020	BUILDINGS & GROUNDS	75,345.00	19,798.48	24,764.04	30,782.48
10517120	BUILDINGS & GROUNDS-OFFICE	49,480.00	23,726.69	14,688.28	11,065.03
10518010	PLANNING BOARD: SALARIES & WAGES	6,864.00	2,163.67	-	4,700.33
10518020	PLANNING BOARD: OTHER EXPENSES	15,000.00	1,565.45	8,523.55	4,911.00
10518520	ZONING OFFICER: OTHER EXPENSES	8,000.00	4,000.00	4,000.00	-
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	50,328.34	17,180.05	-	33,148.29
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	5,500.00	4,625.00	375.00	500.00
10520510	CCO-BLDG INSPECTION:SALARIES & WAGES	5,412.12	2,210.80	-	3,201.32
10521020	LIABILITY INSURANCE	75,300.00	27,370.30	-	47,929.70
10521520	WORKER'S COMPENSATION INSURANCE	54,000.00	26,892.30	-	27,107.70
10522020	EMPLOYEE GROUP INSURANCE	157,800.00	61,126.74	80,856.06	15,817.20
10524010	POLICE DEPARTMENT: SALARIES & WAGES	890,083.90	346,608.95	-	543,474.95
10524020	POLICE DEPARTMENT: OTHER EXPENSES	76,500.00	31,482.07	25,252.79	19,765.14
10524520	LEASE/PURCHASE POLICE VEHICLES	14,000.00	-	-	14,000.00
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	3,500.00	2,312.18	777.82	410.00
10525510	FIRE-SALARIES & WAGES	8,000.00	-	-	8,000.00
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	70,603.00	70,603.00	-	-
10526020	RESCUE/FIRST AID	29,000.00	-	-	29,000.00
10526520	LOSAP CONTRIBUTION	27,300.00	27,300.00	-	-
10527020	ECONOMIC DEVELOPMENT	2,500.00	-	-	2,500.00
10529010	DEPT.OF PUBLIC WORKS: SALARIES & WAGES	153,133.21	52,342.11	-	100,791.10
10529020	DEPT.OF PUBLIC WORKS: OTHER EXPENSES	220,000.00	19,100.08	27,533.48	173,366.44
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	9,000.00	220.00	225.00	8,555.00
10529060	FIELD MAINTENANCE - OTHER EXPENSES	19,500.00	772.75	7,848.01	10,879.24
10533020	BOARD OF HEALTH: OTHER EXPENSES	1,500.00	1,327.89	-	172.11
10533520	ENVIRONMENTAL COMMISSION:OTHER EXPENSES	3,000.00	-	-	3,000.00
10537020	SPECIAL EVENTS: OTHER EXPENSES	4,500.00	686.58	0.52	3,812.90
10537120	CULTURAL & HERITAGE	2,000.00	-	98.00	1,902.00
10537620	GOLF-OTHER EXPENSES	987,000.00	264,521.56	42,329.68	680,148.76
10539010	LIBRARY: SALARIES & WAGES	23,080.32	8,840.00	-	14,240.32
10539020	LIBRARY - OTHER EXPENSES	200.00	-	50.00	150.00
10543020	ELECTRICITY	26,000.00	6,229.63	14,953.47	4,816.90
10543520	STREET LIGHTING	37,500.00	11,658.98	25,532.11	308.91
10544020	TELEPHONE	16,800.00	7,419.53	8,729.26	651.21

Expenditure Budget CURRENT FUND

Activity to 05/31/2020

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

Account Number	Description	Budget	Activity	Encumbered	Balance
10544620	GASOLINE	48,520.00	5,795.31	20,204.69	22,520.00
10544720	HEATING FUEL	35,000.00	11,663.79	20,876.06	2,460.15
10547120	CONTRIBUTION TO PERS	27,000.00	26,547.30	-	452.70
10547220	SOCIAL SECURITY SYSTEM(OASI)	104,614.23	37,982.93	-	66,631.30
10547520	CONTRIBUTION TO PFRS	211,578.00	211,578.00	-	-
10629021	ENVIRONMENTAL TESTING	7,500.00	-	7,500.00	-
10649020	MUNICIPAL COURT: OTHER EXPENSES	42,500.00	10,051.00	30,153.00	2,296.00
10651020	STORMWATER MANAGEMENT	3,000.00	-	-	3,000.00
10671520	BODY ARMOR FUND	1,087.54	-	-	1,087.54
10672620	RECYCLING TONNAGE GRANT	3,046.05	-	-	3,046.05
10676020	DWI GRANT-SOMERSET COUNTY	-	1,320.00	-	(1,320.00)
10676920	HUNT CTY-ECON DEV GRANT-WEBSITE	4,500.00	4,500.00	-	-
10687120	SPECIAL EMERGENCY-5 YEARS	5,000.00	-	-	5,000.00
10689920	RESERVE FOR UNCOLLECTED TAXES	327,391.38	-	-	327,391.38
10690020	CAPITAL IMPROVEMENT FUND	338,000.00	-	-	338,000.00
10692020	BOND PRINCIPAL	430,000.00	25,000.00	-	405,000.00
10692520	NOTE PRINCIPAL	136,925.00	-	-	136,925.00
10693020	BOND INTEREST	268,000.00	108,988.75	-	159,011.25
10693520	NOTE INTEREST	25,000.00	-	-	25,000.00
10694020	GREEN ACRES-SPRINGSIDE-#1014-01-008	11,660.00	-	-	11,660.00
10694120	GREEN ACRES-LK SOLITUDE-#1014-95-128	86,292.00	-	-	86,292.00
10694220	NJEIT-LK SOLITUDE	60,200.00	8,490.82	-	51,709.18
10694320	DAM RESTORATION LOAN	237,200.00	118,564.80	-	118,635.20
10694520	CAPITAL LEASE	96,000.00	39,027.40	-	56,972.60
TOTALS		6,092,018.05	1,782,614.49	495,498.43	3,813,905.13

Recycling Tonnage Yearly Comparison

Code	Product Recycled	2019	2018	2017	2016	2015	2014
1	Corrugated	62.99	208.05	119	62.67	168.56	85.28
2	Mixed Office Paper	32.94	135.55	56.88	22.32	60.22	41.85
3	Newspaper	29.71	112.35	99.57	27.14	58.52	78.18
4	Other Paper/Mag/JunkMail	25.03	136	100.94	43.69	60.53	82.13
5	Glass Containers	26.07	80.9	66.08	16.47	31.9	33.41
6	Aluminum Containers	2.24	15.62	4.71	5.39	8.6	13.89
7	Steel Containers / Oil Filters	3.51	19.06	8.55	6.16	8.63	15.64
8	Plastic Containers	4.96	41.32	15.91	14.49	22.93	34.66
9	Heavy Iron	0	2.5	0	1.48	1.15	1.69
10	NonFerrous/Aluminum Scrap	1.32	0.11	0.08	0.02	0.06	0.23
11	White Goods & Light Iron	8.29	5.61	0.24	0.01	4.17	5.2
12	Anti-freeze	0.08	0.29	6.19	1.45	11.93	0.3
13	Batteries (Automobile)	0.36	0.52	0.36	0.06	3.83	0
14	Automobile Scrap	0	0	0	0	0	0
15	Tires	0.79	2.67	1.8	1.66	0	0
16	Used Motor Oil	250.62	4.39	17.98	13.11	14.16	13.11
17	Brush/Tree Parts	63.77	0	98.02	13.52	75	0
18	Grass Clippings	0	0	0	0	0	0
19	Leaves	295.5	289	340	646.02	255	886.99
20	Stumps	0	0	0	0	0	19.1
21	Consumer Electronics	2.68	14.54	12.69	21.08	23.59	25.34
22	Concrete / Asphalt / Brick / Block	3639.53	3224.05	2301.77	1716.37	907.14	1104.21
23	Food Waste	1.5	1.4	0.9	0	0	0
24	Other Material Not Listed	8.83	1567.65	105.64	4.21	0.59	0.18
25	Other Glass	0	0	0	0	0	0
26	Other Plastic	0	0	0	0	0.58	1.71
27	Oil Contaminated Soil	20.82	228.45	419.82	1176.28	105.14	0
28	Process Residue	0.96	76.54	0	0.08	0	0
29	Textiles	23.47	0	24.58	22.1	0	0
30	Wood Scraps	12.79	53.35	0	55.53	51.38	33.07
	Total Tons	4518.76	6219.92	3801.71	3871.31	1873.61	2476.17

Submitted by: Jenn Harrington, Assistant Recycling Coordinator





110 Fieldcrest Avenue, #8
6th Floor
Edison, New Jersey 08837
tel: 732 225-7000
fax: 732 225-7851

June 10, 2020

Estate of Peter P. Vaida
c/o Lisa Boisseau
2500 Beech Tree Court
Conyers, GA 30094

SUBJECT: Vapor Intrusion Testing at:
100 West Main Street, High Bridge, Hunterdon County, NJ
Block # 24, Lot # 16
Former Exact Level and Tool Site, 100 West Main Street, High Bridge, NJ
NJDEP Program Interest # G000001912

Dear Ms. Boisseau:

This letter is provided by CDM Smith Inc. (CDM Smith) on behalf of our client Exact Level and Tool Company Inc. (ELAT) to provide you with the analytical results for collection of three indoor air samples (includes one duplicate) and four sub-slab vapor samples (includes one duplicate) from Building #2 on your property, and one nearby ambient (outdoor) air sample. Sampling was completed on May 12 and 13, 2020. Sample locations are shown in the attached figure. Building #2 was evaluated because it is close to the remaining groundwater contamination and is the only relatively intact site building that can be safely entered. The samples were collected as part of a vapor intrusion investigation at the former ELAT site due to the presence of volatile organic compounds (VOCs), specifically tetrachloroethylene (PCE), trichloroethylene (TCE) and related chlorinated compounds as they remain in groundwater beneath and near the site. This sampling was conducted to confirm current conditions.

The samples were analyzed for VOCs according to USEPA Method TO-15. Results are summarized below and in the attached table. The results include the compounds mentioned above that are contaminants of concern associated with former site operations, and additional VOCs that were detected but are not related to former operations but are reported for your information.

The New Jersey Department of Environmental Protection (NJDEP) screening levels for sub-slab soil gas and indoor air are included in the tabular summary and discussed below. Indoor air screening levels referenced in the attached table are based upon typical exposure factors and assume the occupants of the building are exposed to the indoor air over a 25 to 30-year period.



Estate of Peter P. Vaida

June 10, 2020

Page 2 of 3

Results

Trichloroethene (TCE)

Sub-Slab - TCE was detected in two samples at concentrations above the NJDEP Non-Residential Sub-Slab Soil Gas Screening Level of 150 $\mu\text{g}/\text{m}^3$: 100-WM-SS-2 (190 $\mu\text{g}/\text{m}^3$) and 100-WM-SS-3 (380 $\mu\text{g}/\text{m}^3$).

Indoor Air - TCE was detected in 100-WM-IA-1 (0.69 microgram per cubic meter ($\mu\text{g}/\text{m}^3$)), 100-WM-IA-2 (0.29 $\mu\text{g}/\text{m}^3$) and its duplicate 100-WM-IA-2D (0.19 $\mu\text{g}/\text{m}^3$). These concentrations are below the NJDEP Non-Residential Indoor Air Screening Level of 3 $\mu\text{g}/\text{m}^3$.

Ambient Air - TCE was not detected in ambient air at location 100-WM-AA.

Tetrachloroethene (PCE)

Sub-Slab - PCE was detected in all samples but concentrations are below the NJDEP Non-Residential Sub-Slab Soil Gas Screening Level of 2,400 $\mu\text{g}/\text{m}^3$.

Indoor Air - PCE was detected in sample 100-WM-IA-1 (0.31 $\mu\text{g}/\text{m}^3$). This concentration is below the NJDEP Non-Residential Indoor Air Screening Level of 47 $\mu\text{g}/\text{m}^3$. PCE was not detected in samples 100-WM-IA-2 and 100-WM-IA-2D.

Ambient Air - PCE was not detected in sample 100-WM-AA.

Additional VOCs - Benzene and Ethylbenzene concentrations in sample 100-WM-IA-1 exceeded NJDEP Non-Residential Indoor Air Screening Levels of 2 $\mu\text{g}/\text{m}^3$ and 5 $\mu\text{g}/\text{m}^3$ with results of 20 $\mu\text{g}/\text{m}^3$ and 17 $\mu\text{g}/\text{m}^3$, respectively. These analytes are not compounds of concern associated with former ELAT operations, and are consistent with the presence of gasoline storage in the building, which may be associated with a skid steer loader located within approximately 25 feet of sample 100-WM-IA-1.

Conclusions

NJDEP regulations and guidance specify confirmation indoor air sampling during the 2020 heating season; if confirmed, annual building inspection and periodic indoor air monitoring would continue.

Please be advised that the New Jersey Department of Health and Senior Services (NJDHSS) is responsible for evaluating indoor air quality issues. Therefore, if you have questions regarding the quality of the indoor air and/or require information about potential health effects, please contact NJDHSS Indoor Environments Program at (609) 826-4920.



Estate of Peter P. Vaida

June 10, 2020

Page 3 of 3

Also, please note that pursuant to New Jersey's Open Public Records Act (OPRA), all building surveys and vapor intrusion sampling results submitted to NJDEP during this investigation become part of the public record for the site. NJDEP is obligated to make this information available to any interested party who requests access to it through its Office of Record Access.

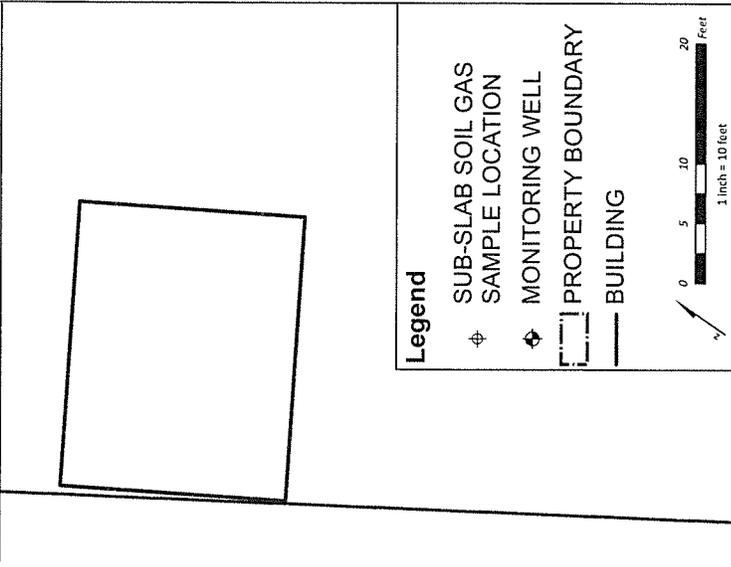
If you have any questions about the results of the vapor intrusion investigation, please contact me at (732) 590-4620. For more information about vapor intrusion, please see NJDEP's website at www.nj.gov/dep/srp/guidance/vaporintrusion/indoor_air.htm.

Sincerely,

Ross Trube, LSRP, PG, PMP
Senior Project Manager
truber@cdmsmith.com

cc: Ron Carlson, ELAT
Health Official, Borough of High Bridge

Enclosures: Vapor Intrusion Evaluation Analytical Results Table
Sample Location Map



SHEET NO.		LOCATION		ADDENDUM NO.	FIGURE NO.
				DATE	MAY 2020

ELAT, INC.
100 WEST MAIN STREET
HIGH BRIDGE, NEW JERSEY 08829

BUILDING 2
VAPOR INTRUSION SAMPLE LOCATION MAP



Table 1
Vapor Intrusion Evaluation Analytical Results - May 2020
ELAT Inc.

100 West Main Street, High Bridge, New Jersey

Client ID	100-WM-AA			100-WM-IA-1			100-WM-IA-2			100-WM-IA-2D			100-WM-SS-1			100-WM-SS-1D			100-WM-SS-2			100-WM-SS-3				
	Lab Sample ID	Result	Q	MDL	Result	Q	MDL	Result	Q	MDL	Result	Q	MDL	Result	Q	MDL										
Sampling Date	05/13/2020 09:15:00			05/13/2020 09:59:00			05/13/2020 09:52:00			05/13/2020 09:52:00			05/13/2020 11:13:00			05/13/2020 11:29:00			05/13/2020 11:29:00			05/13/2020 11:48:00				
Matrix	Air			Air			Air			Air			Air			Air			Air			Air				
Dilution Factor	1			1			1			1			10			10			10			10				
Unit	ug/m3			ug/m3			ug/m3			ug/m3			ug/m3			ug/m3			ug/m3			ug/m3				
AIR BY TO-15																										
1,1,1-Trichloroethane	22,000	0.20	U	0.20	1,100,000	2.0	U	2.0	2.0	U	2.0	2.0	2.0	U	2.0	2.0										
1,1,2,2-Tetrachloroethane	3	0.29	U	0.29	34	2.9	U	2.9	2.9	U	2.9	2.9	2.9	U	2.9	2.9										
1,1,2-Trichloro-1,2,2-trifluoroethane	130,000	0.47	J	0.29	0.29	U	0.29	0.36	J	0.29	0.29	U	0.29	6,600,000	2.9	U	2.9	2.9	U	2.9	2.9	2.9	U	2.9	2.9	
1,1,2-Trichloroethane	3	0.20	U	0.20	38	2.0	U	2.0	2.0	U	2.0	2.0	2.0	U	2.0	2.0										
1,1-Dichloroethane	8	0.17	U	0.17	380	6.2	J	1.7	1.7	U	1.7	1.7	1.7	U	1.7	1.7										
1,1-Dichloroethene	880	0.15	U	0.15	44,000	1.5	U	1.5	1.5	U	1.5	1.5	1.5	U	1.5	1.5										
1,2,4-Trichlorobenzene	9	1.6	U	1.6	440	1.6	U	1.6	1.6	U	1.6	1.6	1.6	U	1.6	1.6										
1,2,4-Trimethylbenzene	Not Established	0.29	J	0.22	10	B	0.22	0.63	J	0.22	0.36	J	0.22	Not Established	2.2	U	2.2	5.1	J	2.2	2.2	2.2	U	2.2	2.2	
1,2-Dichloro-1,1,2,2-tetrafluoroethane	Not Established	0.24	U	0.24	Not Established	2.4	U	2.4	2.4	U	2.4	2.4	2.4	U	2.4	2.4										
1,2-Dichlorobenzene	880	0.58	U	0.58	44,000	5.8	U	5.8	5.8	U	5.8	5.8	5.8	U	5.8	5.8										
1,2-Dichloroethane	2	0.13	U	0.13	24	1.3	U	1.3	1.3	U	1.3	1.3	1.3	U	1.3	1.3										
1,2-Dichloropropane	2	0.15	U	0.15	61	1.5	U	1.5	1.5	U	1.5	1.5	1.5	U	1.5	1.5										
1,3,5-Trimethylbenzene	Not Established	0.19	U	0.19	4.6	U	0.19	0.19	U	0.19	0.19	U	0.19	Not Established	1.9	U	1.9	1.9	U	1.9	1.9	1.9	U	1.9	1.9	
1,3-Dichlorobenzene	Not Established	0.66	U	0.66	Not Established	6.6	U	6.6	6.6	U	6.6	6.6	6.6	U	6.6	6.6										
1,4-Dichlorobenzene	3	0.72	U	0.72	56	7.2	U	7.2	7.2	U	7.2	7.2	7.2	U	7.2	7.2										
1,4-Dioxane	Not Established	0.30	U	0.30	Not Established	3.0	U	3.0	3.0	U	3.0	3.0	3.0	U	3.0	3.0										
2-Butanone (MEK)	22,000	0.62	J	0.21	3.1	B	0.21	1.5	B	0.21	0.44	J	0.21	1,100,000	2.1	U	2.1	2.1	U	2.1	2.1	2.1	U	2.1	2.1	
2-Chlorotoluene	Not Established	0.22	U	0.22	1.8	U	0.22	0.22	U	0.22	0.22	U	0.22	Not Established	2.2	U	2.2	2.2	U	2.2	2.2	2.2	U	2.2	2.2	
2-Methyl-2-propanol	Not Established	0.12	U	0.12	0.12	U	0.12	0.58	J	0.12	0.12	U	0.12	Not Established	1.2	U	1.2	4.9	J	1.2	5.1	J	1.2	1.2	1.2	
3-Chloro-1-propene	2	0.20	U	0.20	100	2.0	U	2.0	2.0	U	2.0	2.0	2.0	U	2.0	2.0										
4-Ethyltoluene	Not Established	0.20	U	0.20	3.8	U	0.20	0.20	U	0.20	0.20	U	0.20	Not Established	2.0	U	2.0	2.0	U	2.0	2.0	2.0	U	2.0	2.0	
4-Methyl-2-pentanone (MIBK)	13,000	0.15	U	0.15	660,000	1.5	U	1.5	1.5	U	1.5	1.5	1.5	U	1.5	1.5										
Acetone	140,000	6.1	J	2.9	19		2.9	14		2.9	5.2	J	2.9	6,800,000	180	U	29	280	U	29	74	J	29	29		
Benzene	2	0.21	U	0.21	0.21	U	0.21	0.55	J	0.21	0.40	J	0.21	79	2.1	U	2.1	2.1	U	2.1	2.1	2.1	U	2.1	2.1	
Bromoforn	11	0.50	U ^A	0.50	560	5.0	U ^A	5.0	5.0	U ^A	5.0	5.0	5.0	U ^A	5.0	5.0										
Bromomethane	22	0.20	U	0.20	1,100	2.0	U	2.0	2.0	U	2.0	2.0	2.0	U	2.0	2.0										
Butadiene	1	0.13	U	0.13	20	1.3	U	1.3	1.3	U	1.3	1.3	1.3	U	1.3	1.3										
Carbon disulfide	3,100	0.23	U	0.23	150,000	2.3	U	2.3	2.3	U	2.3	2.3	2.3	U	2.3	2.3										
Carbon tetrachloride	3	0.23	J	0.15	0.39	J	0.15	0.30	J	0.15	0.30	J	0.15	100	1.5	U	1.5	1.5	U	1.5	1.5	1.5	U	1.5	1.5	
Chlorobenzene	220	0.26	U	0.26	11,000	2.6	U	2.6	2.6	U	2.6	2.6	2.6	U	2.6	2.6										
Chlorodibromomethane	4	0.31	U	0.31	43	3.1	U	3.1	3.1	U	3.1	3.1	3.1	U	3.1	3.1										
Chloroethane	44,000	0.14	U	0.14	2,200,000	1.4	U	1.4	1.4	U	1.4	1.4	1.4	U	1.4	1.4										
Chloroform	2	0.16	U	0.16	27	1.6	U	1.6	1.6	U	1.6	1.6	1.6	U	1.6	1.6										
Chloromethane	390	1.0	J	0.23	1.3	B	0.23	1.5	B	0.23	1.2	B	0.23	20,000	2.3	U	2.3	2.3	U	2.3	2.3	2.3	U	2.3	2.3	
cis-1,2-Dichloroethene	Not Established	0.18	U	0.18	Not Established	500	U	1.8	970	U	1.8	11	U	1.8	40	1.8										
cis-1,3-Dichloropropene ¹	3	0.15	U	0.15	150	1.5	U	1.5	1.5	U	1.5	1.5	1.5	U	1.5	1.5										



110 Fieldcrest Avenue, #8
6th Floor
Edison, New Jersey 08837
tel: 732 225-7000
fax: 732 225-7851

June 10, 2020

Mr. Rob Fernandes
Riverview Village LLC
25 Mountainview Blvd. Suite 200
Basking Ridge, New Jersey 07920

SUBJECT: Vapor Intrusion Testing at:
Riverview Village LLC
81 West Main Street, High Bridge, Hunterdon County, NJ
Block # 30, Lot # 13
For Former Exact Level and Tool Site, 81 West Main Street, High Bridge, NJ, NJDEP
Program Interest # G000001912

Dear Mr. Fernandes:

This letter is provided on behalf of our client Exact Level and Tool Company Inc. (ELAT) to provide you with the analytical results for four sub-slab vapor samples collected from beneath the building crawl-space on your property on May 12, 2020. Sample locations are shown in the attached figure. The samples were collected as part of a vapor intrusion investigation associated with the former ELAT site due to the presence of volatile organic compounds (VOCs), specifically tetrachloroethylene (PCE), trichloroethylene (TCE) and related chlorinated compounds as they remain in groundwater beneath and near the site.

The samples were analyzed for VOCs according to USEPA Method TO-15. Results are summarized below and in the attached table. The results include the compounds mentioned above that are contaminants of concern associated with former site operations, and any additional results, if present, that were detected but are not related to former operations and are reported for your information.

The New Jersey Department of Environmental Protection (NJDEP) residential screening levels for sub-slab soil gas are included in the tabular summary and discussed below.

Results

Trichloroethene (TCE) - TCE was not detected in any of the four sub-slab samples.

Tetrachloroethene (PCE) - PCE was detected in three of the four samples: 81-WM-SS-1 (6.3 $\mu\text{g}/\text{m}^3$), 81-WM-SS-2 (16 $\mu\text{g}/\text{m}^3$) and 81-WM-SS-3 (2.8 $\mu\text{g}/\text{m}^3$) at concentrations below the NJDEP residential sub-slab soil gas screening level of 470 $\mu\text{g}/\text{m}^3$. PCE was not detected in sample 81-WM-SS-4.



Mr. Rob Fernandes

June 10, 2020

Page 2 of 2

Additional VOCs - No additional volatile organic compounds were detected at concentrations above NJDEP residential sub-slab soil gas screening levels.

Conclusions

No further monitoring is required at this time. Groundwater monitoring will continue and the need for further vapor intrusion monitoring will be re-evaluated if required.

Please be advised that the New Jersey Department of Health and Senior Services (NJDHSS) is responsible for evaluating indoor air quality issues. Therefore, if you have questions regarding the quality of the indoor air and/or require information about potential health effects, please contact NJDHSS Indoor Environments Program at (609) 826-4920.

Also, please note that pursuant to New Jersey's Open Public Records Act (OPRA), all building surveys and vapor intrusion sampling results submitted to NJDEP during this investigation become part of the public record for the site. NJDEP is obligated to make this information available to any interested party who requests access to it through its Office of Record Access.

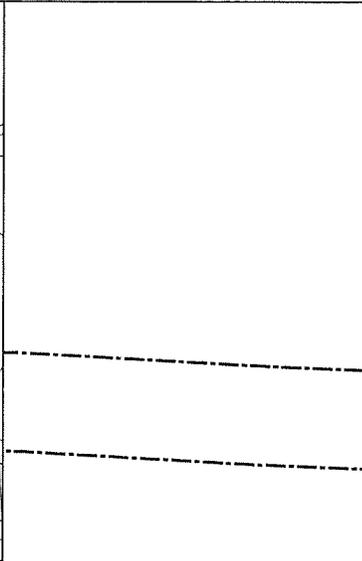
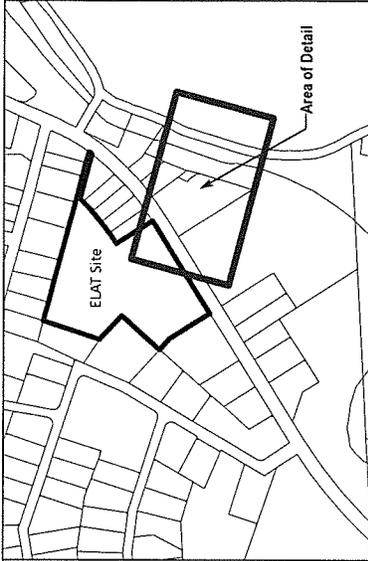
If you have any questions about the results of the vapor intrusion investigation, please contact me at (732) 225-7000. For more information about vapor intrusion, please see NJDEP's website at www.nj.gov/dep/srp/guidance/vaporintrusion/indoor_air.htm.

Sincerely,

Ross Trube, LSRP, PG, PMP
Senior Project Manager
truber@cdmsmith.com

cc: Ron Carlson, ELAT
Health Official, Borough of High Bridge

Enclosures: Property Map
Vapor Intrusion Evaluation Analytical Results Table



Legend

- ⊕ SUB-SLAB SOIL GAS SAMPLE LOCATION
- ⊕ MONITORING WELL LOCATION
- ▭ BUILDING
- - - - - PROPERTY BOUNDARY



DATE <u>May 2020</u>		ADDENDUM NO.	FIGURE NO.
SHEET NO.	LOCATION		

ELAT, INC.
100 WEST MAIN STREET
HIGH BRIDGE, NEW JERSEY 08829

81 WEST MAIN STREET
PROPERTY MAP



Table 1
Vapor Intrusion Evaluation Analytical Results - May 2020
ELAT Inc.
81 West Main Street, High Bridge, New Jersey

Client ID	81-MW-SS-1		81-MW-SS-2		81-MW-SS-3		81-MW-SS-4			
	Lab Sample ID	200-53698-5	200-53698-6	200-53698-7	200-53698-8	Sampling Date	05/12/2020 11:10:00	05/12/2020 11:51:00	05/12/2020 12:09:00	05/12/2020 12:35:00
Matrix	Air		Air		Air		Air			
Dilution Factor	10		10		10		10			
Unit	ug/m3		ug/m3		ug/m3		ug/m3			
	Result	Q	MDL	Result	Q	MDL	Result	Q	MDL	
AIR BY TO-15										
1,1,1-Trichloroethane	2.0	U	2.0	2.0	U	2.0	2.0	U	2.0	U
1,1,2,2-Tetrachloroethane	2.9	U	2.9	2.9	U	2.9	2.9	U	2.9	U
1,1,2-Trichloro-1,2,2-trifluoroethane	2.9	U	2.9	2.9	U	2.9	2.9	U	2.9	U
1,1,2-Trichloroethane	2.0	U	2.0	2.0	U	2.0	2.0	U	2.0	U
1,1-Dichloroethane	1.7	U	1.7	1.7	U	1.7	1.7	U	1.7	U
1,1-Dichloroethane	1.5	U	1.5	1.5	U	1.5	1.5	U	1.5	U
1,2,4-Trichlorobenzene	16	U	16	16	U	16	16	U	16	U
1,2,4-Trimethylbenzene	2.2	U	2.2	2.2	U	2.2	2.2	U	2.2	U
1,2-Dichloro-1,1,2,2-tetrafluoroethane	2.4	U	2.4	2.4	U	2.4	2.4	U	2.4	U
1,2-Dichlorobenzene	5.8	U	5.8	5.8	U	5.8	5.8	U	5.8	U
1,2-Dichloroethane	1.3	U	1.3	1.3	U	1.3	1.3	U	1.3	U
1,2-Dichloropropane	1.5	U	1.5	1.5	U	1.5	1.5	U	1.5	U
1,3,5-Trimethylbenzene	1.9	U	1.9	1.9	U	1.9	1.9	U	1.9	U
1,3-Dichlorobenzene	6.6	U	6.6	6.6	U	6.6	6.6	U	6.6	U
1,4-Dichlorobenzene	7.2	U	7.2	7.2	U	7.2	7.2	U	7.2	U
1,4-Dioxane	3.0	U	3.0	3.0	U	3.0	3.0	U	3.0	U
2-Butanone (MEK)	2.1	U	2.1	6.0	JB	2.1	2.1	U	2.1	U
2-Chlorotoluene	2.2	U	2.2	2.2	U	2.2	2.2	U	2.2	U
2-Methyl-2-propanol	3.1	J	1.2	1.2	U	1.2	1.2	U	1.2	U
3-Chloro-1-propene	2.0	U	2.0	2.0	U	2.0	2.0	U	2.0	U
4-Ethyltoluene	2.0	U	2.0	2.0	U	2.0	2.0	U	2.0	U
4-Methyl-2-pentanone (MIBK)	1.5	U	1.5	1.5	U	1.5	1.5	U	1.5	U
Acetone	52	J	29	66	J	29	28	J	29	U
Benzene	2.1	U	2.1	2.1	U	2.1	2.1	U	2.1	U
Bromoform	5.0	U ^A	5.0	5.0	U ^A	5.0	5.0	U ^A	5.0	U ^A
Bromomethane	2.0	U	2.0	2.0	U	2.0	2.0	U	2.0	U
Butadiene	1.3	U	1.3	1.3	U	1.3	1.3	U	1.3	U
Carbon disulfide	2.3	U	2.3	2.3	U	2.3	3.3	J	2.3	U
Carbon tetrachloride	1.5	U	1.5	1.5	U	1.5	1.5	U	1.5	U
Chlorobenzene	2.6	U	2.6	2.6	U	2.6	2.6	U	2.6	U
Chlorobromomethane	3.1	U	3.1	3.1	U	3.1	3.1	U	3.1	U
Chloroethane	1.4	U	1.4	1.4	U	1.4	1.4	U	1.4	U
Chloroform	1.6	U	1.6	1.6	U	1.6	1.6	U	1.6	U
Chloromethane	2.3	U	2.3	2.3	U	2.3	2.3	U	2.3	U
cis-1,2-Dichloroethene	1.8	U	1.8	1.8	U	1.8	1.8	U	1.8	U
cis-1,3-Dichloropropene ¹	1.5	U	1.5	1.5	U	1.5	1.5	U	1.5	U

Table 1
Vapor Intrusion Evaluation Analytical Results - May 2020
ELAT Inc.
81 West Main Street, High Bridge, New Jersey

Client ID	81-MW-SS-1		81-MW-SS-2		81-MW-SS-3		81-MW-SS-4		
	Lab Sample ID	200-53698-5	200-53698-6	200-53698-7	200-53698-8	200-53698-9	200-53698-10	200-53698-11	
Sampling Date	05/12/2020 11:10:00		05/12/2020 11:51:00		05/12/2020 12:09:00		05/12/2020 12:35:00		
Matrix	Air		Air		Air		Air		
Dilution Factor	10		10		10		10		
Residential Sub-Slab Screening Level									
Unit	ug/m3		ug/m3		ug/m3		ug/m3		
	Result	Q	MDL	Result	Q	MDL	Result	Q	MDL
Cyclohexane	1.6	U	1.6	1.6	U	1.6	1.6	U	1.6
Dichlorobromomethane	2.3	U	2.3	2.3	U	2.3	2.3	U	2.3
Dichlorodifluoromethane	5.4	J	5.4	5.4	U	5.4	5.4	U	5.4
Ethanol	31	J	10	330	B	10	17	J	10
Ethylbenzene	2.7	U	2.7	2.7	U	2.7	2.7	U	2.7
Ethylene Dibromide	3.8	U	3.8	3.8	U	3.8	3.8	U	3.8
Hexachlorobutadiene	8.1	U	8.1	8.1	U	8.1	8.1	U	8.1
Hexane	7.0	U	7.0	7.0	U	7.0	7.0	U	7.0
Isooctane	1.9	U	1.9	1.9	U	1.9	1.9	U	1.9
Isopropyl alcohol	12	U	12	54	J	12	12	U	12
Methyl methacrylate	1.4	U	1.4	1.4	U	1.4	1.4	U	1.4
Methyl tert-butyl ether	1.2	U	1.2	1.2	U	1.2	1.2	U	1.2
Methylene Chloride	9.4	U	9.4	9.4	U	9.4	9.4	U	9.4
m-Xylene & p-Xylene ²	4.3	U	4.3	4.3	U	4.3	4.3	U	4.3
Naphthalene	8.9	U	8.9	8.9	U	8.9	8.9	U	8.9
n-Heptane	7.3	J	2.3	4.1	J	2.3	5.1	J	2.3
o-Xylene ²	2.1	U	2.1	2.1	U	2.1	2.3	J	2.1
Styrene	1.7	U	1.7	1.7	U	1.7	1.7	U	1.7
Tetrachloroethene	6.3	J	2.2	16		2.2	2.8	J	2.2
Tetrahydrofuran	1.9	U	1.9	1.9	U	1.9	1.9	U	1.9
Toluene	4.1	U	4.1	4.1	U	4.1	4.1	U	4.1
trans-1,2-Dichloroethene	1.7	U	1.7	1.7	U	1.7	1.7	U	1.7
trans-1,3-Dichloropropene ¹	1.8	U	1.8	1.8	U	1.8	1.8	U	1.8
Trichloroethene	1.9	U	1.9	1.9	U	1.9	1.9	U	1.9
Trichlorofluoromethane	6.7	J	3.4	3.4	U	3.4	3.4	U	3.4
Vinyl bromide	2.3	U	2.3	2.3	U	2.3	2.3	U	2.3
Vinyl chloride	1.1	U	1.1	1.1	U	1.1	1.1	U	1.1

^ : Instrument related QC is outside acceptance limits.

B : Compound was found in the blank and sample.

E : Result exceeded calibration range.

J : Result is less than the RL but greater than or equal to the MDL and the concentration is an approximate value.

U : Indicates the analyte was analyzed for but not detected.

1. Screening levels shown are for total 1,3-dichloropropenes.

2. Screening levels shown are for total xylenes.

Highlighted concentrations are above screening level.

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
CURRENT FUND				
2603 - AASLH	PO 26961 CULTURAL & HERITAGE - MEMBERSHIP		98.00	
10537120	CULTURAL & HERITAGE	98.00		98.00
506 - BILLY CASPER GOLF, LLC	PO 26729 GOLF - OE - MANAGEMENT FEE		4,700.00	
10537620	GOLF-OTHER EXPENSES	4,700.00		4,700.00
46 - CALIFON LUMBER	PO 26982 DPW - OE - EQUIPMENT - concrete for basi		58.40	
10529025	Dept. of Public Works-OE-Equipment/Hdwr	58.40		58.40
769 - CINTAS CORPORATION #101	PO 26578 BUILDINGS & GROUNDS - PD & BH - WEEKLY M		1,059.24	
10517091	Buildings & Grounds - Police Bldg	1,059.24		1,059.24
987 - COMCAST	PO 26540 DPW - INTERNET A/C 09574 832139-01-5 NEW		170.86	
10510120	INTERNET	109.90		
10544122	Telephone - Garage	60.96		170.86
835 - CRISTAL ASSOCIATES LLC	PO 26689 BUILDNGS/GROUNDS - OE - MISC - JANITORIA		128.00	
10517059	Buildings & Grounds - Janitorial	128.00		128.00
2279 - CUSTOM WORKFLOW SOLUTIONS, LLC	PO 26601 BUILDINGS & GROUNDS - BORO HALL		170.00	
10517133	BUILDINGS & GROUNDS-DATA PROCES/SOFTWARE	170.00		170.00
2602 - EXECUTIVE CLEANING SERVICES, LLC	PO 26957 BUILDINGS & GROUNDS - JANITORIAL - PD CL		723.46	
10517059	Buildings & Grounds - Janitorial	723.46		723.46
2422 - GREATAMERICA FINANCIAL SVCS.	PO 26683 BUILDINGS & GROUNDS - OFFICE EQUIPMENT -		142.00	
10517125	BUILDINGS & GROUNDS-OFFICE EQUIPMENT	142.00		142.00
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 25824 GOLF - OE - DEC		15,081.94	
10537620A	(2019) GOLF-OTHER EXPENSES	15,081.94		15,081.94
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 26721 GOLF - OE - MAY		115,504.03	
10537620	GOLF-OTHER EXPENSES	115,504.03		115,504.03
548 - HOLLYWOOD FENCE	PO 26914 FIELD MAINT - CHAINLINK FENCE AT UNION F		980.00	
10529060	FIELD MAINTENANCE - OTHER EXPENSES	980.00		980.00
111 - HUNTERDON MILL & MACHINE	PO 26983 DPW - OE - EQUIPMENT		216.07	
10529025	Dept. of Public Works-OE-Equipment/Hdwr	216.07		216.07
2312 - IMPERIAL COPY PRODUCTS, INC	PO 26576 BUILDINGS & GROUNDS - COPIER LEASE		27.84	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	27.84		27.84
2523 - IN-HOUSE PRINTS	PO 26918 DPW - OE - OFFICE SUPPLIES		120.00	
10529021	Dept. of Public Works-OE-Office supplies	120.00		120.00
2408 - JERSEY MAIL SYSTEMS, LLC	PO 26977 BUILDINGS & GROUNDS - OFFICE EQUIPMENT -		209.95	
10517125	BUILDINGS & GROUNDS-OFFICE EQUIPMENT	209.95		209.95

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1204 - LYNN HUGHES	PO 27002 ENVIRONMENTAL COMMISSION - OE - REIMBURS		46.32	
10533599	Environmental Comm.-OE-Misc.	46.32		46.32
2064 - MARCO TECHNOLOGIES, LLC	PO 26592 BUILDINGS & GROUNDS - POLICE BLDG - COPI		874.10	
10517123	BUILDINGS & GROUNDS-COPIER LEASE	874.10		874.10
1398 - MASER CONSULTING PA	PO 26783 ENGINEERING - OE		1,087.50	
10651020	STORMWATER MANAGEMENT	1,087.50		1,087.50
1398 - MASER CONSULTING PA	PO 26952 WELL 8 EMERGENCY GENERATOR - HIB062		4,449.50	
10516592	Engineering Services-EmergencyGenerators	4,449.50		4,449.50
1398 - MASER CONSULTING PA	PO 26991 PLAN CONFORMANCE - HIGHLANDS STORMWATER		3,378.75	
10141730	PLAN CONFORMANCE GRANT	3,378.75		3,378.75
146 - MGL PRINTING SOLUTIONS	PO 26862 TAX COLLECTOR - OE - FORMS		452.00	
10514527	Tax Collector-OE-Tax Bills/Forms	452.00		452.00
146 - MGL PRINTING SOLUTIONS	PO 26989 FINANCE DEPT.- PRINTED MATERIALS - INV 1		156.97	
10513021	Financial Admin-OE-Office Supplies	156.97		156.97
960 - MILLS, GARY	PO 26949 BUILDINGS & GROUNDS - JANITORIAL		600.00	
10517059	Buildings & Grounds - Janitorial	600.00		600.00
214 - NJ ADVANCE MEDIA	PO 26542 ADVERTISING - ACCT #1160892 / 1164892		330.70	
10511032	ADVERTISING	330.70		330.70
217 - NO HUNT-VORHEES REG HS BD ED	PO 26478 JULY 2020 - REGIONAL HIGH SCHOOL TAX LE		302,883.50	
101331	REGIONAL SCHOOL TAX LEVY PAYABLE	302,883.50		302,883.50
2492 - PH&S PRODUCTS, LLC	PO 26964 POLICE - OE - SAFETY		150.00	
10524032	Police Department-OE-Safety Eqpmt/Vests	150.00		150.00
2213 - PHOENIX ADVISORS, LLC	PO 26868 FINANCE - OE - PROCESSING		1,714.38	
10513033	Financial Admin-OE-Data Processing	1,714.38		1,714.38
2583 - PRINCIPAL LIFE INSURANCE CO	PO 26699 GROUP INSURANCE - DENTAL - POLICY #11121		1,608.69	
10522072	Employee Group Insurance:Dental	1,608.69		1,608.69
2601 - RARITAN TOWNSHIP	PO 26894 PARKS & PLAYGROUNDS - OE - SIGNS		110.00	
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	110.00		110.00
2218 - RIVER NET COMPUTERS, LLC	PO 26950 POLICE - OE - MAINTENANCE CONTRACTS		249.99	
10524026	Police Department-OE-Maintenance Contras	249.99		249.99
559 - SHAMMY SHINE CAR WASHES INC.	PO 26972 POLICE - OE - MAINTENANCE CONTRACTS		67.50	
10524026	Police Department-OE-Maintenance Contras	67.50		67.50

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2462 - SKYLANDS VISITOR MAGAZINE 10511032	PO 26758 ADVERTISING - OE - PRINTED MATERIAL - AD ADVERTISING	810.00	810.00	810.00
2395 - SOMERSET COUNTY JIF 10521020 10521520	PO 26973 LIABILITY INSURANCE - 2ND HALF 2020 ASSE LIABILITY INSURANCE WORKER'S COMPENSATION INSURANCE	23,352.90 26,382.90	49,735.80	49,735.80
2438 - STANDARD INSURANCE CO 10522073	PO 26703 GROUP INSURANCE - LIFE - POLICY #00-1641 Employee Group Insurance:Life Ins	409.44	409.44	409.44
169 - STATE OF NJ-DIV PENSIONS&BENE 10522071 101408	PO 26507 INSURANCE - GROUP HEALTH - JUNE 2020 ID Employee Group Insurance:Health RESERVE - HEALTH BENEFITS	9,306.90 5,536.78	14,843.68	14,843.68
1226 - STATE TREASURER-NJ 10513025	PO 27006 FINANCE - OE - LICENSE RENEWAL FOR BONNI Financial Admin-OE-Education/Training	50.00	50.00	50.00
1978 - STAVOLA 10529039	PO 26524 DPW - OE - BLACKTOP Dept. of Public Works-OE-Blacktop	563.28	563.28	563.28
416 - THE DOCTOR IS IN 10529038	PO 26974 DPW - OE - MISCELLANEOUS Dept. of Public Works--OE- Employee Exp	123.00	123.00	123.00
2397 - UNUM 10522073	PO 26707 GROUP INSURANCE - LTD - POLICY #0658658 Employee Group Insurance:Life Ins	152.84	152.84	152.84
2141 - VSP VISION CARE 10522074	PO 26711 GROUP INSURANCE - VISION - ACCOUNT #30 0 Employee Group Insurance:Vision	220.78	220.78	220.78
DOG FUND				
2293 - ST. HUBERT'S ANIMAL WELFARE CENTER 231315	PO 26610 BOARD OF HEALTH - DOG RESERVE FOR ANIMAL CONTROL EXPENSES	1,327.89	1,327.89	1,327.89
GENERAL CAPITAL FUND				
2545 - BLACK ROCK ENTERPRISES LLC 30981201	PO 26323 CAPITAL - MCDONALD ST - CONTRACT CONTRACT AMOUNT	123,352.38	123,352.38	123,352.38
2215 - J. PIP'S PAVING COMPANY 30982001	PO 26859 CAPITAL - GOLF IMP #2019-042 - PER RESO CART PATH	5,800.00	5,800.00	5,800.00
1398 - MASER CONSULTING PA 309822	PO 26955 CAPITAL - MCDONALD ST IMPROVEMENTS - OE MCDONALD ST-ENG--#2020-14-\$35,000	12,773.75	12,773.75	12,773.75
WATER UTILITY FUND				
1148 - BUCKMAN'S INC. 60510053	PO 26594 WATER - OE - CHEMICALS WATER - OE - CHEMICALS	481.55	481.55	481.55
249 - CENTURYLINK 60510097	PO 26535 WATER - 2020 - TELEPHONE CUST # 908-730- WATER - OE - TELEPHONE	50.75	50.75	50.75

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
146 - MGL PRINTING SOLUTIONS	PO 26989 FINANCE DEPT.- PRINTED MATERIALS - INV 1		156.96	
60510031 WATER - OE - DATA PROCESSING		156.96		156.96
1694 - ONE CALL CONCEPTS, INC	PO 26561 WATER - OE - MISC - ONE CALL MESSAGES -		41.47	
60510099 WATER - OE - MISCELLANEOUS		41.47		41.47
2583 - PRINCIPAL LIFE INSURANCE CO	PO 26700 WATER - GROUP INSURANCE - DENTAL - POLIC		321.53	
60510040 WATER - OE - INSURANCE - GROUP		321.53		321.53
1453 - PUMPING SERVICES, INC	PO 26941 WATER - OE - CONTRACT - ANNUAL PUMP WATC		192.00	
60510051 WATER - OE - REPAIRS/CONTRACTS		192.00		192.00
2395 - SOMERSET COUNTY JIF	PO 26973 LIABILITY INSURANCE - 2ND HALF 2020 ASSE		12,433.94	
60510041 WATER - OE - INSURANCE - OTHER		5,838.22		
60510039 WATER - OE - INSURANCE - WORKERS COMP		6,595.72		12,433.94
2438 - STANDARD INSURANCE CO	PO 26704 WATER - GROUP INSURANCE - LIFE - POLICY		83.68	
60510040 WATER - OE - INSURANCE - GROUP		83.68		83.68
327 - STATE OF NEW JERSEY - PWT	PO 26760 WATER - OE - PERMITS/FEES		161.19	
60510046 WATER - OE - PERMITS/FEES		161.19		161.19
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 26507 INSURANCE - GROUP HEALTH - JUNE 2020 ID		4,881.45	
60510040 WATER - OE - INSURANCE - GROUP		4,881.45		4,881.45
2397 - UNUM	PO 26708 WATER - GROUP INSURANCE - LTD - POLICY #		22.35	
60510040 WATER - OE - INSURANCE - GROUP		22.35		22.35
2141 - VSP VISION CARE	PO 26712 WATER - GROUP INSURANCE - VISION -ACOUN		53.42	
60510040 WATER - OE - INSURANCE - GROUP		53.42		53.42
WATER CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 26992 WATER SYSTEM IMP - BUNNVALE - HIB103		10,800.50	
61533301 BUNNVALE UPGRADES		10,800.50		10,800.50
1762 - RIO SUPPLY, INC	PO 26239 WATER CAP - OE - METER EQUIPMENT		390.00	
615334 WATER METERS & EQPMT-\$50,000-#2019-26		390.00		390.00
SEWER UTILITY FUND				
1398 - MASER CONSULTING PA	PO 26993 HIGHLANDS GRANT - SEWER PUMP STATION - H		8,556.00	
625302A (2019) HIGHLANDS GRANT-SEWER PUMP STATIO		8,556.00		8,556.00
146 - MGL PRINTING SOLUTIONS	PO 26989 FINANCE DEPT.- PRINTED MATERIALS - INV 1		156.97	
62510031 SEWER - OE - DATA PROCESSING		156.97		156.97
2493 - P3 GENERATOR SERVICES	PO 26809 B&G -GENERATOR MAINT - FIRE HOUSE & POLI		335.73	
62510051 SEWER - OE - REPAIRS/CONTRACTS		335.73		335.73

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2583 - PRINCIPAL LIFE INSURANCE CO	PO 26701 SEWER - GROUP INSURANCE - DENTAL - POLIC		272.34	
62510040 SEWER - OE - INSURANCE - GROUP		272.34		272.34
2395 - SOMERSET COUNTY JIF	PO 26973 LIABILITY INSURANCE - 2ND HALF 2020 ASSE		12,433.94	
62510041 SEWER - OE - INSURANCE - OTHER		5,838.22		
62510039 SEWER - OE - INSURANCE - WORKERS COMP		6,595.72		12,433.94
2438 - STANDARD INSURANCE CO	PO 26705 SEWER - GROUP INSURANCE - LIFE - POLICY		61.21	
62510040 SEWER - OE - INSURANCE - GROUP		61.21		61.21
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 26507 INSURANCE - GROUP HEALTH - JUNE 2020 ID		2,868.56	
62510040 SEWER - OE - INSURANCE - GROUP		2,868.56		2,868.56
2397 - UNUM	PO 26709 SEWER - GROUP INSURANCE - LTD - POLICY #		18.41	
62510040 SEWER - OE - INSURANCE - GROUP		18.41		18.41
2141 - VSP VISION CARE	PO 26713 SEWER - GROUP INSURANCE - VISION -ACCOUN		35.61	
62510040 SEWER - OE - INSURANCE - GROUP		35.61		35.61
SOLID WASTE UTILITY FUND				
2583 - PRINCIPAL LIFE INSURANCE CO	PO 26702 SOLID WASTE - GROUP INSURANCE - DENTAL -		160.27	
64510040 SOLID WASTE-OE-GROUP INSURANCE		160.27		160.27
2395 - SOMERSET COUNTY JIF	PO 26973 LIABILITY INSURANCE - 2ND HALF 2020 ASSE		8,289.28	
64510041 SOLID WASTE-OE-INSURANCE OTHER		3,892.14		
64510039 SOLID WASTE-OE-WORKERS COMP		4,397.14		8,289.28
2438 - STANDARD INSURANCE CO	PO 26706 SOLID WASTE - GROUP INSURANCE - LIFE - P		36.13	
64510040 SOLID WASTE-OE-GROUP INSURANCE		36.13		36.13
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 26507 INSURANCE - GROUP HEALTH - JUNE 2020 ID		2,088.89	
64510040 SOLID WASTE-OE-GROUP INSURANCE		2,088.89		2,088.89
2397 - UNUM	PO 26710 SOLID WASTE - GROUP INSURANCE - LTD - PO		9.78	
64510040 SOLID WASTE-OE-GROUP INSURANCE		9.78		9.78
2141 - VSP VISION CARE	PO 26714 SOLID WASTE - GROUP INSURANCE - VISION -		22.55	
64510040 SOLID WASTE-OE-GROUP INSURANCE		22.55		22.55
DEVELOPER ESCROW TRUST FUND				
1398 - MASER CONSULTING PA	PO 26994 ESCROW - RIVERVIEW VILLAGE - 81 WEST MAI		250.00	
7118564 RIVERVIEW VILLAGE-81 WEST MAIN-#18-001		250.00		250.00
1398 - MASER CONSULTING PA	PO 26995 ESCROW - ELIZABETHTOWN GAS - 34 MACARTHU		125.00	
7118589 E'TOWN GAS-34 MACARTHUR-2020-001		125.00		125.00
1398 - MASER CONSULTING PA	PO 26996 ESCROW - 71 MAIN ST - YU - HIP034		993.75	
7118584 YU-71 MAIN ST-PLBD#02-2019		993.75		993.75

List of Bills - (All Funds)

Vendor Description Account PO Payment Check Total

1398 - MASER CONSULTING PA PO 26997 ESCROW - 71 MAIN ST - YU - HIP034 587.50
 7118584 YU-71 MAIN ST-PLBD#02-2019 587.50 587.50

SPECIAL EVENTS

1444 - FASTSIGNS PO 26965 SPECIAL EVENTS - BANNER CHANGES 100.00
 781004 CONCERTS 100.00 100.00

TOTAL 735,185.24

Total to be paid from Fund 10 CURRENT FUND 524,458.51
 Total to be paid from Fund 23 DOG FUND 1,327.89
 Total to be paid from Fund 30 GENERAL CAPITAL FUND 141,926.13
 Total to be paid from Fund 60 WATER UTILITY FUND 18,880.29
 Total to be paid from Fund 61 WATER CAPITAL FUND 11,190.50
 Total to be paid from Fund 62 SEWER UTILITY FUND 24,738.77
 Total to be paid from Fund 64 SOLID WASTE UTILITY FUND 10,606.90
 Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND 1,956.25
 Total to be paid from Fund 78 SPECIAL EVENTS 100.00

 735,185.24

Checks Previously Disbursed

619201 TD BANK CASH - TREASURER 160,497.09 6/19/2020
 6012020 INVESTORS BANK CASH 7,805.48 6/01/2020
 5012020 INVESTORS BANK CASH 7,805.48 5/01/2020
 5222002 HIGH BRIDGE BOROUGH-PAYROLL CASH 7,286.91 5/22/2020
 522202 HIGH BRIDGE BOROUGH-PAYROLL CASH 5,505.37 5/22/2020
 522202 HIGH BRIDGE BOROUGH-PAYROLL CASH 3,070.85 5/22/2020
 509202 HIGH BRIDGE BOROUGH-PAYROLL CASH 2,941.90 5/09/2020
 509202 HIGH BRIDGE BOROUGH-PAYROLL CASH 5,573.18 5/09/2020
 5092002 HIGH BRIDGE BOROUGH-PAYROLL CASH 7,447.85 5/09/2020
 52220 HIGH BRIDGE BOROUGH-PAYROLL CASH 52,204.52 5/22/2020
 50920 HIGH BRIDGE BOROUGH-PAYROLL CASH 55,297.54 5/09/2020
 4012020 INVESTORS BANK CASH 7,805.48 4/01/2020
 3012020 INVESTORS BANK CASH 7,805.48 3/02/2020

 331,047.13

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 10 CURRENT FUND	299,221.07	524,458.51	823,679.58
Fund 23 DOG FUND		1,327.89	1,327.89
Fund 30 GENERAL CAPITAL FUND		141,926.13	141,926.13
Fund 60 WATER UTILITY FUND	14,734.76	18,880.29	33,615.05
Fund 61 WATER CAPITAL FUND		11,190.50	11,190.50
Fund 62 SEWER UTILITY FUND	11,078.55	24,738.77	35,817.32
Fund 64 SOLID WASTE UTILITY FUND	6,012.75	10,606.90	16,619.65
Fund 71 DEVELOPER ESCROW TRUST FUND		1,956.25	1,956.25
Fund 78 SPECIAL EVENTS		100.00	100.00
BILLS LIST TOTALS	331,047.13	735,185.24	1,066,232.37

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