

AGENDA
Hightstown Borough Council
October 7, 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

Approval of Agenda

Approval of Minutes

August 5, 2024 – Public Session
September 16, 2024 – Public Session
September 16, 2024 – Executive Session
September 30, 2024 – Special Meeting

Presentation

Proclamation - Angela Niatas

Budget 2024

Public Hearing for the 2024 Budget

Resolution 2024-170 Authorizing the Budget to be Read by Title Only

Resolution 2024-171 Adoption of 2024 Budget

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

2024-17 Final Reading and Public Hearing A Bond Ordinance Providing for the Replacement of the Water Main at the Water Treatment Plant for the Water/Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$200,00 Therefor and Authorizing the Issuance of \$190,400 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Resolutions

2024-172 Authorizing Payment of Bills

2024-173 Approval to Submit a Grant Application and Execute a Grant Agreement with the New Jersey Department of Community Affairs for Dawes Park Recreation and ADA Improvements

2024-174 Authorization to Execute Grant Agreement with Mercer County for Purchase of Equipment for Dawes Park Funded by the Mercer County Investment Initiative Program

Consent Agenda

2024-175 Authorizing the Borough of Hightstown to Hire One New Full-Time Regular Police Officer

2024-176 Authorizing RISE, A Community Service Partnership, to Place Signs Advertising the Annual Latino Festival

2024-177 Authorizing the Hightstown Family Fair to Place Signs Advertising the Annual Family Fair

2024-178 A Resolution Supporting the Closure of Stockton Street for Halloween Activities

2024-179 Authorizing Payment No. 2 – Earle Asphalt Improvements to Orchard Avenue, Meadow Drive, Clover Lane, and South Main Street

2024-180 Resolution Authorizing Execution of an Interlocal Services Agreement for Regional Animal Control Services 2025-2026

2024-181 Resolution Making and Confirming Appointment for the Hightstown Housing Authority

Discussion

Cannabis Ordinance

Subcommittee Reports

Mayor/Council/Administrative Updates

Executive Session **Resolution 2024-182** Authorizing a Meeting that Excludes the Public

Action may be taken following Executive Session

Personnel – Multiple Titles

Personnel – Erroneous Pension Deductions

Personnel – Assistant Business Administrator

Contract Negotiations – LOSAP

Adjournment



BOROUGH OF HIGHTSTOWN

Proclamation

Honoring Angela Niatas on her 100th Birthday

WHEREAS, October 3, 2024, marked the 100th birthday of Angela Niatas; and

WHEREAS, Angela Niatas was born on October 3, 1924, and called Hamilton, New Jersey, home for many years, alongside her beloved and now-deceased husband, Steve; and

WHEREAS, 25 years ago, Angela moved to Hightstown, where she became a cherished member of the community; and

WHEREAS, Angela dedicated much of her professional life to the New Jersey Department of Transportation, contributing to the progress and infrastructure of the State until her retirement; and

WHEREAS, Angela has always been passionate about her hobbies, enjoying time in her garden, sewing beautiful creations, and enjoying her love for the theatre by frequently visiting New York City to attend Broadway shows; and

WHEREAS, Angela's family has always been one her greatest joy, and though she has faced the deep sorrow of losing her daughter Joann and grandson Anthony, her love and strength endure through her surviving daughter, Faith, and her granddaughter, Angela, her namesake; and

WHEREAS, Angela has a century's worth of wisdom and experiences and has enhanced the lives of all who know her.

NOW, THEREFORE, BE IT RESOLVED, that on this special occasion, we celebrate Angela Niatas, honoring her remarkable life and wishing her continued happiness, health, and peace in the years to come.

Presented this 7th Day of October, 2024

Susan Bluth, Mayor



Resolution 2024-170

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

AUTHORIZING THE BUDGET TO BE READ BY TITLE ONLY

WHEREAS, pursuant to 40A:4-10, as amended by Chapter 95, P.L.2015, provides that the budget may be by title when procedures required by N.J.S.40A:4-8 and N.J.S.40A:4-9 or section 12 of P.L.1995, c.259 (C.40A:4-6.1), as applicable, have been followed; and

WHEREAS, N.J.S.A. 40A:4-8, as amended by Chapter 259, P.L. 1995 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body; and

WHEREAS, the Borough Council finds that the budget for 2024 shall be read by title only.

NOW, THEREFORE BE IT RESOLVED that the budget shall be read by title only.

ROLL CALL RECORDED VOTE:

	1st	2nd	Yes	No	Abstain	Absent
Mr. Cicalese						
Ms. Fowler						
Mr. Frantz						
Mr. Gulati						
Mr. Jackson						
Mr. Montferrat						

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk

Resolution 2024-171

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

ADOPTION OF THE 2024 BUDGET

ROLL CALL RECORDED VOTE:

	1st	2nd	Yes	No	Abstain	Absent
Mr. Cicalese						
Ms. Fowler						
Mr. Frantz						
Mr. Gulati						
Mr. Jackson						
Mr. Montferrat						

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk

Ordinance 2024-17

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

**BOND ORDINANCE PROVIDING FOR THE REPLACEMENT OF THE
WATER MAIN AT THE WATER TREATMENT PLANT FOR THE
WATER/SEWER UTILITY IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,
APPROPRIATING \$200,000 THEREFOR AND AUTHORIZING THE
ISSUANCE OF \$190,400 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 \$200,000, including the sum of \$9,600 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$190,400 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 the replacement of the water main at the Water Treatment Plant for the Water/Sewer Utility, 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 40 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 \$190,400, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$16,000 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 the 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 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 property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. All actions taken prior to the adoption of this bond ordinance in connection with the improvement or purpose described in Section 3(a) hereof are hereby ratified, confirmed and approved, including, without limitation, the awarding of a contract under the Local Public Contracts Law pursuant to the resolution of the Township entitled, "Resolution Authorizing Emergency Purchase Pursuant to N.J.S.A. 40A:11-6" duly adopted on August 5, 2024.

Section 12. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduced: September 16, 2024

Adopted: **SCHEDULED FOR ADOPTION 10/7/2024**

MARGARET RIGGIO
BOROUGH CLERK

SUSAN BLUTH
MAYOR

Resolution 2024-172

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 \$1,262,327.33 from the following accounts:

Current		\$1,067,027.06
W/S Operating		138,802.47
General Capital		19,936.25
Water/Sewer Capital		32,183.75
Grant		565.63
Trust		0.00
Unemployment Trust		0.00
Animal Control		297.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Housing Trust		0.00
Public Defender Trust		0.00
Escrow		<u>3,515.17</u>
Total		<u>\$1,262,327.33</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 October 7, 2024.

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									
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
A0068	AIRPOWER INTERNATIONAL, INC.									
24-00879	08/06/24	AIR SYSTEM UPDATE								
1 AIR SYSTEM UPDATE	2,750.00	4-01-25-252-002-056	B	Fire & Other Safety Equipment	R	08/06/24	10/01/24		13525	N
	Vendor Total:	2,750.00								
ALERT005	ALERT ALL CORP									
24-00952	08/21/24	BADGES, GRAB BAGS, HATS								
1 GOLD STAR PLASTIC BADGES	320.00	4-01-25-256-002-048	B	FIRE PREVENTION	R	08/21/24	10/01/24		224080415	N
2 12"X15" GRAB BAG FULL COLOR	350.00	4-01-25-256-002-048	B	FIRE PREVENTION	R	08/21/24	10/01/24		22408415	N
3 IMP BLACK FIRE HAT PUMPKIN	120.00	4-01-25-256-002-048	B	FIRE PREVENTION	R	08/21/24	10/01/24		22408415	N
	790.00									
	Vendor Total:	790.00								
AMERI025	AMERICAN BANKERS INS CO FLORID									
24-01113	10/01/24	HFD FLOOD INSURANCE	11/11/24							
1 HFD FLOOD INSURANCE	4,518.00	4-01-23-210-003-112	B	General Liability-JIF	R	10/01/24	10/02/24		7405780725	N
	Vendor Total:	4,518.00								
A1014	APPROVED FIRE PROTECTION, INC.									
24-00182	02/13/24	GAS METER CALIBRATION/DETECTOR			B					
5 GAS METER CALIBRATION	171.00	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	02/13/24	10/01/24		IN00100361	N
6 LABOR INSP GAS MONITORING	45.50	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	02/13/24	10/01/24		IN00100361	N
	216.50									
	Vendor Total:	216.50								
APRUZ005	APRUZZESE, MCDERMOTT, MASTRO &									
24-01076	09/20/24	LABOR COUNSEL AUG 2024								
1 LABOR COUNSEL AUG 2024	233912	980.50	4-01-20-155-001-031	B	Labor,Personnel & Union Council	R	09/20/24	10/01/24	233912	N
	Vendor Total:	980.50								
BUCKM005	BUCK MINING & MATERIAL INC									

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													
BUCKM005	BUCK MINING & MATERIAL INC			Account Continued									
24-01099	09/26/24	SEPTEMBER 2024 YARD DISPOSAL											
1 SEPTEMBER 2024 YARD DISPOSAL		396.00	4-01-26-311-001-168	B	Yardwaste			R	09/26/24	10/02/24		1286	N
Vendor Total:		396.00											
CGPH0005	CGP&H												
24-01075	09/20/24	AFF HOUSING JULY & AUG 2024											
1 AFF HOUSING JULY & AUG 2024		200.00	4-01-21-180-001-108	B	COAH Planning			R	09/20/24	10/01/24		51523	N
Vendor Total:		200.00											
C0752	CHAD REED												
24-01028	09/10/24	REIMBURSEMENT NAFI DUES											
1 REIMBURSEMENT NAFI DUES		60.00	4-01-25-256-002-044	B	Professional Association Dues			R	09/10/24	10/01/24		80990	N
Vendor Total:		60.00											
C0058	CINTAS CORPORATION #061												
24-01022	09/06/24	UNIFORM ADVANTAGE AUGUST 2024											
1 INV 4200856880 8/2/24		59.21	4-09-55-501-002-507	B	Uniforms & Safety Equipment			R	09/06/24	10/01/24		4200856880	N
2 INV 4201559205 8/9/24		59.21	4-09-55-501-002-507	B	Uniforms & Safety Equipment			R	09/06/24	10/01/24		4201559205	N
3 INV 4202293213 8/16/24		59.21	4-09-55-501-002-507	B	Uniforms & Safety Equipment			R	09/06/24	10/01/24		4202293213	N
4 INV 4203003390 8/23/24		59.21	4-09-55-501-002-507	B	Uniforms & Safety Equipment			R	09/06/24	10/01/24		4203003390	N
5 INV 4203748972 8/30/24		59.21	4-09-55-501-002-507	B	Uniforms & Safety Equipment			R	09/06/24	10/01/24		4203748972	N
		296.05											
Vendor Total:		296.05											
CLARK005	CLARKE CATON HINTZ												
24-01051	09/17/24	Prof services through 8/30/24											
1 Housing Plan-Research & Report		1,827.00	4-01-21-180-001-108	B	COAH Planning			R	09/17/24	10/01/24		90525	N
2 Reexamination Report & Review		1,028.14	4-01-21-180-001-110	B	Master Planner			R	09/17/24	10/01/24		90527	N
		2,855.14											
24-01064	09/20/24	INV 90526 CANNABIS ORDINANCE											
1 INV 90526 CANNABIS ORDINANCE		212.80	4-01-20-155-001-027	B	General Matters			R	09/20/24	10/01/24		90526	N
Vendor Total:		3,067.94											
C0222	CONTINENTAL FIRE & SAFETY,INC.												
24-00949	08/21/24	EST24-1668 STREAM STRAIGHTENER											
1 EST24-1668 STREAM STRAIGHTENER		533.00	4-01-25-252-002-056	B	Fire & Other Safety Equipment			R	08/21/24	10/01/24		R3577	N
2 SHIPPING & HANDLING		35.00	4-01-25-252-002-056	B	Fire & Other Safety Equipment			R	08/21/24	10/01/24		R3577	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								
C0222	CONTINENTAL FIRE & SAFETY,INC.	Account Continued											
		568.00											
	Vendor Total:	568.00											
C0087	CUSTOM BANDAG, INC												
24-01100	09/26/24	TIRE REPLACEMENT/LABOR 10A											
1 INV 80242732-TRK 10A		779.78	4-01-26-305-001-034	B	Motor Vehicle Parts & Access.		R		09/26/24	10/02/24		80242732	N
	Vendor Total:	779.78											
DEBLO005	DEBLOCK ENVIRONMENTAL SVCS,LLC												
24-00156	02/08/24	BACK UP OPERATOR FOR AWWTP											
10 INV 00011794 SEPTEMBER 2024		500.00	4-09-55-501-002-528	B	Outside Consulting Services (B		R		09/30/24	10/01/24		00011794	N
	Vendor Total:	500.00											
D0269	DENNIS SALES & SERVICE INC.												
23-01599	12/08/23	SERVICE CALL FOR CHLORINATORS											
1 SERVICE CALL FOR CHLORINATORS		3,060.24	3-09-55-501-001-503	B	Water Plant Maintenance		R		12/08/23	10/01/24		24-4863	N
	Vendor Total:	3,060.24											
D0050	DEPT OF CHILDREN & FAMILIES												
24-01115	10/01/24	MARRIAGE LICENSE REPORT											
1 MARRIAGE LICENSE REPORT 3Q 23		275.00	3-01-55-003-000-001	B	Due To NJ - Marriage Licenses		R		10/01/24	10/02/24		3 QTR 2023	N
2 MARRIAGE LICENSE 4QTR 2023		325.00	3-01-55-003-000-001	B	Due To NJ - Marriage Licenses		R		10/01/24	10/02/24		4QTR 2023	N
3 MARRIAGE LICENSE 1QTR 2024		125.00	4-01-55-003-000-001	B	Due To NJ - Marriage Licenses		R		10/01/24	10/02/24		1QTR 2024	N
4 MARRIAGE LICENSE 2QTR 2024		350.00	4-01-55-003-000-001	B	Due To NJ - Marriage Licenses		R		10/01/24	10/02/24		2ND QTR 2024	N
		1,075.00											
	Vendor Total:	1,075.00											
E0576	EAST WINDSOR REGIONAL SCHOOL												
24-01065	09/20/24	JULY 2024 FUEL USE											
1 JULY 2024 FUEL USE-AWWTP		66.85	4-09-55-501-002-512	B	Motor Fuel		R		09/20/24	10/01/24		JULY 2024	N
2 JUL 2024 FUEL USE-CONSTRUCTION		50.20	4-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEP		R		09/20/24	10/01/24		JULY 2024	N
3 JUL 2024 FUEL USE-FIRE		477.55	4-01-31-460-001-166	B	Motor Fuel - Fire Dept.		R		09/20/24	10/01/24		JULY 2024	N
4 JUL 2024 FUEL USE-FIRST AID		402.84	4-01-31-460-001-148	B	Motor Fuel - Emergency Medical		R		09/20/24	10/01/24		JULY 2024	N
5 JUL 2024 FUEL USE-GARBAGE		1,291.82	4-01-31-460-001-147	B	Motor Fuel - Public Works		R		09/20/24	10/01/24		JULY 2024	N
6 JUL 2024 FUEL USE-PARKS		110.45	4-01-31-460-001-147	B	Motor Fuel - Public Works		R		09/20/24	10/01/24		JULY 2024	N
7 JUL 2024 FUEL USE-POLICE		2,110.76	4-01-31-460-001-145	B	Motor Fuel - Police		R		09/20/24	10/01/24		JULY 2024	N
8 JUL 2024 FUEL USE-STREETS		1,039.26	4-01-31-460-001-147	B	Motor Fuel - Public Works		R		09/20/24	10/01/24		JULY 2024	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						
Item Description											
E0576	EAST WINDSOR REGIONAL SCHOC	Account Continued									
9 JUL 2024 FUEL USE-WATER		210.15	4-09-55-501-001-512	B	Motor Fuel	R	09/20/24	10/01/24		JULY 2024	N
10 JUL 2024 FUEL FACILITY FEE		120.00	4-01-31-460-001-144	B	Upgrades to Fueling Facility	R	09/20/24	10/01/24		JULY 2024	N
		5,879.88									
24-01066	09/20/24	AUGUST 2024 FUEL USE									
1 AUG 2024 FUEL USE-AWWTP		80.78	4-09-55-501-002-512	B	Motor Fuel	R	09/20/24	10/01/24		AUG 2024	N
2 AUG 2024 FUEL USE-CONSTRUCTION		36.12	4-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEPR	R	09/20/24	10/01/24		AUG 2024	N
3 AUG 2024 FUEL USE-FIRE		354.70	4-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	09/20/24	10/01/24		AUG 2024	N
4 AUG 2024 FUEL USE-FIRST AID		291.12	4-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	09/20/24	10/01/24		AUG 2024	N
5 AUG 2024 FUEL USE-GARBAGE		1,216.63	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	09/20/24	10/01/24		AUG 2024	N
6 AUG 2024 FUEL USE-PARKS		73.70	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	09/20/24	10/01/24		AUG 2024	N
7 AUG 2024 FUEL USE-POLICE		2,047.16	4-01-31-460-001-145	B	Motor Fuel - Police	R	09/20/24	10/01/24		AUG 2024	N
8 AUG 2024 FUEL USE-STREETS		1,006.58	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	09/20/24	10/01/24		AUG 2024	N
9 AUG 2024 FUEL USE-WATER		141.34	4-09-55-501-001-512	B	Motor Fuel	R	09/20/24	10/01/24		AUG 2024	N
10 AUG 2024 FUEL FACILITY FEE		120.00	4-01-31-460-001-144	B	Upgrades to Fueling Facility	R	09/20/24	10/01/24		AUG 2024	N
		5,368.13									
Vendor Total:		11,248.01									
Q0176	EUROFINS QC, LLC										
24-01068	09/20/24	WATER ANALYSIS									
1 INV 6300064635-WATER ANALYSIS		247.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	09/20/24	10/01/24		6300064635	N
2 INV 6300064897-WATER ANALYSIS		247.50	4-09-55-501-001-532	B	Outside Testing/Labs	R	09/20/24	10/01/24		6300064897	N
		495.00									
Vendor Total:		495.00									
FERGU005	FERGUSON ENTERPRISES, LLC										
24-01013	09/05/24	SS CURB BOX/CURB BOX WITH ROD									
1 INV 0702903-5FT ARCH CURB BOX		357.78	4-09-55-501-001-535	B	Hydrants and Line Repair	R	09/05/24	10/01/24		0702903	N
2 INV 0695388-1 - 18 SS CURB BOX		107.72	4-09-55-501-001-535	B	Hydrants and Line Repair	R	09/05/24	10/01/24		0695388-1	N
		465.50									
24-01032	09/10/24	CURB BOX ROD									
1 INV 0702903-1 - CURB BOX ROD		121.14	4-09-55-501-001-535	B	Hydrants and Line Repair	R	09/10/24	10/01/24		0702903-1	N
Vendor Total:		586.64									
FIREA005	FIRE APPARATUS REPAIR, INC.										
24-00746	07/03/24	FLUID LEAKS & INSULATION E-41									
1 CLEAN RAD FINS ENGINE 41		187.50	4-01-25-252-002-121	B	Preventive Maintenance	R	07/03/24	10/01/24		17840	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						
Item Description											
FIREA005	FIRE APPARATUS REPAIR, INC.	<i>Account Continued</i>									
2 ENGINE COVER INSULATION		770.00	4-01-25-252-002-121	B	Preventive Maintenance	R	07/03/24	10/02/24		17840	N
3 EXPANDED METAL ALUM RETAINER		300.00	4-01-25-252-002-121	B	Preventive Maintenance	R	07/03/24	10/02/24		17840	N
4 REMOVE ALL LOOSE ENGINE		750.00	4-01-25-252-002-121	B	Preventive Maintenance	R	07/03/24	10/02/24		17840	N
5 COOLANT LEAKS LABOR		250.00	4-01-25-252-002-121	B	Preventive Maintenance	R	07/03/24	10/02/24		17840	N
6 ENGINE OIL LEAKS/REPAIR LABOR		375.00	4-01-25-252-002-121	B	Preventive Maintenance	R	07/03/24	10/02/24		17840	N
7 TROUBLESHOOT FRONT FACING		125.00	4-01-25-252-002-121	B	Preventive Maintenance	R	07/03/24	10/02/24		17840	N
		2,757.50									
	Vendor Total:	2,757.50									
GENER015	GENERAL CODE, LLC										
24-01121	10/01/24	CODE ANALYSIS & COMPOSITION									
1 SUPPLEMENT 8 CODE ANALYSIS		525.00	4-01-20-140-001-060	B	Internet Services and Web Services	R	10/01/24	10/02/24		PG000037559	N
2 SUPPLEMENT 8 COMPOSITION		113.00	4-01-20-140-001-060	B	Internet Services and Web Services	R	10/01/24	10/02/24		PG000037559	N
		638.00									
	Vendor Total:	638.00									
M0714	GENSERVE, INC.										
24-00772	07/08/24	GENERATOR A SVC FOR PD AND FH									
1 INV 0440841-IN - GENERATOR A		500.00	4-01-26-310-001-040	B	Generator-Municipal Bldg	R	07/08/24	10/02/24		0440841-IN	N
2 INV 0441445-IN - GENERATOR A		325.00	4-01-26-310-001-040	B	Generator-Municipal Bldg	R	07/08/24	10/02/24		0441445-IN	N
		825.00									
	Vendor Total:	825.00									
G1077	GEORGE S. COYNE CO., INC.										
24-00069	01/26/24	RES 2023-209 CHLORINE									
7 INV 438130 CHLORINE		1,797.24	4-09-55-501-001-526	B	Chlorine	R	06/14/24	10/01/24		438130	N
24-00197	02/15/24	RES 2023-213LIME-CALCAWWTP									
6 INV 438132 LIME HI-CALC		1,814.50	4-09-55-501-002-553	B	Calcium Hydroxide (Lime)	R	02/15/24	10/01/24		438132	N
24-00497	04/30/24	RES 2023-210 FLUORISILIC ACID									
5 INV 438131 HYDROFLUOSILICIC		1,182.00	4-09-55-501-001-528	B	Fluorosilic Acid-	R	07/29/24	10/01/24		438131	N
		4,793.74									
	Vendor Total:	4,793.74									
G0175	GEORGE'S GARAGE & TOWING, INC.										
24-01070	09/20/24	TOW FOR TRUCK 10A									
1 INV 66182-TOW FOR TRUCK 10A		1,100.00	4-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	09/20/24	10/02/24		66182	N
		1,100.00									
	Vendor Total:	1,100.00									

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											
H0026 HALDEMAN FORD OF HIGHTSTOWN											
24-00833	07/23/24			FORD ESCAPE REPAIRS							
1 FORD ESCAPE REPAIRS WORK		1,658.76	4-09-55-501-002-502	B	Vehicle Maintenance	R	07/23/24	10/01/24		165073	N
Vendor Total:		1,658.76									
H0037 HIGHTSTOWN-EAST WINDSOR											
24-01052	09/17/24			FAMILY FAIR VENDOR TABLE INV 1							
1 FAMILY FAIR VENDOR TABLE INV 1		75.00	4-01-28-373-002-199	B	MISCELLANEOUS-CULTURAL ARTS	R	09/17/24	10/01/24		1	N
Vendor Total:		75.00									
H1100 HOME DEPOT CREDIT SERVICES											
24-01073	09/20/24			AUG AND SEPT 2024 INVOICES							
1 INV 2023056-TOGGLE BOLT 10PK		8.48	4-01-26-310-001-024	B	Building Maintenance	R	09/20/24	10/01/24		2023056	N
2 INV 1041891-2X4 LIGHT PANEL		14.51	4-01-26-310-001-024	B	Building Maintenance	R	09/20/24	10/01/24		1041891	N
3 INV 4525209-SANDING SPONGE,		201.70	4-01-26-310-001-024	B	Building Maintenance	R	09/20/24	10/01/24		4525209	N
4 INV 4041602-1-1/18x1/4 PINE		10.40	4-01-26-310-001-024	B	Building Maintenance	R	09/20/24	10/01/24		4041602	N
5 INV 8520534-BLUE TAPE, WOOD		16.45	4-01-26-310-001-024	B	Building Maintenance	R	09/20/24	10/01/24		8520534	N
6 INV 3022880-8 PC TRAY SET		17.97	4-01-26-310-001-024	B	Building Maintenance	R	09/20/24	10/01/24		3022880	N
7 INV 2526242-WIRE BRUSH, FLAT		28.62	4-01-26-290-001-127	B	Street Repair & Maintenance	R	09/20/24	10/01/24		2526242	N
8 INV 0020735-GALLON BLACK PAINT		68.63	4-01-26-290-001-127	B	Street Repair & Maintenance	R	09/20/24	10/01/24		0020735	N
9 INV 8520596-GALLON BLACK PAINT		65.92	4-01-26-290-001-127	B	Street Repair & Maintenance	R	09/20/24	10/01/24		8520596	N
10 INV 8524480-MORTAR MIX		24.75	4-01-26-290-001-127	B	Street Repair & Maintenance	R	09/20/24	10/01/24		8524480	N
11 INV 2521690-SCRUB SPONGE,		34.93	4-09-55-501-001-503	B	Water Plant Maintenance	R	09/20/24	10/01/24		2521690	N
		492.36									
24-01108	10/01/24			SEPTEMEBER 2024 INVOICES							
1 INV 4043151-FENCE TIES,		52.66	4-01-28-369-001-140	B	Landscape Maintenance	R	10/01/24	10/02/24		4043151	N
2 INV 3043722-GAS CAP		14.97	4-01-28-369-001-139	B	Mower Repairs	R	10/01/24	10/02/24		3043722	N
3 INV 3023777-MORTAR MIX		24.75	4-01-26-290-001-127	B	Street Repair & Maintenance	R	10/01/24	10/02/24		3023777	N
4 INV 0520626-SEALANT, PAINT		37.40	4-01-26-290-001-127	B	Street Repair & Maintenance	R	10/01/24	10/02/24		0520626	N
5 INV 7526579-LADDER HANGER,		33.88	4-01-26-310-001-024	B	Building Maintenance	R	10/01/24	10/02/24		7526579	N
6 INV 4350252-DIABLO 5PK BLADE,		62.95	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	10/01/24	10/02/24		4350252	N
7 ORDER H0982-234029		138.00	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	10/01/24	10/02/24		H0982-234029	N
8 INV 7511215-BLEACH, BRASS CPLG		41.11	4-09-55-501-001-503	B	Water Plant Maintenance	R	10/01/24	10/02/24		7511215	N
		405.72									
Vendor Total:		898.08									

Vendor #	Name	Description		Contract	PO Type	Stat/Chk		First Enc Rcvd	Chk/Void	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type	Date	Date	Date			
Item Description											
INTER015 INTERSTATE WASTE SERVICES OF											
24-00061	01/24/24			MUNICIPAL RECYCLING							
11 MUNICIPAL RECYCLING OCT 2024		12,610.67	4-01-26-311-001-029	B Recycling Contract co-mingle-paper/cdlR				08/26/24 10/02/24		10025287	N
Vendor Total:		12,610.67									
K0918 KENNETH A. LEWIS											
24-01072	09/20/24			PURCHASE REIMBURSEMENT							
1 PURCHASE REIMBURSEMENT		42.61	4-01-26-310-001-024	B Building Maintenance		R		09/20/24 10/01/24		0982024180	N
Vendor Total:		42.61									
L0205 LANGUAGE LINE SERVICES											
24-01026	09/10/24			INV 11384784 HPD SVC AUG 2024							
1 INV 11384784 HPD SVC AUG 2024		20.30	4-01-25-240-001-111	B Interpreter		R		09/10/24 10/01/24		11384784	N
Vendor Total:		20.30									
THERO005 LEXIPOL, LLC											
24-00799	07/12/24			TRG ONLINE TRAINING							
1 TRG ONLINE TRAINING		2,934.96	4-01-25-240-001-029	B Maint. Contracts - Other		R		07/12/24 10/01/24		INVLHI11239175	N
Vendor Total:		2,934.96									
L0037 LINCOLN FINANCIAL GROUP											
24-01084	09/25/24			OCTOBER 2024 LIFE INSURANCE							
1 OCTOBER 2024 LIFE INSURANCE		290.56	4-01-23-210-003-115	B Medical Ins-Empl Grp Health		R		09/25/24 10/01/24		OCTOBER 2024	N
2 OCTOBER 2024 LIFE INSURANCE		5.91	4-01-23-210-003-115	B Medical Ins-Empl Grp Health		R		09/25/24 10/01/24		OCTOBER 2024	N
3 OCTOBER 2024 LIFE INSURANCE		9.08-	4-01-23-210-003-115	B Medical Ins-Empl Grp Health		R		09/25/24 10/01/24		OCTOBER 2024	N
4 OCTOBER 2024 LIFE INS WTP		9.08	4-09-55-501-001-514	B INSURANCE		R		09/25/24 10/01/24		OCTOBER 2024	N
5 OCTOBER 2024 LIFE INS AWWTP		63.56	4-09-55-501-001-514	B INSURANCE		R		09/25/24 10/01/24		OCTOBER 2024	N
		360.03									
Vendor Total:		360.03									
LSCME005 LSC MECHANICAL											
24-00854	07/31/24			TOWING & REPLACE SOLENOID							
1 REPLACE SOLENOID MATERIAL		42.76	4-01-25-252-002-121	B Preventive Maintenance		R		07/31/24 10/01/24		8140	N
2 SHOP SUPPLIES		15.00	4-01-25-252-002-121	B Preventive Maintenance		R		07/31/24 10/01/24		8140	N
3 LABOR		210.00	4-01-25-252-002-121	B Preventive Maintenance		R		07/31/24 10/01/24		8140	N
4 TOWING		75.00	4-01-25-252-002-121	B Preventive Maintenance		R		07/31/24 10/01/24		8140	N
		342.76									

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					
LSCME005	LSC MECHANICAL	Account Continued							
Vendor Total:		342.76							
M1076	MCMANIMON, SCOTLAND & BAUMANN								
24-01053	09/18/24	Prof services through 8/31/24							
1 Correspondence & Review		1,097.67	3PRCLLC	P	Site Plan Application #2020-01	R	09/18/24	10/01/24	229466 N
2 Correspondence		225.00	2022-01	P	105 Main St - Concept Plan	R	09/18/24	10/01/24	229467 N
		1,322.67							
Vendor Total:		1,322.67							
M0180	MCMASTER-CARR								
24-00998	09/05/24	QUOTE #67426							
1 STRUT CHANNEL SLOTTED HOLE		1,200.70	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	32252542 N
2 STRUT CHANNEL FLOOR MOUNT		112.72	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	32252542 N
3 STRUT CHANNEL BRACKET 90		10.76	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	32252542 N
4 STRUT CHANNEL CAP OPEN		15.60	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	32252542 N
5 SHIPPING- QUOTE #67426		82.84	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	32252542 N
		1,422.62							
24-01045	09/13/24	DISC FILTER PROJECT							
1 STEEL LIFTING BEAM WITH		943.44	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/13/24	10/01/24	33170585 N
2 NYLON WEB SLING TWISTED EYE		53.58	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/13/24	10/01/24	33170585 N
3 GALVANIZED STEEL SCREW-PIN		68.20	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/13/24	10/01/24	33170585 N
4 STRUT CHANNEL BRACKET		10.76	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/13/24	10/01/24	33170585 N
5 SHIPPING		89.54	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/13/24	10/01/24	33170585 N
		1,165.52							
Vendor Total:		2,588.14							
M0127	MONMOUTH COUNTY								
24-01030	09/10/24	AUGUST 2024 ROOSEVELT TIPPING							
1 AUGUST 2024 ROOSEVELT TIPPING		2,365.57	4-01-43-513-001-171	B	Borough of Roosevelt-Tipping Fees	R	09/10/24	10/01/24	AUG 2024 N
Vendor Total:		2,365.57							
M1125	MOUNT'S GARAGE								
24-00884	08/06/24	PARTS/LABOR FOR TRK#39							
1 INV 15432-PARTS/LABOR TRK#39		1,288.03	4-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	08/06/24	10/02/24	15432 N
2 INV 15432-TAX EXEMPT		80.03	4-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	08/06/24	10/02/24	15432 N
		1,208.00							

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											
M1125	MOUNT'S GARAGE	Account Continued									
Vendor Total:		1,208.00									
NJADV005	NJ Advance Media										
24-01116	10/01/24	LEGAL ADS AUG 2024									
1 ORD 2024-10 ADOPT		14.56	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		0010899366	N
2 ORD 2024-13 INTRO		30.16	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		0010899365	N
3 HYDRANT FLUSHING FALL 2024		13.00	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		0010903828	N
4 ORD 2024-13 ADOPT		33.54	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		001090543	N
5 MASTER PLAN PUBLIC HEARING		28.86	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		0010906495	N
6 2024 BUDGET HEARING		129.84	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		10897925	N
7 ORD 2024-12 INTRO		114.50	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		10899362	N
8 ORD 2024-12 ADOPT		111.90	4-01-20-120-001-021	B	Advertisements	R	10/01/24	10/02/24		10905146	N
		476.36									
Vendor Total:		476.36									
N0425	NJ DEPT. OF HEALTH & SR SERV.										
24-01119	10/01/24	DOG PILOT REPORT JAN-SEPT 2024									
1 DOG PILOT REPORT JAN-SEPT 2024		297.00	T-13-05-265-000-001	B	DUE STATE OF NEW JERSEY	R	10/01/24	10/02/24		HIGHTSTOWN 202N	
Vendor Total:		297.00									
N0275	NJ LEAGUE OF MUNICIPALITIES										
24-01118	10/01/24	LEGISLATIVE BULLETIN 24-25									
1 LEGISLATIVE BULLETIN 24-25		49.00	4-01-20-110-001-199	B	Miscellaneous	R	10/01/24	10/02/24		24B-8931	N
Vendor Total:		49.00									
N0652	NJ STATE POLICE CHIEF ASSN										
24-01029	09/10/24	TRAINING - GENDRON									
1 TRAINING - GENDRON		350.00	4-01-25-240-001-042	B	Education & Training	R	09/10/24	10/01/24		IN-19163	N
Vendor Total:		350.00									
N0170	NORCIA CORP.										
24-01101	09/26/24	REPAIR ON TRK 10A									
1 INV 84679-REPAIR ON TRK 10A		396.09	4-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	09/26/24	10/02/24		84679	N
Vendor Total:		396.09									
PARKP005	PARK PUMPS AND CONTROLS, INC										
24-00294	03/11/24	RES 2023-214 SODIUMBICARBONATE									
4 INV 3714 SODIUM BICARB 8/28/24		2,800.00	4-09-55-501-002-552	B	Sodium Bicarbonate	R	08/28/24	10/01/24		3714	N

Vendor #	Name	Contract		PO Type	First Enc Rcvd		Chk/Void	Invoice	1099 Excl	
P.O. #	PO Date	Description	Amount	Charge Account	Acct Description	Stat/Chk	Date	Date	Date	
Item Description										
PARKP005	PARK PUMPS AND CONTROLS, INC	Account Continued								
Vendor Total:		2,800.00								
P0088	PARKER MCCAY, P.A.									
24-01102	09/27/24	Billing through 8/31/24								
1 INV 3187652 ADVISE RE: MASTER	74.00	4-01-21-180-001-107	B	Planning Board - Attorney	R	09/30/24	10/01/24	3187652	N	
Vendor Total:		74.00								
C0099	PETROCHOICE									
24-00978	08/27/24	DEF-DIESEL EXHAUST FLUID								
1 DEF-DIESEL EXHAUST FLUID	833.60	4-01-31-460-001-147	B	Motor Fuel - Public Works	R	08/27/24	10/01/24	51646104	N	
Vendor Total:		833.60								
POLIC005	POLICE & SHERIFFS PRESS, INC									
24-00997	09/05/24	PHOTO ID'S - TAXI DRIVERS								
1 PHOTO ID'S - TAXI DRIVERS	32.60	4-01-20-125-001-023	B	Printing & Stationary	R	09/05/24	10/01/24	107143	N	
Vendor Total:		32.60								
P0073	PRIME SOLUTION INC.									
24-00561	05/13/24	ROTARY FAN PRESS EVALUATION								
1 ROTARY FAN PRESS ON SITE	8,168.48	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	05/13/24	10/01/24	SH7846-10	N	
Vendor Total:		8,168.48								
REDAR005	RED ARROW TECHNOLOGIES, LLC									
24-01027	09/10/24	VOIP SVCS SEP 2024 HFD & MAIN								
1 VOIP SVCS SEP 2024 HFD	121.37	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		09/10/24	10/01/24	16741	N	
2 VOIP SVCS SEP 2024 MAIN OFFICE	496.04	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		09/10/24	10/01/24	16741	N	
		617.41								
24-01056	09/19/24	AWWTP CAMERA SYSTEM INV 16756								
1 AWWTP CAMERA SYSTEM INV 16756	24,125.00	C-08-55-979-000-541	B	2024-13 CLOSED CIRCUIT TV SYS H/R		09/19/24	10/01/24	16756	N	
2 AWWTP CAMERA SYSTEM INV 16756	1,000.00	C-08-55-979-000-544	B	CLOSED CIRCUIT TV SEC 20	R	09/19/24	10/01/24	16756	N	
3 OVERAGES/ADD-ONS INV 16757	2,875.00	C-08-55-979-000-541	B	2024-13 CLOSED CIRCUIT TV SYS H/R		09/30/24	10/01/24	16757	N	
4 OVERAGES/ADD-ONS INV 16757	100.00	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/30/24	10/01/24	16757	N	
		28,100.00								
24-01074	09/20/24	VOIP SVCS 9/15-10/14 AWWTP/HPD								
1 VOIP SVCS 9/15-10/14 AWWTP	179.75	4-09-55-501-003-548	B	Telephone-	-	R	09/20/24	10/01/24	16765	N
2 VOIP SVCS 9/15-10/14 HPD	375.61	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		09/20/24	10/01/24	16765	N	
		555.36								

Vendor #	Name										
P.O. #	PO Date	Description	Contract	PO Type							
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl	
REDAR005	RED ARROW TECHNOLOGIES, LLC	Account Continued									
24-01097	09/26/24	MONTHLY SUPPORT PHONES&NETWORK									
1 MONTHLY SUPPORT PHONES HPD	300.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		09/26/24	10/01/24		16861	N	
2 MONTHLY SUPPORT PHONES BORO	200.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		09/26/24	10/01/24		16861	N	
3 MONTHLY SUPPORT PHONES HFD	100.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		09/26/24	10/01/24		16861	N	
4 MONTHLY SUPPORT PHONES AWWTP	100.00	4-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		09/26/24	10/01/24		16861	N	
5 TECH SUPPORT & SVCS OCT 2024	2,110.00	4-01-20-140-001-094	B	Computer Service & Support	R	09/26/24	10/01/24		16860	N	
6 INTERNET & WEB OCT 2024	1,315.00	4-01-20-140-001-060	B	Internet Services and Web Services	R	09/26/24	10/01/24		16860	N	
7 TECH SUPPOR/INTERNET/WEB 10/24	710.00	4-09-55-501-002-530	B	Computer Software/Maint/Equip	R	09/26/24	10/01/24		16860	N	
8 TECH SUPPOR/INTERNET/WEB 10/24	595.00	4-09-55-501-001-530	B	Computer Software/Maint/Equip	R	09/26/24	10/01/24		16860	N	
	5,430.00										
24-01098	09/26/24	DELL OPTIPLEX WORKSTATION									
1 DELL OPTIPLEX WORKSTATION	1,500.00	4-01-20-120-001-053	B	EQUIPMENT	R	09/26/24	10/01/24		16772	N	
2 SUPPORT TICKET ENTRY 9/9/24	200.00	4-01-20-140-001-094	B	Computer Service & Support	R	09/26/24	10/01/24		16772	N	
	1,700.00										
Vendor Total:	36,402.77										
R0077	ROBERTS ENGINEERING GRP LLC										
24-01057	09/20/24	Billing through 9/14/24									
1 Field Survey & prep map	2,032.50	133MONMOUT	P	Easement Agreement	R	09/20/24	10/01/24		9219	N	
2 Rev as-built plan,sched inspec	160.00	MIL11-02	P	MILLSTONE BASIN HABITAT	R	09/20/24	10/01/24		9234	N	
3 ZONING MAP INV 9226	4,515.00	4-01-21-180-001-110	B	Master Planner	R	09/20/24	10/01/24		9226	N	
4 PLANNING BOARD MEETING INV9225	320.00	4-01-21-180-001-106	B	Planning Board Engineer-General	R	09/20/24	10/01/24		9225	N	
	7,027.50										
24-01077	09/23/24	ENGINEERING INVOICES THRU 9/14									
1 TIER A REQUIREMENTS 9218	797.50	4-01-20-165-001-106	B	Misc. Road & Drainage Issues(B	R	09/23/24	10/01/24		9218	N	
2 MISC ROADS 9220	150.00	4-01-20-165-001-028	B	General Engineering	R	09/23/24	10/01/24		9220	N	
3 GENERAL WATER 9221	761.25	4-09-55-501-001-508	B	Engineer	R	09/23/24	10/01/24		9221	N	
4 WTP EFFLUENT EMER REPAIR 9222	660.00	4-09-55-501-001-508	B	Engineer	R	09/23/24	10/01/24		9222	N	
5 CHEM & SLUDGE REMOVAL 9223	4,132.50	4-09-55-501-002-508	B	Engineer	R	09/23/24	10/01/24		9223	N	
6 ACTIVATED SLUDGE TANKS & DRY	1,815.00	C-08-55-972-000-544	B	ACTIVATED SLUDGE TANK & DRYWER	R	09/23/24	10/01/24		9224	N	
7 IMP TO HAUSSER, BENNETT, AND	26.25	C-08-55-967-001-544	B	HAUSER, BENNETT AND PROSPECTR	R	09/23/24	10/01/24		9228	N	
8 W/S IMP ORCHARD, MEADOW, AND	2,182.50	C-08-55-969-001-544	B	IMP TO ORCHARD, CLOVER & S. MAR	R	09/23/24	10/01/24		9230	N	
9 ROADWAY IMP TO MAXWELL 9231	1,023.75	C-04-55-899-000-447	B	MAXWELL AVE IMPROVEMENTS SECR	R	09/23/24	10/01/24		9231	N	
10 WATER IMP TO MAXWELL 9232	160.00	C-08-55-976-000-544	B	MAXWELL AVE PUMP STATION SEC R	R	09/23/24	10/01/24		9232	N	
11 DUTCH NECK ROW DETERMINATION	3,417.50	4-01-20-165-001-028	B	General Engineering	R	09/23/24	10/01/24		9233	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	
R0077	ROBERTS ENGINEERING GRP LLC	Account Continued									
12 PASI	9235	1,410.00	C-04-55-906-001-447	B	2024-16 DAWES PARK IMPROVEMENR	09/23/24	10/01/24		9235	N	
13 CAP IMP ORCHARD MEADOW & CLOV		17,502.50	C-04-55-896-001-447	B	RD IMP ORCHARD, CLOVER, S. MAINR	09/23/24	10/01/24		9236	N	
		34,038.75									
Vendor Total:		41,066.25									
SHERW010	SHERWIN WILLIAMS PAINT										
24-01009	09/05/24	INVOICE #2372-4									
1 LXN XP UD 5 GALLON CUSTOM:		273.90	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
2 MW WF 224 QT SPECIAL		14.49	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372	N	
3 DISCOUNT 60%		8.69	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
4 BLUE TAPE		6.99	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
5 PREM 3 STF ANGLE SCRAPPERS		19.58	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
6 DISCOUNT (30%)		5.87	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
7 9" MARATHON 3/4 CVR PAINT		31.96	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
8 DISCOUNT (30%)		9.59	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
9 2 1/2" QS 2.5" ANGLE SASH B		20.58	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
10 DISCOUNT (30%)		6.17	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
11 PLASTIC TRAY LINER		11.96	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/05/24	10/01/24	2372-4	N	
12 DISCOUNT (30%)		3.59	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/06/24	10/01/24	2372-4	N	
13 9" PLASTIC TRAY- B		7.59	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/06/24	10/01/24	2372-4	N	
14 DISCOUNT (30%)		2.28	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/06/24	10/01/24	2372-4	N	
15 2" CHIP BRUSH		8.36	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/06/24	10/01/24		N	
16 DISCOUNT (30%)		2.51	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/06/24	10/01/24	2372-4	N	
		356.71									
24-01063	09/20/24	ORDER #OE0055114A702821									
1 B66W00351 GALLON SHERCRYL SG		384.58	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/20/24	10/01/24	2750-1	N	
2 DISCOUNT		254.60	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/20/24	10/01/24	2750-1	N	
		129.98									
Vendor Total:		486.69									
S0066	SPECTRASERV INC.										
24-00872	08/02/24	DIGESTER CLEANING SERVICES									
1 DIGESTER CLEANING SERVICES		72,902.50	4-09-55-501-002-503	B	Sewer Plant Maintenance	R	08/02/24	10/01/24	6933	N	
Vendor Total:		72,902.50									
TMOBI005	T-MOBILE										

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	Invoice	1099 Excl
Item Description				Type					
TMOBI005 T-MOBILE Account Continued									
24-01109	10/01/24	STOCKTON PARKING LOT CAMERAS							
1 STOCKTON PARKING LOT CAMERAS		61.60	4-01-33-195-002-029	B	Computer Software/Maint/Equip	R	10/01/24	10/02/24	8/21/24-9/20/24 N
Vendor Total:		61.60							
T0061 TOWNSHIP OF ROBBINSVILLE DPW									
24-01039	09/13/24	HPD VEHICLE MAINTENANCE							
1 HPD VEHICLE MAINTENANCE		108.52	4-01-43-515-001-170	B	Mechanic Services	R	09/13/24	10/01/24	1001419 N
2 HPD VEHICLE MAINTENANCE		108.52	4-01-43-515-001-170	B	Mechanic Services	R	09/13/24	10/01/24	1001422 N
3 HPD VEHICLE MAINTENANCE		210.98	4-01-43-515-001-170	B	Mechanic Services	R	09/13/24	10/01/24	1001423 N
		428.02							
Vendor Total:		428.02							
T0147 TRACTOR SUPPLY COMPANY									
24-01043	09/13/24	UNIVERSAL BLADE							
1 INV 514193-3 IN 1 UNIVERSAL BL		59.98	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	09/13/24	10/01/24	514193 N
2 INV 514198-3 IN 1 UNIVERSAL BL		59.98	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	09/13/24	10/01/24	514198 N
3 INV 514198-42 IN STR SET		49.99	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	09/13/24	10/01/24	514198 N
4 INV 514259-42 IN STR SET		3.31	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	09/13/24	10/01/24	514198 N
5 INV 514198-TAX ON REFUND		3.31	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	09/13/24	10/01/24	514198 N
		49.99							
24-01071	09/20/24	TRAVELER 13X5 INNER TUBE							
1 TRAVELER 13X5 INNER TUBE		14.99	4-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	09/20/24	10/01/24	518073 N
Vendor Total:		64.98							
T1067 TREASURER, STATE OF NJ									
24-01095	09/26/24	AIR QUAL PERMIT PROGRAM							
1 AIR QUAL PERMIT PROGRAM		1,370.00	4-09-55-501-002-520	B	Discharge Permits/Licenses	R	09/26/24	10/01/24	241282900 N
Vendor Total:		1,370.00							
N0008 TREASURER, STATE OF NJ, DCA									
24-01122	10/01/24	3RD QTR 2024 TRAINING FEES							
1 3RD QTR 2024 TRAINING FEES		2,214.00	4-01-55-003-000-002	B	DCA Training Fees Due State	R	10/01/24	10/02/24	3RD QTR 2024 N
Vendor Total:		2,214.00							
T1075 TRUSCO MANUFACTURING CO.									
24-01067	09/20/24	SPRAY TIPS/PARTS LINSTRIPPING							
1 INV 18308-SPRAY TIPS AND PARTS		107.69	4-01-26-290-001-127	B	Street Repair & Maintenance	R	09/20/24	10/01/24	18308 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						
Item Description											
T1075	TRUSCO MANUFACTURING CO.	Account Continued									
Vendor Total:		107.69									
TYLER005	TYLER TECHNOLOGIES, INC.										
24-00946	08/21/24	MOBILE EYES ON BOARD									
1 MOBILE EYES ON BOARD CODES		85.44	4-01-25-256-002-094	B	Computer Service,Support & Software	R	08/21/24	10/01/24		025-473100	N
2 MOBILE EYES INSPECTOR PLUS		2,829.20	4-01-25-256-002-094	B	Computer Service,Support & Software	R	08/21/24	10/01/24		025-473100	N
		2,914.64									
Vendor Total:		2,914.64									
R0112	UNITED SITE SERVICES										
24-00675	06/10/24	RESTROOM BUNDLE 6/20-10/21/24									
4 STD RESTROOM 8/1/24-8/31/24		65.63	G-02-41-761-000-000	B	Mercer County Local Arts Grant	R	06/10/24	10/01/24		INV-4756286	N
24-00676	06/10/24	RESTROOM BUNDLE 6/24-8/23/24									
4 INV-4771901 STD RESTROOM		97.39	4-01-28-370-002-021	B	RECREATION SUMMER PROGRAM	R	06/10/24	10/01/24		INV-4771901	N
Vendor Total:		163.02									
USELE005	US ELECTRICAL SERVICES, INC.										
24-01031	09/10/24	ADV BLST									
1 INV S126240689.001-ADV BLST		17.21	4-01-26-310-001-024	B	Building Maintenance	R	09/10/24	10/02/24		S126240689.001	N
2 INV S126240689.001-TAX EXEMPT		1.07	4-01-26-310-001-024	B	Building Maintenance	R	09/10/24	10/02/24		S126240689.001	N
		16.14									
Vendor Total:		16.14									
VIKIN005	VIKING TERMITE & PEST CONTROL										
24-01033	09/10/24	AUG/SEPT 2024 SRVC MUN/DPW									
1 INV 901957646-AUG 2024 SRVC		21.60	4-01-26-310-001-029	B	Maintenance Contracts	R	09/10/24	10/01/24		901957646	N
2 INV 902065089-SEPT 2024 SRVC		21.60	4-01-26-310-001-029	B	Maintenance Contracts	R	09/10/24	10/01/24		902065089	N
		43.20									
24-01034	09/10/24	SEPTEMBER 2024 SERVICE-PD									
1 INV 902065096-SEPT 2024 SRVC		21.60	4-01-26-310-001-029	B	Maintenance Contracts	R	09/10/24	10/01/24		902065096	N
Vendor Total:		64.80									
W0002	W.B. MASON CO., INC.										
24-01041	09/13/24	HPD OFFICE SUPPLIES									
1 HPD OFFICE SUPPLIES		4.55	4-01-25-240-001-036	B	Office Supplies & Equipment	R	09/13/24	10/01/24		294141342	N
2 HPD OFFICE SUPPLIES		11.55	4-01-25-240-001-036	B	Office Supplies & Equipment	R	09/13/24	10/01/24		294141342	N
3 HPD OFFICE SUPPLIES		4.30	4-01-25-240-001-036	B	Office Supplies & Equipment	R	09/13/24	10/01/24		294141342	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							
Item Description												
W0002	W.B. MASON CO., INC.	Account Continued										
4 HPD OFFICE SUPPLIES		29.96	4-01-25-240-001-036	B	Office Supplies & Equipment	R		09/13/24	10/01/24		294141342	N
5 HPD OFFICE SUPPLIES		13.10	4-01-25-240-001-036	B	Office Supplies & Equipment	R		09/13/24	10/01/24		294141342	N
6 HPD OFFICE SUPPLIES		37.76	4-01-25-240-001-036	B	Office Supplies & Equipment	R		09/13/24	10/01/24		294141342	N
		101.22										
Vendor Total:		101.22										
W0071	WASTE MGMT OF NEW JERSEY, INC.											
24-00154	02/08/24		DUMPSTER RES2020-136 TO 2024			B						
37 INV 3217213-0502-79/3/24		297.93	4-01-26-305-001-029	B	Contract-Dumpsters	R		09/16/24	10/01/24		3217213-0502-7	N
38 INV 3217211-0502-19/3/24		596.52	4-01-26-305-001-029	B	Contract-Dumpsters	R		09/16/24	10/01/24		3217211-0502-1	N
39 INV 3217211-0502-19/3/24		397.31	4-01-26-305-001-029	B	Contract-Dumpsters	R		09/16/24	10/01/24		3217211-0502-1	N
40 INV 3217212-0502-99/3/24		1,544.38	4-01-26-305-001-029	B	Contract-Dumpsters	R		09/16/24	10/01/24		3217212-0502-9	N
41 INV 3217212-0502-99/3/24		633.78	4-01-26-305-001-029	B	Contract-Dumpsters	R		09/16/24	10/01/24		3217212-0502-9	N
		3,469.92										
Vendor Total:		3,469.92										
WEILE005	WEILER RUBBER TECHNOLOGIES LLC											
24-00761	07/08/24		PHENUMATIC INFLATABLE SEALS									
1 PNEUMATIC INFLATABLE SEALS		2,101.32	4-09-55-501-002-503	B	Sewer Plant Maintenance	R		07/08/24	10/01/24		S7037	N
2 SHIPPING		19.88	4-09-55-501-002-503	B	Sewer Plant Maintenance	R		09/19/24	10/01/24		S7037	N
		2,121.20										
Vendor Total:		2,121.20										
W0035	WTH TECHNOLOGY, INC											
24-01040	09/13/24		ANNUAL CONSULTING & SUPPORT									
1 ANNUAL CONSULTING & SUPPORT		621.00	4-01-25-240-001-029	B	Maint. Contracts - Other	R		09/13/24	10/01/24		31712	N
Vendor Total:		621.00										

Total Purchase Orders: 80 Total P.O. Line Items: 224 Total List Amount: 246,183.02 Total Void Amount: 0.00

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	
CURRENT FUND	3-01	600.00	0.00	600.00	0.00	0.00	0.00	
	3-09	3,060.24	0.00	3,060.24	0.00	0.00	0.00	
	Year Total:	3,660.24	0.00	3,660.24	0.00	0.00	0.00	
CURRENT FUND	4-01	79,489.05	0.00	79,489.05	0.00	0.00	0.00	
	4-09	107,035.93	0.00	107,035.93	0.00	0.00	0.00	
	4-21	0.00	0.00	0.00	0.00	0.00	0.00	3,515.17
	Year Total:	186,524.98	0.00	186,524.98	0.00	0.00	0.00	3,515.17
GENERAL CAPITAL	C-04	19,936.25	0.00	19,936.25	0.00	0.00	0.00	
WATER/SEWER CAPITAL	C-08	32,183.75	0.00	32,183.75	0.00	0.00	0.00	
	Year Total:	52,120.00	0.00	52,120.00	0.00	0.00	0.00	
	G-02	65.63	0.00	65.63	0.00	0.00	0.00	
ANIMAL CONTROL TRUST FUN	T-13	297.00	0.00	297.00	0.00	0.00	0.00	
Total Of All Funds:		242,667.85	0.00	242,667.85	0.00	0.00	0.00	3,515.17

Project Description	Project No.	Rcvd Total
Easement Agreement	133MONMOUT	2,032.50
105 Main St - Concept Plan	2022-01	225.00
Site Plan Application #2020-01	3PRCLLC	1,097.67
MILLSTONE BASIN HABITAT	MIL11-02	160.00
Total Of All Projects:		3,515.17

Date: October 7, 2024

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 10/7/2024

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
BANK OF AMERICA	9/13/2024	24-01038	37446	\$ 7,568.87
EAST WINDSOR REGIONAL SCHOOL	9/13/2024	24-01046	1619	\$ 879,508.00
STATE OF N.J.-DEPT OF TREASURY	9/13/2024	24-00994	1620	\$ 54,063.24
TAMIKIA T. ROWE, CUSTODIAN	9/19/2024	24-01054	37486	\$ 100.00
HARRAH'S CASINO HOTEL	9/24/2024	24-01061	37487	\$ 97.90
J.P.MORGAN CHASE BANK	10/1/2024	24-01055	1621	\$ 45,600.00
	TOTAL			\$ 986,938.01
<u>WATER AND SEWER OPERATING</u>				
BANK OF AMERICA	9/13/2024	24-01038	37446	\$ 1,129.00
STATE OF N.J.-DEPT OF TREASURY	9/13/2024	24-00994	1422	\$ 20,264.80
J.P.MORGAN CHASE BANK	10/1/2024	24-01055	1423	\$ 7,312.50
	TOTAL			\$ 28,706.30
<u>ESCROW</u>				
	TOTAL			\$ -
<u>GRANT</u>				
KENNETH REILLY	9/19/2024	24-01050	1801	\$ 500.00
	TOTAL			\$ 500.00
<u>TRUST- OTHER</u>				
	TOTAL			\$ -
<u>ANIMAL CONTROL TRUST</u>				
	TOTAL			\$ -
<u>LAW ENFORCEMENT TRUST</u>				
	TOTAL			\$ -
<u>UNEMPLOYMENT TRUST</u>				
	TOTAL			\$ -
<u>PUBLIC DEFENDER TRUST</u>				
	TOTAL			\$ -
<u>TAX LIEN TRUST</u>				
	TOTAL			\$ -
<u>GENERAL CAPITAL</u>				
	TOTAL			\$ -
<u>WATER AND SEWER CAPITAL</u>				
	TOTAL			\$ -
 MANUAL TOTAL				\$1,016,144.31

Resolution 2024-173

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

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR DAWES PARK RECREATION AND ADA IMPROVEMENTS

WHEREAS, the Borough of Hightstown desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to carry out a project Dawes Park Recreation and ADA Improvements.

NOW THEREFORE BE IS RESOLVED that:

1. The Borough of Hightstown does hereby authorize the application of such grant; and,
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Hightstown and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles and signatures appear below are authorized to sign the agreement, and any other documents necessary in connection therewith:

Margaret Riggio, Borough Clerk

Susan Bluth, Mayor

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk

Resolution 2024-174

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

AUTHORIZATION TO EXECUTE GRANT AGREEMENT WITH MERCER COUNTY FOR PURCHASE OF EQUIPMENT FOR DAWES PARK FUNDED BY THE MERCER COUNTY INVESTMENT INITIATIVE PROGRAM

WHEREAS, on March 11, 2021, President Biden signed the U.S. Senate-amended H.R. 1319 (P.L. 117-2) known as the American Rescue Plan Act (hereinafter “ARPA”); and,

WHEREAS, on May 10, 2021, the U.S. Treasury issued the Interim Final Rule and on January 6, 2022, issued the Final Rule to implement ARPA in Title 31, Part 35 of the Code of Federal Regulations (“CFR”); and

WHEREAS, under ARPA Section 603 (c)(1)(A) and (C) and the Final Rule 31 CFR 35.6(b)(3)(ii)(A)(11) recipients may use Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) to provide assistance to individuals and disproportionately impacted populations via capital improvements, investments in the community to promote health outcomes and public safety, services to address health disparities and procurement of equipment related to the provision of these services; from,

WHEREAS, the County has been awarded \$71,368,970.00 in funds by the U.S. Department of the Treasury (“Treasury”) which are distributed to the County from ARPA for covered costs and eligible expenses to be incurred during the period which began on March 3, 2021 (the date ARPA became law) until December 31, 2024 (to be expended by December 31, 2026); and

WHEREAS, the County of Mercer seeks to allocate ARPA funding to local municipalities participating in the Mercer County Investment Initiative Program and had agreed to purchase and install certain equipment for the Borough of Hightstown (the “Borough”) for an amount not to exceed \$14,000; and,

WHEREAS, the Borough wishes to accept the equipment for improvements to Dawes Park pursuant to the terms and conditions set forth in the attached Agreement;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Hightstown that it hereby authorizes the Mayor and Municipal Clerk to execute the attached agreement any and all documents necessary and related to the same so long as they are in a form satisfactory to the Borough Attorney.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk

MEMORANDUM OF UNDERSTANDING

BETWEEN COUNTY OF MERCER AND THE BOROUGH OF HIGHTSTOWN FOR THE PROVISION OF EQUIPMENT AT DAWES PARK

This Memorandum of Understanding (“MOU”), made this _____ day of _____, 2024,
by and between

The County of Mercer, a body politic of the State of New Jersey, with principal offices located at the McDade Administration Building, 640 S. Broad Street, Trenton, NJ 08650 (hereinafter referred to as “COUNTY”); and

The Borough of Hightstown, a municipal corporation of the State of New Jersey, with principal offices located at 156 Bank Street, Hightstown, New Jersey 08520 (hereinafter referred to as “BOROUGH”).

[The COUNTY and the BOROUGH are hereinafter collectively referred to as the “Parties,” and each individually as the “Party.”]

WITNESSETH:

WHEREAS, financial assistance for this project is made possible by American Rescue Plan Act (“ARPA”) Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) – This project is being supported, in whole or in part, by federal award number SLFRP4580 awarded to the County of Mercer by the U.S. Department of the Treasury; and

WHEREAS, the COUNTY has received SLFRF funds in the amount of \$71,368,970.00 in funds by the U.S. Department of the Treasury (“Treasury”) which were expected to be distributed to the COUNTY from ARPA for covered costs and eligible expenses to be incurred during the period which began on March 3, 2021 (the date ARPA became law) until December 31, 2024 (to be expended by December 31, 2026); and

WHEREAS, the BOROUGH has requested that the COUNTY use SLFRF funds under the “MERCER COUNTY COMMUNITY INVESTMENT INITIATIVE (MCCII): Hightstown” Project (hereinafter “Project”); and

WHEREAS, the COUNTY agrees to procure on behalf of the BOROUGH the Equipment described in Exhibit A for the purposes of providing improved participation in parks and other

community recreational areas for Seniors, Veterans or the Disabled, as well as the general public, in the BOROUGH; and

WHEREAS, the public entities are interested in entering into this MOU to memorialize the COUNTY providing the BOROUGH with the Equipment to assist the BOROUGH in promoting the health, safety and welfare of BOROUGH's senior, veteran and disabled residents, as well as the general public, in the BOROUGH subject to the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the foregoing recitals and the terms and conditions set forth herein, and in consideration of funding allocated for the equipment purchases in an amount not to exceed Fourteen thousand dollars (\$14,000.00) as herein below set forth, the parties hereto agree as follows:

1.0 SCOPE OF WORK

- 1.1 The COUNTY shall, at its sole cost and expense, provide the BOROUGH with the Equipment described in Exhibit A.
- 1.2 The COUNTY shall endeavor to execute its ARPA/SLFRF responsibilities in a timely and efficient manner.
- 1.3 The COUNTY shall be the repository of all receipts and documentation pertinent to the ARPA/SLFRF funds and furnish such to U.S. Department of the Treasury upon its request.
- 1.4 The COUNTY shall comply with all federal, state, county and ARPA/SLFRF procurement policies, as applicable.
- 1.5 The COUNTY shall serve as the primary contact in all matters pertaining to the ARPA/SLFRF funds and the conduit for communication between itself, the U.S. Department of the Treasury, and the BOROUGH.
- 1.6 The COUNTY shall review equipment specifications as presented in Exhibit A and complete the procurement process.
- 1.7 The COUNTY shall not award a purchase contract or approve a contract as described in Exhibit A in which the cost exceeds the funds available for the ARPA/SLFRF allocation unless funds sufficient to cover the shortfall are committed in writing by the BOROUGH, the COUNTY, or another party.
- 1.8 The COUNTY shall transfer full ownership of the ARPA/SLFRF-funded purchased equipment to the BOROUGH upon provision of the items indicated in Exhibit C.
- 1.9 The equipment shall be provided in working condition to the BOROUGH, containing no material defects, and shall be accepted by the BOROUGH in "as is" condition, so long as

no material defects are detected. The COUNTY shall hold the Equipment in storage until such time as the BOROUGH requests that the Equipment be installed – provided that the equipment is installed within the timeframe parameters necessitated by the use of ARPA funds.

- 1.10 The COUNTY shall have no responsibility for the care, maintenance or operation of the identified equipment while it is in the BOROUGH’S possession.
- 1.11 The BOROUGH will comply with all COUNTY requests for information required to fulfill the COUNTY’S obligations under the ARPA Terms & Conditions.
- 1.12 The BOROUGH shall utilize the equipment purchased to provide improved public services for seniors and people with disabilities, as well as the general public, within the BOROUGH. Equipment may be moved between parks within the BOROUGH as usage needs are determined over time.
- 1.13 The BOROUGH shall provide specifications or clarifications to the specifications included in Exhibit A to the COUNTY for the procurement process.
- 1.14 The BOROUGH will provide all administrative staffing, facilities, inspections, permits and services necessary to assist in the timely installation (by COUNTY) of equipment purchased in accordance with all applicable local, state, and federal requirements.
- 1.15 The BOROUGH shall waive any and all permit and inspection fees to the COUNTY.
- 1.16 The BOROUGH shall be solely responsible for the continued maintenance and operation of any proposed equipment upon acceptance by the COUNTY and shall, at its sole cost and expense, be responsible for any physical damage or repair to the equipment sustained during the term of this MOU – which is the estimated operable life of the equipment considering reasonable repair and maintenance or until December 31, 2031.
- 1.17 The BOROUGH shall provide sufficient insurance for the equipment upon delivery and then continued insurance coverage as per NJ State Regulations for similar equipment.
- 1.18 The BOROUGH shall cooperate with the COUNTY in any attempt to modify this Memorandum of Understanding if bids exceed the allocated budget and the COUNTY (and/or BOROUGH) is unable to provide funds sufficient to cover the shortfall.
- 1.19 The BOROUGH shall pay for any costs to the COUNTY resulting from violation or early termination of this Agreement by the BOROUGH.
- 1.20 The BOROUGH shall own and maintain the equipment for no less than five (5) years after purchase and for the operable life of the equipment from the date of delivery.
- 1.21 If the equipment is not to be used for its initially intended purpose prior to five (5) years after purchase and installation, then the BOROUGH shall pay to the COUNTY an

amount equal to the Disposition chart found in Exhibit C.

- 1.22 The COUNTY is not responsible for providing its own warranties, express, implied or limited with regard to the equipment, including but not limited to, the equipment's fitness for any particular purpose. The COUNTY shall provide BOROUGH with any warranty that may be supplied by the manufacturers, merchants and/or producers of the Equipment described in Exhibit A.
- 1.23 This MOU may be amended, supplemented or revised only in writing which has been duly authorized by the parties and signed by the proper authorized representatives thereof.

2.0 **TERMINATION OR SUSPENSION OF AGREEMENT**

2.1 For Cause: This Agreement may be terminated by either the COUNTY or the BOROUGH for cause, including any nonperformance by the BOROUGH; failure of the BOROUGH to fulfill in a timely and proper manner its obligations under this Agreement; failure of the Parties to agree in good faith upon the selection of the Equipment as set forth in Exhibit A; or violation of any of the covenants, agreements, or stipulations of the Agreement, upon thirty (30) days written notice to the other Party including a statement of the reasons, therefor. The determination of the Party as to the cause of termination and the appropriateness thereof shall be final and binding upon the other Party. Cause for termination shall include any material failure by either Party to comply with any term of this Agreement.

2.1.1 Notwithstanding the above, the BOROUGH shall not be relieved of liability to the COUNTY for damages sustained by the COUNTY by virtue of any breach of this Agreement by the BOROUGH, and the COUNTY may withhold equipment to the BOROUGH for the purposes of off-set until such time as the exact amount of damages due the COUNTY from the BOROUGH is determined. Liability will be capped at no more than the amount of the award, \$14,000.

2.1.2 If this Agreement is terminated for any of the reasons referenced in Section 2 hereinabove, excluding funding discontinuance or disapproval, BOROUGH shall have the right to attempt to cure its failure during the thirty (30) day period prior to termination to the satisfaction of the COUNTY at the COUNTY's sole discretion.

2.2 For Convenience of the County: The COUNTY may terminate this Agreement at any time by giving at least thirty (30) days' notice in writing to the BOROUGH. If this Agreement is terminated due to the fault of the BOROUGH, Section 2.1 hereof relative to termination shall apply.

3.0 **ADMINISTRATIVE AND COMPLIANCE REQUIREMENTS**

3.1 BOROUGH shall abide by all guidance documents provided by the COUNTY, as applicable to this Memorandum of Understanding, including, without limitation:

- 3.1.1 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards
- 3.1.2 The Federal Register
- 3.1.3 The U.S. Department of the Treasury publications and other guidance documents, including the ARPA Terms & Conditions
- 3.1.4 Exhibits included in this Memorandum of Understanding

3.2 Documentation and Record-Keeping: The BOROUGH shall maintain all records sufficient to evidence compliance with Section 603(c) of the Act, including Treasury's regulations implementing that section and guidance issued by Treasury, and that are pertinent to the activities to be funded under this Agreement. Such records shall be maintained for a period of five (5) years after the receipt of final payment under this Agreement, the termination of all activities funded under this Agreement, or after the resolution of all Federal audit findings, whichever occurs later.

3.3 Access to Records: At any time during normal business hours and as often as the COUNTY, the Department of the Treasury, and/or the Treasury Office of the Inspector General, and the Government Accountability Office, or their authorized representatives, there shall be made available for examination, all of the BOROUGH's records with respect to all matters covered by this Agreement and the BOROUGH shall permit such parties to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment, and other data relating to all matters covered by this Agreement.

3.4 Inventory: BOROUGH shall retain title to and possession of any Equipment unless and until transferred to the COUNTY or disposed of in accordance with federal regulations. COUNTY shall furnish a list of all Equipment purchased with ARPA funds under this Agreement, including the name of manufacturer, the model number, and the serial number, if applicable.

3.5 Close-Outs: BOROUGH's obligation to the COUNTY shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to, making final payments, disposing of program assets (including the return of all unused materials or equipment to the COUNTY), and determining the custodianship of records.

4.0. PERFORMANCE MONITORING

4.1 The COUNTY, or its representative, shall have the right to monitor BOROUGH's equipment maintenance & insurance plans, on a regular basis to assure contract compliance. Results of the monitoring efforts shall be summarized by COUNTY in written reports to the BOROUGH. The BOROUGH must provide documented evidence of follow-up actions taken to correct any areas of BOROUGH's noncompliance. The BOROUGH shall provide assistance and information needed by COUNTY staff in order for the COUNTY to accomplish effective monitoring under this Agreement. It is also understood that reviews by other officials may be required on dates to be arranged.

5.0. PERSONNEL AND PARTICIPANT CONDITIONS

5.1 Independent Contractor: Neither the BOROUGH nor its employees, officials and representatives are considered to be employees of the COUNTY for any purpose whatsoever.

5.1.1 The BOROUGH certifies that it will establish, publish and post a statement of its policies and requirements on maintaining a drug free workplace which complies with the "Drug Free Workplace Act" (31 CFR, Part 20) and shall require all providers of services under this Agreement to comply with Drug Free Workplace requirements of the above noted Act.

5.2 Personnel: The BOROUGH represents that it has, or will secure at its own expense, all personnel required in performing all of the services required under this Agreement. Such personnel shall not be employees of or have any contractual relationships with the COUNTY.

5.3 Compliance with Civil Rights Laws and Executive Orders:

5.3.1 The BOROUGH will comply with the provisions of, and act in accordance with, all federal laws, rules and regulations, and Executive Orders related to equal employment opportunity, affirmative action, equal access to programs and services, and the enforcement of Civil Rights, including, but not limited to those statutes and regulations contained in **Exhibit B**, the U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions.

5.3.2 The BOROUGH will ensure and maintain a working environment free of sexual harassment and other unlawful forms of harassment, intimidation, and coercion in all facilities at which the BOROUGH's employees are assigned to work.

5.3.3 The BOROUGH agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

5.3.4 The BOROUGH will in all solicitations or advertisements for employees placed by or on behalf of the BOROUGH, state that all qualified applicants will receive consideration of employment without regard to race, color, religion, national origin, sex, familial status, or disability – as provided below.

The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein

incorporated by reference and made a part of this contract or agreement.

5.4 Debarment, Suspension, Ineligibility and Exclusion Compliance:

- 5.4.1 The BOROUGH certifies that it has not been debarred, suspended or otherwise found ineligible to receive funds by an agency of the executive branch of the federal government.
- 5.4.2 The BOROUGH agrees that should any notice of debarment, suspension, ineligibility or exclusion be received by the BOROUGH, the BOROUGH will notify the COUNTY immediately.

5.5 Conflict of Interest: BOROUGH agrees to abide by the provisions of 2 CFR 200.318(c) and 2 CFR 200.112, with respect to conflicts of interest, and covenants that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this contract, including the procurement of supplies and equipment, and construction and services by contractors.

- 5.5.1 The COUNTY and the BOROUGH state to the best of their knowledge and as demonstrated upon execution of this Agreement, no member of the COUNTY Court and no other officer, employee, or agent of COUNTY who exercises any function or responsibility in connection with the carrying out of the Program or the funds to which this Agreement pertains, has any personal interest, direct or indirect, in this Agreement.

6.0 GENERAL CONDITIONS

6.1 Indemnification and Release: BOROUGH AGREES TO INDEMNIFY AND HOLD HARMLESS THE COUNTY, ITS OFFICERS, AGENTS, AND EMPLOYEES FROM AND AGAINST ANY AND ALL LOSS, COSTS, OR DAMAGE OF ANY KIND, NATURE, OR DESCRIPTION THAT MAY ARISE OUT OF OR IN CONNECTION WITH THIS AGREEMENT EXCLUDING CLAIM OR CAUSE OF ACTION THAT RESULTS FROM THE SOLE NEGLIGENCE OF THE COUNTY OR ANY OF ITS OFFICERS, AGENTS, OR EMPLOYEES.

ANY LIABILITY WILL BE CAPPED TO NO MORE THAN THE AWARD AMOUNT,
\$14,000.00

BOROUGH ASSUMES FULL RESPONSIBILITY FOR THE WORK TO BE PERFORMED AND SERVICES TO BE PROVIDED HEREUNDER, AND HEREBY RELEASES, RELINQUISHES AND DISCHARGES THE COUNTY, ITS OFFICERS, AGENTS, AND EMPLOYEES FROM ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION OF EVERY KIND AND CHARACTER, INCLUDING THE COST OF DEFENSE THEREOF, FOR ANY INJURY TO, INCLUDING DEATH OF, ANY PERSON (WHETHER EMPLOYEES OR AGENTS OF EITHER OF THE PARTIES HERETO OR THIRD PERSONS) AND ANY LOSS OF OR DAMAGE TO PROPERTY (WHETHER THE

PROPERTY IS THAT OF EITHER OF THE PARTIES HERETO OR OF THIRD PARTIES) THAT IS CAUSED BY OR ALLEGED TO BE CAUSED BY, ARISING OUT OF, OR IN CONNECTION WITH THE BOROUGH'S WORK OR SERVICES PROVIDED HEREUNDER WHETHER OR NOT SAID CLAIMS, DEMANDS, OR CAUSES OF ACTIONS ARE COVERED IN WHOLE OR PART BY INSURANCE, EXCLUDING CLAIMS, DAMAGES OR CAUSES OF ACTION ARISING FROM THE COUNTY'S SOLE NEGLIGENCE.

6.2 COUNTY shall provide technical assistance to BOROUGH as requested and as mutually agreed upon in the performance of BOROUGH's duties under this Agreement.

6.3 COUNTY Recognition: The BOROUGH shall insure recognition of the role of the COUNTY in providing services through this Agreement. All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as to the funding source. In addition, the BOROUGH will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement as follows:

"This project is supported, in whole or in part, by federal award number SLFRP4580 awarded to County of Mercer by the U.S. Department of the Treasury."

6.4 Notifications: Any notice hand-delivered or sent by mail (with a return receipt which indicates delivery) to the addresses below shall be deemed received for any purposes arising out of the execution of this contract, regardless of whether personally received by the BOROUGH.

<i>For the COUNTY, notices may be sent to:</i>	<i>For the BOROUGH, notices may be sent to:</i>
Name: Terry West	Name: Dimitri Musing
Title: Community Development Specialist	Title: Borough Administrator
Client Name: County of Mercer	Entity Name: Borough of Hightstown
Address 1: 640 S. Broad St.	Address 1: 156 Bank Street
Address 2: Trenton, NJ 08611	Address 2: Hightstown, NJ 08520
Email: twest@mercercounty.org	Email: administrator@hightstownborough.com

6.5 Lobbying: The BOROUGH understands that utilization of any federally appropriated funds provided the BOROUGH by the COUNTY pursuant hereto to influence or attempt to influence any member or employee of the Executive or Legislative branches of the federal government with respect to a covered federal action is prohibited. The BOROUGH further agrees that it shall comply with the certification and disclosure requirements of the applicable regulations.

6.6 Identification of Documents: All reports, maps, and other documents completed as a part of this contract, other than documents exclusively for internal use within the COUNTY, shall contain the following information on the front cover or title page (or in the case of maps, in an appropriate block): County of Mercer, Month 2023; Funded by the American Rescue Plan Act (ARPA); Borough of Hightstown; MERCER COUNTY COMMUNITY INVESTMENT INITIATIVE (MCCII):Hightstown

6.7 Compliance with Laws: In performing the services required hereunder, the BOROUGH

shall comply with all applicable laws, ordinances, and codes of the federal, state and local governments, including environmental protection regulations. Failure to comply with the Administrative Requirements shall constitute grounds for termination of this Agreement.

6.10 Insurance: The BOROUGH shall carry sufficient insurance to protect contract assets from loss due to theft, fraud, and/or undue physical damage.

6.11 Assignability: The BOROUGH shall not assign any interest in this Agreement and shall not transfer any interest in the same (whether by assignment or notation), without the prior written consent of the COUNTY thereto.

6.12 Construction and Severability: If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Agreement so long as the remainder of the Agreement is reasonably capable of completion.

6.13 Enforcement: The BOROUGH agrees to pay to the COUNTY all costs and expenses including reasonable attorney's fees incurred by the COUNTY in exercising any of its rights or remedies in connection with the enforcement of this Agreement. All liability will be capped to no more than the award amount (\$14,000.00).

6.14 Entire Agreement: This Agreement contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

6.15 Amendments: COUNTY or BOROUGH may amend this Agreement at any time provided that such amendments make specific reference to this Agreement and are executed in writing and signed by a duly authorized representative of both organizations. Such amendments shall not invalidate this Agreement, nor relieve or release COUNTY or BOROUGH from its obligations under this Agreement.

COUNTY may, in its discretion, amend this Agreement to conform with federal, state, or local governmental guidelines, policies, and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both COUNTY and BOROUGH.

6.16 Applicable Law: This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of New Jersey and the laws, rules and regulations of County of Mercer, New Jersey. Venue of any claims brought under this Agreement shall be in a court of competent jurisdiction Mercer County, New Jersey.

6.17 Approval Required: The parties hereto state that they are appropriately empowered by their respective Board to sign this Agreement. This Agreement shall not become effective or binding until approved by the COUNTY.

[agreement signatures on next page]

ARPA FUNDING FOR THIS BOROUGH AGREEMENT APPROVED BY MERCER COUNTY COMMISSIONER BOARD ON:

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be duly executed the day and year aforesaid.

ATTEST:

County of Mercer, New Jersey

BY: _____

BY: _____

Jerlene H. Worthy, Clerk
Board of County Commissioners

Dan Benson
County Executive

Date: _____

Date: _____

Borough of Hightstown

BY: _____

Mayor Susan Bluth

ATTEST:

By: _____

Name Margaret Riggio
Borough Clerk

Date: _____

MEMORANDUM OF UNDERSTANDING


**BETWEEN COUNTY OF MERCER AND BOROUGH OF HIGHTSTOWN
 FOR THE PROVISION OF EQUIPMENT AT DAWES PARK**


EXHIBIT A

COUNTY will procure and install the following equipment – while brand names are included as part of the specifications provided in this MOU – COUNTY/BOROUGH are not limited to brands but per performance specifications (“or equivalent”). Final selection of equipment purchased will be done in consultation with BOROUGH. Based on pricing received and total maximum budget – quantities may vary from this agreement.

Catalogs, brand names, or manufacturer’s references are descriptive only and indicate type and quality desired. Bids on brands of like nature and quality will be considered. If proposing other than the references brands/model number, Bidder must provide the manufacturer, brand, or trade name, product number and provide complete descriptive information of product offered and include it with the bid.

Equipment List and Specifications with Estimated Pricing

Item	Room Location	Specification	Cost for each	Quantity	Total Cost
Bench	Playground	Model #CRB-6-HS-P, Thomas Steele, manufactured in the USA, 6’ Carnival Horizontal Straps Backed Bench, powder coated e-steel, Surface Mount, color Black, style: 	\$1,359.00	6	\$8,154.00
Table	Playground	Model #CRT-3B-P, Thomas Steele, manufactured in the USA, Carnival Courtyard Table, Dining, ADA 3-Backed, Vertical Straps, Round perforated metal top, Color: Black, style:	\$2,799.00	2	\$5,598.00

						
					Estimated Cost Total	\$13,752.00
					Total Budget/Agreement Amount	\$14,000.00

MEMORANDUM OF UNDERSTANDING

**BETWEEN COUNTY OF MERCER AND BOROUGH OF HIGHTSTOWN
 FOR THE PROVISION OF EQUIPMENT AT DAWES PARK**

EXHIBIT B – ARPA TERMS & CONDITIONS

2 CFR 200.327 Contract provisions. The Non-Federal entity’s contracts should contain applicable provisions described in Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. The Non-Federal entity’s contracts must contain the provisions described in Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards, as applicable.

THRESHOLD	PROVISION	CITATION
	2 CFR 200 Appendix II (A-L)	
None	Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.	2 CFR 200 APPENDIX II (F)
>\$150,000	Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended – Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the Non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).	2 CFR 200 APPENDIX II (G)
>\$25,000	Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.	2 CFR 200 APPENDIX II (H)

THRESHOLD	PROVISION	CITATION
	<p>See 2 CFR §200.216 - Prohibition on certain telecommunications and video surveillance services or equipment</p> <p>(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:</p> <ul style="list-style-type: none"> (1) Procure or obtain; (2) Extend or renew a contract to procure or obtain; or (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities). <ul style="list-style-type: none"> (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities). (ii) Telecommunications or video surveillance services provided by such entities or using such equipment. (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country. <p>(b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.</p> <p>(c) See Public Law 115-232, section 889 for additional information.</p> <p>(d) See also § 200.471.</p>	<p>2 CFR 200 APPENDIX II (K)</p>
	<p>See 2 CFR §200.322 - Domestic Preferences for Procurements.</p> <p>(a) As appropriate and to the extent consistent with law, the Non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.</p> <p>(b) For purposes of this section:</p>	<p>2 CFR 200 APPENDIX II (L)</p>

THRESHOLD	PROVISION	CITATION
	<p>(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.</p> <p>(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.</p>	
	Additional 2 CFR 200 references & Other Regulations	
>\$10,000	<p>An NFE (Non-Federal Entity) that is a state agency or an agency of a political subdivision of a state, and the NFE's contractors must comply with Section 6002 of the Solid Waste Disposal Act.</p> <p>Applicable NFEs must include a contract provision requiring compliance with this requirement.</p> <p>This includes contracts awarded by a state agency or political subdivision of a state and its contractors for certain items, as designated by the EPA, with a purchase price greater than \$10,000.</p> <p>Indian Tribal Governments and nonprofit organizations are not required to comply with this provision. Additional requirements are listed below.</p>	2 CFR 200.323
None	<p>Financial records, supporting documents, statistical records, and all other Non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon Non-Federal entities. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations. The only exceptions are the following:</p> <p>(a) If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p> <p>(b) When the Non-Federal entity is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.</p> <p>(c) Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition. All records related to ARPA shall be maintained for 5 years per the ARPA terms and conditions and regulations.</p> <p>(d) When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 3-year retention requirement is not applicable to the Non-Federal entity All records related to ARPA shall be maintained for 5 years per the ARPA terms and conditions and regulations.</p>	2 CFR 200.334

THRESHOLD	PROVISION	CITATION
	<p>All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p> <p>(e) Records for program income transactions after the period of performance. In some cases, recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the Non-Federal entity's fiscal year in which the program income is earned.</p> <p>(f) Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: Indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates).</p> <p>(1) <i>If submitted for negotiation.</i> If the proposal, plan, or other computation is required to be submitted to the Federal Government (or to the pass-through entity) to form the basis for negotiation of the rate, then the 3-year retention period for its supporting records starts from the date of such submission. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p> <p>(2) <i>If not submitted for negotiation.</i> If the proposal, plan, or other computation is not required to be submitted to the Federal Government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p>	
None	<p>The Federal awarding agency and the Non-Federal entity should, whenever practicable, collect, transmit, and store Federal award-related information in open and machine-readable formats rather than in closed formats or on paper in accordance with applicable legislative requirements. A machine-readable format is a format in a standard computer language (not English text) that can be read automatically by a web browser or computer system. The Federal awarding agency or pass-through entity must always provide or accept paper versions of Federal award-related information to and from the Non-Federal entity upon request. If paper copies are submitted, the Federal awarding agency or pass-through entity must not require more than an original and two copies. When original records are electronic and cannot be altered, there is no need to create and retain paper copies. When original records are paper, electronic versions may be substituted through the use of duplication or other forms of electronic media provided that they are subject to periodic quality control reviews, provide reasonable safeguards against alteration, and remain readable.</p>	2 CFR 200.336
	ARPA Terms & Conditions	

THRESHOLD	PROVISION	CITATION
ARPA Terms, Conditions, & Records	<p>1. Use of Funds.</p> <p>a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury’s regulations implementing that section, and guidance issued by Treasury regarding the foregoing.</p> <p>b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.</p>	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable
ARPA Terms, Conditions, & Records	<p>3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.</p>	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable
ARPA Terms, Conditions, & Records	<p>4. Maintenance of and Access to Records</p> <p>a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury’s regulations implementing that section, and guidance issued by Treasury regarding the foregoing.</p> <p>b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.</p> <p>c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.</p>	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable
ARPA Terms, Conditions, & Records	<p>8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 CFR § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 CFR § 200.112.</p>	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable
ARPA Terms, Conditions, & Records	<p>9. Compliance with Applicable Law and Regulations.</p> <p>a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.</p> <p>b. Federal regulations applicable to this award include, without limitation, the following:</p> <p>i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury.</p>	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable

THRESHOLD	PROVISION	CITATION
	<p>Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.</p> <ul style="list-style-type: none"> ii. Universal Identifier and System for Award Management (SAM), 2 CFR Part 25, pursuant to which the award term set forth in Appendix A to 2 CFR Part 25 is hereby incorporated by reference. iii. Reporting Subaward and Executive Compensation Information, 2 CFR Part 170, pursuant to which the award term set forth in Appendix A to 2 CFR Part 170 is hereby incorporated by reference. iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement), 2 CFR Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 CFR Part 180, subpart B) that the award is subject to 2 CFR Part 180 and Treasury’s implementing regulation at 31 CFR Part 19. v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 CFR Part 200, Appendix XII to Part 200 is hereby incorporated by reference. vi. Governmentwide Requirements for Drug-Free Workplace, 31 CFR Part 20. (Subrecipient Only) vii. New Restrictions on Lobbying, 31 CFR Part 21. viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations. ix. Generally applicable federal environmental laws and regulations. <p>c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:</p> <ul style="list-style-type: none"> i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury’s implementing regulations at 31 CFR Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance; ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability; iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance; iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury’s implementing regulations at 31 CFR Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto. 	
<p>ARPA Terms, Conditions, & Records</p>	<p>10. Remedial Actions. In the event of Recipient’s noncompliance with section 603 of the Act, other applicable laws, Treasury’s implementing regulations,</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2;</p>

THRESHOLD	PROVISION	CITATION
	<p>guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 CFR § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.</p>	<p>Section 602(b), 603(b) and/or 603(c) as applicable</p>
<p>ARPA Terms, Conditions, & Records</p>	<p>12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>
<p>ARPA Terms, Conditions, & Records</p>	<p>13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>
<p>ARPA Terms, Conditions, & Records</p>	<p>16. Protections for Whistleblowers.</p> <p>a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.</p> <p>b. The list of persons and entities referenced in the paragraph above includes the following:</p> <ul style="list-style-type: none"> i. A member of Congress or a representative of a committee of Congress; ii. An Inspector General; iii. The Government Accountability Office; iv. A Treasury employee responsible for contract or grant oversight or management; v. An authorized official of the Department of Justice or other law enforcement agency; vi. A court or grand jury; or vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct. <p>c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>
<p>ARPA Terms, Conditions, & Records</p>	<p>17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2;</p>

THRESHOLD	PROVISION	CITATION
	for their employees when operating company-owned, rented or personally owned vehicles.	Section 602(b), 603(b) and/or 603(c) as applicable
ARPA Terms, Conditions, & Records	18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable

MEMORANDUM OF UNDERSTANDING

**BETWEEN COUNTY OF MERCER AND BOROUGH OF HIGHTSTOWN
FOR THE PROVISION OF EQUIPMENT AT DAWES PARK**

EXHIBIT C – EQUIPMENT TO BE MAINTAINED

in compliance with 2 CFR 200.313 Equipment

The BOROUGH shall comply with the equipment use, management, and disposition requirements at 2 CFR 200.313(c)-(e). Equipment purchased using SLFRF funds must remain in use to support an eligible SLFRF activity throughout the program compliance period, which ends December 31, 2031 – or the useful life of the equipment. If the BOROUGH ceases using the equipment for the specified activity during the compliance period, it shall repay the COUNTY a prorated share of the original purchase price, determined per the 5-year depreciation schedule below, forgiven on a monthly basis. Alternatively, the COUNTY may, in its sole determination, approve transfer of the equipment to another eligible use during the compliance period.

- A. Documentation & Record-Keeping: Property records must be maintained that include a description of the property, a serial number or other identification number, the source of funding for the property (including the FAIN), who holds title, the acquisition date, and cost of the property, percentage of Federal participation in the project costs for the Federal award under which the property was acquired, the location, use and condition of the property, and any ultimate disposition data including the date of disposal and sale price of the property. All paperwork and documentation related to this equipment should be stored electronically and be kept until December 31, 2031.

- B. Maintenance Plan: A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated. Adequate maintenance procedures must be developed to keep the property in good condition.

- C. Insurance: BOROUGH will provide copy of insurance at delivery of equipment, as applicable by NJ Regulations for insuring similar equipment by a municipality.

- D. Disposition & Depreciation Schedule: If equipment is to be used for some other purpose that is not located in the BOROUGH park(s) and COUNTY has not identified an alternate eligible use – then the value will be paid back based on the equipment purchase price and the following depreciation schedule.

	Depreciation from Date put in Service – Delivery Date
Year 1	50%
Year 2	20%
Year 3	15%
Year 4	10%
Year 5	5%

MEMORANDUM OF UNDERSTANDING

**BETWEEN COUNTY OF MERCER AND BOROUGH OF HIGHTSTOWN
 FOR THE PROVISION OF EQUIPMENT AT DAWES PARK**

EXHIBIT D – NON-DEBARMENT VERIFICATION

ELIGIBILITY VERIFICATION FORM		
ENTITY LEGAL NAME: Borough of Hightstown		Date:
STREET ADDRESS: 156 Bank Street		
CITY: Hightstown	STATE: NJ	ZIP: 08520
CONTACT NAME: Dimitri Musing, Borough Administrator		
CONTACT EMAIL: administrator@hightstownborough.com		
CONTACT PHONE: (609) 490-5100, ext. 620		
<p><i>All entities must be pre-vetted for eligibility/ability to perform the outlined ARPA-funded scope of work and a record (PDF of SAM.gov screenshot) of SAM debarment clearance should be attached to this form. This should be completed before submitting.</i></p> <p>Return PDF of Form Here: Upload to Portal after signature</p>		
Section 1:		
Provide your organization's Unique Entity Identifier (UEI) number (as generated by registration in SAM.gov): HL5LH6HJPK38		
Scope of Work Description: New park and playground equipment		
Certification		
Your signature certifies that the information provided on this form is correct and that failure to provide the requested information may disqualify you from receiving or retaining funds.		
Signature		
Printed Name & Title Susan Bluth, Mayor		Date:
For Department Use Only:		
SAM Debarment/Certification Record of Clearance	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Note:
State Debarred Vendor List Cleared	Yes <input type="checkbox"/> No <input type="checkbox"/>	Note: n/a
Verified By: Mary Sheehy, GrantWorks, Inc.		Date: 07/25/2024

BOROUGH OF HIGHTSTOWN

● Active Registration

Entity Information

Unique Entity ID	CAGE/NCAGE	Expiration Date
HL5LH6HJPK38	5MAA1	Feb 28, 2025

Physical Address

156 Bank ST
Hightstown, New Jersey
08520-3728, United States

Mailing Address

156 Bank Street
Hightstown, New Jersey
08520-3249, United States

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record
▼

BUSINESS INFORMATION

Doing Business As (blank)	URL (blank)	<div style="border: 1px solid #ccc; background-color: #f0f8ff; padding: 5px;"> <p style="margin: 0;">Registration Dates</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid #ccc; padding: 2px;">Activation Date Mar 4, 2024</td> <td style="padding: 2px;">Initial Registration Date Aug 4, 2009</td> </tr> <tr> <td style="border-right: 1px solid #ccc; padding: 2px;">Submission Date Feb 29, 2024</td> <td></td> </tr> </table> </div>	Activation Date Mar 4, 2024	Initial Registration Date Aug 4, 2009	Submission Date Feb 29, 2024	
Activation Date Mar 4, 2024	Initial Registration Date Aug 4, 2009					
Submission Date Feb 29, 2024						
Division Name (blank)	Division Number (blank)					
Congressional District New Jersey 03	State/Country of Incorporation (blank), (blank)					

Owner	CAGE	Legal Business Name
Immediate Owner	(blank)	(blank)
Highest Level Owner	(blank)	(blank)

Entity Dates	
Entity Start Date Mar 5, 1853	Fiscal Year End Close Date Dec 31

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Resolution 2024-175

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

AUTHORIZING THE BOROUGH OF HIGHTSTOWN TO HIRE ONE NEW FULL-TIME REGULAR POLICE OFFICER

WHEREAS, in order to maintain the health, safety and welfare of the public at large, the Hightstown Borough Council has determined that it is necessary to hire a rank and file police officer for the Borough; and

WHEREAS, Section 2-19.8 of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” governs the procedure relating to application for, and appointment to, the position of police officer of any rank within the Borough; and

WHEREAS, pursuant to Subsection 2-19.8(b), the Chief has recommended that the Borough Council appoint Allistair C. Hall as a Hightstown Borough Police Officer; and

WHEREAS, the employment of appointee Allistair C. Hall shall be conditioned upon his passing all applicable Borough requirements; and

WHEREAS, the Hightstown Borough Council believes that the hiring of the new police officer as referenced above is in the best interests of the health, safety and welfare of the Borough’s residents.

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

1. That the individual referenced above is hereby appointed to serve as full-time regular police officer for the Borough of Hightstown, contingent upon the conditions set forth in this Resolution.
2. That the employment of the new officer shall be conditioned upon passing all applicable Borough requirements.
3. That all other terms and conditions of employment relating to the new hire shall be as set forth in the existing FOP Agreement and/or Borough Personnel Policy.
4. That all appropriate Borough officials are hereby authorized and directed to take all appropriate actions in furtherance of the intentions set forth in this Resolution.
5. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Appointee Allistair C. Hall;

- b. Police Chief Frank Gendron;
- c. Police Commissioner Cristina Fowler;
- d. Robert Merryman, Borough Labor Counsel; and
- e. Frederick C. Raffetto, Esq., Borough Attorney

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024

Margaret Riggio
Borough Clerk

Resolution 2024-176

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

AUTHORIZING RISE, A COMMUNITY SERVICE PARTNERSHIP, TO PLACE SIGNS ADVERTISING THE ANNUAL LATINO FESTIVAL

WHEREAS, RISE, a Community Service Partnership, provides social support to communities in Central New Jersey; and

WHEREAS, RISE is a supporter of the Hightstown and East Windsor Latino Festival which aims to increase knowledge and understanding of the cultural traditions of Latin America and the Caribbean and to promote strengthening community relations.; and

WHEREAS, RISE requested permission to place signs advertising the annual festival at several locations in Hightstown Borough; and

WHEREAS, at the September 16, 2024, meeting, at the recommendation of the Hightstown Borough Zoning Official, Borough Council approved placement of the signs with the following conditions:

1. Signs will not exceed 18X24 (3 square feet)
2. Yard signs will be installed from September 17, 2024 – September 29, 2024
3. Signs are approved for the following locations: 187 Stockton Street; 223 Franklin Street; 116 Broad Street; Memorial Park; Rocky Brook Park; 114 Franklin Street; 219 Franklin Street
4. The sign's location(s) do not affect the line of sight for cars or pedestrians. The exact location is to be approved by the Zoning Officer before the signs are installed.
5. The Zoning Officer will inspect that the signs are installed as requested.
6. A letter from the property owners that they approve locating the signs on or in front of their property.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that the placement of advertisement signs for the Latino Festival is approved as detailed herein.

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to:

1. Leslie Koppel, Executive Director RISE
2. Dimitri Musing, Borough Administrator
3. Jane Davis, Zoning Official
4. Dave Bell, Housing Official

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 18, 2023.

Margaret Riggio
Borough Clerk

Resolution 2024-177

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

AUTHORIZING THE HIGHTSTOWN FAMILY FAIR TO PLACE SIGNS ADVERTISING THE ANNUAL FAMILY FAIR

WHEREAS, the Hightstown Family Fair, presented by The Hightstown East Windsor Historical Society, will take place, Saturday, October 5, 2024; and

WHEREAS, the Hightstown Family Fair committee has requested permission to place signs advertising the annual fair at several locations in Hightstown Borough; and

WHEREAS, at the September 16, 2024, meeting, at the recommendation of the Hightstown Borough Zoning Official, Borough Council approved placement of the signs with the following conditions:

1. Signs will not exceed 18X24 (3 square feet)
2. Yard signs will be installed from September 21, 2024 – October 6, 2024
3. Signs are approved for the following locations: 265 Franklin Street; 415 Mercer Street; 609 South Main Street; 164 North Main Street; 103 Oak Lane; 100 North Academy Street; Corner of Franklin & North Main Street
4. The sign's location(s) do not affect the line of sight for cars or pedestrians. The exact location is to be approved by the Zoning Officer before the signs are installed.
5. The Zoning Officer will inspect that the signs are installed as requested.
6. A letter from the property owners that they approve locating the signs on or in front of their property.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that the placement of advertisement signs for the Hightstown Family Fair is approved as detailed herein.

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to:

1. Greg Ciano, Hightstown Family Fair
2. Dimitri Musing, Borough Administrator
3. Jane Davis, Zoning Official
4. Dave Bell, Housing Official

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk

Resolution 2024-178

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

A RESOLUTION SUPPORTING THE CLOSURE OF STOCKTON STREET FOR HALLOWEEN ACTIVITIES

WHEREAS, as in years past, Stockton Street will be closed on October 31, 2024, to provide for safe Halloween activities for the community; and

WHEREAS, the road closure will begin at 5:30 p.m. and last until 9:30 p.m.; and

WHEREAS, Stockton Street will be closed from Church Street to Summit Avenue; and

WHEREAS, residents are asked to discontinue distribution of candy at 9:00 p.m.; and

WHEREAS, the Hightstown Police Department will be on site to ensure the safety of all participants.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Hightstown support the closure of Stockton Street as a Borough-sponsored event on October 31, 2024 as detailed herein and look forward to another memorable evening for the Hightstown 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 October 7, 2024

Margaret Riggio
Borough Clerk

Resolution 2024-179

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

**AUTHORIZING PAYMENT NO. 2 – EARLE ASPHALT
IMPROVEMENTS TO ORCHARD AVENUE, MEADOW DRIVE,
CLOVER LANE, AND SOUTH MAIN STREET**

WHEREAS, on March 18, 2024, the Borough Council awarded a contract for the Improvements to Orchard Avenue, Meadow Drive, Clover Lane and South Main Street to Earle Asphalt, of Farmingdale, New Jersey at the price of \$1,590,913.13; and

WHEREAS, the contractor has submitted a request for payment No. 2 in the amount of \$373,940.39, for partial payment through August 23, 2024; and

WHEREAS, the Borough Engineer has recommended approval of Payment Request No. 2 to the contractor in the amount of \$373,940.39.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, Payment Request No. 2 to Earle Asphalt, of Farmingdale, New Jersey for \$373,940.39 is hereby approved as detailed herein, and the Deputy CFO is authorized to issue same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk



MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

FROM: Carmela Roberts, PE, CME, CPWM *CR*
Borough Engineer

DATE: September 19, 2024

RE: Improvements to Orchard Avenue, Meadow Drive,
Clover Lane, and South Main Street
Payment No. 2
Our File No.: H1804

Attached please find the following in reference to Payment No. 2 which is a partial payment through August 23, 2024 for mobilization, site clearing, inlet curb pieces, connections to existing manholes, concrete encasement, sanitary sewer main and laterals, doghouse manholes, water main and services, fire hydrant assemblies, caps, gate valves, tees, driveway repair, detectable warning surface, concrete curb, and topsoiling:

1. Payment No. 2
2. Invoice No. 2
3. Certified Payrolls
4. Wage Rate Interview Forms

The total recommended amount of \$373,940.39 is funded as follows:

NJDOT Funded:	\$124,824.39
NJDEP Funded:	\$172,431.00
Borough Funded:	\$76,685.00

I recommend payment be made to Earle Asphalt Company in the amount of \$373,940.39.

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

cc: Dimitri Musing, Borough Administrator
Peggy Riggio, RMC, CMR, Borough Clerk
George Lang, Borough CFO
Bill Mead, Earle Asphalt Company
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC
Kelly Pham, EIT, Roberts Engineering Group, LLC
Stephanie Katz, Roberts Engineering Group, LLC



**Hightstown Borough Council
October 7, 2024 Meeting**

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

**PAYMENT No. 2
IMPROVEMENTS TO ORCHARD AVENUE, MEADOW DRIVE, CLOVER LANE, AND SOUTH MAINSTREET
Borough of Hightstown, Mercer County, New Jersey
September 17, 2024
File No.: H1804**

Item No.	Description	Units	Contract Quantity	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	LS	1.00	1.00	0.50	\$60,000.00	\$60,000.00
2	Clearing Site	LS	1.00	0.40	0.25	\$75,623.33	\$30,249.33
3	Project Video	LS	1.00	1.00	0.00	\$1,500.00	\$1,500.00
4	Traffic Director, Flagger	HOUR	200.00	0.00	0.00	\$125.00	\$0.00
5	Uniform Traffic Director	HOUR	500.00	0.00	0.00	\$140.00	\$0.00
6	Traffic Cones	UNIT	25.00	0.00	0.00	\$0.01	\$0.00
7	Drums	UNIT	15.00	0.00	0.00	\$0.01	\$0.00
8	Breakaway Barricade	UNIT	9.00	0.00	0.00	\$0.01	\$0.00
9	Construction Sign 'B' (60"x30")	UNIT	3.00	0.00	0.00	\$0.01	\$0.00
10	Construction Sign 'C' (72"x60")	UNIT	3.00	0.00	0.00	\$0.01	\$0.00
11	Tree Removal, Over 6" to 12" Diameter	UNIT	3.00	0.00	0.00	\$1,250.00	\$0.00
12	Tree Planting, 2" Cal.	UNIT	10.00	0.00	0.00	\$750.00	\$0.00
13	Inlet Filter, Type 2	UNIT	18.00	0.00	0.00	\$50.00	\$0.00
14	Repair of Structure, Inlet	UNIT	13.00	0.00	0.00	\$1,000.00	\$0.00
15	Manhole Frame and Cover, Storm	UNIT	1.00	0.00	0.00	\$1,000.00	\$0.00
16	Bicycle Safe Frame and Grate, Type 'B'	UNIT	6.00	0.00	0.00	\$375.00	\$0.00
17	8" Type 'N' Eco Curb Piece	UNIT	18.00	8.00	8.00	\$300.00	\$2,400.00
18	Trench Drain with Frame and Grate, 24"x2'	UNIT	1.00	0.00	0.00	\$15,000.00	\$0.00
19	Manhole Frame and Cover, Sanitary	UNIT	12.00	0.00	0.00	\$1,000.00	\$0.00
20	Connect to Existing Manhole	UNIT	2.00	2.00	2.00	\$2,000.00	\$4,000.00
21	Concrete Encasement	LF	90.00	27.00	27.00	\$30.00	\$810.00
22	8" DIP Sanitary Sewer Main	LF	90.00	90.00	90.00	\$375.00	\$33,750.00
23	6" PVC Sanitary Lateral	LF	1,744.00	639.00	318.00	\$5.00	\$3,195.00
24	PVC Cleanout, Sanitary	UNIT	68.00	62.00	23.00	\$4,600.00	\$285,200.00
25	Doghouse Manhole with Frame and Cover, Sanitary Sewer	UNIT	2.00	2.00	2.00	\$15,000.00	\$30,000.00
26	Transfer Existing Water Service	UNIT	2.00	2.00	2.00	\$2,000.00	\$4,000.00
27	6" DIP Water Main	LF	140.00	140.00	140.00	\$300.00	\$42,000.00
28	Fire Hydrant Assembly, Complete	UNIT	1.00	1.00	1.00	\$16,500.00	\$16,500.00
29	6" Cap	UNIT	4.00	4.00	4.00	\$1,000.00	\$4,000.00
30	6" Gate Valve	UNIT	1.00	1.00	1.00	\$2,750.00	\$2,750.00
31	6" Insertion Valve	UNIT	1.00	0.00	0.00	\$7,500.00	\$0.00
32	6"x6" Tee	UNIT	2.00	2.00	2.00	\$4,500.00	\$9,000.00
33	Remove and Reset Stone Steps	SY	3.00	0.00	0.00	\$600.00	\$0.00
34	Remove and Reset Decorative River Stone	SY	11.00	0.00	0.00	\$55.00	\$0.00
35	Remove and Reset Brick Sidewalk	SY	5.00	0.00	0.00	\$180.00	\$0.00
36	Hot Mix Asphalt Driveway, 2" Thick	SY	379.00	12.00	12.00	\$80.00	\$960.00
37	Concrete Sidewalk, 4" Thick	SY	481.00	8.00	8.00	\$135.00	\$1,080.00
38	Stone Driveway	SY	20.00	9.00	9.00	\$34.00	\$306.00
39	Reinforced Concrete Sidewalk, 6" Thick	SY	142.00	0.00	0.00	\$140.00	\$0.00
40	Detectable Warning Surface	SY	7.00	1.00	1.00	\$250.00	\$250.00
41	Concrete Steps	UNIT	1.00	0.00	0.00	\$4,850.00	\$0.00
42	6"x8"x16" Concrete Vertical Curb	LF	3,810.00	1,762.00	1,762.00	\$39.00	\$68,718.00
43	8"x9"x18" Concrete Vertical Curb	LF	586.00	0.00	0.00	\$65.00	\$0.00
44	HMA Milling, 3" or Less	SY	16,615.00	0.00	0.00	\$2.75	\$0.00
45	Hot Mix Asphalt 9.5M64 Surface Course, 2" Thick	TON	2,515.00	0.00	0.00	\$97.00	\$0.00
46	Hot Mix Asphalt 9.5M64 Leveling Course, Variable Thickness	TON	400.00	0.00	0.00	\$95.00	\$0.00
47	Tack Coat	GAL	1,690.00	0.00	0.00	\$3.00	\$0.00
48	HMA Pavement Repair	SY	1,595.00	0.00	0.00	\$40.00	\$0.00
49	Dense Graded Aggregate, If & Where Directed	CY	50.00	0.00	0.00	\$35.00	\$0.00
50	1 1/2" Clean Stone, If & Where Directed	CY	50.00	0.00	0.00	\$80.00	\$0.00
51	Rectangular Rapid Flashing Beacon (RRFB), Complete	UNIT	2.00	0.00	0.00	\$16,000.00	\$0.00
52	Regulatory Sign, R1-1 'Stop', 30"x30"	UNIT	4.00	0.00	0.00	\$300.00	\$0.00
53	Regulatory Sign, R2-1 'Speed Limit', 24"x30"	UNIT	1.00	0.00	0.00	\$235.00	\$0.00
54	Regulatory Sign, R7-3 'No Parking', 30"x24", with Sign Post	UNIT	1.00	0.00	0.00	\$235.00	\$0.00
55	Warning Sign, W15-2 'Watch Children', 36"x36"x36"	UNIT	2.00	0.00	0.00	\$430.00	\$0.00
56	Warning Sign, W11-2 'Pedestrian Crossing', 30"x30"	UNIT	2.00	0.00	0.00	\$300.00	\$0.00
57	Warning Sign, W16-9P 'Ahead' Plaque, 24"x12"	UNIT	2.00	0.00	0.00	\$30.00	\$0.00
58	Street Sign	UNIT	12.00	0.00	0.00	\$315.00	\$0.00
59	Traffic Marking, 24" Wide White	LF	439.00	0.00	0.00	\$5.00	\$0.00
60	Traffic Marking, 8" Wide White	LF	354.00	0.00	0.00	\$2.00	\$0.00
61	Traffic Stripe, 4" Wide Yellow	LF	180.00	0.00	0.00	\$1.00	\$0.00
62	Long Life Epoxy Resin Curb Marking, Yellow	LF	1,600.00	0.00	0.00	\$2.40	\$0.00
63	Fertilizing and Seeding, Type A-3	SY	1,020.00	0.00	0.00	\$1.00	\$0.00
64	Topsoiling, 5" Thick	SY	1,020.00	216.00	216.00	\$22.00	\$4,752.00
65	Excavation, Test Pit	CY	150.00	0.00	0.00	\$25.00	\$0.00
66	Fuel Price Adjustment	DOLLAR	5,000.00	0.00	0.00	\$1.00	\$0.00
67	Asphalt Price Adjustment	DOLLAR	7,500.00	0.00	0.00	\$1.00	\$0.00
68	Allowance	DOLLAR	20,000	0.00	0.00	\$1.00	\$0.00

TOTAL WORK COMPLETED		\$605,420.33
LESS: RETAINAGE	2%	\$12,108.41
SUBTOTAL		\$593,311.92
LESS: PREVIOUS PAYMENTS		\$219,371.53
TOTAL AMOUNT DUE		\$373,940.39
AMOUNT OF ORIGINAL CONTRACT		\$1,590,913.13

Resolution 2024-180

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

RESOLUTION AUTHORIZING EXECUTION OF AN INTERLOCAL SERVICES AGREEMENT FOR REGIONAL ANIMAL CONTROL SERVICES 2025-2026

WHEREAS, the existing contract for Regional Animal Control among Manalapan Township (lead agency), Freehold Township, Hightstown Borough, Jamesburg Borough, Millstone Township and Roosevelt Borough expires on December 31, 2024; and

WHEREAS, Manalapan Township, as the lead agency, prepared an Agreement for a term commencing January 1, 2025, and ending on December 31, 2026; and

WHEREAS, this Agreement will be entered into pursuant to the Interlocal Services Act, N.J.S.A. 40:8A-1 et.seq; and

WHEREAS, funds will be made available in the 2025 and 2026 budgets; and

WHEREAS, a copy of this Agreement shall be on file in the Borough Clerk's Office and available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown that the Mayor and Borough Clerk are hereby authorized to execute the aforementioned Shared Services Agreement for Regional Animal Control Services with the Township of Manalapan.

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

1. Manalapan Township Administrator
2. Dimitri Musing, Hightstown Borough Administrator
3. Fred Raffetto, Esq. Hightstown Borough Attorney
4. Donna Condo, Hightstown Borough CFO
5. Mickie O'Connor, Hightstown Borough Deputy CFO
6. Municipal Clerks of Manalapan Township, Freehold Township, Jamesburg Borough and Roosevelt Borough

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk

**SHARED SERVICE AGREEMENT
FOR ANIMAL CONTROL SERVICES**

THIS SHARED SERVICE AGREEMENT entered into this ___ day of _____,
202____.

By and Between: The Township of Manalapan, County of Monmouth, State of New Jersey, hereinafter referred to as "Provider";

And The Township of Freehold in the County of Monmouth, State of New Jersey, and

The Borough of Hightstown in the County of Mercer, State of New Jersey, and

The Borough of Jamesburg in the County of Mercer, State of New Jersey, and

The Township of Millstone in the County of Monmouth, State of New Jersey, and

The Borough of Roosevelt in the County of Monmouth, State of New Jersey, hereafter referred to as "Recipient".

WHEREAS, Provider and recipients, pursuant to NJSA 40A:65-1, desire to contract for and agree upon furnishing by Provider to Recipients certain services of technical and professional nature for the control of dogs and other animals within the territorial boundaries of the contracting municipalities pursuant to local ordinances as revised and amended from time to time.

NOW, THEREFORE, BE IT AGREED, by and between the parties hereto as follows:

1. Recipients hereby designate the Animal Control employee(s) of the Provider as their general agent for the enforcement of their ordinances concerning the control of dogs and other animals within their territorial boundary and in accordance with the applicable laws of the State of New Jersey during the term of this Agreement.
2. The Provider agrees to employ certified Animal Control Officers together with such administrative and clerical help as may be necessary to carry out within

the territorial boundaries of Provider and Recipients, the activities of Animal Control as required by law. Said Animal Control Officer(s) shall respond to calls for service from the each of the Recipients within a reasonable time. In the event two or more calls are received simultaneously, the Animal Control Officer on duty shall use his/her best judgment and make a decision as to which request has priority based upon his/her understanding and evaluation of the circumstances involved and each particular request and emergency nature of each.

3. The Animal Control Officers shall have authority to seize, capture, and impound dogs and other animals running at large within the territorial boundaries of Provider and Recipients, to collect and remove dead dogs and cats and dispose of same; to conduct investigations and/or supervise personnel in the making of investigations and inform the appropriate Recipient regarding violations of statutes or ordinances related to dog and to other animal control regulations, to assist Recipient's attorney in obtaining compliance with the law, and shall attend regular and special meetings of Recipients when requested. Said Animal Control Officer(s) shall have the power to issue violation notices and summonses for violations of the law on behalf of Provider and Recipients.
4. The Animal Control Officers shall render services to the Recipients during normal working hours of the Provider. The Animal Control Officers will not be called upon by Recipients to render ordinary services or to pick up dead animals or animals being held in captivity, which can be picked up the next day, after normal working hours, except in cases of emergency. Cases of emergency shall be defined to mean those situations involving risk to human life and/or animal life (e.g. bite cases, injured animals, trapped animals, etc.) Each Recipient shall so advise all police personnel, dispatchers, and health officials of said stated policy.
5. All license fees, permit fees and other fees otherwise due to Recipient shall be collected by Recipient, or such other agency of the Recipient municipality as may be authorized by law to collect same.
6. The Provider shall furnish each Recipient with a written report of Animal Control activities once a month. Such report shall itemize all services rendered by the Animal Control Officers under the terms of this Agreement and shall make such suggestions for improvements or changes as may be advisable in the opinion of the Animal Control Officer.
7. The Provider and each Recipient shall pass, amend or supplement their local ordinances to provide for payment of an administrative fee by the owner of

any dog or other animal redeemed from the shelter by said Owner. Said Owner should be permitted ten days to pay after receiving notice of said fees from administrative fees and shelter fees, or the Animal Control Officer shall issue a summons to the animal's owner returnable in Municipal Court of the municipality having jurisdiction.

8. The Animal Control Officer shall transport all captured, seized or impounded dogs or other animals, whether alive or dead, to the place or facility designated by the Provider as the depository for all such animals when the animal's owner cannot be easily ascertained and located. Currently the Monmouth County SPCA facility in Eatontown, NJ is designated as the authorized depository for live dogs and cats. Once an animal is claimed from the designated depository, each Recipient is responsible to collect their own redemption/administration fee and shelter cost. Deceased dogs are taken to vets for holding.
9. In consideration for the faithful performance by Provider of its obligations hereunder, each Recipient covenants and agrees to pay Provider a sum equal to the annual compensation of the Animal Control Officer, multiplied by a fraction, the numerator of which is the population of the Recipient and the denominator is the total population of the geographical area served by the said Animal Control Officer (including the population of both Provider and Recipients) as established by the most recent census, payable in advance in quarterly installment together with a pro rata share of the expenses of maintaining such Animal Control Officer as evidenced in Schedule "A" and Schedule "B" (including but not limited to, employer's share of social security, pension, and other costs related to employment together with mileage [if paid by Provider to Animal Control Officer], vehicle leasing or other transportation expenses, uniforms, supplies, telephone, insurance, kennel or veterinarian, etc.).
10. This Agreement is subject to a minimum annual fee based on the population of the Recipient as defined in Schedule "B". The initial estimated Animal Control costs for the calendar year 2025 are set forth in Schedule "A" and the cost per town in Schedule "B". These costs may be revised annually by the Provider based upon actual costs and expenses incurred and projected increases. Notice of increases in costs to Recipients shall be forwarded to each Recipient by June 1st of the year prior to said increases becoming effective.
11. Monmouth County SPCA shelter services are not including in Schedule "A". Provider will pay monthly shelter service fees on behalf of Recipient. Recipient then agrees to reimburse Provider for shelter services upon receipt of an itemized invoice and MC SPCA report for shelter services from Provider on a monthly basis.

12. In order to unify and facilitate solution of common problems, the Provider and Recipient(s) shall have a joint meeting of designated representatives with the Animal Control Officer as necessary at the request of Provider or Recipient(s). Joint discussions will cover mutual problems and needs, objectives, methods of attaining objectives and an evaluation of accomplishments. A copy of the recorded minutes of such meetings shall be sent to the governing body of each participating municipality within 30 days of the date of the meeting.
13. It is understood and agreed by and between the parties hereto that this Agreement shall become effective on the 1st day of January 2025, or as soon thereafter as the conditions have been met, and that it shall terminate on the 31st day of December 2026.
14. After the initial contract period, any party may withdraw from this Agreement providing written notice at least 6 months prior to the proposed withdrawal date by way of a certified Resolution to the Provider and the Commissioner of the New Jersey Department of Community Affairs.
15. This Agreement presupposes the employment of an Animal Control Officer by Provider. In the event an Animal Control Officer is not employed by Provider prior to the effective date hereof, or if the position of Animal Control Officer shall be vacant for a period of more than 10 days at any time during the term of this agreement, or any removal thereof, Recipients shall be entitled to receive a pro rata refund of their share of the salary of such Animal Control Officer for the time no coverage for the functions to be performed by the Animal Control Officer was not provided by the Provider.
16. This Agreement does not provide services to Recipients for Trap Neuter Release Programs, Trap Neuter Return Programs or Trap Neuter Vet Return Programs.
17. This Agreement shall be filed by the Provider to the Commissioner of the New Jersey Department of Community Affairs.

IN WITNESS WHEREOF, each party has caused its authorized officials to sign and seal this agreement on the date indicated.

ATTEST:

TOWNSHIP OF MANALAPAN

Shari Rose, Township Clerk

By: _____, Mayor

Dated: _____

ATTEST:

TOWNSHIP OF FREEHOLD

Sanabel Abouzeina, Township Clerk

By: _____, Mayor

Dated: _____

ATTEST:

BOROUGH OF HIGHTSTOWN

Peggy Riggio, Borough Clerk

By: _____, Mayor

Dated: _____

ATTEST:

BOROUGH OF JAMESBURG

Susan Boulogne, Borough Clerk

By: _____
_____, Mayor

ATTEST:

TOWNSHIP OF MILLSTONE

Kathleen Hart, Township Clerk

By: _____
_____, Mayor

Dated: _____

ATTEST:

BOROUGH OF ROOSEVELT

Kathleen Hart, Borough Clerk

By: _____
_____, Mayor

Dated: _____

WESTERN MONMOUTH ANIMAL CONTROL
ANNUAL ANIMAL CONTROL COSTS
SCHEDULE "A"
2025

SALARIES	\$100,880.00
BENEFITS	\$ 84,968.00
VEHICLE MAINTENANCE	\$ 7,280.00
FUEL	\$ 16,120.00
EQUIPMENT	\$ 7,800.00
UNIFORMS	\$ 3,120.00
VETERINARIAN	\$ 12,480.00
ADMINISTRATION	\$ 20,800.00
EMERGENCY SERVICES	\$ 46,800.00
INSURANCE	\$ 5,200.00
TOTAL	\$305,448.00

WESTERN MONMOUTH ANIMAL CONTROL
ESTIMATED ANNUAL COST - PER TOWN
SCHEDULE "B"
2025

<u>TOWNSHIP</u>	<u>POPULATION*</u>	<u>COST/COMMUNITY</u>
Manalapan Twp	40,877	\$120,472.00
Freehold Twp	35,596	\$102,458.00
Millstone Twp	10,379	\$ 30,520.00
Hightstown Boro	5,871	\$ 19,800.00
Roosevelt Boro	810	\$ 12,500.00
Jamesburg Boro	5,731	\$ 19,800.00

*2021 estimated census

Resolution 2024-181

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

RESOLUTION MAKING AND CONFIRMING APPOINTMENT FOR THE HIGHTSTOWN HOUSING AUTHORITY

BE IT RESOLVED that the following appointments are hereby made and confirmed by the Mayor and Council of the Borough of Hightstown:

Environmental Commission

Margaret Rosner

Ux. 5 yrs.

December 31, 2027

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 7, 2024.

Margaret Riggio
Borough Clerk

Resolution 2024-182

*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 October 7, 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:

Personnel – Multiple Titles
Personnel – Erroneous Pension Deductions
Personnel – Assistant Business Administrator
Contract Negotiations – LOSAP

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 January 7, 2025, 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 October 7, 2024.

Margaret Riggio
Borough Clerk