

**AGENDA**  
**Hightstown Borough Council**  
**June 17, 2024 | 6:30 p.m.**  
**Hightstown Engine Company No. 1**  
**140 North Main Street, Hightstown**

PLEASE TURN OFF ALL CELL PHONES DURING YOUR ATTENDANCE AT THIS MEETING TO AVOID SOUNDS/RINGING OR CONVERSATIONS THAT MAY INTERFERE WITH THE RECORDING OR THE ABILITY OF ATTENDEES TO HEAR THE PROCEEDINGS. THANK YOU FOR YOUR COOPERATION.

**Meeting called to order by Mayor Susan Bluth**

**STATEMENT:** Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was advertised in the Trenton Times and Windsor-Hights Herald as required by law and is posted on the Hightstown Borough website.

**Roll Call**

**Flag Salute**

**Resolution 2024-117** Naming an Acting Deputy Clerk

**Approval of Agenda**

**Approval of Minutes** June 3, 2024 – Public Session  
June 3, 2024 – Executive Session

**Public Comment** Any person wishing to address Council with his or her comments will have a maximum of three minutes to do so at this time.

**Ordinances** **Ordinance 2024-10 First Reading and Introduction** An Ordinance of the Borough of Hightstown, County of Mercer, Vacating a Portion of the Mechanic Street Right of Way South of Bank Street to Be Combined with New Lot 1.01 in Block 30

**Resolutions** **2024-118** Authorizing Payment of Bills

**Consent Agenda** **2024-119** Authorizing Renewal of Alcoholic Beverage License #1104-33-003-009 Palumbo Restaurants, T/A Tavern on the Lake

**2024-120** Authorizing Renewal of Alcoholic Beverage License #1104-32-001-007 Wine Depot Corporation, T/A Joe Canal's Discount Liquor Outlet

**2024-121** Authorizing Renewal of Alcoholic Beverage License #1104-44-002-011 Hightstown Liquors & Wines, LLC

**2024-122** Authorizing the Borough Engineer to Submit an Application for the 2025 NJDOT Municipal Aid Grant – Improvements to Broad Street, Manlove Avenue and Van Rensselaer Avenue

**2024-123** A Resolution Supporting Theatre in the Park at Association Park

**2024-124** A Resolution of Hightstown Borough Authorizing the Purchase of Electricity Supply Services for Public Use on an Online Auction Website

**2024-125** Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2024 Budget

**Discussion**

Budget Meeting Dates

Police Ordinance

**Executive Session**

**Resolution 2024-126** Authorizing a Meeting that Excludes the Public

Contract Negotiations – Harvest Fair

**Subcommittee Reports**

**Mayor/Council/Administrative Updates**

**Adjournment**

# Resolution 2024-117

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **NAMING AN ACTING DEPUTY CLERK**

**WHEREAS**, The Borough Clerk is not available for the June 17, 2024, meeting of the Borough Council; and

**WHEREAS**, it is the desire of Borough Council to deputize Borough Administrator, Dimitri Musing to perform the duties of the Borough Clerk for this meeting; and

**WHEREAS**, Dimitri Musing shall perform all the duties of the Borough Clerk for said meeting.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that Dimitri Musing is hereby named as Acting Deputy Clerk for the meeting of the Borough Council on June 17, 2024, and shall perform the duties of the Borough Clerk for said meeting.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

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Margaret Riggio  
Borough Clerk

# Ordinance 2024-10

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## ORDINANCE OF THE BOROUGH OF HIGHTSTOWN, COUNTY OF MERCER, VACATING A PORTION OF THE MECHANIC STREET RIGHT OF WAY SOUTH OF BANK STREET TO BE COMBINED WITH NEW LOT 1.01 IN BLOCK 30

**WHEREAS**, the governing body of the Borough of Hightstown (the “**Borough**”) is authorized to determine whether certain property located within the Borough is in need of redevelopment under the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “**Redevelopment Law**”); and

**WHEREAS**, in accordance with the criteria set forth in the Redevelopment Law, the Borough designated the properties known as Block 54, Lots 6-10, 13, 14.01, 16.01 & 23; Block 40, Lots 14-28; Block 33, Lots 1-30 & 32-36; Block 30, Lots 1-13; Block 28, Lots 56 & 57; and Block 21, Lots 1-14, 20 & 26; Block 8, Lots 12-14; and Block 18, Lots 8-12 on the Borough’s official tax map (collectively, the “**Redevelopment Area**”), as an “area in need of redevelopment”; and

**WHEREAS**, by Ordinance 2020-04, adopted on August 3, 2020, the Borough Council adopted a new redevelopment plan titled the “Bank Street Redevelopment Plan,” dated July 20, 2020 (together with any further amendments thereto, the “**Redevelopment Plan**”), applicable to the portion of the Redevelopment Area known as “Sub Area I (Bank Street),” as expanded; and

**WHEREAS**, the Borough and 3PRC, LLC (the “**Redeveloper**”) are about to enter into a redevelopment agreement (the “**Redevelopment Agreement**”), pursuant to which the Redeveloper will redevelop the portion of the Redevelopment Area consisting of: (i) Block 30, Lot 1.01 (comprised of a portion of former Lot 1, and former Lots 2-7, 10 and 11, and a portion of former lot 12 in Block 30); (ii) Block 21, Lot 1.01 (comprised of former Lots 1-13, 20 & 26 in Block 21); (iii) Block 21, Lot 14; and (iv) Block 8, Lot 12 on the Borough’s official tax map (collectively, the “**Project Area**”), which constitutes part of Sub-Area I (Bank Street), as expanded; and

**WHEREAS**, in accordance with the Redevelopment Agreement, the Redeveloper will construct, on the Project Area, a project including a maximum of 343 rental apartments and 43 townhomes, together with associated parking and other infrastructure improvements and appurtenances, and/or other optional structures (collectively, the “**Project**”); and

**WHEREAS**, in accordance with and as part of the subdivision application submitted by the Redeveloper and approved by the Hightstown Borough Planning Board (the “**Planning**”

**Board**) pursuant to Resolution No. 2023-10, a portion of Lot 1 and Lots 2 through 7 and 10, 11, and a portion of Lot 12 in Block 30 on the official tax map of the Borough of Hightstown were consolidated to create new “Tract B,” as depicted on the Subdivision Plat, which was redesignated by the Borough Tax Assessor as Block 30, Lot 1.01 on the Borough’s tax map; and

**WHEREAS**, the Planning Board also approved the vacation of a portion of the Mechanic Street right-of-way lying south of Bank Street and situated adjacent to new Lot 1.01 in Block 30, which said portion of Mechanic Street is described in **Exhibit A** attached hereto and depicted in **Exhibit B** hereto (the “**Vacated Area**”), with the Vacated Area being combined with and incorporated into Block 30, Lot 1.01; and

**WHEREAS**, in accordance with the Redevelopment Plan, the vacation of the Vacated Area will be subject to the simultaneous provision, by the Redeveloper to the Borough, of an access easement permitting public access to the Project’s parking garage and an alternate access for the Hightstown Engine Company; and

**WHEREAS**, the aforesaid access easement is set forth on the Subdivision Plat approved by the Planning Board as a “40’ wide Access and Utility Esmt.,” which depicts therein existing utility improvements, as well as potable water and storm sewer infrastructure to be installed by the Redeveloper, thereby establishing the dual purpose (access and utilities) of the easement; and

**WHEREAS**, *N.J.S.A. 40A:12A-8f and 40:67-1 et seq.* permit the Borough to close and vacate its interest in streets where necessary for projects such as the Project.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Borough Council of the Borough of Hightstown, in the County of Mercer, State of New Jersey, as follows:

**Section 1.** The aforementioned recitals are incorporated herein as though fully set forth at length

**Section 2.** The Vacated Area is hereby vacated in accordance with Planning Board Resolution No. 2023-10, with the Vacated Area being combined with new Lot 1.01 in Block 30; provided, however, that all rights and privileges possessed by public utilities, as defined in *N.J.S.A. 48:2-13*, and by any cable television company, as defined in the Cable Television Act, P.L.1972, c. 186, to maintain, repair and replace their existing facilities in, adjacent to, over or under the street, highway, lane, alley, square, place or park, or any part thereof, to be vacated, are expressly reserved and excepted from the vacation set forth above.

**Section 3.** The Mayor is hereby authorized and directed to execute any and all documents necessary to convey any remaining fee interest in the Vacated Area, surviving the consolidation of the Vacated Area with new Lot 1.01 in Block 30, to the Redeveloper.

**Section 4.** The Borough Clerk is hereby authorized and directed to: (i) publish notice of the introduction of this ordinance pursuant to *N.J.S.A. 40:49-2*; provided, however, that notice as to such introduction and public hearing shall be made, pursuant to *N.J.S.A. 40:49-6*, at least ten

(10) days prior to the public hearing and adoption hereof; and (ii) to mail, at least one week prior to the public hearing and adoption hereof, a copy of the notice referenced in subsection (i) hereof to every person whose lands may be affected by this ordinance.

**Section 5.** Within sixty (60) days after adoption of this ordinance, the Borough Clerk is authorized and directed to cause a certified copy of this Ordinance to be filed with the Clerk of Mercer County, pursuant to *N.J.S.A. 40:67-2*.

**Section 6.** This ordinance shall take effect in accordance with all applicable laws and upon the Borough and the Redeveloper executing the Redevelopment Agreement, whichever shall later occur.

Introduction:

Adoption:

ATTEST:

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MARGARET RIGGIO  
MUNICIPAL CLERK

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SUSAN BLUTH  
MAYOR

## **Exhibit A**

### **Description of Vacated Area**

101 Crawfords Corner Road  
Suite 3400  
Holmdel, NJ 07733  
Main: 877 627 3772



**DESCRIPTION OF PROPERTY**  
**BOROUGH OF HIGHTSTOWN**  
**MERCER COUNTY, NEW JERSEY**

**MECHANIC STREET VACATION**  
**PROJECT NO. 16001094B**  
**SEPTEMBER 8, 2023**  
**PAGE 1 | 1**

All that certain lot, tract or parcel of land situate, lying and being in the Borough of Hightstown, in the County of Mercer and the State of New Jersey, and being and being a portion of Mechanic Street (50' wide right of way) to be vacated and combine with Lot 1.01, Block 30, as shown on a map entitled "Minor Subdivision for PRC Hightstown, Block 21, Lots 1-3, 20, 21 & 26, Block 30. Lots 1-7 & 10-13, Boro. of Hightstown, Mercer County, New Jersey", prepared by Colliers Engineering & Design, dated August 10, 2020 and revised through September 8, 2023, and being more particularly bounded and described as follows:

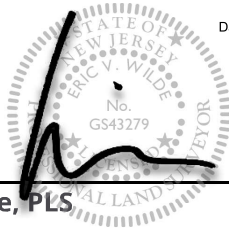
**BEGINNING** at the intersection of the southerly right of way line of Bank Street (45' wide right of way) with the easterly right of way line of Mechanic Street (50' wide right of way), and running, thence -

1. **S 13° 32' 03" W, 184.66 feet**, along the aforesaid easterly right of way line of Mechanic Street, to the southerly terminus of the same, thence -
2. **N 72° 20' 20" W, 50.13 feet**, along the aforesaid southerly terminus of Mechanic Street, to the westerly right of way line of Mechanic Street, thence -
3. **N 13° 32' 03" E, 180.95 feet**, along the aforesaid westerly right of way line of Mechanic Street, to the aforesaid southerly right of way line of Bank Street, thence -
4. **S 76° 35' 19" E, 50.00 feet**, along the aforesaid southerly right of way line of Bank Street, to the Point and Place of **BEGINNING**.

**CONTAINING:** 9,140 square feet or 0.210 acres of land more or less.

**SUBJECT TO:** to all easements, restrictions, reservations, agreements, covenants and rights of way of record.

The foregoing description was prepared by the undersigned surveyor for the firm of Colliers Engineering & Design and is based on the aforesaid Minor Subdivision.



Digitally signed by Eric Wilde  
Date: 2023.09.11 13:50:11-04'00'

**Eric V. Wilde, PLS**  
New Jersey Professional Land Surveyor  
License Number GS43279

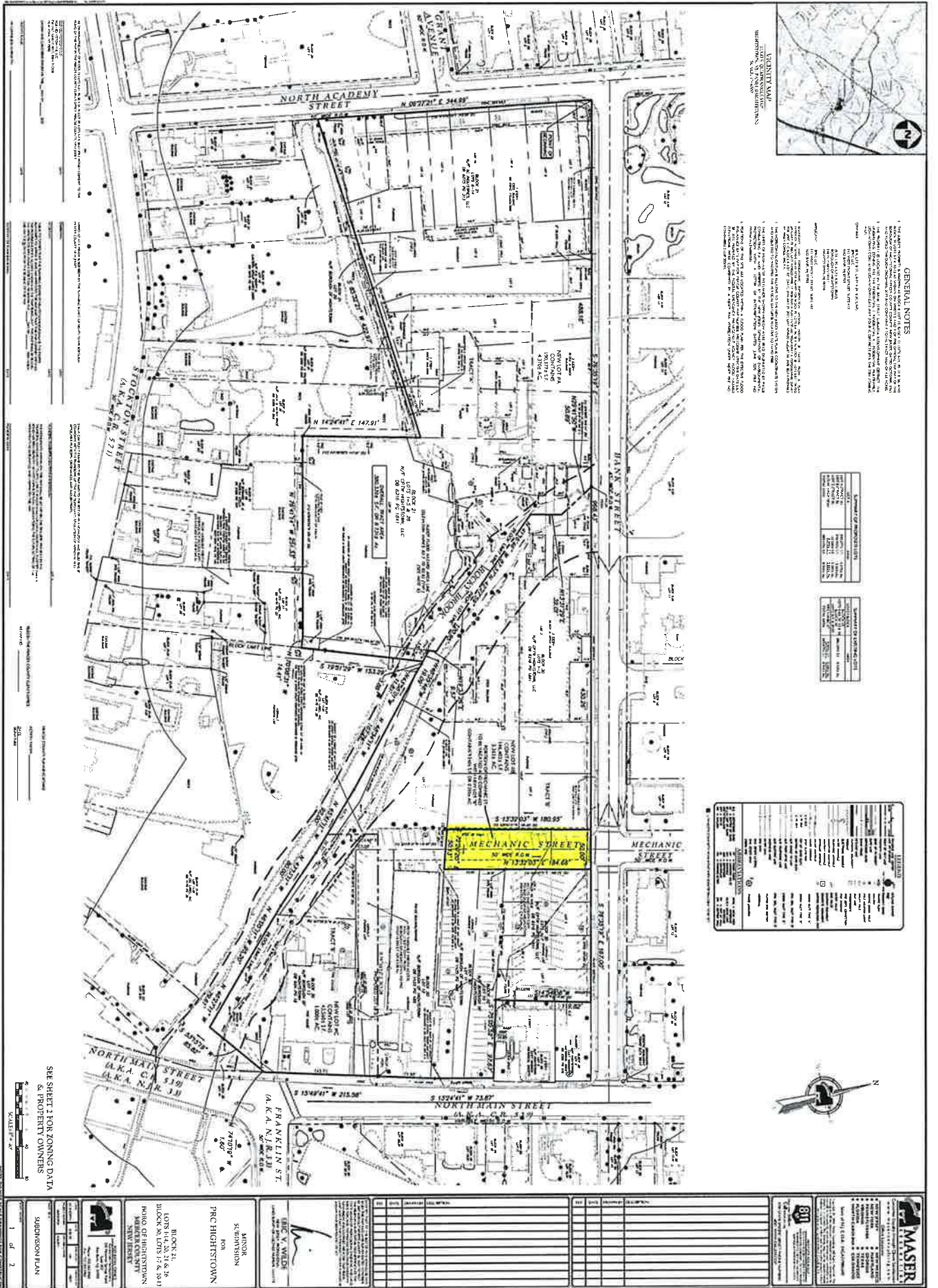
September 11, 2023

**Date:**



## **Exhibit B**

### **Map of Vacated Area**



**GENERAL NOTES**

1. THE ABOVE ZONING MAP IS A PRELIMINARY ZONING MAP AND IS SUBJECT TO CHANGE WITHOUT NOTICE.
2. THE ZONING MAP IS BASED ON THE LATEST AVAILABLE AERIAL PHOTOGRAPHS AND FIELD SURVEYS.
3. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE BOROUGH BOARD OF FREEHOLDERS.
4. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE STATE DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT.
5. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE STATE DEPARTMENT OF TREASURY AND BUREAU OF REVENUE.
6. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE STATE DEPARTMENT OF TRANSPORTATION.
7. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE STATE DEPARTMENT OF ENVIRONMENTAL AND NATURE CONSERVATION.
8. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE STATE DEPARTMENT OF HEALTH AND SENIOR SERVICES.
9. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE STATE DEPARTMENT OF EDUCATION.
10. THE ZONING MAP IS SUBJECT TO THE APPROVAL OF THE STATE DEPARTMENT OF TREASURY AND BUREAU OF REVENUE.

| LOT | OWNER | AREA |
|-----|-------|------|
| 100 | ...   | ...  |
| 101 | ...   | ...  |
| 102 | ...   | ...  |
| 103 | ...   | ...  |
| 104 | ...   | ...  |
| 105 | ...   | ...  |
| 106 | ...   | ...  |
| 107 | ...   | ...  |
| 108 | ...   | ...  |
| 109 | ...   | ...  |
| 110 | ...   | ...  |

| LOT | OWNER | AREA |
|-----|-------|------|
| 111 | ...   | ...  |
| 112 | ...   | ...  |
| 113 | ...   | ...  |
| 114 | ...   | ...  |
| 115 | ...   | ...  |
| 116 | ...   | ...  |
| 117 | ...   | ...  |
| 118 | ...   | ...  |
| 119 | ...   | ...  |
| 120 | ...   | ...  |

| LOT | OWNER | AREA |
|-----|-------|------|
| 121 | ...   | ...  |
| 122 | ...   | ...  |
| 123 | ...   | ...  |
| 124 | ...   | ...  |
| 125 | ...   | ...  |
| 126 | ...   | ...  |
| 127 | ...   | ...  |
| 128 | ...   | ...  |
| 129 | ...   | ...  |
| 130 | ...   | ...  |

SEE SHEET 1 FOR ZONING DATA & PROPERTY OWNERS

**811**

FOR INFORMATION ONLY

CALL 811 FOR UTILITY LOCATIONS

**MASER**

PLANNING & ENGINEERING

1000 ROUTE 130, SUITE 200

SPRING HOUSE, NJ 07081

TEL: 908-528-1100

WWW.MASERINC.COM

**ERIC V. WALDE**

PLANNING & ENGINEERING

1000 ROUTE 130, SUITE 200

SPRING HOUSE, NJ 07081

TEL: 908-528-1100

WWW.MASERINC.COM

**MINOR SUBDIVISION FOR PRC HIGHSTOWN**

BLOCK 21

LOTS 14, 20, 21 & 26

DOCKS ON LOTS 17 & 18

HOUSING OF HIGHSTOWN

NEW DEVELOPMENT

**SUBDIVISION PLAN**

1 of 2

# Resolution 2024-118

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## AUTHORIZING PAYMENT OF BILLS

**WHEREAS**, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$190,720.85 from the following accounts:

|                       |  |                            |
|-----------------------|--|----------------------------|
| Current               |  | \$109,103.14               |
| W/S Operating         |  | 40,667.71                  |
| General Capital       |  | 5,250.00                   |
| Water/Sewer Capital   |  | 31,350.00                  |
| Grant                 |  | 500.00                     |
| Trust                 |  | 3,000.00                   |
| Unemployment Trust    |  | 0.00                       |
| Animal Control        |  | 0.00                       |
| Law Enforcement Trust |  | 850.00                     |
| Tax Lien Trust        |  | 0.00                       |
| Housing Trust         |  | 0.00                       |
| Public Defender Trust |  | 0.00                       |
| Escrow                |  | <u>0.00</u>                |
|                       |  |                            |
| <b>Total</b>          |  | <b><u>\$190,720.85</u></b> |

## CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

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Margaret Riggio  
Borough Clerk



| Vendor # Name                                       | PO #          | PO Date        | Description                    | Amount    | Contract Charge Account | PO Type Acct Type Description       | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date Invoice | 1099 Excl |
|---|---------------|----------------|--------------------------------|-----------|-------------------------|-------------------------------------|----------|----------------|-----------|-----------------------|-----------|
| <b>C0058 CINTAS CORPORATION #061</b>                |               |                |                                |           |                         |                                     |          |                |           |                       |           |
|   | 24-00602      | 05/28/24       | GLOVES FOR LAB MANAGER         |           |                         |                                     |          |                |           |                       |           |
|   | 1             |                | GLV/INDUSTR/L/NTRL/100/BX/BLK- | 580.00    | 4-09-55-501-002-506     | B Lab. Equipment & Supplies         | R        | 05/28/24       | 06/11/24  | 1904867910            | N         |
|   | 2             |                | GLV/INDUSTR/L/NTRL/100/BX/NLK- | 725.00    | 4-09-55-501-002-506     | B Lab. Equipment & Supplies         | R        | 05/28/24       | 06/11/24  | 1904867910            | N         |
|   |               |                |                                | 1,305.00  |                         |                                     |          |                |           |                       |           |
| <b>24-00644 06/05/24 UNIFORM ADVANTAGE MAY 2024</b> |               |                |                                |           |                         |                                     |          |                |           |                       |           |
|   | 1             | INV 4191541317 | 5/3/24                         | 59.95     | 4-09-55-501-002-507     | B Uniforms & Safety Equipment       | R        | 06/05/24       | 06/11/24  | 4191541317            | N         |
|   | 2             | INV 4192264458 | 5/10/24                        | 59.95     | 4-09-55-501-002-507     | B Uniforms & Safety Equipment       | R        | 06/05/24       | 06/11/24  | 4192264458            | N         |
|   | 3             | INV 4192984025 | 5/1/24                         | 59.95     | 4-09-55-501-002-507     | B Uniforms & Safety Equipment       | R        | 06/05/24       | 06/11/24  | 4192984025            | N         |
|   | 4             | INV 4193699503 | 5/24/24                        | 59.95     | 4-09-55-501-002-507     | B Uniforms & Safety Equipment       | R        | 06/05/24       | 06/11/24  | 4193699503            | N         |
|   | 5             | INV 4194391698 | 5/31/24                        | 59.95     | 4-09-55-501-002-507     | B Uniforms & Safety Equipment       | R        | 06/05/24       | 06/11/24  | 4194391698            | N         |
|   |               |                |                                | 299.75    |                         |                                     |          |                |           |                       |           |
|   | Vendor Total: |                |                                | 1,604.75  |                         |                                     |          |                |           |                       |           |
| <b>CLARK005 CLARKE CATON HINTZ</b>                  |               |                |                                |           |                         |                                     |          |                |           |                       |           |
|   | 24-00592      | 05/21/24       | Prof services through 4/26/24  |           |                         |                                     |          |                |           |                       |           |
|   | 1             |                | Correspondence                 | 170.00    | 4-01-21-180-001-108     | B COAH Planning                     | R        | 05/21/24       | 06/11/24  | 89548                 | N         |
|   | 2             |                | MP Reexam & PB Mtg 4/8/24      | 2,492.82  | 4-01-21-180-001-105     | B General Planning-Consulting       | R        | 05/21/24       | 06/11/24  | 89549                 | N         |
|   |               |                |                                | 2,662.82  |                         |                                     |          |                |           |                       |           |
|   | Vendor Total: |                |                                | 2,662.82  |                         |                                     |          |                |           |                       |           |
| <b>C0938 COLE PARMER</b>                            |               |                |                                |           |                         |                                     |          |                |           |                       |           |
|   | 23-01731      | 12/31/23       | GLUCOSE GLUTAMIC ACID 2ND SHIP |           |                         |                                     |          |                |           |                       |           |
|   | 1             |                | GLUCOSE GLUTAMIC ACID          | 101.70    | 3-09-55-501-002-506     | B Lab. Equipment & Supplies         | R        | 12/31/23       | 06/11/24  | 3599475               | N         |
|   | 2             |                | FREIGHT                        | 24.08     | 3-09-55-501-002-506     | B Lab. Equipment & Supplies         | R        | 12/31/23       | 06/11/24  | 3599475               | N         |
|   | 3             |                | SURCHARGE                      | 5.28      | 3-09-55-501-002-506     | B Lab. Equipment & Supplies         | R        | 12/31/23       | 06/11/24  | 3599475               | N         |
|   |               |                |                                | 131.06    |                         |                                     |          |                |           |                       |           |
|   | Vendor Total: |                |                                | 131.06    |                         |                                     |          |                |           |                       |           |
| <b>COREM005 CORE &amp; MAIN LP</b>                  |               |                |                                |           |                         |                                     |          |                |           |                       |           |
|   | 24-00251      | 02/28/24       | WATER METER BID 3388949        |           | B                       |                                     |          |                |           |                       |           |
|   | 5             | INV U624933    | WATER METER MGMT               | 31,350.00 | C-08-55-976-001-541     | B WATER METERS AND RELATED SOFTWARE | R        | 02/28/24       | 06/11/24  | U624933               | N         |

| Vendor #                                | Name | PO #          | PO Date                    | Description                | Amount              | Contract Charge Account              | PO Type | Acct Type Description | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice | 1099 Excl |
|---|------|---------------|----------------------------|----------------------------|---------------------|--------------------------------------|---------|-----------------------|----------|----------------|-----------|---------------|---------|-----------|
| COREM005 CORE & MAIN LP Continued       |      |               |                            |                            |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | 24-00662      | 06/10/24                   | METER COUPLING             |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | 1 INV         | U918693-5/8 X 3/4 MTR CPLG | 300.00                     | 4-09-55-501-001-535 | B Hydrants and Line Repair           | R       | 06/10/24              | 06/11/24 |                |           | U918693       | N       |           |
|   |      | Vendor Total: |                            | 31,650.00                  |                     |                                      |         |                       |          |                |           |               |         |           |
| C0087 CUSTOM BANDAG, INC                |      |               |                            |                            |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | 24-00663      | 06/10/24                   | TIRE REPLACEMENT AND LABOR |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | 1 INV         | 80235516-TIRE REPLACEMENT  | 846.38                     | 4-01-26-305-001-034 | B Motor Vehicle Parts & Access.      | R       | 06/10/24              | 06/11/24 |                |           | 80235516      | N       |           |
|   |      | 2 INV         | 80236301-TIRE REPLACEMENT  | 1,179.67                   | 4-01-26-305-001-034 | B Motor Vehicle Parts & Access.      | R       | 06/10/24              | 06/11/24 |                |           | 80236301      | N       |           |
|   |      |               |                            | 2,026.05                   |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | Vendor Total: |                            | 2,026.05                   |                     |                                      |         |                       |          |                |           |               |         |           |
| DEBLO005 DEBLOCK ENVIRONMENTAL SVCS,LLC |      |               |                            |                            |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | 24-00156      | 02/08/24                   | BACK UP OPERATOR FOR AWWTP |                     | B                                    |         |                       |          |                |           |               |         |           |
|   |      | 6 INV         | 00011194 5/25/24           | 500.00                     | 4-09-55-501-002-528 | B Outside Consulting Services (B     | R       | 06/05/24              | 06/11/24 |                |           | 00011194      | N       |           |
|   |      | Vendor Total: |                            | 500.00                     |                     |                                      |         |                       |          |                |           |               |         |           |
| E0576 EAST WINDSOR REGIONAL SCHOOL      |      |               |                            |                            |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | 24-00632      | 06/04/24                   | APRIL 2024 FUEL USE        |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | 1 APRIL 2024  | FUEL USE-AWWTP             | 92.82                      | 4-09-55-501-002-512 | B Motor Fuel                         | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 2 APRIL 2024  | FUEL USE-                  | 24.02                      | 4-01-31-460-001-151 | B MOTOR FUEL-CONSTRUCTION DEPARTMENT | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 3 APRIL 2024  | FUEL USE-FIRE              | 442.43                     | 4-01-31-460-001-166 | B Motor Fuel - Fire Dept.            | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 4 APRIL 2024  | FUEL USE-FIRST AID         | 205.05                     | 4-01-31-460-001-148 | B Motor Fuel - Emergency Medical     | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 5 APRIL 2024  | FUEL USE-GARBAGE           | 1,602.64                   | 4-01-31-460-001-147 | B Motor Fuel - Public Works          | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 6 APRIL 2024  | FUEL USE-PARKS             | 12.14                      | 4-01-31-460-001-147 | B Motor Fuel - Public Works          | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 7 APRIL 2024  | FUEL USE-POLICE            | 2,306.51                   | 4-01-31-460-001-145 | B Motor Fuel - Police                | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 8 APRIL 2024  | FUEL USE-STREETS           | 848.97                     | 4-01-31-460-001-147 | B Motor Fuel - Public Works          | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 9 APRIL 2024  | FUEL USE-WATER             | 197.90                     | 4-09-55-501-001-512 | B Motor Fuel                         | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      | 10 APRIL 2024 | FUEL FACILITY FEE          | 120.00                     | 4-01-31-460-001-144 | B Upgrades to Fueling Facility       | R       | 06/04/24              | 06/11/24 |                |           | APRIL 2024    | N       |           |
|   |      |               |                            | 5,852.48                   |                     |                                      |         |                       |          |                |           |               |         |           |
|   |      | Vendor Total: |                            | 5,852.48                   |                     |                                      |         |                       |          |                |           |               |         |           |

| Vendor # Name                     | PO #          | PO Date  | Description                   | Contract Amount | PO Type Charge Account | Acct Type Description                | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice     | 1099 Excl |
|-----------------------------------|---------------|----------|-------------------------------|-----------------|------------------------|--------------------------------------|----------|----------------|-----------|---------------|-------------|-----------|
| <b>E0071 ENFORSYS</b>             |               |          |                               |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 24-00603      | 05/28/24 | HPD RECORDS MANAGEMENT SYSTEM |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 1             |          | HPD RECORDS MANAGEMENT SYSTEM | 25,400.00       | 4-01-25-240-001-029    | B Maint. Contracts - Other           | R        | 05/28/24       | 06/11/24  |               | 12172       | N         |
|                                   | Vendor Total: |          |                               | 25,400.00       |                        |                                      |          |                |           |               |             |           |
| <b>Q0176 EUROFINS QC, LLC</b>     |               |          |                               |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 24-00659      | 06/10/24 | WATER ANALYSIS                |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 1             |          | INV 6300059104-WATER ANALYSIS | 247.50          | 4-09-55-501-001-532    | B Outside Testing/Labs               | R        | 06/10/24       | 06/11/24  |               | 6300059104  | N         |
|                                   | 2             |          | INV 6300059273-WATER ANALYSIS | 247.50          | 4-09-55-501-001-532    | B Outside Testing/Labs               | R        | 06/10/24       | 06/11/24  |               | 6300059273  | N         |
|                                   | 3             |          | INV 6300059305-WATER ANALYSIS | 247.50          | 4-09-55-501-001-532    | B Outside Testing/Labs               | R        | 06/10/24       | 06/11/24  |               | 6300059305  | N         |
|                                   |               |          |                               | 742.50          |                        |                                      |          |                |           |               |             |           |
|                                   | Vendor Total: |          |                               | 742.50          |                        |                                      |          |                |           |               |             |           |
| <b>GENER015 GENERAL CODE, LLC</b> |               |          |                               |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 24-00670      | 06/10/24 | SUPPLEMENT NO. 7              |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 1             |          | SUPPLEMENT NO. 7              | 373.00          | 4-01-20-140-001-060    | B Internet Services and Web Services | R        | 06/10/24       | 06/11/24  |               | PG000036365 | N         |
|                                   | Vendor Total: |          |                               | 373.00          |                        |                                      |          |                |           |               |             |           |
| <b>M0714 GENSERVE, INC.</b>       |               |          |                               |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 23-01489      | 11/21/23 | PARTS/LABOR FOR ONAN 60KW GEN |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 1             |          | QUOTE Q-21766-ONAN 60KW GEN   | 1,197.90        | 3-01-26-310-001-024    | B Building Maintenance               | R        | 11/21/23       | 06/11/24  |               | 0402407-IN  | N         |
|                                   | Vendor Total: |          |                               | 1,197.90        |                        |                                      |          |                |           |               |             |           |
| <b>G0115 GILMARTIN, ROBERT D.</b> |               |          |                               |                 |                        |                                      |          |                |           |               |             |           |
|                                   | 24-00516      | 05/03/24 | BOH RECORDING SECRETARY 2024  |                 |                        | B                                    |          |                |           |               |             |           |
|                                   | 2             |          | BOH RECORDING SEC 1/10/24     | 98.70           | 4-01-27-330-001-039    | B Recording Secty.                   | R        | 05/03/24       | 06/11/24  |               | 1/10/24     | N         |
|                                   | 3             |          | BOH RECORDING SEC 2/14/24     | 98.70           | 4-01-27-330-001-039    | B Recording Secty.                   | R        | 06/11/24       | 06/11/24  |               | 2/14/24     | N         |
|                                   | 4             |          | BOH RECORDING SEC 3/13/24     | 98.70           | 4-01-27-330-001-039    | B Recording Secty.                   | R        | 06/11/24       | 06/11/24  |               | 3/13/24     | N         |
|                                   | 5             |          | BOH RECORDING SEC 4/10/24     | 98.70           | 4-01-27-330-001-039    | B Recording Secty.                   | R        | 06/11/24       | 06/11/24  |               | 4/10/24     | N         |
|                                   |               |          |                               | 394.80          |                        |                                      |          |                |           |               |             |           |
|                                   | Vendor Total: |          |                               | 394.80          |                        |                                      |          |                |           |               |             |           |

| Vendor # Name                     | PO # PO Date Description                         | Contract PO Type | Amount Charge Account        | Acct Type Description             | Stat/Chk | First Rcvd        | Chk/Void     | 1099 |
|-----------------------------------|--|------------------|------------------------------|-----------------------------------|----------|-------------------|--------------|------|
|                                   | Item Description                                 |                  |                              |                                   |          | Enc Date Date     | Date Invoice | Excl |
| <b>G0050 GROVE SUPPLY INC</b>     |  |                  |                              |                                   |          |                   |              |      |
|                                   | 24-00576 05/20/24 LF 3/4 RB COUPLING             |                  |                              |                                   |          |                   |              |      |
|                                   | 1 INV S6037896.001-3/4 COUPLING                  |                  | 12.65 4-09-55-501-001-535    | B Hydrants and Line Repair        | R        | 05/20/24 06/11/24 | 56037896.001 | N    |
|                                   | 24-00621 05/28/24 MAINTENANCE SUPPLIES/MATERIALS |                  |                              |                                   |          |                   |              |      |
|                                   | 1 INV S6047642.001-REGAL URINAL                  |                  | 120.90 4-01-26-310-001-024   | B Building Maintenance            | R        | 05/28/24 06/11/24 | 56047642.001 | N    |
|                                   | 2 INV S6048678.001-RATCHETING                    |                  | 89.87 4-01-26-310-001-024    | B Building Maintenance            | R        | 05/28/24 06/11/24 | 56048678.001 | N    |
|                                   | 3 INV S6047567.001-URINAL REPAIR                 |                  | 31.69 4-01-26-310-001-024    | B Building Maintenance            | R        | 05/28/24 06/11/24 | 56047567.001 | N    |
|                                   |  |                  | 242.46                       |                                   |          |                   |              |      |
|                                   | Vendor Total:                                    |                  | 255.11                       |                                   |          |                   |              |      |
| <b>H 85 HACH CO.</b>              |  |                  |                              |                                   |          |                   |              |      |
|                                   | 24-00622 05/28/24 CHLORINE AND PH BUFFER KIT     |                  |                              |                                   |          |                   |              |      |
|                                   | 1 CHLORINE AND PH BUFFER KIT                     |                  | 410.31 4-09-55-501-001-503   | B Water Plant Maintenance         | R        | 05/28/24 06/11/24 | 14046907     | N    |
|                                   | Vendor Total:                                    |                  | 410.31                       |                                   |          |                   |              |      |
| <b>H0048 HIGHTS REALTY LLC</b>    |  |                  |                              |                                   |          |                   |              |      |
|                                   | 24-00630 06/03/24 JUNE 2024 HPD RENT             |                  |                              |                                   |          |                   |              |      |
|                                   | 1 JUNE 2024 HPD RENT                             |                  | 5,101.61 4-01-26-310-001-025 | B Building Rental                 | R        | 06/03/24 06/11/24 | JUNE 2024    | N    |
|                                   | Vendor Total:                                    |                  | 5,101.61                     |                                   |          |                   |              |      |
| <b>HILLW005 HILL-WALLACK, LLP</b> |  |                  |                              |                                   |          |                   |              |      |
|                                   | 24-00677 06/10/24 LEGAL INVOICES THROUGH 5/31/24 |                  |                              |                                   |          |                   |              |      |
|                                   | 1 GENERAL MATTERS INV 763558                     |                  | 3,471.00 4-01-20-155-001-027 | B General Matters                 | R        | 06/10/24 06/11/24 | 763558       | N    |
|                                   | 2 ENGINEERING MATTERS INV 763559                 |                  | 1,072.50 4-01-20-155-001-027 | B General Matters                 | R        | 06/10/24 06/11/24 | 763559       | N    |
|                                   | 3 LABOR MATTERS INV 763560                       |                  | 99.00 4-01-20-155-001-031    | B Labor,Personnel & Union Council | R        | 06/10/24 06/11/24 | 763560       | N    |
|                                   | 4 RESOLUTIONS INV 763561                         |                  | 214.50 4-01-20-155-001-027   | B General Matters                 | R        | 06/10/24 06/11/24 | 763561       | N    |
|                                   | 5 RESOLUTIONS INV 763562                         |                  | 16.50 4-01-20-155-001-027    | B General Matters                 | R        | 06/10/24 06/11/24 | 763562       | N    |
|                                   | 6 LITIGATION MATTERS INV 763563                  |                  | 66.00 4-01-20-155-001-027    | B General Matters                 | R        | 06/10/24 06/11/24 | 763563       | N    |
|                                   | 7 RUGMILL REDEV INV 763564                       |                  | 16.50 4-01-20-155-001-032    | B LEGAL COUNCIL-REDEVELOPMENT     | R        | 06/10/24 06/11/24 | 763564       | N    |
|                                   | 8 CANNABIS ORDINANCE INV 763565                  |                  | 132.00 4-01-20-155-001-027   | B General Matters                 | R        | 06/10/24 06/11/24 | 763565       | N    |
|                                   | 9 COUNTY TAX &GENERAL INV 763566                 |                  | 91.50 4-01-20-155-001-027    | B General Matters                 | R        | 06/10/24 06/11/24 | 763566       | N    |
|                                   | 10 DEERFIELD/WESTERLEA INV 763567                |                  | 16.50 4-01-20-155-001-027    | B General Matters                 | R        | 06/10/24 06/11/24 | 763567       | N    |





| Vendor #                                    | Name | PO #          | PO Date           | Description                  | Amount    | Contract Charge Account | PO Type | Acct Type Description                | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice  | 1099 Excl |
|---|------|---------------|-------------------|------------------------------|-----------|-------------------------|---------|--------------------------------------|----------|----------------|-----------|---------------|----------|-----------|
| <b>L0205 LANGUAGE LINE SERVICES</b>         |      |               |                   |                              |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 24-00642      | 06/04/24          | INV 11314706 HPD SVC 5/22/24 |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 1             | INV 11314706      | HPD SVC 5/22/24              | 139.40    | 4-01-25-240-001-111     |         | B Interpretor                        | R        | 06/04/24       | 06/11/24  |               | 11314706 | N         |
|   |      | Vendor Total: |                   |                              | 139.40    |                         |         |                                      |          |                |           |               |          |           |
| <b>M0256 MERCER CO IMPROVEMENT AUTH</b>     |      |               |                   |                              |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 24-00541      | 05/13/24          | APRIL 2024 TIPPING           |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 1             | APRIL 2024        | RECYCLING TAX                | 488.79    | 4-01-43-496-001-174     |         | B Recycling Tax                      | R        | 05/13/24       | 06/11/24  |               | APR 2024 | N         |
|   |      | 2             | APRIL 2024        | TIPPING                      | 20,529.27 | 4-01-32-465-001-165     |         | B Landfill Solid Waste Disposal-MCIA | R        | 05/13/24       | 06/11/24  |               | APR 2024 | N         |
|   |      |               |                   |                              | 21,018.06 |                         |         |                                      |          |                |           |               |          |           |
|   |      | 24-00665      | 06/10/24          | MAY 2024 TIPPING             |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 1             | MAY 2024          | TIPPING                      | 22,473.47 | 4-01-32-465-001-165     |         | B Landfill Solid Waste Disposal-MCIA | R        | 06/10/24       | 06/11/24  |               | MAY 2024 | N         |
|   |      | 2             | MAY 2024          | RECYCLING TAX                | 535.08    | 4-01-43-496-001-174     |         | B Recycling Tax                      | R        | 06/10/24       | 06/11/24  |               | MAY 2024 | N         |
|   |      |               |                   |                              | 23,008.55 |                         |         |                                      |          |                |           |               |          |           |
|   |      | Vendor Total: |                   |                              | 44,026.61 |                         |         |                                      |          |                |           |               |          |           |
| <b>M0261 MERCER COUNTY COMMUNITY COLLEG</b> |      |               |                   |                              |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 24-00200      | 02/20/24          | HAZMAT OPERATIONS            |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 1             | HAZMAT OPERATIONS | S KRAKOWSKI                  | 60.00     | 4-01-25-252-002-042     |         | B Education & Training               | R        | 02/20/24       | 06/11/24  |               | 155377   | N         |
|   |      | 2             | HAZMAT OPERATIONS | A. WEISEL                    | 60.00     | 4-01-25-252-002-042     |         | B Education & Training               | R        | 02/20/24       | 06/11/24  |               | 165473   | N         |
|   |      | 3             | HAZMAT OPERATIONS | J. SEIP                      | 60.00     | 4-01-25-252-002-042     |         | B Education & Training               | R        | 02/20/24       | 06/11/24  |               | 178915   | N         |
|   |      | 4             | HAZMAT OPERATIONS | C. REED                      | 60.00     | 4-01-25-252-002-042     |         | B Education & Training               | R        | 04/12/24       | 06/11/24  |               | 159839   | N         |
|   |      | 5             | HAZMAT OPERATIONS | R. MASTRIANO                 | 60.00     | 4-01-25-252-002-042     |         | B Education & Training               | R        | 04/12/24       | 06/11/24  |               | 101209   | N         |
|   |      |               |                   |                              | 300.00    |                         |         |                                      |          |                |           |               |          |           |
|   |      | Vendor Total: |                   |                              | 300.00    |                         |         |                                      |          |                |           |               |          |           |
| <b>M0186 MERCER CTY MUN. CLERKS ASSOC.</b>  |      |               |                   |                              |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 24-00674      | 06/10/24          | ANNUAL MEMBERSHIP            |           |                         |         |                                      |          |                |           |               |          |           |
|   |      | 1             | ANNUAL MEMBERSHIP |                              | 110.00    | 4-01-20-120-001-044     |         | B Professional Assoc. Dues           | R        | 06/10/24       | 06/11/24  |               | RIGGIO   | N         |
|   |      | Vendor Total: |                   |                              | 110.00    |                         |         |                                      |          |                |           |               |          |           |

| Vendor #   | Name | PO # | PO Date | Description                     | Amount        | Contract Charge Account | PO Type | Acct Type Description           | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice        | 1099 Excl |
|--|------|------|---------|---------------------------------|---------------|-------------------------|---------|---------------------------------|----------|----------------|-----------|---------------|----------------|-----------|
| <b>M0536 MGL PRINTING SOLUTIONS</b>              |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
| 24-00601 05/28/24 2024 ESTIMATED TAX BILLS       |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
|  | 1    |      |         | 2024 ESTIMATED TAX BILLS        | 162.00        | 4-01-20-145-001-023     |         | B Tax Bill/Notice Printing      | R        | 05/28/24       | 06/11/24  |               | 206603         | N         |
|  | 2    |      |         | 1500 ADVICE EST. BILLS          | 162.00        | 4-01-20-145-001-023     |         | B Tax Bill/Notice Printing      | R        | 05/28/24       | 06/11/24  |               | 206603         | N         |
|  | 3    |      |         | SHIPPING FEE                    | 44.00         | 4-01-20-145-001-023     |         | B Tax Bill/Notice Printing      | R        | 05/28/24       | 06/11/24  |               | 206603         | N         |
|  |      |      |         |                                 | <u>368.00</u> |                         |         |                                 |          |                |           |               |                |           |
|  |      |      |         | Vendor Total:                   | 368.00        |                         |         |                                 |          |                |           |               |                |           |
| <b>M1126 MID-ATLANTIC LEEDS</b>                  |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
| 24-00476 04/22/24 REGISTRATION SEMINAR 6/9/-6/14 |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
|  | 1    |      |         | REGISTRATION SEMINAR 6/9/-6/14  | 850.00        | T-14-56-286-000-827     |         | B RESERVE-LAW ENFORCEMENT TRUST | R        | 04/22/24       | 06/11/24  |               | 6/9/24-6/14/24 | N         |
|  |      |      |         | Vendor Total:                   | 850.00        |                         |         |                                 |          |                |           |               |                |           |
| <b>M0053 MUNICIPAL EMERGENCY SERVICES</b>        |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
| 24-00618 05/28/24 SCBA REPAIR INV IN2031803      |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
|  | 1    |      |         | SCBA REPAIR INV IN2031803       | 215.48        | 4-01-25-252-002-125     |         | B Respiratory Protection        | R        | 05/28/24       | 06/11/24  |               | IN2031803      | N         |
|  | 2    |      |         | DIAPHRAGM & VALVE ASSY, EZFLO+  | 323.77        | 4-01-25-252-002-125     |         | B Respiratory Protection        | R        | 05/28/24       | 06/11/24  |               | IN2031803      | N         |
|  | 3    |      |         | SCBA REGULATOR REPAIR           | 285.00        | 4-01-25-252-002-125     |         | B Respiratory Protection        | R        | 05/28/24       | 06/11/24  |               | IN2031803      | N         |
|  | 4    |      |         | EZ FLO DIAPHRAGM RETAINING      | 10.56         | 4-01-25-252-002-125     |         | B Respiratory Protection        | R        | 05/28/24       | 06/11/24  |               | IN2031803      | N         |
|  |      |      |         |                                 | <u>834.81</u> |                         |         |                                 |          |                |           |               |                |           |
|  |      |      |         | Vendor Total:                   | 834.81        |                         |         |                                 |          |                |           |               |                |           |
| <b>N0170 NORCIA CORP.</b>                        |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
| 24-00614 05/28/24 HANDLE KIT, VALVE & LABOR      |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
|  | 1    |      |         | INV 84338-HANDLE KIT, HND VALVE | 366.33        | 4-01-26-305-001-034     |         | B Motor Vehicle Parts & Access. | R        | 05/28/24       | 06/11/24  |               | 84338          | N         |
|  | 2    |      |         | INV 84339-TRK #20               | 100.00        | 4-01-26-305-001-034     |         | B Motor Vehicle Parts & Access. | R        | 05/28/24       | 06/11/24  |               | 84339          | N         |
|  |      |      |         |                                 | <u>466.33</u> |                         |         |                                 |          |                |           |               |                |           |
|  |      |      |         | Vendor Total:                   | 466.33        |                         |         |                                 |          |                |           |               |                |           |
| <b>PACEA005 PACE ANALYTICAL SERVICES, LLC</b>    |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
| 24-00585 05/20/24 OUTSIDE LAB TESTING            |      |      |         |                                 |               |                         |         |                                 |          |                |           |               |                |           |
|  | 1    |      |         | EW- AMMONIA                     | 44.50         | 4-09-55-501-002-532     |         | B Outside Lab Testing           | R        | 05/20/24       | 06/11/24  |               | 247109594      | N         |
|  | 2    |      |         | PHOSPHORUS TOTAL                | 28.60         | 4-09-55-501-002-532     |         | B Outside Lab Testing           | R        | 05/20/24       | 06/11/24  |               | 247109594      | N         |
|  | 3    |      |         | EW-OIL & GREASE                 | 55.10         | 4-09-55-501-002-532     |         | B Outside Lab Testing           | R        | 05/20/24       | 06/11/24  |               | 247109594      | N         |





| Vendor #                                    | Name                      | PO #                           | PO Date         | Description | Amount              | Contract Charge | PO Type Account                            | Acct Type Description | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice    | 1099 Excl |
|---|---------------------------|--------------------------------|-----------------|-------------|---------------------|-----------------|--|-----------------------|----------|----------------|-----------|---------------|------------|-----------|
| <b>POLYD005 POLYDYNE INC</b>                |                           |                                |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 24-00066                                    | 01/24/24                  | CLARIFLOC NE-255555            | RES2024-31      |             |                     | B               |  |                       |          |                |           |               |            |           |
| 8   | INV 1837417               | 5/29/24                        |                 | 6,660.00    | 4-09-55-501-002-544 |                 | B Zeta Lyte 2800CH-Custom Envir.Tech, Inc. | R                     |          | 01/24/24       | 06/11/24  |               | 1837417    | N         |
| Vendor Total:                               |                           |                                |                 | 6,660.00    |                     |                 |  |                       |          |                |           |               |            |           |
| <b>P1155 PRIOR NAMI BUSINESS SYSTEMS</b>    |                           |                                |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 24-00609                                    | 05/28/24                  | QUARTERLY COPY FEES            |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 1   | QUARTERLY COPY FEES       |                                |                 | 315.29      | 4-01-25-240-001-029 |                 | B Maint. Contracts - Other                 | R                     |          | 05/28/24       | 06/11/24  |               | 0000724540 | N         |
| 24-00658                                    | 06/10/24                  | QUARTERLY COPY FEES            |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 1   | QUARTERLY COPY FEES       |                                |                 | 363.59      | 4-01-25-240-001-029 |                 | B Maint. Contracts - Other                 | R                     |          | 06/10/24       | 06/11/24  |               | 0000726633 | N         |
| Vendor Total:                               |                           |                                |                 | 678.88      |                     |                 |  |                       |          |                |           |               |            |           |
| <b>QUADI005 QUADIENT, INC.</b>              |                           |                                |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 24-00640                                    | 06/04/24                  | INV Q1350984                   | 6/29/24-9/28/24 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 1   | INV Q1350984              | 6/29/24-9/28/24                |                 | 441.57      | 4-01-30-421-001-029 |                 | B Meter Rental/Maintance                   | R                     |          | 06/04/24       | 06/11/24  |               | Q1350984   | N         |
| Vendor Total:                               |                           |                                |                 | 441.57      |                     |                 |  |                       |          |                |           |               |            |           |
| <b>REDAR005 RED ARROW TECHNOLOGIES, LLC</b> |                           |                                |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 24-00616                                    | 05/28/24                  | MONTHLY SUPPORT PHONES JUN '24 |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 1   | MONTHLY SUPPORT JUN 2024  | HPD                            |                 | 300.00      | 4-01-31-440-001-085 |                 | B Telephone-Block Line Systems, LLC LSI    | R                     |          | 05/28/24       | 06/11/24  |               | 15947      | N         |
| 2   | MONTHLY SUPPORT JUN 2024  | BORO                           |                 | 200.00      | 4-01-31-440-001-085 |                 | B Telephone-Block Line Systems, LLC LSI    | R                     |          | 05/28/24       | 06/11/24  |               | 15947      | N         |
| 3   | MONTHLY SUPPORT JUN 2024  | HFD                            |                 | 100.00      | 4-01-31-440-001-085 |                 | B Telephone-Block Line Systems, LLC LSI    | R                     |          | 05/28/24       | 06/11/24  |               | 15947      | N         |
| 4   | MONTHLY SUPPORT JUN 2024  | AWWTP                          |                 | 100.00      | 4-01-31-440-001-085 |                 | B Telephone-Block Line Systems, LLC LSI    | R                     |          | 05/28/24       | 06/11/24  |               | 15947      | N         |
|   |                           |                                |                 | 700.00      |                     |                 |  |                       |          |                |           |               |            |           |
| 24-00617                                    | 05/28/24                  | MONTHLY SUPPORT NETWORK JUN'24 |                 |             |                     |                 |  |                       |          |                |           |               |            |           |
| 1   | TECH SUPPORT & SVCS       | JUNE 2024                      |                 | 2,110.00    | 4-01-20-140-001-094 |                 | B Computer Service & Support               | R                     |          | 05/28/24       | 06/11/24  |               | 15946      | N         |
| 2   | INTERNET & WEB            | JUNE 2024                      |                 | 1,315.00    | 4-01-20-140-001-060 |                 | B Internet Services and Web Services       | R                     |          | 05/28/24       | 06/11/24  |               | 15946      | N         |
| 3   | TECH SUPPORT/INTERNET/WEB | 5/24                           |                 | 710.00      | 4-09-55-501-002-530 |                 | B Computer Software/Maint/Equip            | R                     |          | 05/28/24       | 06/11/24  |               | 15946      | N         |
| 4   | TECH SUPPORT/INTERNET/WEB | 5/24                           |                 | 595.00      | 4-09-55-501-001-530 |                 | B Computer Software/Maint/Equip            | R                     |          | 05/28/24       | 06/11/24  |               | 15946      | N         |
|   |                           |                                |                 | 4,730.00    |                     |                 |  |                       |          |                |           |               |            |           |
| Vendor Total:                               |                           |                                |                 | 5,430.00    |                     |                 |  |                       |          |                |           |               |            |           |

| Vendor # Name                          | PO # PO Date Description                         | Contract PO Type | Amount Charge Account        | Acct Type Description                   | Stat/Chk | First Rcvd        | Chk/Void       | 1099 |
|--|--|------------------|------------------------------|---|----------|-------------------|----------------|------|
|  | Item Description                                 |                  |                              |   |          | Enc Date Date     | Date Invoice   | Excl |
| <b>S0061 SEA BOX</b>                   |  |                  |                              |   |          |                   |                |      |
|  | 24-00660 06/10/24 CONTAINER RENTAL               |                  |                              |   |          |                   |                |      |
|  | 1 INV RI118722-CONTAINER RENTAL                  |                  | 75.00 4-01-26-310-001-025    | B Building Rental                       | R        | 06/10/24 06/11/24 | RI118722       | N    |
|  | Vendor Total:                                    |                  | 75.00                        |   |          |                   |                |      |
| <b>SIMON005 SIMONS SAYS LLC</b>        |  |                  |                              |   |          |                   |                |      |
|  | 24-00636 06/04/24 AFTER THE FIRE PRESENTATION    |                  |                              |   |          |                   |                |      |
|  | 1 AFTER THE FIRE PRESENTATION                    |                  | 1,500.00 4-01-25-256-002-199 | B MISCELLANEOUS                         | R        | 06/04/24 06/11/24 | 3216           | N    |
|  | Vendor Total:                                    |                  | 1,500.00                     |   |          |                   |                |      |
| <b>TMOBI005 T-MOBILE</b>               |  |                  |                              |   |          |                   |                |      |
|  | 24-00647 06/05/24 STOCKTON PARKING LOT CAMERAS   |                  |                              |   |          |                   |                |      |
|  | 1 STOCKTON PARKING LOT CAMERAS                   |                  | 61.60 4-01-33-195-002-029    | B Computer Software/Maint/Equip         | R        | 06/05/24 06/11/24 | 4/21/24-520/24 | N    |
|  | Vendor Total:                                    |                  | 61.60                        |   |          |                   |                |      |
| <b>TELCO005 TELCO BILL CENTER INC.</b> |  |                  |                              |   |          |                   |                |      |
|  | 24-00638 06/04/24 POTSOLVE RECURRING CHGS JUNE24 |                  |                              |   |          |                   |                |      |
|  | 1 POTSOLVE RECURRING CHGS JUNE24                 |                  | 401.25 4-01-31-440-001-085   | B Telephone-Block Line Systems, LLC LSI | R        | 06/04/24 06/11/24 | 3706           | N    |
|  | Vendor Total:                                    |                  | 401.25                       |   |          |                   |                |      |
| <b>T0972 TIMBERWOLF TREE SERVICE</b>   |  |                  |                              |   |          |                   |                |      |
|  | 24-00613 05/28/24 BLACK MULCH                    |                  |                              |   |          |                   |                |      |
|  | 1 INV 4203-BLACK MULCH                           |                  | 600.00 4-01-28-369-001-140   | B Landscape Maintenance                 | R        | 05/28/24 06/11/24 | 4203           | N    |
|  | Vendor Total:                                    |                  | 600.00                       |   |          |                   |                |      |
| <b>U0013 USA BLUE BOOK</b>             |  |                  |                              |   |          |                   |                |      |
|  | 24-00593 05/21/24 LAB SUPPLIES QUOTE 1076392-2   |                  |                              |   |          |                   |                |      |
|  | 1 PHOSPHATE (ORTHO) REAGENT SET                  |                  | 145.00 4-09-55-501-002-506   | B Lab. Equipment & Supplies             | R        | 05/21/24 06/11/24 | INV00388816    | N    |
|  | 2 NaOH STANDARD SOLUTION 4.5N,                   |                  | 81.98 4-09-55-501-002-506    | B Lab. Equipment & Supplies             | R        | 05/21/24 06/11/24 | INV00379561    | N    |
|  | 3 FERRIC CHLORIDE/SULFURIC ACID                  |                  | 82.98 4-09-55-501-002-506    | B Lab. Equipment & Supplies             | R        | 05/21/24 06/11/24 | INV00379561    | N    |
|  | 4 SODIUM HYDROXIDE, 5.0N 1 LITER                 |                  | 46.20 4-09-55-501-002-506    | B Lab. Equipment & Supplies             | R        | 05/21/24 06/11/24 | INV00373577    | N    |
|  | 5 HACH NITRIFICATION INHIBITOR                   |                  | 110.97 4-09-55-501-002-506   | B Lab. Equipment & Supplies             | R        | 05/21/24 06/11/24 | INV00379561    | N    |
|  | 6 INTELLICAL pH ELECTRODE GEL                    |                  | 427.00 4-09-55-501-002-506   | B Lab. Equipment & Supplies             | R        | 05/21/24 06/11/24 | INV00379561    | N    |

| Vendor # | Name                           | PO #               | PO Date                     | Description | Contract            | PO Type                                    | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice        | 1099 Excl |
|----------|--------------------------------|--------------------|-----------------------------|-------------|---------------------|--|----------|----------------|-----------|---------------|----------------|-----------|
|          |                                |                    |                             | Amount      | Charge Account      | Acct Type Description                      |          |                |           |               |                |           |
| U0013    | USA BLUE BOOK                  |                    |                             |             | Continued           |  |          |                |           |               |                |           |
|          | 24-00593                       | 05/21/24           | LAB SUPPLIES QUOTE          | 1076392-2   | Continued           |  |          |                |           |               |                |           |
|          | 7                              |                    | FREIGHT                     | 45.29       | 4-09-55-501-002-506 | B Lab. Equipment & Supplies                | R        | 05/21/24       | 06/11/24  |               | INV00379561    | N         |
|          |                                |                    |                             | 939.42      |                     |  |          |                |           |               |                |           |
|          | Vendor Total:                  |                    |                             | 939.42      |                     |  |          |                |           |               |                |           |
| W0071    | WASTE MGMT OF NEW JERSEY, INC. |                    |                             |             |                     |  |          |                |           |               |                |           |
|          | 24-00123                       | 02/02/24           | RES 2023-208 SLUDGE REMOVAL |             | B                   |  |          |                |           |               |                |           |
|          | 7                              | INV 3200254-0502-0 | MAY 2024                    | 7,663.60    | 4-09-55-501-002-538 | B Sludge Removal/Disposal-Waste Management | R        | 05/03/24       | 06/11/24  |               | 3200254-0502-0 | N         |
|          | Vendor Total:                  |                    |                             | 7,663.60    |                     |  |          |                |           |               |                |           |
| WATER015 | WATER PRODUCTIONS, LLC         |                    |                             |             |                     |  |          |                |           |               |                |           |
|          | 24-00643                       | 06/04/24           | PERFORMANCE FRIDAY          | 6/21/24     |                     |  |          |                |           |               |                |           |
|          | 1                              |                    | PERFORMANCE FRIDAY 6/21/24  | 500.00      | G-02-41-761-000-000 | B Mercer County Local Arts Grant           | R        | 06/04/24       | 06/11/24  |               | 6/21/24        | N         |
|          | Vendor Total:                  |                    |                             | 500.00      |                     |  |          |                |           |               |                |           |

Total Purchase Orders: 57 Total P.O. Line Items: 168 Total List Amount: 174,283.88 Total Void Amount: 0.00



| Totals by Year-Fund            |             |             |             |              |               |           |            |
|--------------------------------|-------------|-------------|-------------|--------------|---------------|-----------|------------|
| Fund Description               | Fund        | Budget Rcvd | Budget Held | Budget Total | Revenue Total | G/L Total | Total      |
| CURRENT FUND                   | 3-01        | 1,197.90    | 0.00        | 1,197.90     | 0.00          | 0.00      | 1,197.90   |
|                                | 3-09        | 131.06      | 0.00        | 131.06       | 0.00          | 0.00      | 131.06     |
|                                | Year Total: | 1,328.96    | 0.00        | 1,328.96     | 0.00          | 0.00      | 1,328.96   |
| CURRENT FUND                   | 4-01        | 102,882.50  | 0.00        | 102,882.50   | 0.00          | 0.00      | 102,882.50 |
|                                | 4-09        | 29,122.42   | 0.00        | 29,122.42    | 0.00          | 0.00      | 29,122.42  |
|                                | Year Total: | 132,004.92  | 0.00        | 132,004.92   | 0.00          | 0.00      | 132,004.92 |
| GENERAL CAPITAL                | C-04        | 5,250.00    | 0.00        | 5,250.00     | 0.00          | 0.00      | 5,250.00   |
| WATER/SEWER CAPITAL            | C-08        | 31,350.00   | 0.00        | 31,350.00    | 0.00          | 0.00      | 31,350.00  |
|                                | Year Total: | 36,600.00   | 0.00        | 36,600.00    | 0.00          | 0.00      | 36,600.00  |
|                                | G-02        | 500.00      | 0.00        | 500.00       | 0.00          | 0.00      | 500.00     |
| TRUST OTHER - FUND #12         | T-12        | 3,000.00    | 0.00        | 3,000.00     | 0.00          | 0.00      | 3,000.00   |
| LAW ENFORCEMENT TRUST FUND-#14 | T-14        | 850.00      | 0.00        | 850.00       | 0.00          | 0.00      | 850.00     |
|                                | Year Total: | 3,850.00    | 0.00        | 3,850.00     | 0.00          | 0.00      | 3,850.00   |
| Total of All Funds:            |             | 174,283.88  | 0.00        | 174,283.88   | 0.00          | 0.00      | 174,283.88 |



# Resolution 2024-119

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE #1104-33-003-009 PALUMBO RESTAURANTS, T/A TAVERN ON THE LAKE**

**WHEREAS**, Palumbo Restaurants, Inc. T/A Tavern on the Lake has made application to the Borough for renewal of their Plenary Retail Consumption License #1104-33-003-009, together with the required fees; and

**WHEREAS**, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Palumbo Restaurants Inc. is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to the renewal of this license; and

**WHEREAS**, the Police Department has been consulted and has no objections to renewal of this license;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Palumbo Restaurants, Inc., doing business as Tavern on the Lake at 101-103 Main Street:

**2024-2025 Plenary Retail Consumption License  
License #1104-33-003-009  
Fee: \$2,500.00**

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Division of Alcoholic Beverage Control.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

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Margaret Riggio  
Borough Clerk

# Resolution 2024-120

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE  
#1104-32-001-007 WINE DEPOT CORPORATION, T/A JOE CANAL'S  
DISCOUNT LIQUOR OUTLET**

**WHEREAS**, Wine Depot Corporation has made application to the Borough for renewal of their Plenary Retail Consumption License with Broad Package Privilege License #1104-32-001-007, together with the required fees; and

**WHEREAS**, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Wine Depot Corporation is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to the renewal of this license; and

**WHEREAS**, the Police Department has been consulted and has no objections to renewal of this license.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Wine Depot Corporation, doing business as Wine Depot Corporation and Joe Canal's Discount Liquor Outlet at 500 Mercer Street:

**2024-2025 Plenary Retail Consumption License with Broad Package Privilege  
License #1104-32-001-007  
Fee: \$2,500.00**

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Division of Alcoholic Beverage Control.

## CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

---

Margaret Riggio  
Borough Clerk

# Resolution 2024-121

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE #1104-44-002-011 HIGHTSTOWN LIQUORS & WINES, LLC**

**WHEREAS**, Hightstown Liquors & Wines, LLC has made application to the Borough for renewal of their Plenary Retail Distribution License #1104-44-002-011, together with the required fees; and

**WHEREAS**, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Hightstown Liquors & Wines, LLC, is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to renewal of said license; and

**WHEREAS**, the Police Chief has been consulted and has no objections to renewal of this license.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Hightstown Liquors & Wines, LLC, doing business as Hightstown Liquor at 107 Stockton Street:

**2024-2025 Plenary Retail Distribution License  
License #1104-44-002-011  
Fee: \$2,500.00**

**BE IT FURTHER RESOLVED** that a certified copy of this resolution will be forwarded to the Division of Alcoholic Beverage Control.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

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Margaret Riggio  
Borough Clerk

# Resolution 2024-122

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## AUTHORIZING THE BOROUGH ENGINEER TO SUBMIT AN APPLICATION FOR THE 2025 NJDOT MUNICIPAL AID GRANT – IMPROVEMENTS TO BROAD STREET, MANLOVE AVENUE AND VAN RENSALLAR AVENUE

**WHEREAS**, the Borough of Hightstown wishes to file an application with NJDOT for a 2025 Municipal Aid Grant for Improvements to Broad Street, Manlove Avenue and Van Rensallar Avenue; and

**WHEREAS**, the Borough Council has authorized the Borough Engineer, Carmela Roberts of Roberts Engineering Group, for an amount not to exceed \$5,500.00, to prepare the application for the NJDOT 2025 Municipal Aid Grant application.

**NOW, THEREFORE BE IT RESOLVED**, that the Borough Engineer is hereby authorized to file an application with NJDOT for a 2024 Municipal Aid Grant for Improvements to Broad Street, Manlove Avenue and Van Rensallar Avenue, at a cost not to exceed \$5,500.00.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

\_\_\_\_\_  
Margaret Riggio  
Borough Clerk

### CERTIFICATION OF FUNDS

I, George Lang, CFO of the Borough of Hightstown, certify availability of funds as follows:

| Account #           | Appropriation Title | Amount     |
|---------------------|---------------------|------------|
| 4-01-20-165-001-028 | Engineer OE         | \$5,500.00 |

*George Lang*

\_\_\_\_\_  
George Lang, CFO  
06/13/2024



**Roberts**  
ENGINEERING GROUP LLC  
*Women Business Enterprise Certified*

1670 Whitehorse-Hamilton Square Rd.  
Hamilton, New Jersey 08690  
609-586-1141 fax 609-586-1143  
www.RobertsEngineeringGroup.com

May 20, 2024

Mayor and Council  
Borough of Hightstown  
156 Bank Street  
Hightstown, New Jersey 08520

Re: NJDOT Application for Municipal Aid Grant FY2025  
Borough of Hightstown, Mercer County, New Jersey  
Our File No.: H1603

Dear Mayor and Council:

The New Jersey Department of Transportation has announced that it will be accepting applications for the Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant programs. Applications for Municipal Aid must be submitted on or before July 1, 2024. I have reviewed the grant programs and recommend the Borough submit an application under the Municipal Aid Program this year. This year, I am recommending that a grant application be submitted for improvements to Broad Street, the Manlove Avenue cul-de-sac south of Franklin Street, and Van Renssaler Avenue.

Improvements to Broad Street would include replacement of deteriorated curb and sidewalks; installation of curb, sidewalk, and curb ramp where none currently exist; milling and overlay with base repairs as necessary; replacement of signage and striping; and upgrades to existing inlets to meet the NJDOT Bicycle Safe Grate Standards and NJDEP Stormwater Requirements. Improvements to the Manlove Avenue cul-de-sac and Van Renssaler Avenue include milling and paving with base repairs as necessary. Lead service line replacements are currently proposed for Broad Street under a separate project. The trenching from these replacements can be temporarily repaired and then permanently repaired under this contract to reduce costs.

I am prepared to move forward with preparation of an application as outlined above and request authorization at your next Council Meeting. Our fee to prepare the application will be at a cost not to exceed \$5,500.00.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts". The signature is fluid and cursive, written in a professional style.

Carmela Roberts, PE, CME, CPWM  
Borough Engineer

cc: Dimitri Musing, Borough Administrator  
Peggy Riggio, RMC, CMR, Borough Clerk  
Mairead Thompson, Borough of Hightstown  
Ken Lewis, Superintendent of Public Works  
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC  
Kelly Pham, EIT, Roberts Engineering Group, LLC

# Resolution 2024-123

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **A RESOLUTION SUPPORTING THEATRE IN THE PARK AT ASSOCIATION PARK**

**WHEREAS**, since 2015, Hightstown Borough Cultural Arts Commission has supported Hightstown Theatre in the Park; and

**WHEREAS** Hightstown Theatre in the Park has introduced performing arts to the youth of the Hightstown Community in a safe and fun environment; and

**WHEREAS**, Hightstown Theatre in the Park will take place at Association Park June 24, 2024 – July 28, 2024; and

**WHEREAS**, background checks must be conducted on all volunteers in accordance with the current Personnel Policy of the Borough of Hightstown.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Hightstown support Hightstown Theatre in the Park and look forward to another successful season of performing arts in our community.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

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Margaret Riggio  
Borough Clerk



# Resolution 2024-124

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **A RESOLUTION OF HIGHTSTOWN BOROUGH AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

**WHEREAS**, Hightstown Borough ( the “Borough”) has determined to move forward with the EMEX Reverse Auction in order procure electricity for the Borough; and

**WHEREAS**, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

**WHEREAS**, EMEX, LLC a division of Mantis Innovation is compensated for all services rendered through the participating supplier that a contract is awarded to; and

**WHEREAS**, the auction will be conducted pursuant to the Act; and

**WHEREAS**, if the main load electricity supply auction achieves a price of \$0.105 kWh or less for any term; The Borough may award a contract to the winning supplier for the selected term.

**WHEREAS**, if the street light electricity supply auction achieves a price of \$0.078 kWh or less for any term; The Borough may award a contract to the winning supplier for the selected term.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor of the Borough is hereby authorized to execute on behalf of the Borough any main load electricity supply contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.105 kWh or less for any term; The Borough may award a contract to the winning supplier for the selected term.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor of the Borough is hereby authorized to execute on behalf of the Borough any street lighting electricity supply contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.078 kWh or less for any term; The Borough may award a contract to the winning supplier for the selected term.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be provided to each of the following:

- a. Dimitri Musing, Borough Administrator;
- b. Margaret Riggio, Qualified Purchasing Agent/Borough Clerk;
- c. George Lang, Borough C.F.O.;
- d. Frederick C. Raffetto, Esq., Borough Attorney; and

- e. John A. Smith, Mantis Innovation/EMEX  
410 Riverview Plaza  
Trenton, NJ 08611

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

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Margaret Riggio  
Borough Clerk

# Resolution 2024-125

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2024 BUDGET

**WHEREAS**, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2024 temporary budget; and

**WHEREAS**, N.J.S.A. 40A:4-20 provides for the creation of emergency appropriations for the purposes above mentioned; and

**WHEREAS**, it is the desire of the Mayor and Council to create emergency temporary appropriations as set forth on Schedule “A,” attached; and

**WHEREAS**, the total emergency temporary appropriations in resolutions adopted in the year 2024 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

|                          | <i><b>THIS<br/>RESOLUTION</b></i> | <i><b>PREVIOUS TOTAL</b></i> | <i><b>CUMULATIVE<br/>TOTAL</b></i> |
|--------------------------|-----------------------------------|------------------------------|------------------------------------|
| Current                  | 190,100.00                        | 1,984,069.00                 | <b>2,174,169.00</b>                |
| Capital Outlay – Current | 0.00                              | 0.00                         | <b>0.00</b>                        |
| Debt Service - Current   | 0.00                              | 0.00                         | <b>0.00</b>                        |
| Water/Sewer              | 75,000.00                         | 770,000.00                   | <b>845,000.00</b>                  |
| Capital Outlay – W/S     | 0.00                              | 0.00                         | <b>0.00</b>                        |
| Debt Service - W/S       | 0.00                              | 0.00                         | <b>0.00</b>                        |
| <b>TOTAL</b>             | <b>265,100.00</b>                 | <b>2,754,069.00</b>          | <b>3,019,169.00</b>                |

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Hightstown (not less than two-thirds of all the members of thereof affirmatively concurring) that, in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2024 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

\_\_\_\_\_  
Margaret Riggio  
Borough Clerk

Borough of Hightstown  
Emergency Temporary No. 3  
6/17/2024

**SCHEDULE A**

**Current Fund**

|                           |                    |                   |
|---------------------------|--------------------|-------------------|
| Municipal Clerk           | Other Expenses     | 1,000.00          |
| Financial Administration  | Other Expenses     | 600.00            |
| Tax Collector             | Salaries and Wages | 10,000.00         |
| Tax Assessor              | Salaries and Wages | 2,000.00          |
| Legal                     | Other Expenses     | 10,000.00         |
| Police Department         | Salaries and Wages | 120,000.00        |
| Fire Department           | Other Expenses     | 9,000.00          |
| Uniform Fire Safety Act   | Other Expenses     | 1,500.00          |
| Board of Health           | Salaries and Wages | 8,000.00          |
| Parks and Recreation      | Salaries and Wages | 5,000.00          |
| Uniform Construction Code | Salaries and Wages | 10,000.00         |
| Housing                   | Salaries and Wages | 5,000.00          |
| Click It or Ticket        | Salaries and Wages | 7,000.00          |
| Recycling Tax             | Other Expenses     | <u>1,000.00</u>   |
| Total Current Fund        |                    | <u>190,100.00</u> |

**Water-Sewer Operating Fund**

|                             |                  |
|-----------------------------|------------------|
| Salaries and Wages          | 50,000.00        |
| Other Expenses              | <u>25,000.00</u> |
| Total Water Sewer Operating | <u>75,000.00</u> |

|       |                          |
|-------|--------------------------|
| Total | <u><u>265,100.00</u></u> |
|-------|--------------------------|

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

## Article 2-19 Police Department

**Editor's Note: Prior ordinance history includes portions of prior 1991 Code §§ 37-1-31-4, 37-6-37-8, 37-10-37-14, 37-16 and Ordinance Nos. 94-7, 94-12, 19-1994.**

### § 2-19-1 Establishment; Composition; Chain of Command.

**[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2012-07; Ord. No. 2016-03]**

- A. Establishment. The Borough Council, as the governing body of the Borough of Hightstown, hereby creates and establishes, pursuant to N.J.S.A. 40A:14-118, as an executive and enforcement function of municipal government, a police force which shall be known as the Police Department of the Borough of Hightstown (referred to herein as the "Police Department"). The Police Department shall be governed by the applicable laws of the State of New Jersey, this article of the Hightstown Borough Code, other applicable ordinances of the Borough, and rules and regulations adopted pursuant thereto.
- B. Composition. Under the supervision of the Chief of Police, the composition of the Police Department shall be as follows: a maximum of one lieutenant, a maximum of ~~three~~ two (2) sergeants, a maximum of ~~10~~ twelve (12) patrol officers, and any civilian personnel as deemed appropriate by the Borough Council. In addition to the regular members of the Police Department, the Borough may ~~employ up to 10~~ Class not exceed two (2) Class One special law enforcement officers, and Class Two special law enforcement officers in an amount not to exceed 25% of sworn officers, pursuant to N.J.S.A. 40A: 14-146.8, et seq., and § ~~2-19-18~~ below.
- C. Chain of Command. All necessary orders and directives for the management and regulation of the Police Department shall be given through the chain of command. The chain of command shall be as follows:
- (1) The Borough Administrator as the Appropriate Authority, pursuant to N.J.S.A. 40A:14-118;
  - (2) The Chief of Police;
  - (3) The lieutenant, ~~if one is then serving;~~
  - (4) The sergeant(s);
  - (5) The patrol officers; and
  - (6) The special law enforcement officers, if necessary.

### § 2-19-2 Appropriate Authority.

**[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2016-03]**

The Borough Administrator shall serve as the Appropriate Authority pursuant to N.J.S.A. 40A:14-118. Notwithstanding any other provision of this article or any police rules and regulations, the Appropriate Authority shall, in addition to the other duties permitted by N.J.S.A. 40A:14-118, conduct hearings in connection with minor discipline of police officers in accordance with § ~~2-19-15~~.

### § 2-19-3 Police Commissioner.

**[Ord. No. 1998-7; Ord. No. 2011-10]**

The Mayor shall, as soon as possible after the organization of the Council each year in January, name one of the members of the Council as Police Department Liaison, who shall also be known as the Police Commissioner. The Police Commissioner shall act as liaison between the Borough Council and the Police Department, with the assistance of the Borough Administrator, as needed. In the event of any vacancy in the office of Police Commissioner which the Mayor has not filled within 30 days, the Borough Council shall have the authority, by majority vote, to designate a Council Member to serve as Police Commissioner for the duration of that calendar year.

§ 2-19-4 **Chief of Police.**

[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2016-03]

- A. Duties and Responsibilities. The Chief of Police shall be the executive head of the Department, and shall have complete authority regarding the day-to-day operations of the Police Department. The Chief shall consult and cooperate with the Borough Administrator, as the Appropriate Authority. The operations for which the Chief shall be responsible shall include but not be limited to the following:
- (1) Administer and enforce rules and regulations and special emergency directives for the disposition and discipline of the force and its officers and personnel.
  - (2) Have, exercise and discharge the functions, powers and duties of the force.
  - (3) Prescribe the duties and assignments of all subordinates and other personnel in the Department.
  - (4) Delegate such of his authority as the Chief may deem necessary for the efficient operation of the force to be exercised under his direction and supervision.
  - (5) Report monthly to the Borough Council in such form as shall be prescribed by the Council on the operation of the force during the preceding month, and make such other reports as may be requested by the Council or on its behalf by the Borough Administrator or Police Commissioner.
- B. ~~Officer in Charge~~ Acting Chief. In the temporary absence or disability of the Chief of Police, the Chief shall appoint on a temporary basis one of the senior officers of the Department who will act in place of the Chief under the title of "Acting Chief," this title to be used only for the duration of the temporary appointment. The Chief shall notify the Borough Administrator in writing of any such temporary appointment.
- C. Department Equipment. The Chief of Police shall recommend to the Borough Administrator from time to time the purchase of new equipment or the repair or rearrangement of such old equipment as will improve the Department. The Chief shall have full charge and control of all apparatus of the Department and its assignment and use, and shall be held responsible for its care, cleanliness and safe keeping.
- D. Qualifications of the Chief of Police. Selection and evaluation of the individual to be appointed Chief of Police shall be based upon the following criteria, and the requirements of New Jersey law:
- (1) Demonstrated possession of a thorough knowledge of the principles and practices of modern police and emergency management administration, modern police science and crime prevention, and the ability to command the respect of officers and support staff and to plan, assign, direct, supervise and evaluate their performance.
  - (2) Ten years of police experience as a member of a police department or force, including supervisory experience.
  - (3) Education, ~~including~~ at a minimum must consist of a high school diploma or accredited equivalent. Post-secondary courses and degrees are desirable and will be considered in the selection process.

~~Attendance at and completion of a police training course and successful physical and psychological tests are mandatory.~~

- (4) Residence within the State of New Jersey and within a radius of ~~15-60~~ miles of the Borough ~~Police Headquarters of Hightstown~~.
- (5) Receipt of a satisfactory grade on any qualifying examination for the office of Chief as may be selected by the Borough Council.

**§ 2-19-5 Duties of Department.**

**[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2016-03]**

- A. The Chief of Police shall take all appropriate and necessary steps to make sure that the Police Department shall:
  - (1) Preserve the public peace, protect life and property and prevent crime; detect and arrest offenders against the penal laws and ordinances effective within the Borough; suppress riots, mobs and insurrections; disperse unlawful or dangerous assemblages; and preserve order at all elections, public meetings and assemblages.
  - (2) Administer and enforce laws and ordinances to regulate, direct, control and restrict the movement of vehicular and pedestrian traffic and the use of the streets by vehicles and persons, protect the safety and facilitate the convenience of motorists and pedestrians and make and enforce rules and regulations not inconsistent with the ordinances and resolutions of the Borough for such purposes.
  - (3) Remove or cause to be removed all nuisances in the public streets, parks and other public places of the Borough, inspect and observe all places of public amusement or assemblage and all places of business requiring any State or municipal license or permit and report thereon to the appropriate department.
  - (4) Provide proper police attendance and protection at fires and emergencies.
  - (5) Provide for the attendance of its members in court as necessary for the prosecution and trial of persons charged with crimes and offenses and cooperate fully with the law enforcement and prosecuting authorities of Federal, State and County governments.
  - (6) Operate training programs to maintain and improve police efficiency of the members of the Department.
- B. All police officers and employees shall, at all times, while holding office or appointment under the authority of this article, whether on or off duty, abide by the Constitutions of the United States and of the State of New Jersey.
- C. All police officers and employees shall, at all times, while holding office or appointment under the authority of this article, whether on or off duty, show abiding respect for government by complying with all laws, statutes, codes, ordinances, rules and regulations, including those of the State of New Jersey, the Hightstown Police Department and the Borough of Hightstown.
- D. All police officers shall, at all times, while holding office or appointment under the authority of this article, whether on or off duty, conduct themselves as police officers in ~~accord~~-accordance with their oath of office.

**§ 2-19-6 Rules and Regulations of Department.**

**[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2016-03]**

- A. The Borough Council shall have the power, by resolution, to adopt such rules and regulations for the

government and discipline of the Police Department as are not inconsistent with New Jersey law or this article. The Chief of Police shall have the power to adopt such additional rules, regulations, procedures and orders as shall be deemed necessary by him to promote the efficiency of the Department. Any such rule, regulation, procedure or order of the Chief of Police shall be sent immediately to the Borough Administrator and to the Borough Council, and they may be modified or annulled by resolution or motion of the Borough Council.

- B. Such rules, regulations, procedures and orders shall be binding upon each member and civilian employee of the Police Department, and copies shall be made available by the Chief of Police for all such members and employees.
- C. Within five days after the promulgation of any rule, regulation, procedure or order, same shall be posted by the Police Chief or designee in the Police Department and a copy shall be made available to each member of the Department and to each civilian employee of the Department, all of whom shall acknowledge receipt of same on a form supplied by the Chief.
- D. In the event of any inconsistency between this Article 2-19 and the rules, regulations, procedures or orders, the provisions of this article shall control. In the case of inconsistency with any applicable collective bargaining agreement, the provisions of such agreement shall control.

**§ 2-19-7 Decrease for Reasons of Economy and/or Efficiency.**

The Borough Council may decrease the force for reasons of economy and/or efficiency. In accordance with N.J.S.A. 40A:14-143, the Council, if it shall deem necessary for reasons of economy and/or efficiency decrease the number of members and officers of the Police Department or force or grades or ranks. In case of demotion from the higher ranks, the officers or members to be so demoted shall be in inverse order of their appointment. Any member or officer who is demoted by reason of such decrease shall be placed on a special employment list, and in the case of subsequent promotion or hiring, a person demoted shall be reinstated to the original rank, if it exists, and in case of termination of service and a new appointment, prior consideration shall be given to the persons on said special employment list.

**§ 2-19-8 Application; Appointments and Qualification; Probationary Period.  
[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2012-07; Ord. No. 2016-03]**

- A. Application. Any applicant for the position of police officer ~~of any rank, other than Chief of Police,~~ shall make written application therefor, on forms supplied by the Borough, to the ~~Borough Administrator~~ Chief of Police, and at the same time shall submit such proofs as shall be required with respect to the qualifications as set forth in said application. Every such application shall be signed and sworn by the applicant. No applicant shall be appointed to ~~any position with the position of Probationary Police Officer within~~ the Police Department until after the applicant is fingerprinted and said fingerprints are filed and investigated with the New Jersey State Police and the Federal Bureau of Investigation. No applicant shall be appointed until after there has been a thorough background and character investigation of the candidate that will also determine the candidate's fitness for the position. Every person who shall have made ~~due an~~ application to be appointed a police officer shall undergo a physical and psychological examination by a physician hereinbefore specified after the initial application and interview process and after a conditional offer of employment. ~~The report of such physical examination shall be delivered to the Borough Administrator, who shall submit said report together with the interview committee's recommendation, to the Borough Council prior to its consideration of the making or any such appointment; provided, however, that no person shall be appointed a police officer unless such person shall have undergone a physical examination by a physician, and the report of such examination shall show that the applicant possesses the required physical qualification.~~
- B. Procedure for Evaluation and Appointment of Patrolman. Applications shall be reviewed by the



Borough Administrator and Police Chief, and selected candidates shall be interviewed by the Police Committee consisting of the Borough Administrator, Police Chief, Mayor, and Police Commissioner, with the Police Commissioner serving as the Chair, and making recommendations to the Borough Council. The Borough Administrator and Police Chief reserve the option of mandating applicants to pass a written examination prior to the interview process, whereby the top written scoring applicants are interviewed. Said Police Committee shall then recommend a name or names to the Council, which may determine to conduct interviews itself prior to confirming employment. In either case, no member of the Police Department shall be appointed prior to consideration by the Council and formal appointment by resolution of the Council.

C. Probationary Appointment.

(1) No person shall be appointed as a permanent member of the Borough Police Department prior to demonstrating an aptitude for police employment in the Borough of Hightstown for a period of one year, during which time said person shall be known as a probationary police officer. During the probationary period, the appointment as a police officer shall be subject to revocation at any time for any cause and without any hearing. The probationary period may be extended by the ~~Borough Council~~ Chief of Police to a maximum of an additional six months. ~~if necessary in order for an officer to successfully complete a police training course as prescribed by law. In particular, no person shall be eligible or qualified to be appointed as a probationary police officer unless at the time of his/her appointment:~~

- A. She/he shall be a citizen of the United States and resident of the State of New Jersey.
- B. She/he shall not be less than 21~~48~~ years of age and shall be sound in body and of good health sufficient to satisfy the Board of Trustees of the Police and Firemen's Retirement System of New Jersey as to her/his eligibility for membership in the retirement system. Age shall not be considered in the promotion of any officer to a higher rank.
- C. She/he shall demonstrate the ability to read and write the English language intelligently.
- D. She/he is of good moral character and shall not have been convicted of a crime or disorderly persons offense that, in the judgment of the Borough Council, would be prejudicial to the morale or the reputation of the Police Department.
- E. She/he must successfully pass the required physical fitness examination, drug and alcohol screening, psychological examination administered by a physician or laboratory of the Borough's choosing and be a successful graduate of a certified police academy as she/he may be assigned by the Borough. Any drug screening, psychological or medical examination or physical fitness examination shall be conducted after a conditional offer of employment or promotion has been made by the Borough.
- F. She/he is a holder of a valid New Jersey driver's license.
- G. She/he has obtained and continues to hold the required license for Law Enforcement Officers in the State of New Jersey.
- H. Education, at a minimum, must consist of a high school diploma or accredited equivalent. Post-secondary courses and degrees are desirable and will be considered in the selection process.

(2) For purposes of this section, the probationary period for any police officer shall be for a period of one year following the candidate's graduation from a police academy, or if the candidate has prior police experience, said probationary period shall be for one year from the date of employment or from the date of the successful completion of any police refresher courses required to be taken as a condition of

employment, whichever shall occur last. ~~No person shall be appointed or promoted to a command or supervisory position above patrolman or patrolwoman unless he or she shall have demonstrated an aptitude for such position.~~ Candidates for and members of the Police Department shall have all other qualifications prescribed by law.

- (3) Probationary employees will be evaluated on a regular basis ~~on a monthly basis~~ throughout the entire period of their probation in an effort to determine their suitability for continued employment. Probationary employees will be advised of their progress and counseled when necessary in an effort to correct any deficient performance or behavior.
- (4) Upon the completion of the probationary period, the Chief of Police shall recommend the officer for permanent appointment or dismissal by the Borough Council. If the officer is made permanent, the officer shall be subject to the provisions of New Jersey law with respect to discipline and removal. Such recommendation shall be set forth in a written report along with the Chief's observations and findings leading to such recommendation. These recommendations shall be submitted to the Appropriate Authority no later than 10 days prior to the end of the probationary employee's period of probation. Nothing herein shall prohibit the Chief of Police from submitting such recommendation at any time during the employee's probationary period when such employee demonstrates that he/she does not possess the qualities and abilities to competently perform the duties of Borough police officer. Prior to achieving permanent status, probationary members shall not be considered as regular or permanent members of the Department.
- (5) The Borough Council may terminate a probationary employee at any time during or at the end of the probationary period, or affirm the retention of the candidate as a permanent member of the police force.

**§ 2-19-9 Uniforms to Be Furnished.**

**[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2012-07; Ord. No. 2016-03]**

Police uniforms shall be furnished to all regular or permanent members of the Borough Police Department and shall, at all times, be and remain the property of the Borough. Upon separation from service for any reason whatsoever, all uniforms and other equipment and accessories furnished by the Borough shall be promptly returned to the Police Chief.

**§ 2-19-10 Qualifications for Police Officers.**

**[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2012-07; Ord. No. 2016-03; Ord. No. 2019-03]**

No person shall be appointed as a regular or permanent member of the Police Department unless that person is qualified in accordance with the requirements of N.J.S.A. 40A:14-122 and the age requirements set forth in N.J.S.A. 40A:14-127 et seq. In particular, no person shall be eligible or qualified to be appointed as a regular or permanent police officer unless, at the time of his/her appointment:

- A. She/he shall be a citizen of the United States and resident of the State of New Jersey.
- B. She/he shall not be less than 21 ~~18~~ years of age and shall be sound in body and of good health sufficient to satisfy the Board of Trustees of the Police and Firemen's Retirement System of New Jersey as to her/his eligibility for membership in the retirement system. Age shall not be considered in the promotion of any officer to a higher rank.
- C. She/he shall demonstrate the ability to read and write the English language intelligently.
- D. She/he is of good moral character and shall not have been convicted of a crime or disorderly persons offense that, in the judgment of the Borough Council, would be prejudicial to the morale or the reputation of the Police Department.

E. She/he must successfully pass the required physical fitness examination, drug and alcohol screening, psychological examination administered by a physician or laboratory of the Borough's choosing and be a successful graduate of a certified police academy as she/he may be assigned by the Borough. Any drug screening, psychological or medical examination or physical fitness examination shall be conducted after a conditional offer of employment or promotion has been made by the Borough.

F. She/he is a holder of a valid New Jersey driver's license.

G. She/he has obtained and continues to hold the required license for Law Enforcement Officers in the State of New Jersey.

H. Education, at a minimum, must consist of a high school diploma or accredited equivalent. Post-secondary courses and degrees are desirable and will be considered in the selection process.

~~G. She/he must have an associate's degree or 60 college credits from an accredited college or university PLUS at least 24 months of satisfactory employment or military experience.~~

#### § 2-19-11 Residency Requirements.

[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2012-07; Ord. No. 2016-03]

- A. Findings of Fact. The Borough Council specifically finds that requiring all regular or permanent police officers to be residents of the Borough would seriously impede its ability to establish and maintain competent personnel for its Police Department and would be in violation of N.J.S.A. 40A:14-122.1.
- B. Preference in promotions shall be given to residents in accordance with N.J.S.A. 40A:14-122.6, but also shall be based on merit and fairness.
- C. Residency in State. Every regular or permanent member of the Police Department shall be a resident of the State of New Jersey in accordance with N.J.S.A. 40A:14-122.8.

#### § 2-19-12 Chief of Police; Qualifications; Promotion.

[Ord. No. 2016-03]

Candidates for the position of Chief of Police shall participate in a promotional procedure administered by the reviewing committee. The reviewing committee, which shall be made up of the Administrator, Police Commissioner, and Mayor, his/her designees and the current Chief of Police (unless there has been no chief or the Chief is involved in pending discipline or litigation with the Borough) shall consider the following: the candidates' knowledge of criminal law and procedure, police science and police administration, leadership and management ability, general knowledge of Borough's local government and N.J.S.A. 40A:14-118, the candidates' poise, alertness, ability to communicate clearly and effectively, ability to effect good working and public relations, and moral character. To be considered for the position of Chief of Police, the candidates must be serving as Borough Lieutenant or Sergeant.

#### § 2-19-13 Promotions to the Rank of Sergeant and/or Lieutenant.

[Ord. No. 2016-03]

- A. The Borough Council desires to promote the most qualified candidates to positions of higher rank. This section establishes the eligibility requirements and the process for promotion to all higher ranks. The promotion process shall be on the basis of merit, experience, education, demonstrated ability and competitive examinations. In accordance with N.J.S.A. 40A:14-129, promotion of any officer shall be made from the membership of the Department. No person shall be eligible for promotion unless he or she shall have served as a full-time police officer in the Hightstown Borough Police Department for a period of three years (N.J.S.A. 40A:14-130).

- B. Upon receiving instructions from the Borough Council, the Chief of Police shall announce the promotional process to members of the Department at least 45 days before a written test is to be given and at least 15 days before a written submission is to be submitted. The announcement shall be posted in common areas of the Department accessible to all members. The announcement shall contain, at a minimum, the rank to be filled, the dates of the exams, source materials or reading lists from which exam questions will be taken or topics from which questions will be formulated. Candidates who qualify shall notify, in writing, the Chief of Police of his or her interest in taking the examination by submitting a letter of interest no later than 10 calendar days after the promotion announcement. Failure to do so shall render the officer ineligible to participate in the process.
- C. Where two or more candidates are ranked equally pursuant to the promotional procedure set forth herein, preference shall be given to the candidate with the most seniority in service pursuant to N.J.S.A. 40A:14-129, or a resident over a nonresident pursuant to N.J.S.A. 40A:14-122.6.
- D. The Borough Council shall appoint the reviewing committee for departmental promotions, which shall, at a minimum, consist of the Chief of Police, Administrator, Police Commissioner, and Mayor.
- E. Promotion Testing Procedures. The promotion testing procedure shall consist of a written examination (and/or narrative) and an oral examination in which all candidates will be given the same questions, a review of the candidates' service record, education, merit and experience.
- (1) Written Examination. The written test shall be supplied by a professional testing company, professional law enforcement organization or such other written examination approved by the Chief of Police. The top five scoring candidates shall then proceed to the Oral Examination.
- (2) Oral Examination.
- (a) Candidates shall be notified, in writing, of their successful or unsuccessful completion of the written portion of the exam by the Chief of Police or his/her designee.
- (b) The oral examination shall take place after the receipt of the written examination scores.
- (c) The Oral Examination with the Chief of Police shall focus on leadership and management skills, knowledge of Borough's form of government, knowledge of the Police Department Ordinance, familiarity with municipal budget process and knowledge of N.J.S.A. 40A:14-118. The Reviewing Committee shall grade each candidate on a one-hundred-point scale. The Chief of Police and/or his designee (excluding Chief interviews) shall be present at this step.
- (d) The top three scoring candidates of the written and oral examination shall then proceed to the record review portion of the examination.
- (3) Record Review.
- (a) The Reviewing Committee shall examine the length and merit of candidate's service. The examination process shall give specific weight to performance evaluations, experience, military service, demonstrated leadership ability, education and disciplinary history.
- F. The review committee shall rank each candidate based on the total score. The list shall include the candidates' names and the final scores of the top three candidates who are eligible for the promotion. The Borough Council shall then appoint from the top three to fill the promotional position.
- G. Eligibility for Testing. All candidates for promotion to Sergeant must have served three years with the Borough as full-time police officers by the date of the written test in order to be eligible to participate in the promotional process. All candidates for promotion to Lieutenant must have served one

year with the Borough as a Sergeant by the date of the written test in order to be eligible to participate in the promotional process.

H. Probationary Period for Promoted Officers.

- (1) All officers promoted to a higher rank will serve a ~~six-month~~one year probationary period during which time the officer will be evaluated ~~on a monthly basis~~ to ensure the officer has the requisite skill set to perform the duties of the position to which he/she has been promoted. At the sole discretion of the Chief of Police, the probationary period may be extended by 6 months.
- (2) The Chief of Police shall make a recommendation to the Borough Council concerning the suitability for the transition from probationary status to regular status for each newly promoted officer. Such recommendation shall be set forth in a written report along with the Chief's observations and findings leading to such recommendation. These recommendations shall be submitted to the Appropriate Authority and the Borough Council no later than 10 days prior to the end of the probationary period. Nothing herein shall prohibit the Chief of Police from submitting such recommendation at any time during an officer's probationary period when such officer demonstrates that he/she does not possess the qualities and abilities to competently perform the duties of the position to which the officer has been promoted.

§ 2-19-14 Oath Required.

[Ord. No. 1998-7; Ord. No. 2016-03]

Each member of the Police Department shall, before entering upon the performance of official duties, take and subscribe an oath to bear true faith and allegiance to the government established in this Borough and this State, to support the constitutions of the United States of America and the State of New Jersey and to faithfully, impartially and justly discharge and perform all the duties of office, which oath or affirmation shall be filed with the Clerk.

§ 2-19-15 Procedure for Implementation of Disciplinary Hearings.

[Ord. No. 1998-7; Ord. No. 2000-04; Ord. No. 2011-10; Ord. No. 2016-03]

- A. The Chief of Police is responsible for issuing major or minor discipline. The Chief of Police shall serve or cause to be served upon the member of the Police Department a signed copy of the complaint and/or charges against the member, along with a written notice that a disciplinary hearing, for suspension or for termination, shall be scheduled no sooner than 10 days nor later than 30 days after the notice is personally served upon him or her. The Appropriate Authority or an appointed hearing officer, and the member, themselves or through their representatives, if any, may agree to reasonable postponements. The Chief of Police may impose an oral or written reprimand without formal charges or hearing. The officer shall have the right to challenge the reprimand through the negotiated grievance procedure contained in the applicable collective negotiations agreement.
- B. Minor discipline, which includes a suspension of ~~is any discipline that is~~ five days or less, including reprimands, may be heard and determined before and by the Appropriate Authority, or through the grievance procedures. Major discipline, which is any discipline that is over five days shall be heard and determined before and by the Appropriate Authority, or an appointed third party hearing officer, at the time and place set forth in the notice.
- C. In cases of major discipline, ~~a~~ written copy of the recommendation of the Appropriate Authority or the hearing officer, whichever is applicable, shall be served upon the member of the Police Department and the Borough Council as soon as possible, but in no event later than 21 days after the hearing. The Borough Council shall review the recommendation and record established during a hearing, and may accept, amend or reject said recommendation. The Mayor shall participate in the decision, and shall vote

to break a tie, if necessary.

- D. The Mayor and Council shall use ~~Chapter 8 of~~ the Police Rules and Regulations as a nonbinding guideline in the conduct of the hearings authorized herein.
- E. All disciplinary actions shall be subject to the requirements and time frames set forth in N.J.S.A. 40A:14-147, et seq.

**§ 2-19-16 Reimbursement for Legal Costs.**  
**[Ord. No. 1998-7; Ord. No. 2016-03]**

Where the Borough Council determines that the provisions of N.J.S.A. 40A:14-155 require that the Borough provide a means of defense or reimburse a police officer for legal costs, the hourly rate for which the Borough shall be responsible shall not exceed the hourly rate charged by the Borough Attorney for litigation matters. All statements for professional services submitted by attorneys representing police officers under this article shall be subject to review by the Borough Attorney and review and approval by the Borough Administrator.

**§ 2-19-17 Term of Service.**  
**[Ord. No. 1998-7; Ord. No. 2012-07; Ord. No. 2016-03]**

The term of service of any regular or permanent member of the Police Department shall be to the age of 65 and shall be calculated as beginning on the date of formal appointment by the Borough Council. If the minutes or records of the Borough Council do not disclose such date, the payroll or other records of the Borough shall be used to determine it. At the age of 65 the officer shall be retired by resolution of the Borough Council and his or her services as a police officer shall be at an end; provided, however, that the Borough Council may, in its discretion, continue any officer temporarily in case of emergency, or as the needs and interest of the Borough may require, provided said officer remains qualified for said employment.

**§ 2-19-18 Special Law Enforcement Officers.**  
**[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2012-07; Ord. No. 2016-03]**

- A. **Definitions.** Whenever any words and phrases are used in this section, the meanings respectively ascribed to them in N.J.S.A. 40A:14-146.9 shall be deemed to apply to such words and phrases used herein.
- B. **Position Established.** There is hereby established the position of special law enforcement officer (also referenced as "special police officer") in and for the Borough of Hightstown.
- C. **Determination of Eligibility.** Before any special law enforcement officer is appointed, the Chief of Police shall ascertain the eligibility and qualifications of the applicant and report these determinations, in writing, to the Mayor and Council.
- D. **Appointment.** Special law enforcement officers may be appointed for terms not to exceed one year, and the appointments may be revoked by the Mayor and Council for cause, after adequate hearing, unless the appointment is for four months or less, in which event the appointment may be revoked without cause or hearing. Nothing herein shall be construed to require reappointment upon the expiration of the term. The special law enforcement officers so appointed shall not be members of the police force of the Borough, and their powers and duties shall cease at the expiration of the term for which appointed.
- E. **Qualifications.**
  - (1) No person may be appointed as a special law enforcement officer unless the person:

- ~~(a) Is at least 218 years of age;~~
- ~~(b) Is a resident of the State of New Jersey during the term of appointment;~~
- ~~(c) Is able to read, write and speak the English language well and intelligently and has a high school diploma or its equivalent;~~
- ~~(d) Is sound in body and of good health;~~
- ~~(e) Is of good moral character;~~
- (a) She/he shall be a citizen of the United States and resident of the State of New Jersey.
- (b) She/he shall not be less than 21 years of age and shall be sound in body and of good health sufficient to satisfy the Board of Trustees of the Police and Firemen's Retirement System of New Jersey as to her/his eligibility for membership in the retirement system. Age shall not be considered in the promotion of any officer to a higher rank.
- (c) She/he shall demonstrate the ability to read and write the English language intelligently.
- (d) She/he is of good moral character and shall not have been convicted of a crime or disorderly persons offense that, in the judgment of the Borough Council, would be prejudicial to the morale or the reputation of the Police Department.
- (e) She/he must successfully pass the required physical fitness examination, drug and alcohol screening, psychological examination administered by a physician or laboratory of the Borough's choosing and be a successful graduate of a certified police academy as she/he may be assigned by the Borough. Any drug screening, psychological or medical examination or physical fitness examination shall be conducted after a conditional offer of employment or promotion has been made by the Borough.
- (f) She/he is a holder of a valid New Jersey driver's license.
- (g) Education, at a minimum, must consist of a high school diploma or accredited equivalent. Post-secondary courses and degrees are desirable and will be considered in the selection process.
- (h) She/he has obtained and continues to hold the required license for Law Enforcement Officers in the State of New Jersey.
- ~~(f) Has not been convicted of any offense involving dishonesty or which would make him or her unfit to perform the duties of his or her office; and~~
- ~~(g) Has successfully undergone the same psychological testing that is required of all full-time police officers in the Borough or, with regard to a special law enforcement officer hired for a seasonal period which required psychological testing of its full-time police officers, has successfully undergone a program of psychological testing approved by the Police Training Commission (the "Police Training Commission" or the "Commission") established in the New Jersey Department of Law and Public Safety, pursuant to N.J.S.A. 52:17B-70.~~
- (2) Every applicant for the position of special law enforcement officer shall have fingerprints taken, which fingerprints shall be filed with the Division of State Police and the Federal Bureau of Investigation.
- (3) No person shall be appointed to serve as a special law enforcement officer if that person serves as a special law enforcement officer in another municipality; nor shall any permanent, regularly appointed full-time police officer of any other municipality in the State of New Jersey be appointed as a special law enforcement officer. No public official with responsibility for setting law enforcement policy or

exercising authority over the budget of any municipality in the State of New Jersey or supervision of the Police Department of a municipality in the State of New Jersey shall be appointed as a special law enforcement officer.

- (4) Any person who at any time prior to this appointment had served as a duly qualified, fully trained, full-time officer in any municipality in the State of New Jersey, and who is separated from that prior service in good standing, shall be eligible to serve as a special law enforcement officer consistent with the guidelines promulgated by the Police Training Commission. If the Police Training Commission waives the training requirements which are required by statute, the Mayor and Council, if it chooses, may appoint such person as a special law enforcement officer.
- F. Training Course and Certification Requirements. No person may commence his or her duties as a special law enforcement officer unless he or she has successfully completed the training course and certification requirements of N.J.S.A. 40A:14-146.11, unless such training requirements have been waived by the Police Training Commission.
- G. Classification of Officers. There are hereby established two classifications of special law enforcement officers as follows:
  - (1) Class One. Officers of this class shall be authorized to perform routine traffic detail, spectator control and similar duties. Class One officers shall have the power to issue summonses for disorderly persons and petty disorderly persons offenses, violations of municipal ordinances and violations of Title 39 of the Revised Statutes. The use of a firearm by an officer of this class shall be strictly prohibited, and no Class One officer shall be assigned any duties which may require the carrying or use of a firearm.
  - (2) Class Two. Officers of this class shall be authorized to exercise full powers and duties similar to those of a permanent, regularly appointed full-time police officer. The use of a firearm by an officer of this class may be authorized only after the officer has been fully certified as successfully completing training as prescribed by the Police Training Commission.
- H. Uniforms. Every special law enforcement officer prior to the commencement of his or her duties shall be furnished with a uniform which shall identify the officer's function. The uniform shall include, but not be limited to, a hat and appropriate badges which shall bear an identification number or name tag and the name of the Borough of Hightstown. The uniform shall also include an insignia issued by the Police Training Commission which clearly indicates the officer's status as a special law enforcement officer and the type of certification issued by the Commission. All special law enforcement officers prior to the commencement of duties shall be in uniform properly displaying the appropriate insignia.
- I. Return of Equipment and Uniform Upon Termination. Whenever a special law enforcement officer's appointment is revoked or a special law enforcement officer is not reappointed upon the expiration of the term, the special law enforcement officer shall return to the officer in charge of the station house all Borough of Hightstown issued uniforms, badges and equipment within 15 days of the revocation or expiration of the term.
- J. Firearms. The special law enforcement officers shall carry and return firearms pursuant to the guidelines established in N.J.S.A. 40A:146.14(b).
- K. Conduct of Officers. Special law enforcement officers shall comply with the rules and regulations applicable to the conduct and decorum of the permanent, regularly appointed police officers of the Borough, as well as any rules and regulations applicable to the conduct and decorum of special law enforcement officers.
- L. Performance of Duties.



- (1) A special law enforcement officer shall be under the supervision and direction of the Chief of Police, and shall perform his or her duties only in the Borough unless in fresh pursuit of any person pursuant to Chapter 156 of Title 2A of the New Jersey Statutes.
  - (2) The Chief of Police may authorize special law enforcement officers when on duty to exercise the same powers and authority as permanent, regularly appointed police officers of the Borough, including, but not limited to, the carrying of firearms and the power to arrest subject to rules and regulations; any such authorization shall not be inconsistent with the certification requirements of § 2-19-18F above.
- M. Hours of Employment. The provisions of N.J.S.A. 40A:14-146.16(a) and (c) regarding the maximum hours of employment of special law enforcement officers are hereby incorporated as if stated in full herein.
- N. Limitation of Use of Officers. Special law enforcement officers may be employed only to assist the Borough's law enforcement unit but may not be employed to replace or substitute for full-time regular police officers or in any way to diminish the number of full-time officers employed by the Borough.

~~O. Number of Positions Designated.~~

- ~~(1) There are hereby created 10 positions as special law enforcement officers designated as Class One members.~~
- ~~(2) There are hereby created positions as special law enforcement officers designated as Class Two members that do not exceed 25% of the total sworn officers on the force.~~

§ 2-19-19 Engagement of Services of Off-Duty Police Officers.

[Ord. No. 1998-7; Ord. No. 2011-10; Ord. No. 2016-03; Ord. No. 2020-10]

- A. Purpose. To establish a policy regarding the hiring and use of off-duty Hightstown Borough police officers by any entity or person other than the Borough of Hightstown.

B. Policy; Procedure.

- (1) Members of the Police Department shall be permitted to accept police-related outside employment services work (also referenced herein as “outside employment services” or “outside employment detail” or “off-duty detail” or “off-duty work”) only during off-duty hours, only if authorized by the Chief of Police, and only at such time(s) as will not interfere with the efficient performance of regularly-scheduled or emergency duty responsibilities for the Borough, so long as such request is approved in advance by the Chief of Police, who is the sole authorized official of the Borough for approving such off-duty work.
- (2) Any person or entity wishing to employ off-duty Hightstown Borough police officers for off-duty work shall first contact the Police Department to obtain the Borough's contracted Third Party Outside Employment Administrator Company information for such services.
- (3) Police officers engaged in off-duty work shall be deemed “on-duty” for the duration of the outside employment detail and shall conform to all Hightstown Borough Police Department rules, regulations, procedures, and orders.

BC. Requests for Outside Employment Services.

- (1) Any party or employer requesting the outside employment services of an off-duty Borough police officer shall submit the following information to the Chief of Police for approval; the estimated length (number of days) of the detail, work hours of the detail and number of officers requested. The Chief of

Police shall review the request and determine if it includes an adequate number of off-duty officers to ensure security, crowd control or traffic safety. The Chief of Police shall have the authority to require the requesting party to hire additional officers to make sure that any security, crowd control or traffic safety concern is met.

- (2) No officer shall arrange with any party to work outside employment privately, ~~or without the authorization of the Police Chief, to provide such services.~~
- (3) Every officer shall have the right to turn down, without any penalty, any request to work an outside employment detail. No officer shall be required or ordered to work any ~~extra-off~~ duty detail.
- (4) The Police Chief shall keep in view the needs of the Borough for shift coverage in determining whether to approve or to deny any request for off-duty officer outside employment services by any party or entity.
- (5) Requests by a party to hire off-duty officers must be made to the Borough's Outside Employment ~~Administrator~~ Company at least three business days prior to the date off-duty officers are needed. Emergency requests to hire off-duty officers will be evaluated on a ~~case-by-case~~ case-by-case basis. ~~and~~ All requests must be approved by the Chief of Police before the commencement of the off-duty detail.

CD. Outside Employment services assignment/rate for extra duty.

- (1) The rate charged by the Borough of Hightstown for outside employment services performed by officers of the Hightstown Police Department shall be in accordance with the collective negotiations bargaining agreement between the Borough and FOP, a copy of which is on file in the Municipal Clerk's office.
- (2) A \$15 per hour Administrative Fee shall apply for each hour of outside employment detail performed by officers of the Hightstown Police Department. This fee shall be in addition to the hourly rate determined by the negotiations bargaining agreement between the Borough and FOP. The Administrative Fee shall be retained by the Borough and shall not be paid to officers who perform the services.

(3) The Borough of Hightstown utilizes an Outside Third-Party Employment Company to administer and perform the above-mentioned actions related to the off-duty detail employment process. These actions include, but are not limited to: communicating with the requesting person or company to schedule off-duty detail "jobs," securing the Police Chief's approval for the assignment, scheduling the officers for the said jobs, invoicing the requesting person or company, and receiving escrow and/or payment from the requesting person or company in a manner set forth by the Third Party Outside Employment Company. The Third Party Outside Employment Company may charge an additional fee for services that are above and in addition to the fee structure stated above and shall utilize business-type collection rules as set forth in the contract between Hightstown Borough and the Third Party Outside Employment Company. The Third Party Outside Employment Company will reimburse the Borough for funds due to the Borough via ACH or other funds transfer method, according to the fees set forth in the collective bargaining agreement and in the contract between the Borough and the Third Party Outside Employment Company, in a timely manner. Reimbursement shall usually coincide with payroll periods that the officers have performed or were scheduled for, in accordance with the above-listed rules of employment between the Borough and the person(s) or company seeking services. The Borough will subsequently pay the police officers for their outside employment services through the Borough's payroll schedule.

DE. Minimum number of hours.

- (1) There shall be a minimum obligation of four-hour's pay for each off-duty officer hired to work an outside employment detail. This four-hour pay obligation shall not apply to any Borough/Board of Education and related entities for off-duty activities/events.
- ~~EF.~~ Use of ~~Marked~~ Police Vehicles. In the event that a party or employer employs any off-duty Borough police officer pursuant to this article, in addition to any compensation to be paid to the Borough pursuant to the requirements herein, there shall also be a \$20 per hour per vehicle fee for the use of marked or unmarked police vehicles. The Police Vehicle Fee shall be retained by the Borough and shall not be paid to officers who perform the outside employment services.
- ~~FG.~~ Penalty. Any person or entity who employs off-duty Borough police officers in order to perform the above services without first having complied with the requirements of this article shall be subject to the fines set forth Article 1-5 of the Borough Code for each day that the party or entity employs any Borough police officer, unless a waiver of said requirements shall have been granted, in advance, by the Police Chief. Any officer or employee of the Hightstown Police Department who provides off-duty detail services in a manner other than as specified in this article shall be subject to prosecution for violation of the Borough Code, and also for disciplinary process and penalties, including administrative penalties up to and including dismissal, in addition to the penalties set forth in Article 1-5 of the Borough Code.
- ~~GH.~~ Cancellation Policy. With the exception of Borough and Board of Education and related entities matters, if a an outside employment services job is cancelled with less than twelve (12) hours' notice, the applicable officer(s) will receive compensation for four (4) hours. This payment for said assignment, and the administrative fee shall apply and be payable by the person or entity who reserved said services. This four-hour pay obligation shall not apply to any Borough/Board of Education and related entities' off-duty detail activities/-events.
- ~~HJ.~~ Control Vested in the Police Chief. The Police Chief of the Borough of Hightstown shall be the authorized official of the Borough responsible for the overall conduct of the members of the Police Department in following the rules and regulations promulgated herein, and shall insure that the terms, conditions and provisions of this article shall be fully and faithfully carried out. Additionally, the Police Chief shall have authority to control officers engaged in off-duty ~~or~~ outside employment services pursuant to this article, and shall further have the authority and the duty to commence disciplinary process as to any and all officers so engaged in outside employment services by private employers, should cause for such charges arise or exist. The Police Chief shall be accountable for the failure to abide by or to enforce the terms of this article as to off-duty outside employment services by police officers.
- ~~IJ.~~ Adherence to Department Rules and Regulations. While employed as an off-duty officer on an outside employment detail, officers shall adhere to all department rules, regulations, policies and procedures. Officers shall also follow any commands or directions given to them by the Chief of Police, Supervisor or On-Duty Officer In-Charge (OIC). Police officers engaged in off-duty outside employment services work shall be deemed "on-duty" and shall conform to all Hightstown Borough Police Department rules, regulations, procedures, and orders.

**§ 2-19-20 Drug Screening Procedure for Applicants and All Employees of the Police Department.  
[Ord. No. 2011-10; Ord. No. 2016-03]**

The Police Chief shall establish a drug screening procedure, including screening for steroids, for applicants and employees of the Police Department. The drug testing policy shall be in accordance with the Office of the New Jersey Attorney General's Guidelines on Drug Testing and any policy mandated by the Mercer County Prosecutor reviewed and approved by the Office of the Mercer County Prosecutor. The policy shall be adopted as a part of the Police Department's rules and regulations and shall be amended from time to time so as to insure that applicants to the Police Department and the Department's sworn law enforcement

personnel and employees are drug free. The Police Chief shall make sure that random and unannounced drug tests are conducted as to every single police officer, with every reasonable precaution taken to ensure the integrity, reliability, and fairness of the screening process and of the individual samples collected, and to ensure the confidence of the public and the reputation of the Police Department. The Police Chief shall be accountable for the failure to abide by or to enforce the terms of this article as to all police officers.

DRAFT

# Resolution 2024-126

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on June 17, 2024, at the Hightstown Firehouse Hall, 140 North Main Street, Hightstown, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Harvest Fair

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public September 17, 2024, or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 17, 2024.

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Margaret Riggio  
Borough Clerk