



**Consent Agenda**

**2024-159** A Resolution Approving Hightstown Plein Air, Organized by the Hightstown Borough Cultural Arts Commission

**2024-160** Resolution Authorizing the Refund of Tax Overpayment – 116 Mill Run East

**2024-161** Resolution Authorizing the Refund of Registration Fee for Hightstown Plein Air Event

**2024-162** Appointing a Chief Financial Officer

**2024-163** Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2024 Budget

**Discussion**

Readvertisement of the 2024 Budget Hearing

**Subcommittee Reports**

**Mayor/Council/Administrative Updates**

**Adjournment**

# Ordinance 2024-14

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

**AN ORDINANCE AMENDING AND SUPPLEMENTING ARTICLE 2-9, ENTITLED “BOROUGH ADMINISTRATOR,” OF PART 1 “ADMINISTRATIVE CODE,” OF CHAPTER 2 “ADMINISTRATION” OF “THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN,” IN ORDER TO ESTABLISH THE POSITION OF “ASSISTANT BOROUGH ADMINISTRATOR.”**

**WHEREAS**, the Borough of Hightstown (the “Borough”) previously established Article 2-9, entitled “Borough Administrator,” of Part 1 “Administrative Code,” of Chapter 2 “Administration”) of “The Revised General Ordinances of the Borough of Hightstown” (also referenced as the “Borough Code”); and

**WHEREAS**, the Mayor and Council now wish to revise Article 2-9 of the Borough Code in order to establish the position of “Assistant Borough Administrator,” as set forth herein.

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

1. That Article 2-9, entitled “Borough Administrator,” of Part 1 “Administrative Code,” of Chapter 2 “Administration”) of “The Revised General Ordinances of the Borough of Hightstown” is hereby amended and supplemented in the following respects (additions are show with underline; deletions are shown with ~~strikethrough~~):

## **Chapter 2. Administration**

### **Part 1. Administrative Code**

#### **Article 2-9. Borough Administrator**

##### **§ 2-9-1. Office Created.**

[Ord. No. 19-1994]

The office of the Administrator of the Borough is hereby created in and for the Borough, pursuant to N.J.S.A. 40A:60-7 and N.J.S.A. 40A:9-136, et seq.

##### **§ 2-9-2. Qualifications; Residency.**

[Ord. No. 19-1994]

The Administrator shall be appointed on the basis of his executive and administrative qualifications. Previous responsible, successful experience in local government and municipal management shall be preferred. The Administrator need not be a resident of the Borough at the time of his appointment, and may also thereafter reside outside the Borough.

### § 2-9-3. Appointment.

[Ord. No. 19-1994]

The Administrator shall be appointed by the Mayor with the advice and consent of the Council and shall serve at the pleasure of the Mayor and Council. Specific terms and conditions of employment shall be set forth in a written agreement, be approved by resolution of the Mayor and Council. Subject to the provisions of § 2-9-4, such agreement may cover a term of one year or longer than one year. Annual reappointment of the Administrator shall not be necessary, since the Administrator serves pursuant to §§ 2-9-3 and 2-9-4.

### § 2-9-4. Removal From Office.

[Ord. No. 19-1994]

Pursuant to N.J.S.A. 40A:9-138, the Administrator may be removed by a two-thirds vote of the Council. The resolution of removal shall become effective three months after its adoption. The Council may provide that the resolution shall have immediate effect; provided, however, that the Council shall cause to be paid to the Administrator forthwith any unpaid balance of his salary and his salary for the next three calendar months following adoption of the resolution.

### § 2-9-5. Acting Administrator.

[Ord. No. 19-1994]

A. If an Assistant Borough Administrator has been appointed pursuant to § 2-9-10, then the Assistant Borough Administrator shall serve as the Acting Administrator, and shall have all of the powers and perform all the duties of the Borough Administrator for such specific period(s) as the Borough Administrator shall determine, or for such specific period(s) as the Borough Administrator is incapacitated or otherwise unable to act as the Borough Administrator.

~~AB. If no Assistant Borough Administrator has been appointed, then the~~ Administrator, with the consent of the Mayor, may designate an Acting Administrator to perform the duties of his office during his absence or disability ~~of less than 30 days~~. Should he not do so, the Mayor shall make the appointment.

~~BC.~~ Upon removal or resignation of the Administrator, the Mayor, with the advice and consent of the Council, shall appoint an Acting Administrator to serve for 90 days, or until an Administrator is appointed pursuant to § 2-9-3. If the vacancy is not filled within the first 90 days, the appointment may be renewed for periods of up to an additional 90 days.

### § 2-9-6. Authority to Hold Other Appointive Borough Office.

[Ord. No. 19-1994]

The Administrator shall devote his full time to the duties of his office; provided, however, that nothing herein shall prevent him from also holding any other appointive Borough office and fulfilling the duties thereof, including, but not limited to, the position of Chief Financial Officer.

### § 2-9-7. Compensation.

[Ord. No. 19-1994]

The Administrator shall receive annual compensation within the range set forth in the Borough's annual salary ordinance. Specific annual compensation shall be set by motion or resolution of the Borough Council upon recommendation of the Mayor.

**§ 2-9-8. Power and Duties.**

[Ord. No. 19-1994; Ord. No. 1996-1; Ord. No. 2009-27]

The Administrator shall, under the direction of the Mayor and Council, to the extent not prohibited by law:

- A. Be responsible for the proper and efficient administration of all Borough business, except those duties and responsibilities conferred upon other Borough officials by State statutes, other applicable laws, rules and regulations promulgated by State and County agencies, judicial authority or ordinances of the Borough;
- B. Serve as the Borough's Personnel Officer, with final authority for the hiring, promotion, discipline, suspension or discharge of any employee, except those for whom the Mayor and Council are directly responsible, provided that those employees covered by other applicable State statutes or Borough ordinances shall be hired, promoted, disciplined, suspended or discharged in accordance with such laws. The appointment, discipline, suspension or discharge of department heads shall be subject to prior consultation by the Administrator with the Mayor and Council. Department head salaries shall be set by the Mayor and Council, and the Administrator shall set the salaries of all other employees within the ranges set forth in the salary ordinance.
- C. Oversee all departments and assign responsibility for departmental action, and coordinate interdepartmental operations, including those of the Borough Attorney, Borough Engineer and Borough Auditor;
- D. Prepare the proposed Annual Borough Budget by requiring and receiving appropriation requests from the heads of departments and reviewing such requests with the Borough Council member concerned, transmitting a tentative Budget and consulting with the Mayor and Council with respect thereto and submitting his final recommendations in the time and form required by law for municipal budgets, appending thereto a detailed analysis of the various items of expenditure and preliminary revenues and such explanatory comment or statement as may be desirable;
- E. Administer the budget after its adoption, implement the work programs contained therein, and enforce the financial procedures and policies of the Borough and its departments;
- F. Execute and enforce the laws of the State and ordinances and resolutions of the Borough except where authority is granted to others by statutes or ordinance; see that all the terms and conditions imposed in favor of the Borough or its inhabitants in any statute, public utility franchise, performance bond, or other contractual undertaking are complied with;

- G. Keep the Mayor and Council informed as to the conduct of Borough affairs, as well as the condition of Borough finances and make such recommendations to the Mayor and Council as he deems necessary and advisable;
- H. Recommend to the Mayor and Council the employment of professional service consultants to perform work and render advice;
- I. Negotiate or assist in the negotiation of contracts in accordance with law, and supervise the performance and faithful execution of such contracts, except insofar as such duties are expressly imposed upon some other Borough officer or official by statute or ordinance;
- J. Prepare, where appropriate, specifications and bid requirements. All bids are to be received by the Borough Clerk and reviewed by the Administrator, who shall make recommendations to the governing body;
- K. Review and recommend all bills and vouchers for payment prior to final approval by the Mayor and Council;
- L. Maintain a continuing review and analysis of budget operations, work programs, and costs of municipal services;
- M. At the request of the Mayor and Council, study and analyze the duties and responsibilities of any appointed official or department of the Borough, submitting his report relating thereto to the Mayor and Council for such further action as the Mayor and Council may deem advisable;
- N. Study, recommend, implement and enforce procedures and policies of the Borough and its departments for receipt, dissemination and collation of, and responses to, communications and information;
- O. Delegate some of the specific tasks assigned to him; however, he shall retain responsibility for all such work completed by others;
- P. Attend all meetings of the Council with the right to take part in discussion, but not to vote;
- Q. Submit to the Mayor and Council, as requested, verbal and written reports on administrative activities of the Borough; and
- R. The Mayor and Council may appoint the Business Administrator to serve as an Associate Deputy Clerk for no additional compensation. The appointment shall be made on an annual basis or an as needed basis so that the services of a Deputy Borough Clerk will be available at meetings where attendance by the Borough Clerk may not be convenient or possible; and
- S. Perform such other duties as may be required by the Mayor and Council and perform those duties as may be set forth in a job description established for the Administrator position.

**§ 2-9-9. Purchasing.**

[Ord. No. 19-1994; Ord. No. 2000-32]

Unless another Borough Official shall have been appointed by the Mayor to serve as Purchasing Agent of the Borough, the Administrator shall serve in that capacity, with authority as outlined in § 2-14-2E.

**§ 2-9-10. Assistant Borough Administrator.**

There is hereby created the office of Assistant Borough Administrator, which position may be filled by appointment by the Mayor and Council for a term of one calendar year or the unexpired portion thereof at a compensation fixed by the Borough Council. The duties of the Assistant Borough Administrator shall be to aid and assist the Borough Administrator under the direction and supervision of the Borough Administrator, and to perform such duties as may be assigned by the Borough Administrator, or by the Mayor and Council. The Assistant Borough Administrator shall have all the powers and perform all the duties of the Borough Administrator for such specific period(s) as the Borough Administrator shall determine, or for such specific period(s) as the Borough Administrator is incapacitated or otherwise unable to act as the Borough Administrator. The term of the Assistant Borough Administrator may be terminated by the Council, with or without cause, upon 60 days' advance written notice.

2. That all other provisions of Article 2-9 of the Borough Code which are not referenced in Section 1 of this Ordinance shall remain unaffected/unchanged and remain in full force and effect.

3. That all parts and provisions of any Ordinance which are inconsistent with the provisions of this Ordinance shall be repealed to the extent of such inconsistency.

4. That the provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

5. That this Ordinance shall take effect upon final passage and publication in accordance with the law.

Introduced:

Adopted:

ATTEST:

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MARGARET RIGGIO  
MUNICIPAL CLERK

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SUSAN BLUTH  
MAYOR

# Ordinance 2024-15

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## AN ORDINANCE TO ESTABLISH SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF HIGHTSTOWN

**BE IT ORDAINED** by the Mayor and Council of the Borough of Hightstown, as follows:

**Section 1.** The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, excluding longevity, whose compensation shall be on an annual basis, is:

	<b>RANGING FROM:</b>	<b>TO:</b>
Mayor	\$5,800.00	\$5,800.00
Councilmember	\$4,600.00	\$4,600.00
Borough Administrator	\$30,000.00	\$145,000.00
Borough Clerk	\$40,000.00	\$90,000.00
<u>Assistant Borough Administrator</u>	<u>\$40,000.00</u>	<u>\$90,000.00</u>
Deputy Borough Clerk	\$30,000.00	\$69,000.00
Computer Systems Administrator	\$3,000.00	\$7,000.00
Qualified Purchasing Agent (QPA)	\$12,000.00	\$20,000.00
Registrar of Vital Statistics	\$2,500.00	\$6,000.00
Deputy Registrar of Vital Statistics	\$1,000.00	\$5,000.00
Chief Financial Officer	\$2,000.00	\$60,000.00
Deputy Chief Financial Officer	\$10,000.00	\$85,000.00
Accounts Payable Clerk	\$30,000.00	\$64,000.00
Tax/Water/Sewer Collector	\$20,000.00	\$90,000.00
Part-Time Tax/Water/Sewer Collector	\$10,000.00	\$27,000.00
Deputy Tax/Water/Sewer Collector	\$10,000.00	\$69,000.00
Tax/Utility Clerk	\$7,000.00	\$54,000.00
Tax Assessor	\$7,500.00	\$25,000.00
Municipal Magistrate	\$30,000.00	\$54,000.00
Police Chief	\$120,000.00	\$180,000.00



	<b>RANGING FROM:</b>	<b>TO:</b>
Records Management and System Administrator and Administrative Assistant to the Police Department	\$32,000.00	\$70,000.00
Planning Board Secretary	\$1,000.00	\$27,000.00
Municipal Housing Liaison	\$5,000.00	\$8,000.00
*Technical Assistant(included in full-time Construction Code Official)	\$28,000.00	\$43,000.00
Construction Code Official(Full time position includes * titles)	\$75,000.00	\$100,000.00
Fire Subcode Official	\$3,500.00	\$15,000.00
*Building Subcode Official(included in full-time Construction Code Official)	\$3,500.00	\$9,000.00
*Building Inspector(included in full-time Construction Code Official)	\$3,500.00	\$6,000.00
Zoning Official	\$6,000.00	\$13,000.00
Superintendent of Public Works	\$50,000.00	\$146,000.00
Assistant Superintendent of Public Works	\$50,000.00	\$71,000.00
Water Plant Superintendent (Part-Time)	\$10,000.00	\$27,000.00
Senior Water Plant Operator	\$35,000.00	\$90,000.00
Superintendent of AWWTP	\$50,000.00	\$150,000.00
Assistant Superintendent of AWWTP	\$45,000.00	\$96,000.00
Lab Manager – AWWTP	\$35,000.00	\$85,000.00
Health Officer	\$8,000.00	\$20,000.00
Secretary Board of Health	\$100.00	\$2,000.00
OEM Coordinator	\$2,000.00	\$ 12,000.00
Deputy OEM Coordinator	\$2,000.00	\$7,000.00

**Section 2.** The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, whose compensation shall be on an hourly basis, is:

	<b>RANGING FROM:</b>	<b>TO:</b>
Payroll/Benefits Specialist	\$16.00	\$36.00
Executive Administrative Assistant	\$16.00	\$40.00
Administrative Assistant	\$16.00	\$36.00
Public Health Nurse	\$25.00	\$48.00
Senior Public Health Nurse	\$39.00	\$55.00

	<b>RANGING FROM:</b>	<b>TO:</b>
<u>Special Officer I</u>	\$16.00	\$20.00
<u>Special Officer II</u>	\$18.00	\$32.00
<u>Public Works Foreman</u>	\$17.00	\$43.00
<u>Public Works Heavy Equipment Operator</u>	\$16.00	\$43.00
<u>Public Works Automated Vehicle Operator</u>	\$16.00	\$38.00
<u>Public Works Driver/Laborer</u>	\$16.00	\$38.00
<u>Public Works Laborer</u>	\$16.00	\$38.00
<u>Public Works Municipal Building Maintenance</u>	\$16.00	\$38.00
<u>Public Works Mechanic</u>	\$16.00	\$38.00
<u>Seasonal/Temporary Labor</u>	\$16.00	\$22.00
<u>Assistant Water Plant Operator</u>	\$16.00	\$27.00
<u>Water Plant Operator</u>	\$25.00	\$38.00
<u>Water Plant Lead Operator</u>	\$40.00	\$57.00
<u>AWWTP Maintenance</u>	\$16.00	\$32.00
<u>AWWTP Operator</u>	\$16.00	\$32.00
<u>Recreation Director (part-time)</u>	\$20.00	\$45.00
<u>Assistant Recreation Director (part-time)</u>	\$16.00	\$22.00
<u>Junior Recreation Counselor (part-time)</u>	\$16.00	\$17.00
<u>Housing Inspector</u>	\$16.00	\$38.00
<u>Fire Inspector</u>	\$16.00	\$38.00
<u>Building Inspector</u>	\$16.00	\$38.00
<u>Code Enforcement Officer</u>	\$16.00	\$38.00
<u>Fire Officer</u>	\$16.00	\$38.00
<u>Zoning Official</u>	\$16.00	\$38.00
<u>Electric Subcode Official</u>	\$16.00	\$54.00
<u>Plumbing Subcode Official</u>	\$16.00	\$54.00

**Section 3.** The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, whose compensation shall be on a daily basis, is:

	<b>RANGING FROM:</b>	<b>TO:</b>
<u>School Crossing Guard</u>	<u>\$50</u>	<u>\$75</u>

**Section 4.** This Ordinance shall take effect after final passage and publication as provided by law.

**Section 5.** The salary ranges established in this ordinance supersede any established for the same positions in previous salary ordinances and will remain in effect until changed by the adoption of a new or amending Salary Ordinance.

Introduced:

Adopted:

**ATTEST:**

\_\_\_\_\_  
Margaret Riggio  
Municipal Clerk

\_\_\_\_\_  
Susan Bluth  
Mayor

# Ordinance 2023-16

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

**BOND ORDINANCE PROVIDING FOR DAWES PARK RECREATION  
IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE  
COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$521,000  
THEREFOR AND AUTHORIZING THE ISSUANCE OF \$393,300 BONDS OR  
NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$521,000, including a \$127,700 Green Acres Grant expected to be received from the State of New Jersey Department of Environmental Protection (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the project since the project is being funded by the State Grants.

Section 2. In order to finance the cost of the improvement not covered by the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$393,300 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is Dawes Park recreation improvements including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the

amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 15 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes

provided in this bond ordinance by \$393,300, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$78,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or if other than as referred to in Section 1 hereof, to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is

and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduction:

Adoption:

ATTEST:

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MARGARET RIGGIO  
MUNICIPAL CLERK

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SUSAN BLUTH  
MAYOR



# Resolution 2024-158

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 \$2,556,327.41 from the following accounts:

Current		\$2,176,108.19
W/S Operating		63,581.17
General Capital		90,126.01
Water/Sewer Capital		199,870.92
Grant		500.00
Trust		0.00
Unemployment Trust		0.00
Animal Control		150.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Housing Trust		0.00
Public Defender Trust		0.00
Escrow		<u>25,991.12</u>
Total		<u>\$2,556,327.41</u>

## CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 19, 2024.

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Margaret Riggio  
Borough Clerk

Ranges	Item Status	Purchase Types	Misc
<i>Range: First to Last</i>	<i>Open: N</i>	<i>Bid: Y</i>	<i>P.O. Type: All</i>
<i>Rcvd Batch Id Range: First to Last</i>	<i>Void: N</i>	<i>State: Y</i>	<i>Include Project Line Items: Yes</i>
	<i>Paid: N</i>	<i>Other: Y</i>	<i>Format: Detail without Line Item Notes</i>
	<i>Held: Y</i>	<i>Exempt: Y</i>	<i>Include Non-Budgeted: Y</i>
	<i>Aprv: N</i>		<i>Vendors: All</i>
	<i>Rcvd: Y</i>		

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
APENN005	A. PENNACCHI AND SONS										
24-00880	08/06/24			STONE RESTORATION SERVICES FH							
1 STONE RESTORATION SERVICES		8,900.00	4-01-26-310-001-024	B	Building Maintenance	R	08/06/24	08/27/24		8/20/24	N
<b>Vendor Total:</b>		<b>8,900.00</b>									
A1014	APPROVED FIRE PROTECTION, INC.										
24-00712	06/25/24			QOUTE #00033305							
1 ANNUAL FIRE EXTINGUISHER		221.58	4-09-55-501-002-518	B	Service Contracts - AWWTP	R	06/25/24	08/27/24		IN00099051	N
2 SWAP FOR 6 YEAR MAINT OF 10LB		164.12	4-09-55-501-002-518	B	Service Contracts - AWWTP	R	06/25/24	08/27/24		IN00099051	N
<b>Vendor Total:</b>		<b>385.70</b>									
APRUZ005	APRUZZESE, MCDERMOTT, MASTRO &										
24-00945	08/21/24			JULY 2024 LABOR INVOICE 233897							
1 JULY 2024 LABOR INVOICE 233897		1,387.50	4-01-20-155-001-031	B	Labor,Personnel & Union Council	R	08/21/24	08/27/24		233897	N
<b>Vendor Total:</b>		<b>1,387.50</b>									
BUCKM005	BUCK MINING & MATERIAL INC										
24-00979	08/27/24			AUGUST 2024 YARD DISPOSAL							
1 AUGUST 2024 YARD DISPOSAL		528.00	4-01-26-311-001-199	B	Miscellaneous	R	08/27/24	08/27/24		1279	N
<b>Vendor Total:</b>		<b>528.00</b>									
CARDI010	CARDIO PARTNERS INC										
23-01378	10/31/23			HPD 1ST AID SUPPLIES							
1 HPD 1ST AID SUPPLIES		136.06	3-01-25-240-001-116	B	Traffic Bureau	R	10/31/23	08/27/24		INV3296396	N
2 HPD 1ST AID SUPPLIES		18.03	3-01-25-240-001-116	B	Traffic Bureau	R	10/31/23	08/27/24		INV3296396	N
<b>Vendor Total:</b>		<b>154.09</b>									
CLARK005	CLARKE CATON HINTZ										
24-00935	08/13/24			Prof Services through 7/26/24							

Vendor #	Name					Contract	PO Type						
P.O. #	PO Date	Description						Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description	Amount	Charge Account	Acct Type	Description									
CLARK005	CLARKE CATON HINTZ	Account Continued											
1 Prep & Revise FSM Report	2,628.50	4-01-21-180-001-108	B	COAH Planning			R	08/13/24	08/27/24			90285	N
2 Correspond & Attend PB Mtg	1,272.60	4-01-21-180-001-110	B	Master Planner			R	08/13/24	08/27/24			90286	N
	<b>3,901.10</b>												
	<b>Vendor Total:</b>	<b>3,901.10</b>											
COMCA010	COMCAST												
24-00976	08/26/24	ETHERNET HPD 8/15/24-9/14/24											
1 ETHERNET HPD 8/15/24-9/14/24	195.34	4-01-20-140-001-060	B	Internet Services and Web Services			R	08/26/24	08/27/24			INV 212390605	N
	<b>Vendor Total:</b>	<b>195.34</b>											
COMCA005	COMCAST BUSINESS												
24-00971	08/26/24	8499 05 243 0051047 OAK LN											
1 8499 05 243 0051047 OAK LN	121.37	4-09-55-501-002-545	B	Internet Services			R	08/26/24	08/27/24			499052430051047	N
	<b>Vendor Total:</b>	<b>121.37</b>											
COREM005	CORE & MAIN LP												
24-00915	08/13/24	INV U143025 ANNUAL FEE											
1 ANNUAL LOGIC & SENSUS FEE	6,787.23	4-09-55-501-001-503	B	Water Plant Maintenance			R	08/13/24	08/27/24			U143025	N
2 ANNUAL LOGIC & SENSUS FEE	6,787.22	4-09-55-501-002-503	B	Sewer Plant Maintenance			R	08/13/24	08/27/24			U143025	N
	<b>13,574.45</b>												
	<b>Vendor Total:</b>	<b>13,574.45</b>											
E0157	EAST WINDSOR TOWNSHIP												
24-00962	08/22/24	DISPATCH SERVICES 2024											
2 INV 2024-001 DISPATCH SVCS	153,430.38	4-01-43-517-001-199	B	East Windsor Dispatch-Shared Service			R	08/22/24	08/27/24			2024-001	N
24-00963	08/22/24	2023 & 2024 BUS SHARED SVCS											
1 2023 BUS SHARED SVCS	2,180.00	3-01-43-510-001-159	B	Transportation-159			R	08/22/24	08/27/24			2024-001	N
2 2024 BUS SHARED SVCS	2,180.00	4-01-43-510-001-159	B	Transportation-159			R	08/22/24	08/27/24			2024-001	N
	<b>4,360.00</b>												
	<b>Vendor Total:</b>	<b>157,790.38</b>											
FERGU005	FERGUSON ENTERPRISES, LLC												
24-00861	07/31/24	PVC PIPE											
1 INV 1199108-4X10FT PVC PIPE	49.15	4-09-55-501-002-529	B	Sewer Main Repair/Supplies			R	07/31/24	08/27/24			1199108	N
	<b>Vendor Total:</b>	<b>49.15</b>											
FIREA005	FIRE APPARATUS REPAIR, INC.												

Vendor #	Name	Description		Contract	PO Type			Invoice	1099 Excl	
P.O. #	PO Date	Amount	Charge Account	Acct Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date		
Item Description				Type						
FIREA005	FIRE APPARATUS REPAIR, INC.	<i>Account Continued</i>								
24-00928	08/13/24	EXHAUSTTS-41ESTIMATE24-230								
1 EXHAUSTTS-41ESTIMATE24-230		81.00	4-01-25-252-002-121	B	Preventive Maintenance	R	08/13/24	08/27/24	17892	N
2 EXHAUST U BOLT		31.00	4-01-25-252-002-121	B	Preventive Maintenance	R	08/13/24	08/27/24	17892	N
3 5IN EXHAUST 90 DEGREE ELBOW		87.35	4-01-25-252-002-121	B	Preventive Maintenance	R	08/13/24	08/27/24	17892	N
4 5IN EXHAUST CONNECTOR PIPE		52.00	4-01-25-252-002-121	B	Preventive Maintenance	R	08/13/24	08/27/24	17892	N
5 5IN EXHAUST 90 DEGREE ELBOW		103.80	4-01-25-252-002-121	B	Preventive Maintenance	R	08/13/24	08/27/24		N
6 LABOR REMOVE FAULTY EXHAUST		375.00	4-01-25-252-002-121	B	Preventive Maintenance	R	08/13/24	08/27/24	17892	N
		<b>730.15</b>								
	<b>Vendor Total:</b>	<b>730.15</b>								
G0213	GANN LAW BOOKS									
24-00914	08/13/24	2024 EDITION POLICE MANUAL								
1 2024 EDITION POLICE MANUAL		222.00	4-01-25-240-001-033	B	Books & Publications	R	08/13/24	08/27/24	D693695	N
2 2024 EDITION POLICE MANUAL		12.00	4-01-25-240-001-033	B	Books & Publications	R	08/13/24	08/27/24	D693695	N
		<b>234.00</b>								
	<b>Vendor Total:</b>	<b>234.00</b>								
HILLW005	HILL-WALLACK, LLP									
24-00967	08/26/24	Billing through 7/31/2024								
1 Prof services thru 6/30/2024		525.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24	767901	N
2 Prof services thru 7/31/2024		330.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24	770658	N
		<b>855.00</b>								
	<b>Vendor Total:</b>	<b>855.00</b>								
IXPCO005	IXP CORPORATION									
24-00957	08/21/24	CAD TRAINING								
1 CAD TRAINING		1,941.00	4-01-25-240-001-130	B	Police E-Ticket	R	08/21/24	08/27/24	2408102	N
	<b>Vendor Total:</b>	<b>1,941.00</b>								
J0257	JCP&L									
24-00970	08/26/24	MASTER ACCT 200 00 055 364								
1 100 008 438 283 MAIN&STOCKTON		36.47	4-01-31-430-001-071	B	Electric-Borough Hall	R	08/26/24	08/27/24	95029906848	N
2 100 008 482 018 RT33 & MAXWELL		34.90	4-01-31-430-001-071	B	Electric-Borough Hall	R	08/26/24	08/27/24	95029906848	N
3 100 010 898 904 FRANKLIN ST &		44.03	4-01-31-430-001-071	B	Electric-Borough Hall	R	08/26/24	08/27/24	95029906848	N
4 100 012 487 714 148 N MAIN ST		668.53	4-01-31-430-001-071	B	Electric-Borough Hall	R	08/26/24	08/27/24	95029906848	N
5 100 012 487 714 148 N MAIN ST		745.95	4-01-31-430-001-071	B	Electric-Borough Hall	R	08/26/24	08/27/24	95029906848	N

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>J0257 JCP&amp;L Account Continued</b>									
6 100 012 487 862 FIREHOUSE		1,279.21 4-01-31-430-001-072	B Electric-Fire House	R	08/26/24	08/27/24		95029906848	N
7 100 102 529 457BORO HALL EQUIP		35.13 4-09-55-501-002-504	B Electricity	R	08/26/24	08/27/24		95029906848	N
		<b>1,352.32</b>							
	<b>Vendor Total:</b>	<b>1,352.32</b>							
<b>J0258 JCP&amp;L (STREET LIGHTING)</b>									
24-00975	08/26/24	ACCT 724 & 765 DATED 8/16/24							
1 100 011 415 724 STREET LIGHT		472.86 4-01-31-435-001-075	B Street Lighting	R	08/26/24	08/27/24		95388143373	N
2 100 011 415 765 STREET LIGHT		2,209.34 4-01-31-435-001-075	B Street Lighting	R	08/26/24	08/27/24		95388143374	N
		<b>2,682.20</b>							
	<b>Vendor Total:</b>	<b>2,682.20</b>							
<b>L0205 LANGUAGE LINE SERVICES</b>									
24-00913	08/13/24	INV 11358796 HPD SVC JULY 2024							
1 INV 11358796 HPD SVC JULY 2024		241.28 4-01-25-240-001-111	B Interpretor	R	08/13/24	08/27/24		11358796	N
	<b>Vendor Total:</b>	<b>241.28</b>							
<b>L0210 LARRY GUNNELL</b>									
24-00951	08/21/24	REIMBURSEMENT SAL'S PIZZA							
1 REIMBURSEMENT SAL'S PIZZA		67.00 4-01-28-370-002-021	B RECREATION SUMMER PROGRAM	R	08/21/24	08/27/24		8/12/24	N
	<b>Vendor Total:</b>	<b>67.00</b>							
<b>L0037 LINCOLN FINANCIAL GROUP</b>									
24-00969	08/26/24	SEPTEMBER 2024 LIFE INSURANCE							
1 SEPTEMBER 2024 LIFE INSURANCE		299.64 4-01-23-210-003-115	B Medical Ins-Empl Grp Health	R	08/26/24	08/27/24		SEPTEMBER 2024N	
2 SEPTEMBER 2024 LIFE INSURANCE		5.91 4-01-23-210-003-115	B Medical Ins-Empl Grp Health	R	08/26/24	08/27/24		SEPTEMBER 2024N	
3 SEPTEMBER 2024 LIFE INS WTP		9.08 4-09-55-501-001-514	B INSURANCE	R	08/26/24	08/27/24		SEPTEMBER 2024N	
4 SEPTEMBER 2024 LIFE INS AWWTP		54.48 4-09-55-501-002-514	B Insurance	R	08/26/24	08/27/24		SEPTEMBER 2024N	
		<b>369.11</b>							
	<b>Vendor Total:</b>	<b>369.11</b>							
<b>M1076 MCMANIMON, SCOTLAND &amp; BAUMANN</b>									
24-00964	08/22/24	INV 226493 BOND ANT NOTES							
1 BOND ANTICIPATION NOTES 226493		299.83 C-04-55-876-001-447	B IMP STOCKTON ST & JOSEPH ST 15-R		08/22/24	08/27/24		226493	N
2 BOND ANTICIPATION NOTES 226493		500.00 C-04-55-882-000-447	B MAPLE AVE & SUNSET DR 17-17 SECR		08/22/24	08/27/24		226493	N
3 BOND ANTICIPATION NOTES 226493		500.00 C-04-55-886-000-447	B MUNICIPAL COMPLEX SOFT COSTS R		08/22/24	08/27/24		226493	N
4 BOND ANTICIPATION NOTES 226493		400.00 C-04-55-890-000-447	B SPRINGCREST, SPRUCE, GLEN 20-0R		08/22/24	08/27/24		226493	N

Vendor #	Name										
P.O. #	PO Date	Description	Contract	PO Type							
Item Description	Amount	Charge Account	Acct Description	Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl	
M1076	MCMANIMON, SCOTLAND & BAUM/	Account Continued									
5 BOND ANTICIPATION NOTES 226493	300.00	C-04-55-898-002-447	B	POLICE STALKER STEET SIGN SEC	R	08/22/24	08/27/24		226493	N	
6 BOND ANTICIPATION NOTES 226493	400.00	C-04-55-898-005-447	B	DPW -AUTOMATED GARBAGE TRUCR		08/22/24	08/27/24		226493	N	
7 BOND ANTICIPATION NOTES 226493	300.00	C-04-55-900-002-447	B	PURCHASE OF POLICE CAR -SEC 20R		08/22/24	08/27/24		226493	N	
8 BOND ANTICIPATION NOTES 226493	200.00	C-04-55-900-005-447	B	FIRE DEPT EQUIP SEC 20	R	08/22/24	08/27/24		226493	N	
9 BOND ANTICIPATION NOTES 226493	215.73	C-08-55-955-000-544	B	LINCOLN, HAGEMOUNT, ROCKY BRGR		08/22/24	08/27/24		226493	N	
10 BOND ANTICIPATION NOTES 226493	400.00	C-08-55-961-000-544	B	SPRINGCREST, SPRUCE, GLEN 20-06R		08/22/24	08/27/24		226493	N	
11 BOND ANTICIPATION NOTES 226493	300.00	C-08-55-976-000-544	B	MAXWELL AVE PUMP STATION SEC	R	08/22/24	08/27/24		226493	N	
	<b>3,815.56</b>										
24-00966	08/26/24	Billing through July 31, 2024									
1 Prof services thru 4/30/2024	6,675.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24		223472	N	
2 Prof services thru 5/31/2024	6,862.50	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24		224870	N	
3 Prof services thru 6/30/2024	3,976.12	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24		226496	N	
4 Prof services thru 7/31/2024	3,900.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24		227911	N	
	<b>21,413.62</b>										
<b>Vendor Total:</b>	<b>25,229.18</b>										
M0127	MONMOUTH COUNTY										
24-00922	08/13/24	JULY 2024 ROOSEVELT TIPPING									
1 JULY 2024 ROOSEVELT TIPPING	2,877.46	4-01-43-513-001-171	B	Borough of Roosevelt-Tipping Fees	R	08/13/24	08/27/24		JULY 2024	N	
<b>Vendor Total:</b>	<b>2,877.46</b>										
MOTOR010	MOTOROLA SOLUTIONS, INC										
23-01353	10/25/23	FIRST AID RADIOS ORD 2023-12									
1 PURCHASE OF FIRST AID RADIOS	22,230.54	C-04-55-900-007-444	B	FIRST AID RADIOS	R	10/25/23	08/27/24		8281911117	N	
3 PURCHASE OF FIRST AID RADIOS	6,497.34	C-04-55-900-007-444	B	FIRST AID RADIOS	R	08/05/24	08/27/24		8281861241	N	
4 PURCHASE OF FIRST AID RADIOS	482.90	C-04-55-900-007-444	B	FIRST AID RADIOS	R	08/05/24	08/27/24		8281833701	N	
	<b>29,210.78</b>										
<b>Vendor Total:</b>	<b>29,210.78</b>										
M0143	MSM SERVICE CO.										
24-00923	08/13/24	FIRST AID REPLENISHMENT WP									
1 INV D3326-WATER PLANT	88.28	4-09-55-501-001-507	B	Uniforms & Safety Equipment	R	08/13/24	08/27/24		D3326	N	
24-00929	08/13/24	HPD 1ST AID SUPPLIES									
1 HPD 1ST AID SUPPLIES	123.20	4-01-25-240-001-116	B	Traffic Bureau	R	08/13/24	08/27/24		D3325	N	
<b>Vendor Total:</b>	<b>211.48</b>										

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
NJADV005 NJ Advance Media											
24-00988	08/27/24		LEGAL ADS JUNE & JULY 2024								
1 JUNE 2024 LEGAL ADS		112.84	4-01-20-120-001-021	B	Advertisements	R	08/27/24	08/27/24		1882896	N
2 JULY 2024 LEGAL ADS		60.32	4-01-20-120-001-021	B	Advertisements	R	08/27/24	08/27/24		2028593	N
		<b>173.16</b>									
	<b>Vendor Total:</b>	<b>173.16</b>									
N0275 NJ LEAGUE OF MUNICIPALITIES											
24-00989	08/27/24		NJ MUNICIPALITES MAGAZINE								
1 NJ MUNICIPALITES MAGAZINE		25.00	4-01-20-120-001-033	B	Books & Publications	R	08/27/24	08/27/24		24M-2373	N
	<b>Vendor Total:</b>	<b>25.00</b>									
P0557 PACKET MEDIA, LLC											
24-00987	08/27/24		JUNE 2024 LEGAL ADS								
1 JUNE 2024 LEGAL ADS		7.00	4-01-20-120-001-021	B	Advertisements	R	08/27/24	08/27/24		IN44650	N
	<b>Vendor Total:</b>	<b>7.00</b>									
PHOEN005 PHOENIX ADVISORS											
24-00965	08/22/24		INV 14062 BOND ANT NOTES 2024								
1 INV 14062 BOND ANT NOTES 2024		300.00	C-04-55-884-001-447	B	POLICE-SECTION202018-18	R	08/22/24	08/27/24		14062	N
2 INV 14062 BOND ANT NOTES 2024		200.00	C-04-55-888-003-447	B	2019-20 DPW SECTION 20	R	08/22/24	08/27/24		14062	N
3 INV 14062 BOND ANT NOTES 2024		300.00	C-04-55-892-003-447	B	POLICE & FIRE EQUIP Section 20	R	08/22/24	08/27/24		14062	N
4 INV 14062 BOND ANT NOTES 2024		400.00	C-04-55-894-001-447	B	HAUSER, BENNETT PL PROSPECT DR		08/22/24	08/27/24		14062	N
5 INV 14062 BOND ANT NOTES 2024		300.00	C-04-55-899-000-447	B	MAXWELL AVE IMPROVEMENTS SECR		08/22/24	08/27/24		14062	N
6 INV 14062 BOND ANT NOTES 2024		278.21	C-04-55-900-005-447	B	FIRE DEPT EQUIP SEC 20	R	08/22/24	08/27/24		14062	N
7 INV 14062 BOND ANT NOTES 2024		161.54	C-08-55-961-000-544	B	SPRINGCREST, SPRUCE, GLEN 20-06R		08/22/24	08/27/24		14062	N
8 INV 14062 BOND ANT NOTES 2024		200.00	C-08-55-970-001-544	B	2022-22 WATER METER REPLACEMER		08/22/24	08/27/24		14062	N
9 INV 14062 BOND ANT NOTES 2024		200.00	C-08-55-976-001-544	B	WATER METERS AND RELATED SOFR		08/22/24	08/27/24		14062	N
		<b>2,339.75</b>									
	<b>Vendor Total:</b>	<b>2,339.75</b>									
P0044 PSE&G											
24-00942	08/19/24		ENERGY BILLS DATED 8/16/24								
1 66 878 908 08 156 BANK ST		26.08	4-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/24	08/27/24		601109098833	N
2 66 759 467 06 140 N. MAIN ST		24.14	4-01-31-446-001-143	B	Gas/Heat - Fire House	R	08/26/24	08/27/24		601409013982	N
3 65 039 876 09 1ST AVE W TOWER		20.23	4-09-55-501-001-505	B	Gas Service	R	08/26/24	08/27/24		603108566313	N
4 74 199 082 06 232 MERCER ST		20.23	4-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/24	08/27/24		602108814421	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
P0044	PSE&G	<i>Account Continued</i>									
5 75 235 176 09 415	MERCER ST	20.23	4-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/24	08/27/24		603908163134	N
6 76 663 785 05	BANK ST GEN	20.23	4-09-55-501-001-505	B	Gas Service	R	08/26/24	08/27/24		602408705239	N
8 77 339 165 18 217	MAXWELL AVE	23.11	4-09-55-501-002-505	B	Gas Service	R	08/26/24	08/27/24		601209072718	N
		<b>154.25</b>									
24-00972	08/26/24	MASTER 13 014 184 04 9/5/24									
1 7341583509	140 N MAIN ST	91.49	4-01-31-446-001-143	B	Gas/Heat - Fire House	R	08/26/24	08/27/24		503100136252	N
2 7341583703	BANK ST WTP	21.16	4-09-55-501-001-505	B	Gas Service	R	08/26/24	08/27/24		503100136252	N
3 7341583800	OAK LN	480.53	4-09-55-501-002-505	B	Gas Service	R	08/26/24	08/27/24		503100136252	N
		<b>593.18</b>									
<b>Vendor Total:</b>		<b>747.43</b>									
REDAR005	RED ARROW TECHNOLOGIES, LLC										
24-00955	08/21/24	VOIP SVCS AUG 2024 HPD/AWWTP									
1 VOIP SVCS AUG 2024 AWWTP		179.75	4-09-55-501-003-548	B	Telephone-	-	R	08/21/24	08/27/24	16539	N
2 VOIP SVCS AUG 2024 HPD		375.61	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR			08/21/24	08/27/24	16539	N
		<b>555.36</b>									
24-00983	08/27/24	MONTHLY SUPPORT PHONES&NETWORK									
1 MONTHLY SUPPORT PHONES		300.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR			08/27/24	08/27/24	16633	N
2 MONTHLY SUPPORT PHONES BORO		200.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR			08/27/24	08/27/24	16633	N
3 MONTHLY SUPPORT PHONES HFD		100.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR			08/27/24	08/27/24	16633	N
4 MONTHLY SUPPORT PHONES AWWTP		100.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR			08/27/24	08/27/24	16633	N
5 TECH SUPPORT & SVCS SEPT 2024		2,110.00	4-01-20-140-001-094	B	Computer Service & Support	R	08/27/24	08/27/24		16632	N
6 INTERNET & WEB SEPT 2024		1,315.00	4-01-20-140-001-094	B	Computer Service & Support	R	08/27/24	08/27/24		16632	N
7 TECH SUPPORT/INTERNET/WEB 9/24		710.00	4-09-55-501-002-530	B	Computer Software/Maint/Equip	R	08/27/24	08/27/24		16632	N
8 TECH SUPPORT/INTERNET/WEB 9/24		595.00	4-09-55-501-001-530	B	Computer Software/Maint/Equip	R	08/27/24	08/27/24		16632	N
		<b>5,430.00</b>									
<b>Vendor Total:</b>		<b>5,985.36</b>									
R0077	ROBERTS ENGINEERING GRP LLC										
24-00968	08/26/24	Billing through 7/31/2024									
1 Prof services thru 5/18/2024		670.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24		8765	N
2 Prof services thru 6/15/2024		440.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24		8864	N
3 Prof services thru 7/20/2024		2,165.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/26/24	08/27/24		9001	N
		<b>3,275.00</b>									
24-00977	08/26/24	ENGINEERING INVOICES THRU 8/17									



Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
R0077	ROBERTS ENGINEERING GRP LLC	Account Continued									
1	TIER A REQUIREMENTS 9063	810.00	4-01-20-165-001-106	B	Misc. Road & Drainage Issues(B	R	08/26/24	08/27/24		9063	N
2	DAWES PARK GREEN ACRES REQUIR	412.50	4-01-20-165-001-028	B	General Engineering	R	08/26/24	08/27/24		9064	N
3	TAX MAP MAINTENANCE 9065	385.00	4-01-20-165-001-109	B	Tax Map Maintenance/Zoning	R	08/26/24	08/27/24		9065	N
4	MISC ROADS 9066	430.00	4-01-20-165-001-028	B	General Engineering	R	08/26/24	08/27/24		9066	N
5	GENERAL SEWERS 9067	2,425.00	4-09-55-501-002-508	B	Engineer	R	08/26/24	08/27/24		9067	N
6	CHEMICALS & SLUDGE REMOVAL906E	1,686.25	4-09-55-501-002-508	B	Engineer	R	08/26/24	08/27/24		9068	N
7	LEAD WATER SERVICES 9069	150.00	4-09-55-501-001-508	B	Engineer	R	08/26/24	08/27/24		9069	N
8	AWWTP ACTIVATED SLUDGE IMP	6,687.50	C-08-55-972-000-544	B	ACTIVATED SLUDGE TANK & DRYWER		08/26/24	08/27/24		9070	N
9	IMP TO HAUSSER, BENNETT, &	105.00	C-08-55-967-001-544	B	HAUSER, BENNETT AND PROSPECTR		08/26/24	08/27/24		9071	N
11	IMP TO ORCHARD, MEADOW, CLOVE	2,772.75	C-04-55-896-001-447	B	RD IMP ORCHARD, CLOVER, S. MAINR		08/26/24	08/27/24		9073	N
12	ROADWAY IMP TO MAXWELLAVE 907	475.00	C-04-55-899-000-447	B	MAXWELL AVE IMPROVEMENTS SECR		08/26/24	08/27/24		9074	N
13	GENERAL WATER 9076	530.00	4-09-55-501-001-508	B	Engineer	R	08/26/24	08/27/24		9076	N
14	WTP EFFLUENT EMER REPAIR 9077	3,525.00	4-09-55-501-001-508	B	Engineer	R	08/26/24	08/27/24		9077	N
15	W/S IMP ORCHARD, MEADOW, &	12,746.25	C-08-55-969-001-544	B	IMP TO ORCHARD, CLOVER & S. MAR		08/26/24	08/27/24		9113	N
16	HB STOCKTON ST CURB & SIDEWAL	300.00	C-04-55-880-001-447	B	RETAINING WALL 17-9,STOCKTON SR		08/27/24	08/27/24		9145	N
17	EW STOCKTON ST CURB & SIDEWAL	225.00	4-01-43-519-001-199	B	STOCKTON ST. IMPROVEMENTS-EAR		08/27/24	08/27/24		9146	N
		<b>33,665.25</b>									
24-00990	08/27/24	Billing through 8/17/2024									
1	Review ex & descript easement	80.00	3PRCLLC	P	Site Plan Application #2020-01	R	08/27/24	08/27/24		9075	N
<b>Vendor Total:</b>		<b>37,020.25</b>									
R1140	RW CONNECTION, INC.										
24-00744	07/03/24	PVC CLR BRD .5"X.75"									
1	INV 30042327-PVC BRD .5"X.75"	174.08	4-09-55-501-001-503	B	Water Plant Maintenance	R	07/03/24	08/27/24		30042327	N
<b>Vendor Total:</b>		<b>174.08</b>									
TOWNS010	TOWNSHIP OF MANALAPAN										
24-00958	08/21/24	INV2024-06-HBDOGS6/24/24									
1	INV2024-06-HBDOG6/22/24	75.00	T-13-56-286-000-824	B	RESERVE-ANIMAL CONTROL TRUSTR		08/21/24	08/27/24		2024-06-HB	N
2	INV2024-06-HBDOG6/14/24	75.00	T-13-56-286-000-824	B	RESERVE-ANIMAL CONTROL TRUSTR		08/21/24	08/27/24		2024-06-HB	N
		<b>150.00</b>									
<b>Vendor Total:</b>		<b>150.00</b>									
T0061	TOWNSHIP OF ROBBINSVILLE DPW										
24-00954	08/21/24	HPD VEHICLE MAINTENANCE									
1	HPD VEHICLE MAINTENANCE	129.59	4-01-43-515-001-170	B	Mechanic Services	R	08/21/24	08/27/24		I001413	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk		First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type								
T0061	TOWNSHIP OF ROBBINSVILLE DPW	Account Continued										
2	HPD VEHICLE MAINTENANCE	37.89	4-01-43-515-001-170	B	Mechanic Services	R		08/21/24	08/27/24		1001415	N
3	HPD VEHICLE MAINTENANCE	444.87	4-01-43-515-001-170	B	Mechanic Services	R		08/21/24	08/27/24		1001418	N
		<b>612.35</b>										
<b>Vendor Total:</b>		<b>612.35</b>										
R0112	UNITED SITE SERVICES											
24-00676	06/10/24		RESTROOM BUNDLE 6/24-8/23/24			B						
3	STD RESTROOM 7/1/24-7/31/24	131.26	4-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R		06/10/24	08/27/24		INV-4680842	N
<b>Vendor Total:</b>		<b>131.26</b>										
U0144	UPS											
24-00981	08/27/24		INV 0000161Y33324 DPW									
1	INV 0000161Y33324 DPW	11.31	4-01-30-421-001-022	B	Postage & Express Charges	R		08/27/24	08/27/24		0000161Y33324	N
<b>Vendor Total:</b>		<b>11.31</b>										
U0013	USA BLUE BOOK											
24-00819	07/23/24		QUOTE ##1086947-2									
1	KIMAX REVERSE SCALE GRADUATED	49.90	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00432792	N
2	ERLENMEYER FLASK WIDE MOUTH	101.27	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00432792	N
3	ASCORBIC ACID, ACS GRADE 100G	38.60	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00432792	N
4	PHENOLPHTHALEIN 1.0% (APHA)	34.47	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00444132	N
5	HYDROCHLORIC ACID 50% 1 LITER	101.70	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00432914	N
6	SULFURIC ACID 5.0 N LITER	56.30	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		433192/455771	N
7	LIQUI-NOX CLEANING COMPOUND	151.80	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00432792	N
8	SULFURIC ACID CONC ACS GRADE 2	82.60	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00432792	N
9	FREIGHT	86.88	4-09-55-501-002-506	B	Lab. Equipment & Supplies	R		07/23/24	08/27/24		INV00432792	N
		<b>703.52</b>										
<b>Vendor Total:</b>		<b>703.52</b>										
V0019	VERIZON											
24-00973	08/26/24		ACCT250-717-367-0001-69									
1	ACCT250-717-367-0001-698/15	189.00	4-09-55-501-003-545	B	Telephone-W/S-VERIZON	R		08/26/24	08/27/24		250717367000169	N
<b>Vendor Total:</b>		<b>189.00</b>										
V0022	VERIZON WIRELESS											
24-00974	08/26/24		INV 9970953259 8/9/24 HPD									
1	INV 9970953259 8/9/24 HPD	266.11	4-01-31-440-001-079	B	Telephone-VERIZON WIRELESS	R		08/26/24	08/27/24		9970953259	N

Vendor #	Name	Description		Contract	PO Type			Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	
Item Description				Type					
V0022	VERIZON WIRELESS	Account Continued							
<b>Vendor Total:</b>		<b>266.11</b>							
W0071	WASTE MGMT OF NEW JERSEY, INC.								
24-00154	02/08/24		DUMPSTER RES2020-136 TO 2024		B				
32INV3212123-0502-38/1/24		289.25	4-01-26-305-001-029	B	Contract-Dumpsters	R	07/10/24	08/27/24	3212123-0502-3 N
33INV3212121-0502-78/1/24		579.15	4-01-26-305-001-029	B	Contract-Dumpsters	R	08/21/24	08/27/24	3212121-0502-7 N
34INV3212121-0502-78/1/24		385.74	4-01-26-305-001-029	B	Contract-Dumpsters	R	08/21/24	08/27/24	3212121-0502-7 N
35INV3212122-0502-58/1/24		1,499.40	4-01-26-305-001-029	B	Contract-Dumpsters	R	08/21/24	08/27/24	3212122-0502-5 N
36INV3212122-0502-58/1/24		615.32	4-01-26-305-001-029	B	Contract-Dumpsters	R	08/21/24	08/27/24	3212122-0502-5 N
		<b>3,368.86</b>							
<b>Vendor Total:</b>		<b>3,368.86</b>							
YPERS005	Y-PERS, INC								
24-00953	08/21/24		GRABBER GLOVES						
1 INV 0199141-IN -GRABBER GLOVES		254.00	4-01-26-290-001-050	B	DPW Work Equipment	R	08/21/24	08/27/24	0199141-IN N
<b>Vendor Total:</b>		<b>254.00</b>							
<hr/>									
<b>Total Purchase Orders: 48 Total P.O. Line Items: 142 Total List Amount: 305,146.48 Total Void Amount: 0.00</b>									

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	
CURRENT FUND	3-01	2,334.09	0.00	2,334.09	0.00	0.00	0.00	
CURRENT FUND	4-01	192,835.68	0.00	192,835.68	0.00	0.00	0.00	
	4-09	25,750.50	0.00	25,750.50	0.00	0.00	0.00	
	4-21	0.00	0.00	0.00	0.00	0.00	25,623.62	
	Year Total:	218,586.18	0.00	218,586.18	0.00	0.00	25,623.62	
GENERAL CAPITAL	C-04	37,436.57	0.00	37,436.57	0.00	0.00	0.00	
WATER/SEWER CAPITAL	C-08	21,016.02	0.00	21,016.02	0.00	0.00	0.00	
	Year Total:	58,452.59	0.00	58,452.59	0.00	0.00	0.00	
ANIMAL CONTROL TRUST FUN	T-13	150.00	0.00	150.00	0.00	0.00	0.00	
Total Of All Funds:		279,522.86	0.00	279,522.86	0.00	0.00	25,623.62	

Project Description	Project No.	Rcvd Total
Site Plan Application #2020-01	3PRCLLC	25,623.62
<b>Total Of All Projects:</b>		<u>25,623.62</u>

**Date: September 3, 2024**

**To: Mayor and Council**

**From: Finance Office**

**Re: Manual Bill List for 9/3/2024**

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
EAST WINDSOR REGIONAL SCHOOL	8/15/2024	24-00843	1615	\$ 879,508.00
COUNTY OF MERCER COUNTY TAX	8/15/2024	24-00844	1616	\$ 991,234.01
STATE OF N.J.-DEPT OF TREASURY	8/15/2024	24-00876	1617	\$ 56,180.43
BANK OF AMERICA	8/15/2024	24-00936	37323	\$ 1,790.79
COMCAST BUSINESS	8/15/2024	24-00939	37324	\$ 489.72
JCP&L	8/15/2024	24-00940	37325	\$ 1,088.96
VERIZON	8/15/2024	24-00903	37327	\$ 423.72
JCP&L (STREET LIGHTING)	8/15/2024	24-00938	37326	\$ 27.48
VERIZON FIOS	8/15/2024	24-00937	37328	\$ 194.06
BANK OF AMERICA	8/19/2024	24-00941	37329	\$ 1,525.82
EAST WINDSOR TOWNSHIP	8/20/2024	24-00740	37397	\$ 48,475.43
<b>TOTAL</b>				<b><u><u>\$ 1,980,938.42</u></u></b>
<b><u>WATER AND SEWER OPERATING</u></b>				
STATE OF N.J.-DEPT OF TREASURY	8/15/2024	24-00876	1420	\$ 19,595.66
BANK OF AMERICA	8/15/2024	24-00936	37323	\$ 1,221.92
JCP&L	8/15/2024	24-00904	37325	\$ 17,100.85
JCP&L	8/15/2024	24-00940	37325	\$ 164.09
JCP&L (STREET LIGHTING)	8/15/2024	24-00938	37326	\$ 59.28
BANK OF AMERICA	8/19/2024	24-00941	37329	\$ (311.13)
<b>TOTAL</b>				<b><u><u>\$ 37,830.67</u></u></b>
<b><u>ESCROW</u></b>				
MICHAEL NOLAN	8/14/2024	24-00905	3328	\$ 367.50
<b>TOTAL</b>				<b><u><u>\$ 367.50</u></u></b>
<b><u>GRANT</u></b>				
ROCHELLE KAPEL	8/21/2024	24-00943	1800	\$ 500.00
<b>TOTAL</b>				<b><u><u>\$ 500.00</u></u></b>
<b><u>TRUST- OTHER</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
<b><u>ANIMAL CONTROL TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
<b><u>LAW ENFORCEMENT TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
<b><u>UNEMPLOYMENT TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
<b><u>PUBLIC DEFENDER TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
<b><u>TAX LIEN TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
<b><u>GENERAL CAPITAL</u></b>				
SEACOAST CONSTRUCTION INC	8/14/2024	24-00906	37321	\$ 12,172.81
EARLE ASPHALT COMPANY	8/27/2024	24-00961-01	37399	\$ 40,516.63
<b>TOTAL</b>				<b><u><u>\$ 52,689.44</u></u></b>
<b><u>WATER AND SEWER CAPITAL</u></b>				
EARLE ASPHALT COMPANY	8/27/2024	24-00961-01	37399	\$ 178,854.90
<b>TOTAL</b>				<b><u><u>\$ 178,854.90</u></u></b>
<b>MANUAL TOTAL</b>				<b><u><u>\$ 2,251,180.93</u></u></b>

# Resolution 2024-159

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

## **A RESOLUTION APPROVING HIGHTSTOWN PLEIN AIR, ORGANIZED BY THE HIGHTSTOWN BOROUGH CULTURAL ARTS COMMISSION**

**WHEREAS**, the Cultural Arts Commission is a recognized commission of Hightstown Borough pursuant to Article 2-48 entitled “Cultural Arts” of “The Revised General Ordinances of the Borough of Hightstown”; and

**WHEREAS**, one of the obligations of the Cultural Arts Commission as set forth in the in Article 2-48 is to sponsor artistic activities for the benefit of the Hightstown Community; and

**WHEREAS**, one such activity planned and sponsored by the Cultural Arts Commission is entitled “Hightstown Plein Air”, were artists are invited to capture Peddie Lake and the surrounding area, the Borough’s historic buildings, churches, parks and other point of interest throughout Hightstown over three days; and

**WHEREAS**, Hightstown Plein Air will take place from September 27, 2024 – September 29, 2024 with a reception, displaying winning artwork, to be held at Old Hights Brewing Company, October 11, ,2024; and

**WHEREAS**, all artists and judges participating must submit a Hold Harmless Agreement as required by Statewide Insurance prior to start of the event.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Hightstown approve Hightstown Plein Air as a Hightstown Borough sponsored and covered event and look forward to another successful community event organized by the Cultural Arts Commission.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2024.

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Margaret Riggio  
Borough Clerk

# Resolution 2024-160

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

## **RESOLUTION AUTHORIZING THE REFUND OF TAX OVERPAYMENT – 116 MILL RUN EAST**

**WHEREAS**, Ankit Patel & Bharat Akil of 116 Mill Run East (Blk: 2.01/Lt:1/Q:C0071), have overpaid the amount of tax due for the third quarter 2024; and

**WHEREAS**, the overpayment of taxes by Ankit Patel & Bharat Akil has been confirmed by the Tax Collector, which determined that the total amount of the overpayment is \$1,786.98.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Hightstown authorize the refund of \$1,786.98 to Ankit Patel and Bharat Akil for the tax overpayment made for the third quarter 2024.

**BE IT FURTHER RESOLVED**, that the Deputy CFO is directed to process the refund payment of \$1,786.98 to Ankit Patel & Bharat Akil, 116 Mill Run East, Hightstown, NJ 08520.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2024.

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Margaret Riggio  
Borough Clerk



# Resolution 2024-161

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

## **RESOLUTION AUTHORIZING THE REFUND OF REGISTRATION FEE FOR HIGHTSTOWN PLEIN AIR EVENT**

**WHEREAS**, RJ Haas, of Southhampton, NJ, has registered for the Hightstown Plein Air event and paid a registration fee of \$25.00; and

**WHEREAS**, Mr. Haas has requested a refund of the registration fee due to a scheduling conflict; and

**WHEREAS**, the Hightstown Cultural Arts Commission has reviewed the request and determined that the refund of the registration fee is appropriate.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Hightstown authorize a refund in the amount of \$25.00.

**BE IT FURTHER RESOLVED**, that the Deputy CFO is directed to process the refund payment of \$25 to RJ Haas, 120 Burrs Mill Road, Southhampton, NJ 08088.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2024.

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Margaret Riggio  
Borough Clerk

# Resolution 2024-162

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## APPOINTING A CHIEF FINANCIAL OFFICER

**WHEREAS**, due to the retirement of George J. Lang, a vacancy will exist in the position of Chief Financial Officer as of September 30, 2024; and

**WHEREAS**, N.J.S.A. 40A:9-140.10 *et. seq* requires the appointment of a Chief Financial Officer who is a Certified Municipal Finance Officer; and

**WHEREAS**, Donna A. Condo of Mt. Laurel, New Jersey is a Certified Municipal Finance Officer pursuant to the laws of the State of New Jersey; and

**WHEREAS**, the Mayor and Council of the Borough of Hightstown wish to appoint Ms. Condo as Chief Financial Officer commencing October 1, 2024, for a four-year term expiring October 31, 2028;

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

1. Donna A. Condo of Mt. Laurel, New Jersey, is hereby appointed as Chief Financial Officer of the Borough of Hightstown for the four-year term running from October 1, 2024 – October 31, 2028.
2. The salary for the position of Chief Financial Officer shall be set at \$52,000.00 per year for 2024.
3. A certified copy of this Resolution shall be provided forthwith to Ms. Condo, and to the Director of the Division of Local Government Services.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 3, 2024.

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Margaret Riggio  
Borough Clerk

# Resolution 2024-163

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 RESOLUTION</b></i>	<i><b>PREVIOUS TOTAL</b></i>	<i><b>CUMULATIVE TOTAL</b></i>
Current	318,754.00	3,295,429.00	<b>3,614,183.00</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	100,000.00	1,345,000.00	<b>1,445,000.00</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>418,754.00</b>	<b>4,640,429.00</b>	<b>5,059,183.00</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 September 3, 2024.

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

Borough of Hightstown  
Emergency Temporary No. 14  
9/3/2024

**SCHEDULE "A"**

**Current Fund**

Municipal Clerk	Other Expenses	2,000.00
Financial Administration	Salaries and Wages	25,000.00
Tax Collector	Salaries and Wages	20,000.00
Tax Assesor	Salaries and Wages	2,000.00
Planning Board	Salaries and Wages	1,000.00
Planning Board	Other Expenses	4,000.00
Police Department	Salaries and Wages	100,000.00
Uniform Fire Safety Act	Other Expenses	4,000.00
Shared Service Senior Citizen Transportation	Other Expenses	2,180.00
Shared Service Dispatch	Other Expenses	148,574.00
Shared Service Board of Health	Salaries and Wages	<u>10,000.00</u>
Total Current Fund		<u>318,754.00</u>

**Water-Sewer Operating Fund**

Other Expenses		100,000.00
		<u>100,000.00</u>
Total Water Sewer Operating		<u>100,000.00</u>
Total		<u><u>418,754.00</u></u>