



**BOROUGH OF HIGHLANDS
COUNCIL REGULAR MEETING**
151 Navesink Ave., Highlands, NJ 07732
Wednesday, October 02, 2024 at 7:00 PM

AGENDA

The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting at the Borough of Highlands Municipal Building and filing with the Borough Clerk all on January 1, 2024. Items listed on the agenda are subject to change.

PLEDGE OF ALLEGIANCE

ROLL CALL: Councilmember Cervantes | Councilmember Chelak | Councilmember Melnyk

Council President Olszewski | Mayor Broullon

APPROVAL OF MINUTES

1. September 18, 2024 Meeting Minutes

PUBLIC HEARING ON PROPOSED ORDINANCES

2. O-24-17 Designating Restricted Parking in Front of Residence Occupied by Person with Disabilities

RESOLUTIONS

3. R 24-167 Approving Change Order No. 1 for Improvements to Linden Avenue Sidewalk
4. R 24-168 Authorizing and Directing the Borough Land Use Board to Investigate Whether the Property Identified on the Tax Map of the Borough as Block 84, Lot 2.01 Constitutes a Condemnation Redevelopment Area Pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq.

CONSENT AGENDA

5. R 24-169 Authorizing the Renewal of a Contract with Forerunner Industries, Inc., for a Floodplain Management Software License
6. R 24-170 Authorizing the Borough of Highlands to Enter into a Cooperative Pricing Agreement in the Passaic County Cooperative Pricing System ID# 38PCCP
7. R 24-171 Directing Tax Collector to Cancel Property Taxes on Block 69, Lot 8
8. R 24-172 Authorizing the Award of a Non-Fair and Open Contract for Professional Services – Conflict Attorney

- [9.](#) R 24-173 Authorizing the Award of a Contract to NextRequest for Annual Renewal of Records Request Management Software License
- [10.](#) R 24-174 Authorizing the Refund of a Certificate of Occupancy Application Fee
- [11.](#) R 24-175 Authorizing the Refund of a Curb Cut Escrow Deposit Fee
- [12.](#) R 24-176 Awarding a Fair and Open Contract for the Portland Road Drainage and Roadway Improvements Project
- [13.](#) R 24-177 Authorizing Payment of Bills
- [14.](#) R 24-178 Approving Request for Waiver of Alcohol Ban for Community Center Rental
- [15.](#) R 24-179 Approving First Aid Squad Application
- [16.](#) R 24-180 Authorizing the Award of a Non-Fair and Open Contract for Professional Construction Administration and Inspection Services in Connection with the Portland Road Drainage Improvements Project

OTHER BUSINESS

17. Hometown Grant Opportunity

REPORTS

18. Mayor's Report

PUBLIC PORTION

Individuals wishing to address the Council shall be recognized by the presiding officer and shall give their name, address, and the group, if any, they represent. Although the Council encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. If any individual refuses to conduct themselves in a proper manner, they will be removed from the meeting. The Council will not, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or discipline of any specific or prospective or current employee. There is a 3-minute time limit for your comments.

ADJOURNMENT

If you have any questions regarding this agenda, please contact the Borough Clerk at (732) 872-1224 ext. 201 or email clerk@highlandsnj.gov.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-24-17

DESIGNATING RESTRICTED PARKING IN FRONT OF RESIDENCE OCCUPIED BY PERSON WITH DISABILITIES

WHEREAS, N.J.S.A. 39:4-197.6 provides that any municipality may, by ordinance, establish a restricted parking zone in front of a residence occupied by a person with a disability provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic.

WHEREAS, Chapter 7-3.6B of the Borough Code governs applications for restricted parking in front of residences occupied by persons with disabilities; and

WHEREAS, the Highlands Police Department has received an application for on-street resident parking for persons with disabilities, which has been reviewed and approved by the Chief of Police; and

WHEREAS, the governing body of the Borough of Highlands wishes to designate an appropriate space for resident parking for persons with disabilities in accordance with the recommendation of the Chief of Police.

NOW, THEREFORE, BE IT ORDAINED, by the governing body of the Borough of Highlands as follows:

SECTION I.

A parking space on Beach Blvd., 50 feet 10 inches west of utility pole #BT40039HB at the corner of Ocean Ave. and Beach Blvd., is hereby designated as a space for resident parking for persons with disabilities. This space shall be available to the residents of 29 Beach Blvd. A sign shall be installed specifically identifying the parking space in accordance with Chapter 7-3.6B of the Borough Code.

SECTION II. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION III. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION IV. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

First Reading and Set Hearing Date for O-24-17:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK			X			
MELNYK		X	X			
OLSZEWSKI						X
BROULLON	X		X			

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: September 18, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands

Public Hearing for O-24-17:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Ordinance on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Carolyn Broullon, Mayor

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-167

APPROVING CHANGE ORDER NO. 1 FOR IMPROVEMENTS TO LINDEN AVENUE SIDEWALK

WHEREAS, by way of Resolution 24-141 duly adopted on July 17, 2024, Lancha Construction Corp. was awarded a contract for Improvements to Linden Avenue Sidewalk Project; and

WHEREAS, in accordance with the aforesaid contract award, the amount of the contract that was awarded to Lancha Construction Corp. was in the amount of \$311,854.94; and

WHEREAS, by letter dated September 25, 2024, the Project Engineer, Colliers Engineering & Design, advised that it was necessary to authorize a change order increasing the total contract amount; and

WHEREAS, Change Order No. 1 reflects an increase of \$19,965.06, thereby increasing the Contract amount from \$311,854.94 to \$331,820.00; and

WHEREAS, Change Order No. 1 includes an increase in Uniformed Traffic Directors, bicycle safe grates, curb pieces, concrete sidewalks, and concrete driveways, the supplemental installation of 8" HDP pipe, and a decrease in various other contract items; and

WHEREAS, in accordance with the aforesaid letter, the Project Engineer recommended that the Borough approve Change Order No. 1 in order to allow for the additional time for the police and the drainage construction to be completed.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands, that based on the recommendation from the Project Engineer, Colliers Engineering and Design, Change Order No. 1 changing the Contract amount from \$311,854.94 to \$331,820.00, which is an increase of \$19,965.06, be and is hereby approved.

BE IT FURTHER RESOLVED, that a certified copy of the within Resolution be forwarded to the Chief Financial Officer, the Project Engineer, Purchasing Agent and Lancha Construction Corp.

Motion to Approve R 24-167:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-168

AUTHORIZING AND DIRECTING THE BOROUGH LAND USE BOARD TO INVESTIGATE WHETHER THE PROPERTY IDENTIFIED ON THE TAX MAP OF THE BOROUGH AS BLOCK 84, LOT 2.01 CONSTITUTES A CONDEMNATION REDEVELOPMENT AREA PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1 ET SEQ.

WHEREAS, the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1 et seq.*, as amended and supplemented (the “**Redevelopment Law**”), provides a process for municipalities to participate in the redevelopment and improvement of areas in need of redevelopment; and

WHEREAS, pursuant to the Redevelopment Law, by way of Resolution No. 16-228 adopted on December 7, 2016, the municipal council of the Borough (the “**Borough Council**”) of Highlands, in the County of Monmouth, New Jersey (the “**Borough**”) authorized and directed the Land Use Board of the Borough (the “**Land Use Board**”) to conduct a preliminary investigation of the property identified as Block 84, Lot 2.01 on the Borough’s tax maps, commonly known as Captain’s Cove Marina (the “**Property**”) to determine whether the Property met the criteria for a Non-Condemnation Redevelopment Area, pursuant to the Redevelopment Law; and

WHEREAS, by way of Resolution No. 18-070 adopted on March 21, 2018, the Mayor of the Borough and Borough Council determined and declared that the Property be designated a Non-Condemnation Redevelopment Area, pursuant to the Redevelopment Law; and

WHEREAS, the Mayor and Borough Council now desire to authorize and direct the Borough’s planning consultant (the “**Planning Consultant**”), to determine whether the Property, along with all riparian rights and streets and rights of way appurtenant thereto, as set forth in **Exhibit A** attached hereto, (collectively, the “**Study Area**”) meets the criteria set forth in the Redevelopment Law for designation as a Condemnation area in need of redevelopment (the “**Study**”) and to submit a report to Land Use Board detailing its findings (the “**Report**”); and

WHEREAS, the Borough Council desire to refer to the Land Use Board, upon completion, the Report for review in accordance with the Redevelopment Law; and

WHEREAS, the redevelopment area determination requested hereunder, in connection with the Study Area authorizes the Borough Council to use all those powers provided by the Redevelopment Law for use in a redevelopment area, including the power of eminent domain (hereinafter referred to as a “**Condemnation Redevelopment Area**”); and

WHEREAS, the Borough Council therefore authorizes and directs the Land Use Board to conduct a preliminary investigation of the Study Area and to make recommendations to the Borough Council, all in accordance with the Redevelopment Law.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands, in the County of Monmouth, New Jersey, as follows:

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

2. **Investigation of Study Area Authorized.** The Land Use Board and Planning Consultant are hereby authorized and directed to conduct an investigation pursuant to N.J.S.A. 40A:12A-6 to determine whether the Study Area satisfies the criteria set forth in the Redevelopment Law, including N.J.S.A. 40A:12A-5, to be designated as a Condemnation Redevelopment Area and to submit the Report to the Land Use Board with respect thereto.

3. **Map to be Prepared.** As part of this investigation, the Planning Consultant shall prepare a map showing the boundary of the Study Area.

4. **Public Hearing Required.** The Land Use Board shall conduct a public hearing, after giving due notice of the proposed boundary of the Study Area and the date of the hearing to any persons who are interested in or would be affected by a determination that the Study Area is a Condemnation Redevelopment Area.

5. **Land Use Board to Make Recommendations.** After conducting its investigation, preparing a map of the proposed redevelopment area, and conducting a public hearing at which all objections to the designation are received and considered, the Land Use Board shall make a recommendation to the Borough Council as to whether the Borough should designate the Study Area as a Condemnation Redevelopment Area.

6. **Preparation of a Redevelopment Plan.** In the event the Land Use Board determines to recommend that the Borough Council designate the Study Area as a Condemnation Redevelopment Area, the Land Use Board is hereby authorized and directed to prepare a redevelopment plan for the Study Area without need of further action by the Borough Council.

7. **Severability.** If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.

8. **Availability of the Resolution.** A copy of this Resolution shall be available for public inspection at the offices of the Borough Clerk.

9. **Effective Date.** This Resolution shall take effect immediately.

Motion to Approve R 24-168:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands

EXHIBIT A

**SCHEDULE A
LEGAL DESCRIPTION**

Issuing Office File No. 36785

ALL THAT CERTAIN TRACT OR PARCEL OF LAND, SITUATED, LYING AND BEING IN THE BOROUGH OF HIGHLANDS, COUNTY OF MONMOUTH, STATE OF NEW JERSEY AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE POINT OF INTERSECTION OF THE WESTERLY LINE OF WASHINGTON AVENUE, (R.O.W. VARIES), WITH THE NORTHLY LINE OF CHEERFUL PLACE, (40.00 FOOT R.O.W.), THENCE;

(1) NORTH 51 DEGREES 00 MINUTES 00 SECONDS WEST, A DISTANCE OF 60.00 FEET TO A POINT; THENCE

(2) NORTH 39 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 66.00 FEET TO A POINT; THENCE

(3) NORTH 00 DEGREES 20 MINUTES 25 SECONDS EAST, A DISTANCE OF 82.01 FEET TO A POINT; THENCE

(4) NORTH 39 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 831.96 FEET TO A POINT; THENCE

(5) SOUTH 50 DEGREES 38 MINUTES 00 SECONDS EAST, A DISTANCE OF 90.00 FEET TO A POINT; THENCE

(6) SOUTH 39 DEGREES 00 MINUTES 00 SECONDS WEST, A DISTANCE OF 856.38 FEET TO A POINT; THENCE

(7) NORTH 51 DEGREES 00 MINUTES 00 SECONDS WEST, A DISTANCE OF 10.00 FEET TO A POINT; THENCE

(8) SOUTH 39 DEGREES 00 MINUTES 00 SECONDS WEST, A DISTANCE OF 66.00 FEET TO THE POINT OF BEGINNING.

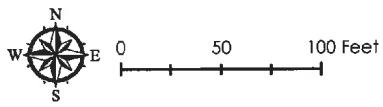
THE ABOVE DESCRIPTION IS IN ACCORDANCE WITH A SURVEY PREPARED BY BERNARD M. COLLINS SURVEYING, INC., DATED 6-3-2020.

TOGETHER WITH ALL RIGHT TITLE AND INTEREST UNDER A CERTAIN RIPARIAN GRANT FROM THE STATE OF NEW JERSEY TO JESSE A. HOWLAND, ET ALS, DATED 12-27-1905 AND FILED IN THE STATE IN LIBER Q PAGE 608 AND IN THE MONMOUTH COUNTY CLERK'S OFFICE ON 4-27-1906 IN BOOK 774, PAGE 110 AND A CERTAIN RIPARIAN GRANT FROM THE STATE OF NEW JERSEY TO WATER WITCH DEVELOPMENT CO., DATED 11-29-1912 AND FILED IN THE STATE IN LIBER T PAGE 590 AND IN THE MONMOUTH COUNTY CLERK'S OFFICE ON 1-28-1913 IN BOOK 944, PAGE 322.

NOTE FOR INFORMATIONAL PURPOSES: THE ABOVE REFERENCED RIPARIAN LANDS AND PREMISES ARE INCLUDED WITHIN THE METES AND BOUNDS DESCRIPTION FIRST ABOVE.

FOR INFORMATION PURPOSES ONLY: BEING KNOWN AS MARINE PL., TAX LOT 2.01, TAX BLOCK 84 ON THE OFFICIAL TAX MAP OF BOROUGH OF HIGHLANDS, NEW JERSEY 07732.

NOTE: LOT AND BLOCK SHOWN FOR INFORMATIONAL PURPOSES ONLY.



Source: NJOGIS, NJGIN, NJDEP, NJDOT

**Captain's Cove
Redevelopment Study Area**
Highlands Borough, NJ

HGA
HEYER, BRUEL & ASSOCIATES
October



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-169

AUTHORIZING THE RENEWAL OF A CONTRACT WITH FORERUNNER INDUSTRIES, INC., FOR A FLOODPLAIN MANAGEMENT SOFTWARE LICENSE

WHEREAS, by way of Resolution 23-174, duly adopted August 16, 2023, the Borough awarded a contract to Forerunner Industries, Inc., for an annual license, an additional license fee and a Repetitive Loss Data Module pertaining to floodplain management software for a period of one (1) year; and

WHEREAS, the Borough has received a proposal from Forerunner Industries, Inc. for the renewal of the annual license to continue to provide floodplain management software in the amount of \$8,250.00 for the annual license and \$1,500.00 for the Repetitive Loss Property Tracking Module, for the period of August 31, 2024 through August 30, 2025; and

WHEREAS, the purchase of goods or services related to the support or maintenance of proprietary computer hardware and software may be awarded without public advertising for bids or bidding in accordance with N.J.S.A. 40:A11-5(dd); and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to renew the contract with Forerunner Industries, Inc., for a term of one (1) year, for the period of August 31, 2024 through August 30, 2025, in an amount not to exceed \$9,750.00 in accordance with Forerunner Industries, Inc’s proposal dated September 20, 2024; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows: Acct #4-01-22-195-000-254
Acct #4-01-22-201-000-225



Patrick DeBlasio, Chief Financial Officer

WHEREAS, in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., the Municipal Clerk shall publicly advertise notice of this action.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. A contract is hereby awarded to Forerunner Industries, Inc. for the renewal of an annual license as well as the Repetitive Loss Property Tracking Module pertaining to floodplain

management software, for the term of one (1) year, for the period of August 31, 2024 through August 30, 2025, as outlined above for an amount not to exceed \$9,750.00.

- 2. The contract is awarded without competitive bidding in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(dd). The Mayor and Borough Clerk are hereby authorized to sign said contract.
- 3. A copy of this Resolution as well as the contract shall be placed on file with the Municipal Clerk of the Borough of Highlands.
- 4. The Municipal Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 24-169:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk’s Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-170

AUTHORIZING THE BOROUGH OF HIGHLANDS TO ENTER INTO A COOPERATIVE PRICING AGREEMENT IN THE PASSAIC COUNTY COOPERATIVE PRICING SYSTEM ID# 38PCCP

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the County of Passaic, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on October 2, 2024, the governing body of the Borough of Highlands, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This **RESOLUTION** shall be known and may be cited as the Cooperative Pricing Resolution of the Borough of Highlands.

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Mayor of the Borough of Highlands is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

Motion to Approve R 24-170:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-171

DIRECTING TAX COLLECTOR TO CANCEL PROPERTY TAXES ON BLOCK 69, LOT 8

WHEREAS, pursuant to N.J.S.A. 54:4-3.30 et seq., the owner of the property located at Block 69, Lot 8, is totally and permanently disabled, as declared by the Department of Veterans Affairs; and

WHEREAS, the owner of Block 69, Lot 8 has submitted a claim for a property tax exemption for the dwelling of a disabled veteran in accordance with N.J.S.A. 54:4-3.30 et seq.; and

WHEREAS, the Tax Collector has reviewed the submission and is recommending that the property taxes for the calendar year 2024 be cancelled in the amount of \$10,042.56 and that \$5021.28 be refunded, as applicable, pursuant to the above provision.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands, that the Tax Collector be and is hereby authorized to cancel and refund the property taxes on Block 69, Lot 8, 23 Atlantic Street, Highlands, NJ 07732 for the calendar year 2024 as set forth above.

BE IT FURTHER RESOLVED, that a copy of this Resolution certified by the Municipal Clerk to be a true copy be forwarded to the Tax Collector, the Tax Assessor, Chief Financial Officer and the Monmouth County Board of Taxation.

Motion to Approve R 24-171:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-172

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – CONFLICT ATTORNEY

WHEREAS, the Borough of Highlands has a need for professional services as it is in need of a conflict attorney pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, such professional services can only be provided by licensed professionals and the law firm of Peri Stewart Malia is so recognized; and

WHEREAS, Peri Stewart Malia has set forth its proposed services in a written proposal dated September 23, 2024 a copy of which is available at the office of the Borough Clerk; and

WHEREAS, Peri Stewart Malia has completed and submitted a Business Entity Disclosure Certification which certifies that Peri Stewart Malia has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit Peri Stewart Malia from making any reportable contributions through the term of the contract; and

WHEREAS, Peri Stewart Malia has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract may exceed \$17,500.00; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows: Acct #4-01-20-155-000-251

Patrick DeBlasio, Chief Financial Officer

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. That the firm of Peri Stewart Malia is hereby appointed and retained to provide professional services as conflict attorney at an hourly rate of \$175.00 per hour, in an amount not to exceed \$15,000.00, for the remainder of the calendar year 2024.
2. The Mayor and Borough Clerk are hereby authorized to sign the contract for the aforesaid professional services.
3. This contract is awarded without competitive bidding as “Professional Services” in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) because it is for services performed by law to practice a recognized profession.
4. A copy of this Resolution as well as the contract shall be placed on file with the Municipal Clerk of the Borough of Highlands.

Motion to Approve R 24-172:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-173

AUTHORIZING THE AWARD OF A CONTRACT TO NEXTREQUEST FOR ANNUAL RENEWAL OF RECORDS REQUEST MANAGEMENT SOFTWARE LICENSE

WHEREAS, by way of Resolution 22-219, duly adopted October 5, 2022, the Borough awarded a renewal contract to NextRequest for its records request management software; and

WHEREAS, by way of Resolution 23-188, duly adopted September 6, 2023, the Borough awarded a renewal contract to NextRequest for its records request management software; and

WHEREAS, NextRequest has submitted an invoice, dated October 1, 2024, for its annual license in the amount of \$7,293.04, for the term of one (1) year, beginning October 1, 2024 through September 30, 2025; and

WHEREAS, such annual renewal for the support or maintenance of proprietary computer hardware and software may be awarded without public advertising for bids or bidding in accordance with N.J.S.A. 40:A11-5(dd); and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to enter into a contract with NextRequest, for the term of one (1) year, beginning October 1, 2024 through September 30, 2025 for renewal of its records request management software annual license, in an amount not to exceed \$7,293.04 in accordance with NextRequest’s invoice dated October 1, 2024; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows: Acct#4-01-20-120-000-252



Patrick DeBlasio, Chief Financial Officer

WHEREAS, in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., the Municipal Clerk shall publicly advertise notice of this action.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. A contract is hereby awarded to NextRequest for the annual renewal of the records request management software license, for the term of one (1) year, beginning October 1,

2024 through September 30, 2025, as outlined above for an amount not to exceed \$7,293.04.

- 2. The contract is awarded without competitive bidding in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(dd). The Mayor and Borough Clerk are hereby authorized to sign said contract.
- 3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
- 4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 24-173:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-174

AUTHORIZING THE REFUND OF A CERTIFICATE OF OCCUPANCY APPLICATION FEE

WHEREAS, the Finance Officer of the Borough of Highlands has received a request to refund a certificate of occupancy application fee; and

WHEREAS, the Fire Official has confirmed that the inspection was not completed and accordingly determined that the certificate of occupancy application fee should be refunded and is due and payable by the Borough of Highlands; and

WHEREAS, the Finance Officer recommends the immediate refund of the certificate of occupancy application fee by the Borough of Highlands.

NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Finance Officer is authorized to immediately refund the certificate of occupancy application fee to the individual property owner listed below:

<u>ADDRESS</u>	<u>AMOUNT</u>	<u>NAME</u>
60 South Bay Highlands, NJ 07732	\$225.00	Helen Maresca

Motion to Approve R 24-174:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

RESOLUTION 24-175

AUTHORIZING THE REFUND OF A CURB CUT ESCROW DEPOSIT FEE

WHEREAS, the Finance Officer of the Borough of Highlands has received a request to refund a curb cut escrow deposit fee; and

WHEREAS, the Superintendent of Public Works has inspected the area and deemed the work satisfactorily completed and accordingly determined that the escrow deposit fee should be refunded and is due and payable by the Borough of Highlands; and

WHEREAS, the Finance Officer recommends the immediate refund of the Escrow Deposit Fee by the Borough of Highlands.

NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Finance Officer is authorized to immediately refund the Escrow Deposit Fee to the individual property owner listed below:

<u>ADDRESS</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>NAME</u>
15 Center St. Highlands, NJ 07732	T-03-56-850-000-001	\$500.00	Julian Mambelli

Motion to Approve R 24-175:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

 Nancy Tran, Municipal Clerk
 Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-176

**AWARDING A FAIR AND OPEN CONTRACT FOR THE PORTLAND ROAD
DRAINAGE AND ROADWAY IMPROVEMENTS PROJECT**

WHEREAS, the Borough of Highlands accepted bids on September 5, 2024 for the Portland Road Drainage and Roadway Improvements Project; and

WHEREAS, three (3) bids were received for the aforesaid project which were reviewed by the Borough Engineer’s Office, as follows:

<u>Bidder's Name</u>	<u>Base 1</u>	<u>Base 2</u>	<u>Alt A</u>	<u>Alt B</u>	<u>Total</u>
James R. Ientile, Inc.	\$671,030.00	\$141,120.00	\$31,780.00	\$28,490.00	\$872,420.00
Seacoast Construction, Inc.	\$697,246.10	\$171,921.25	\$25,200.00	\$19,800.00	\$914,167.35
Lancha Construction Corp.	\$833,032.40	\$238,733.80	\$28,000.00	\$22,000.00	\$1,121,766.20

WHEREAS, James R. Ientile, Inc. appears to be the lowest responsible bidder; and

WHEREAS, the Borough Engineer, Colliers Engineering & Design, by way of correspondence dated September 13, 2024 has made the recommendation that the contract be awarded to James R. Ientile, Inc., as the lowest responsible bidder, for the Total Amount Bid, consisting of Base Bid 1, Base Bid 2, Alternate Bid A and Alternate Bid B, in the amount of \$872,420.00, subject to the availability of funds by the Chief Financial Officer of the Borough of Highlands; and

WHEREAS, a certification of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands.

I hereby certify funds are available as follows: Acct #C-04-24-101-000-201
#C-04-14-108-000-555



Patrick DeBlasio, Chief Financial Officer

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Highlands governing body as follows:

1. That the Contract for the Portland Road Drainage and Roadway Improvements Project is hereby awarded to James R. Ientile, Inc., in an amount not to exceed \$872,420.00 for the total amount bid, consisting of Base Bid 1, Base Bid 2, Alternate Bid A and Alternate Bid B, subject to receipt of concurrence of award from NJDOT Local Aid.

- 2. That the Mayor, Borough Administrator and Borough Clerk be and are hereby authorized and directed to take all steps necessary to engage the services of James R. Ientile, Inc. including executing a contract.
- 3. A copy of this Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
- 4. The Borough Clerk is hereby directed to forward a certified copy of this Resolution to the Borough Engineer and to the unsuccessful bidders.

Motion to Approve R 24-176:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-177
AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated October 2, 2024, which totals as follows:

Current Fund	\$	82,059.86
Sewer Account	\$	7,039.79
Capital Fund	\$	30,403.44
Trust-Other	\$	13,473.92
Federal/State Grants	\$	----
Total	\$	132,977.01

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$ 132,977.01** be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is posted on the borough website at www.highlandsborough.org and on file in the Municipal Clerk's office for reference.

Motion to Approve R 24-177:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands

RECAP OF PAYMENT OF BILLS
10/02/2024

Item 13.

CURRENT:		\$	82,059.86
Payroll	(09/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
SEWER ACCOUNT:		\$	7,039.79
Payroll	(09/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
CAPITAL/GENERAL		\$	30,403.44
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	13,473.92
Payroll	(09/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND		\$	
Payroll	(09/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
DEVELOPER'S TRUST		\$	
Manual Checks		\$	
Voided Checks		\$	

**THE COMPLETE PAYMENT OF BILLS IS AVAILABLE IN
THE CLERK'S OFFICE FOR ANYONE THAT WISHES TO REVIEW THE LIST.**

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Item 13.

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

Vendor #	Name	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
AMAZO005	AMAZON CAPITAL SERVICES										
24-01181		09/13/24	TOOLS								
1 TOOLS			35.99 4-01-26-290-000-181 B	Streets: General Hardware - Minor ToolR			09/13/24	09/23/24		1XPXX4PM6QX3	N
2 OFFICE SUPPLIES			17.81 4-01-26-290-000-181 B	Streets: General Hardware - Minor ToolR			09/13/24	09/23/24		1XPXX4PM6QX3	N
			53.80								
24-01204		09/20/24	items for sweeper								
1 items for sweeper			93.90 4-01-26-290-000-181 B	Streets: General Hardware - Minor ToolR			09/20/24	09/26/24		1HM1693TMWKX	N
			Vendor Total: 147.70								
APPLE005	APPLETON ASSOCIATES LLC										
24-01197		09/18/24	EMERGENCY MAMAGER 1 COURSE								
1 EMERGENCY MAMAGER 1 COURSE			650.00 4-01-25-252-000-236 B	Emergency Mgmt: Schooling/Training	R		09/18/24	09/26/24		8/15/24	N
			Vendor Total: 650.00								
BANKERS	BANKERS LIFE AND CASUALTY CO.										
24-01209		09/23/24	retiree medical								
1 retiree medical			665.41 4-01-23-220-000-254 B	Current: Retirees Group Insurance	R		09/23/24	09/23/24		B2464472	N
			Vendor Total: 665.41								
BAYSH010	BAYSHORE SINGLE STREAM SOLUTIO										
24-01201		09/19/24	COMMINGLED								
1 COMMINGLED			50.29 4-01-26-305-000-284 B	Sanitation: Brush & Bulk	R		09/19/24	09/23/24		18353	N
			Vendor Total: 50.29								
BEACON	BEACON AWARDS & SIGNS										
24-01166		09/12/24	Montecalvo sign								
1 Montecalvo sign			350.00 4-01-28-375-000-294 B	Parks: Other	R		09/12/24	09/24/24		0914-MONTECALVN	
			Vendor Total: 350.00								
BOROU005	BOROUGH OF ATLANTIC HIGHLANDS										
24-01245		09/26/24	sound recording								

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Item 13. M

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
BOROU005 BOROUGH OF ATLANTIC HIGHLAND <i>Account Continued</i>									
1 sound recording		157.68 4-01-43-490-000-151	B Municipal Court: Consultants - Other	R	09/26/24	09/26/24		9/3-9/17/24	N
	Vendor Total:	157.68							
BRO01 BROWN & BROWN BENEFIT ADVISORS									
24-01208	09/23/24	October 2024 consulting fee							
1 October 2024 consulting fee		1,250.00 4-01-23-220-000-253	B Current: Group Insurance	R	09/23/24	09/23/24		128536	N
	Vendor Total:	1,250.00							
CHANG005 CHANGHENG LU									
24-01233	09/25/24	Lien Redemption							
1 Lien Redemption		1,346.22 T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	09/25/24	09/25/24		B9.01/L10	N
2 premium bid		1,300.00 T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	09/25/24	09/25/24		B9.01/L10	N
3 lien redemption		1,021.53 T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	09/25/24	09/25/24		B1/L2.01	N
4 premium bid		1,300.00 T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	09/25/24	09/25/24		B1/L2.01	N
5 lien redemption		271.67 T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	09/25/24	09/25/24		B1.05/L1	N
6 premium bid		900.00 T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	09/25/24	09/25/24		B1.05/L1	N
		6,139.42							
	Vendor Total:	6,139.42							
COMCAST COMCAST									
24-01214	09/24/24	spc video acct firehouse							
1 spc video acct firehouse		91.13 4-01-31-450-000-213	B Telecommunications	R	09/24/24	09/24/24		SPC VIDEO ACCT	N
24-01226	09/24/24	42 Shore Drive							
1 42 Shore Drive		508.11 4-01-31-450-000-213	B Telecommunications	R	09/24/24	09/24/24		42 SHORE DR	N
	Vendor Total:	599.24							
COSTC010 COSTCO									
24-01188	09/16/24	Luncheon and Highlands Day							
1 Luncheon and Highlands Day		462.28 4-01-28-360-000-235	B Community Ctr: Senior Citizens	R	09/16/24	09/23/24		9/23/24	N
	Vendor Total:	462.28							
COUNTY1 COUNTY OF MONMOUTH									
24-01229	09/24/24	haul sweepings							
1 haul sweepings		448.30 4-01-26-305-000-284	B Sanitation: Brush & Bulk	R	09/24/24	09/24/24		24000694	N
	Vendor Total:	448.30							
DELTA005 DELTA DENTAL OF NJ, INC.									
24-01210	09/23/24	dental							

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

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											
DELTA005	DELTA DENTAL OF NJ, INC.	Account Continued									
1 dental		2,120.67	4-01-23-220-000-253	B	Current: Group Insurance	R	09/23/24	09/23/24		1066645	N
2 dental retired		1,847.07	4-01-23-220-000-253	B	Current: Group Insurance	R	09/23/24	09/23/24		1066647	N
		3,967.74									
	Vendor Total:	3,967.74									
DOMIN005	DOMINIC TANGLAO										
24-01225	09/24/24				refund 2024 taxes						
1 refund 2024 taxes		5,021.28	4-01-99-999-000-205	B	Tax Overpayments	R	09/24/24	09/24/24		2024	N
	Vendor Total:	5,021.28									
FILEB005	FILEBANK										
24-01218	09/24/24				storage for 10/1-10/31/24						
1 storage for 10/1-10/31/24		505.19	4-01-20-152-000-294	B	Central Services: Other	R	09/24/24	09/24/24		0127168	N
	Vendor Total:	505.19									
FIRECOMP	FIRECOMPANIES.COM										
24-00658	05/16/24				website 2024						
4 website 2024		239.97	4-01-25-263-000-170	B	Fire Dept: Leased Equipment	R	05/16/24	09/24/24		18-109013	N
	Vendor Total:	239.97									
FORER005	FORERUNNER										
24-01232	09/25/24				annual licence						
1 annual licence		750.00	4-01-22-195-000-254	B	Construction: Equipment Maintenance	R	09/25/24	09/25/24		1276	N
2 annual licence		9,000.00	4-01-22-201-000-225	B	Substandard Housing: Demolition	R	09/25/24	09/25/24		1276	N
		9,750.00									
	Vendor Total:	9,750.00									
FRA	FRA TECHNOLOGIES										
24-01217	09/24/24				2024 macs/mils						
1 2024-2025 macs/mils		1,350.00	4-01-20-120-000-252	B	Municipal Clerk: Contractual Service	R	09/24/24	09/24/24		12/1/-11/30/25	N
	Vendor Total:	1,350.00									
GANNE005	GANNETT NJ										
24-01186	09/16/24				NTB Portland Rd, O-24-14&-15						
1 NTB Portland Rd, O-24-14&-15		369.00	4-01-20-120-000-220	B	Municipal Clerk: Advertising	R	09/16/24	09/23/24		6614323	N
	Vendor Total:	369.00									
GENER010	GENERAL CODE										

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Item 13. M

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											
GENER010 GENERAL CODE Account Continued											
24-01200	09/19/24			MUNICIPAL CLERK PROGRAM BOOKS							
1 MUNICIPAL CLERK PROGRAM BOOKS		332.00	4-01-20-120-000-219	B	Municipal Clerk: Books & Publications	R	09/19/24	09/24/24		GCI0015474	N
	Vendor Total:	332.00									
GPANJ005 GPANJ											
24-00807	06/28/24			GPANJ Mini Conference							
1 GPANJ Mini Conference		125.00	4-01-20-120-000-228	B	Municipal Clerk: Meetings & Conferenc	R	06/28/24	09/26/24		2024	N
	Vendor Total:	125.00									
GRAINGER GRAINGER											
24-01106	08/27/24			access wheelchair ramp							
1 access wheelchair ramp		767.58	4-01-28-375-000-294	B	Parks: Other	R	08/27/24	09/23/24		9231568024	N
24-01137	09/06/24			rubbermaid trash can/liner							
1 rubbermaid trash can/liner		180.87	C-04-21-101-000-202	B	ORD#21-28NEWBOROUGHALL-SOF	R	09/06/24	09/23/24		9239937502	N
2 rubbermaid trash can/liner		577.98	4-01-26-310-000-296	B	B&G: Machinery & Equipment	R	09/06/24	09/23/24		9239937502	N
		<u>758.85</u>									
	Vendor Total:	1,526.43									
GROWI005 GROWING CONCERN INC.											
24-01192	09/17/24			Irrigation system leak							
1 Irrigation system leak		290.02	4-01-28-375-000-154	B	Parks: Equipment Maintenance & Repa	R	09/17/24	09/23/24		R57124-IN	N
	Vendor Total:	290.02									
H2MAS005 H2M ASSOCIATES, INC.											
23-00026	01/09/23			Sanitary Engineer							
21 Sanitary Engineer		3,166.50	3-05-55-502-000-151	B	Sewer: Consultants - Other	R	09/24/24	09/24/24		267680	N
22 Sanitary Engineer		3,873.29	3-05-55-502-000-151	B	Sewer: Consultants - Other	R	09/24/24	09/24/24		267681	N
		<u>7,039.79</u>									
23-01535	12/29/23			Phase I sanitary sewer							
10 Phase I sanitary sewer		30,222.57	C-06-24-101-000-201	B	ORD#24-05 Phase I&II Sanitary Sewer	R	09/24/24	09/24/24		268153	N
	Vendor Total:	37,262.36									
HELEN005 HELEN MARESCA											
24-01238	09/25/24			refund for c/o application							
1 refund for c/o application		225.00	4-01-99-999-000-286	B	Refund Fees	R	09/25/24	09/25/24		9/25/24	N
	Vendor Total:	225.00									

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Item 13. M

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											
HEY01 HEYER GRUEL & ASSOCIATES											
24-00038	01/17/24										
			Borough planner								
11 Borough planner		1,655.00	4-01-20-155-000-294	B	Legal Services: Other	R	01/17/24	09/24/24		42044	N
12 Borough planner		876.25	4-01-20-155-000-294	B	Legal Services: Other	R	01/17/24	09/24/24		42043	N
		2,531.25									
24-00267 02/22/24 planning central business rede											
3 planning central business rede		297.50	4-01-21-180-000-242	B	Mun Land Use Law: Consultants - Lega	R	02/22/24	09/24/24		42045	N
7 planning central business rede		1,022.50	4-01-20-155-000-294	B	Legal Services: Other	R	06/12/24	09/24/24		42045	N
		1,320.00									
		Vendor Total:								3,851.25	
JANIC005 JANICE SWAGGERTY											
24-01244	09/26/24										
			sound recording								
1 sound recording		147.83	4-01-43-490-000-151	B	Municipal Court: Consultants - Other	R	09/26/24	09/26/24		9/3-9/17/24	N
		Vendor Total:								147.83	
JBSALES JB POWER EQUIPMENT											
24-01236	09/25/24										
			REPAIR TO BLOWER								
1 REPAIR TO BLOWER		221.97	4-01-25-263-000-154	B	Fire Dept: Equipment Maintenance	R	09/25/24	09/26/24		0000486-00	N
		Vendor Total:								221.97	
JCPL JCP & L											
24-01223	09/24/24										
			Cedar Street								
1 Cedar Street		16.99	4-01-31-430-000-215	B	Electric	R	09/24/24	09/24/24		95567969761	N
2 Master bill Mua		387.47	4-01-31-430-000-215	B	Electric	R	09/24/24	09/24/24		95029926583	N
3 Master bill		675.67	4-01-31-430-000-215	B	Electric	R	09/24/24	09/24/24		95029926563	N
4 Street lighting		2,834.96	4-01-31-435-000-217	B	Street Lighting	R	09/24/24	09/24/24		95567969760	N
5 Street lighting		1,705.59	4-01-31-435-000-217	B	Street Lighting	R	09/24/24	09/24/24		95567969759	N
		5,620.68									
		Vendor Total:								5,620.68	
JESCO1 JESCO INC.											
24-01024	08/13/24										
			repair to compact excavator								
1 repair to compact excavator		3,715.78	4-01-26-300-000-201	B	Mech Garage: Motor Vehicle - Streets	R	08/13/24	09/26/24		S97728	N
		Vendor Total:								3,715.78	

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

09/26/2024
Item 13.

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Rcvd Date Date	Chk/Void Date	Invoice	1099 Excl
JIMCU005 JIM CURLEY Account Continued								
24-01136	09/05/24	blown motor						
1 blown motor		221.50 4-01-26-300-000-154	B Mech Garage: Equipment Maintenance	R	09/05/24 09/23/24		17854	N
2 mount, gasket		15.91 4-01-26-300-000-154	B Mech Garage: Equipment Maintenance	R	09/05/24 09/23/24		17836	N
3 windshield washer hose, mount		137.62 4-01-26-300-000-154	B Mech Garage: Equipment Maintenance	R	09/05/24 09/23/24		17800	N
		375.03						
	Vendor Total:	375.03						
JOHNG005 JOHN GUIRE LLC								
24-01077	08/23/24	Draw Down-Parts/supply						
2 Draw Down-Parts/supply		148.88 4-01-26-290-000-183	B Streets: Machinery Parts	R	08/23/24 09/25/24		208530	N
3 Draw Down-Parts/supply		150.43 4-01-26-290-000-183	B Streets: Machinery Parts	R	08/23/24 09/25/24		208528	N
4 Draw Down-Parts/supply		157.47 4-01-26-290-000-183	B Streets: Machinery Parts	R	08/23/24 09/25/24		208529	N
		456.78						
	Vendor Total:	456.78						
JULIA005 JULIAN MAMBELLI								
24-01234	09/25/24	CURB CUT REFUND						
1 CURB CUT REFUND		500.00 T-03-56-850-000-001	B Trust: Street Openings	R	09/25/24 09/25/24		2024	N
	Vendor Total:	500.00						
KELLY010 KELLY THOMPSON								
24-01235	09/25/24	TAX OVERPAYMENT						
1 TAX OVERPAYMENT		2,706.51 4-01-99-999-000-205	B Tax Overpayments	R	09/25/24 09/25/24		B76/L15	N
	Vendor Total:	2,706.51						
LAWES005 LAWES OUTDOOR POWER EQUIPMENT								
24-00687	05/23/24	Draw Down-Equipment Repairs						
2 Draw Down-Equipment Repairs		1,171.50 4-01-26-290-000-154	B Streets: Equipment Maintenance	R	05/23/24 09/25/24		83927	N
	Vendor Total:	1,171.50						
MCANJ MCANJ								
24-00785	06/17/24	NT2023 renewal						
1 NT2024-2025 renewal		100.00 4-01-20-120-000-227	B Municipal Clerk: Dues	R	06/17/24 09/26/24		2024-2025	N
	Vendor Total:	100.00						
MCMANIMO McMANIMON SCOTLAND & BAUMANN								
24-00043	01/17/24	Redevelopment attorney						

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Item 13. M

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
MCMANIMO									
		McMANIMON SCOTLAND & BAUMA		<i>Account Continued</i>					
7 Redevelopment attorney		1,606.00 4-01-20-155-000-294	B Legal Services: Other	R	09/26/24	09/26/24		229815	N
8 Redevelopment attorney		412.50 4-01-20-155-000-294	B Legal Services: Other	R	09/26/24	09/26/24		229816	N
		2,018.50							
	Vendor Total:	2,018.50							
NJNG									
		NEW JERSEY NATURAL GAS							
24-01184	09/13/24	151 Navesink Avenue							
1 151 Navesink Avenue		708.37 4-01-31-446-000-218	B Natural Gas	R	09/13/24	09/23/24		151 NAV AVENUE	N
2 56 Waterwitch Avenue		42.00 4-01-31-446-000-218	B Natural Gas	R	09/13/24	09/23/24		56 WATERWITCH /N	
		750.37							
	Vendor Total:	750.37							
NEWPO005									
		NEWPORT MEDIA HOLDINGS,LLC							
24-01240	09/25/24	Adopt O-24-14,AwardR24-160							
1 Adopt O-24-14,AwardR24-160		17.36 4-01-20-120-000-220	B Municipal Clerk: Advertising	R	09/25/24	09/25/24		21365	N
	Vendor Total:	17.36							
NEXTR005									
		NEXTREQUEST							
24-01220	09/24/24	Basic annual license							
1 Basic annual license		7,293.04 4-01-20-120-000-252	B Municipal Clerk: Contractual Service	R	09/24/24	09/24/24		311834	N
	Vendor Total:	7,293.04							
NJLM									
		NJ STATE LEAG.OF MUNICIPALITIE							
24-01149	09/10/24	2024 NJLM CONFERENCE							
1 2024 NJLM CONFERENCE		240.00 4-01-20-110-000-228	B Mayor/Council: Meetings & Conference	R	09/10/24	09/26/24		1031474361	N
2 2024 NJLM CONFERENCE		10.00 4-01-20-110-000-228	B Mayor/Council: Meetings & Conference	R	09/10/24	09/26/24		1031474361	N
3 2024 NJLM CONFERENCE		60.00 4-01-20-100-000-228	B Admin: Meetings & Conferences	R	09/10/24	09/26/24		1031474361	N
4 2024 NJLM CONFERENCE		60.00 4-01-26-290-000-294	B Streets: Other	R	09/10/24	09/26/24		1031474361	N
5 2024 NJLM CONFERENCE		60.00 4-01-25-240-000-294	B Police: Other	R	09/10/24	09/26/24		1031474361	N
6 2024 NJLM CONFERENCE		60.00 4-01-20-120-000-228	B Municipal Clerk: Meetings & Conferenc	R	09/10/24	09/26/24		1031474361	N
7 2024 NJLM CONFERENCE		60.00 4-01-25-265-000-128	B Uniform Fire: Meetings & Conferences	R	09/10/24	09/26/24		1031474361	N
8 2024 NJLM CONFERENCE		60.00 4-01-28-360-000-128	B Community Ctr: Meetings & Conferenc	R	09/10/24	09/26/24		1031474361	N
9 2024 NJLM CONFERENCE		60.00 4-01-43-490-000-128	B Municipal Court: Meetings & Conferenc	R	09/10/24	09/26/24		1031474361	N
10 2024 NJLM CONFERENCE		60.00 4-01-20-145-000-294	B Tax Collection: Other	R	09/10/24	09/26/24		1031474361	N
11 2024 NJLM CONFERENCE		60.00 4-01-20-100-000-228	B Admin: Meetings & Conferences	R	09/10/24	09/26/24		1031474361	N
12 2024 NJLM CONFERENCE		60.00 4-01-22-195-000-236	B Construction: Schooling/Training	R	09/10/24	09/26/24		1031474361	N
13 Mayors lunch briefing		60.00 4-01-20-120-000-228	B Municipal Clerk: Meetings & Conferenc	R	09/11/24	09/26/24		1031474361	N

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Item 13. M

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											
NJLM		NJ STATE LEAG.OF MUNICIPALITIE		<i>Account Continued</i>							
		910.00									
24-01207	09/23/24										
1 Legislative bulletin		49.00	4-01-20-100-000-229	B	Admin: Books & Publications	R	09/23/24	09/23/24		24B-8930	N
	Vendor Total:	959.00									
PITNEY		PITNEY BOWES, INC.									
24-01242	09/26/24										
1 Quarterly contract fee		625.14	4-01-20-150-000-294	B	Tax Assessor: Other	R	09/26/24	09/26/24		3319704979	N
	Vendor Total:	625.14									
POORJ005		POOR JOHNS PORTABLE TOILETS									
24-01219	09/24/24										
1 SnugHarbor skate park		333.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	09/24/24	09/24/24		18921	N
2 Snug Harbor Beach		403.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	09/24/24	09/24/24		18920	N
3 Miller Beach		403.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	09/24/24	09/24/24		18918	N
4 Veterans Park		258.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	09/24/24	09/24/24		18922	N
5 Veterans Park		145.00	4-01-28-376-000-170	B	Beachfront: Leased Equipment	R	09/24/24	09/24/24		18922	N
6 Kavoojian Field		358.00	4-01-28-376-000-170	B	Beachfront: Leased Equipment	R	09/24/24	09/24/24		18923	N
		1,900.00									
	Vendor Total:	1,900.00									
PROFO005		PROFORMA GARDEN STATE GRAPHICS									
24-00972	08/01/24										
1 status retractur		381.25	4-01-26-310-000-295	B	B&G: Office Equipment/Furniture	R	08/01/24	09/23/24		BD68001793A	N
2 shipping		47.76	4-01-26-310-000-295	B	B&G: Office Equipment/Furniture	R	08/01/24	09/23/24		BD68001793A	N
		429.01									
	Vendor Total:	429.01									
ROBER060		ROBERTS ENGINEERING GROUP, LLC									
24-01216	09/24/24										
1 60 Bay Avenue		2,832.50	T-03-56-875-000-191	B	LUB24-02:Cahill-60BayAve.,B42L1	R	09/24/24	09/24/24		9061	N
2 30 Seadrift Avenue		1,002.00	T-03-56-875-000-181	B	LUB2023-01 Catcherman B45/L4,5,7.0R	R	09/24/24	09/24/24		8954	N
		3,834.50									
24-01221	09/24/24										
1 misc planning board		292.50	4-01-20-165-000-299	B	Engineering- Misc Engineering	R	09/24/24	09/24/24		9195	N
	Vendor Total:	4,127.00									

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

09/26/2024
Item 13.

Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Description	Amount	Charge Account	Acct Description Type					
Item Description										
RYSER005	RYSER'S LANDSCAPE SUPPLY									
24-00843	07/05/24	Draw Down Landscape Materials								
4 Draw Down Landscape Materials		75.00	4-01-26-310-000-185	B	B&G: Horticultural Materials	R	07/05/24	09/25/24	0049301-00	N
5 Draw Down Landscape Materials		112.50	4-01-26-310-000-185	B	B&G: Horticultural Materials	R	07/05/24	09/25/24	0049297-00	N
6 Draw Down Landscape Materials		187.50	4-01-26-310-000-185	B	B&G: Horticultural Materials	R	07/05/24	09/25/24	0048939-00	N
		375.00								
Vendor Total:		375.00								
SPECTROL	SPECTROTEL, INC.									
24-01212	09/23/24	fire department								
1 fire department		115.03	4-01-31-440-000-213	B	Telephone	R	09/23/24	09/23/24	12513145	N
Vendor Total:		115.03								
STAPLES	STAPLES ADVANTAGE									
24-00815	07/01/24	Office Supplies								
1 1674154 - Verbatim DVD-R		22.67	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
2 49976 - Verbatim DVD Sleeve		3.95	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
3 100079 - 8 gb Flash Drive		38.24	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
4 2636561 - 32 gb Flash Drive		52.99	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
5 2519840 - 16 gb Flash Drive		49.99	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
6 653414 - Post It - 3x3		22.33	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
7 163865 - Staples Note Pads		10.59	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
8 200329 - Liquid Paper - White		7.89	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
9 24402493 - Wire Mesh Storage		25.08	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
10 202028 - Black Ballpoint Pens		17.46	4-01-25-240-000-201	B	Police: Office Supplies	R	07/01/24	09/23/24	6006185405	N
11 copy paper		97.98	4-01-25-263-000-101	B	Fire Dept: Office Supplies	R	07/01/24	09/23/24	6006185405	N
12 command strips		67.96	4-01-26-310-000-178	B	B&G: Building Maintenance	R	07/01/24	09/23/24	6006185405	N
		417.13								
24-00977	08/05/24	OFFICE SUPPLIES								
1 OFFICE SUPPLIES		889.12	4-01-22-200-000-201	B	Code Enf: Office Supplies	R	08/05/24	09/23/24	6008752664	N
2 OFFICE SUPPLIES		53.54	4-01-20-152-000-203	B	Central Services: Consumable Supplies	R	08/05/24	09/23/24	6008752664	N
		942.66								
24-01073	08/22/24	Office supplies								
1 Office supplies		19.74	4-01-20-145-000-201	B	Tax Collection: Office Supplies	R	08/22/24	09/23/24	6009865522	N
2 Office supplies		53.54	4-01-20-152-000-203	B	Central Services: Consumable Supplies	R	08/22/24	09/23/24	6009865522	N
3 Office supplies		58.00	4-01-20-152-000-201	B	Central Services: Office Supplies	R	08/22/24	09/23/24	6009865522	N

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

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										
STAPLES		STAPLES ADVANTAGE		<i>Account Continued</i>						
4 Office supplies		49.53	4-01-43-490-000-101	B	Municipal Court: Office Supplies	R	08/22/24	09/23/24	6009865522	N
		180.81								
24-01141	09/09/24				Office Supplies					
1 Office Supplies		223.05	4-01-25-252-000-201	B	Emergency Mgmt: Office Supplies	R	09/09/24	09/23/24	6011642409	N
24-01151	09/10/24				supplies					
1 supplies		579.96	4-01-28-360-000-295	B	Community Ctr: Office Equipment/Furni	R	09/10/24	09/23/24	6011698258	N
2 supplies		69.55	4-01-28-360-000-101	B	Community Ctr: Office Supplies	R	09/10/24	09/23/24	6011698258	N
3 supplies		138.33	4-01-28-360-000-240	B	Community Ctr: Spring Programs	R	09/10/24	09/23/24	6011698258	N
		787.84								
	Vendor Total:	2,551.49								
SUREN005		SURENIAN, EDWARDS,BUZAK/NOLAN								
24-00506	04/11/24				Affordable housing attorney					
11 Affordable housing attorney		429.00	4-01-20-155-000-294	B	Legal Services: Other	R	04/11/24	09/26/24	AUGUST 2024	N
	Vendor Total:	429.00								
TARGE005		TARGETED TECHNOLOGIES LLC								
24-01247	09/26/24				security awareness/phishing					
1 security awareness/phishing		168.72	4-01-20-100-000-294	B	Admin: Other	R	09/26/24	09/26/24	122124	N
2 agreement email		456.00	4-01-20-120-000-294	B	Municipal Clerk: Other	R	09/26/24	09/26/24	122121	N
3 monthly datto back up		669.00	4-01-25-240-000-294	B	Police: Other	R	09/26/24	09/26/24	122125	N
4 monthly datto back up		669.00	4-01-28-360-000-294	B	Community Ctr: Other	R	09/26/24	09/26/24	122123	N
5 software antivirus		3,285.00	4-01-26-290-000-294	B	Streets: Other	R	09/26/24	09/26/24	122099	N
6 office 365		1,647.36	4-01-20-145-000-294	B	Tax Collection: Other	R	09/26/24	09/26/24	122122	N
		6,895.08								
	Vendor Total:	6,895.08								
ARMYN005		TRADING HUT ARMY NAVY								
24-01177	09/13/24				clothing for dpw					
1 drawdown clothing for dpw		955.00	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	09/13/24	09/25/24	933319	N
2 drawdown clothing for dpw		747.00	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	09/13/24	09/25/24	933318	N
3 drawdown clothing for dpw		515.00	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	09/13/24	09/25/24	933315	N
4 drawdown clothing for dpw		780.00	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	09/13/24	09/25/24	933316	N
5 drawdown clothing for dpw		980.00	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	09/13/24	09/25/24	933317	N
6 drawdown clothing for dpw		362.00	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	09/13/24	09/25/24	933313	N
7 drawdown clothing for dpw		630.00	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	09/13/24	09/25/24	933314	N

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

09/26/2024
Item 13. M

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
ARMYN005	TRADING HUT ARMY NAVY	<i>Account Continued</i>							
		4,969.00							
	Vendor Total:	4,969.00							
TRE01 24-01228	TREASURER,STATE OF NJ DIV REV 09/24/24	annual site remediation fee							
1 annual site remediation fee		950.00 4-01-20-165-000-245	B	Engineering-Storm Water	R	09/24/24	09/24/24	241343640	N
	Vendor Total:	950.00							
VARAKIYU 24-01243	VARAKIYU ENTERPRISES LLC 09/26/24	Cleaning supplies							
1 Cleaning supplies		137.13 4-01-35-410-000-201	B	Contingent	R	09/26/24	09/26/24	3272	N
	Vendor Total:	137.13							
VERIZ005 24-01213	VERIZON 09/23/24	Fios							
1 Fios		149.00 4-01-31-450-000-213	B	Telecommunications	R	09/23/24	09/23/24	9/4/24	N
	Vendor Total:	149.00							
VERWIRE 24-01227	VERIZON WIRELESS 09/24/24	cell phone							
1 cell phone		3,087.08 4-01-31-440-000-213	B	Telephone	R	09/24/24	09/24/24	9973426821	N
	Vendor Total:	3,087.08							
VSP 24-01241	VISION SERVICE PLAN 09/26/24	vision care							
1 vision care		559.07 4-01-23-220-000-253	B	Current: Group Insurance	R	09/26/24	09/26/24	OCTOBER 2024	N
2 vision care retiree		559.07 4-01-23-220-000-254	B	Current: Retirees Group Insurance	R	09/26/24	09/26/24	OCTOBER 2024	N
		1,118.14							
	Vendor Total:	1,118.14							
WEINE005 24-01215	WEINER LAW GROUP LLP 09/24/24	General							
1 General		105.00 4-01-21-180-000-242	B	Mun Land Use Law: Consultants - LegaR		09/24/24	09/24/24	314652	N
2 General		225.00 4-01-21-180-000-242	B	Mun Land Use Law: Consultants - LegaR		09/24/24	09/24/24	318766	N
3 9 Fifth Street		105.00 T-03-56-875-000-169	B	TRUST: 2022-04: KirshKraft 9Fifth B57 R		09/24/24	09/24/24	314654	N
4 63 Washington Avenue		45.00 T-03-56-875-000-193	B	LUB24-03:WheelerB80L17-63WashingR		09/24/24	09/24/24	314657	N
5 19 Gravelly Point Road		45.00 T-03-56-875-000-194	B	LUB24-04 Nastasi 19 Gravelly B100 L2R		09/24/24	09/24/24	314658	N

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

09/26/2024
Item 13. M

Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Description	Charge Account	Acct Description Type						
WEINE005		WEINER LAW GROUP LLP		<i>Account Continued</i>						
		6 19 Gravelly Point Road	240.00 T-03-56-875-000-194	B	LUB24-04 Nastasi 19 Gravelly B100 L2R	09/24/24	09/24/24		318771	N
		7 14&32 North Peak Street	1,185.00 T-03-56-875-000-179	B	TRUST: LUB2022-10 Home&Land B35R	09/24/24	09/24/24		314656	N
		8 14&32 North Peak Street	195.00 T-03-56-875-000-179	B	TRUST: LUB2022-10 Home&Land B35R	09/24/24	09/24/24		318768	N
		9 9 Fifth Street	660.00 T-03-56-875-000-169	B	TRUST: 2022-04: KirshKraft 9Fifth B57 R	09/24/24	09/24/24		318767	N
			2,805.00							
24-01250	09/26/24	49 Miller Street								
		1 49 Miller Street	60.00 T-03-56-875-000-142	B	TRUST: LUB2021-01 49 Miller B54 L7.(R	09/26/24	09/26/24		314653	N
		2 60 Bay Avenue	465.00 T-03-56-875-000-191	B	LUB24-02:Cahill-60BayAve.,B42L1 R	09/26/24	09/26/24		318770	N
			525.00							
		Vendor Total:	3,330.00							

Total Purchase Orders: 68 Total P.O. Line Items: 149 Total List Amount: 132,977.01 Total Void Amount: 0.00

BOROUGH OF HIGHLANDS
 Bill List By Vendor Name

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	3-05	7,039.79	0.00	7,039.79	0.00	0.00	7,039.79
	4-01	82,059.86	0.00	82,059.86	0.00	0.00	82,059.86
CAPITAL PROJECTS	C-04	180.87	0.00	180.87	0.00	0.00	180.87
	C-06	30,222.57	0.00	30,222.57	0.00	0.00	30,222.57
	Year Total:	30,403.44	0.00	30,403.44	0.00	0.00	30,403.44
TRUST NON BUDGET-TWO RIV	T-03	13,473.92	0.00	13,473.92	0.00	0.00	13,473.92
Total Of All Funds:		132,977.01	0.00	132,977.01	0.00	0.00	132,977.01



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-178

APPROVING REQUEST FOR WAIVER OF ALCOHOL BAN FOR COMMUNITY CENTER RENTAL

WHEREAS, the Borough of Highlands has received an application for the rental of the Community Center from Nicole Salerno to host a Baby 1st Birthday; and

WHEREAS, Ms. Salerno has requested a waiver of the alcohol prohibition in order to serve alcohol to the guests of this event; and

WHEREAS, Ms. Salerno has obtained the necessary insurance coverage required to allow alcohol at the event.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Highlands, that Ms. Salerno’s request for a waiver of the alcohol prohibition is approved for the Baby Birthday Party to be hosted on November 9, 2024, 11am to 5pm;

BE IT FURTHER RESOLVED, that as a condition of this approval the applicant has provided the Borough Clerk with a certificate of insurance coverage naming the Borough of Highlands as an additional insured, subject to the Borough Administrator’s review and approval.

Motion to Approve R 24-178:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk’s Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-179
APPROVING FIRST AID SQUAD APPLICATION

WHEREAS, the following individual has submitted a Membership Application to be a Member to the Highlands First Aid Squad:

James Hynes

WHEREAS, Warren "Jay" Terwilliger, Chief of the First Aid Squad, has approved the aforesaid Membership Application;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the First Aid Squad Membership Application of the above listed individual is hereby approved.

Motion to Approve R 24-179:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-180

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES IN CONNECTION WITH THE PORTLAND ROAD DRAINAGE IMPROVEMENTS PROJECT

WHEREAS, the Borough of Highlands has a need for professional services in connection with the Portland Road Drainage Improvements Project pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated September 10, 2024, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the scope of work includes coordination and attendance at pre-construction meetings, preparation of meeting minutes and the notice to proceed, providing minor plan changes, site visits to ensure contractors compliance with the contract, providing photographs of progress, review of shop drawings provided by the Contractor and/or providing engineering redesign if necessary to adapt to actual field conditions, review and monitoring of the construction schedule, preparing inspection and progress reports, project closeout, including punch lists and project certifications, and the preparation of change orders/invoice review; and

WHEREAS, this project is tied to a NJDOT Local Aid Grant and Colliers will assist in Grant Management and Grant Closeout of this project; and

WHEREAS, the said proposed services includes the following lump sum fee:

	<u>Fee</u>
Phase 1.0 – Construction Administration & Inspection Services	\$65,500.00
Reimbursable Expenses	<u>\$ 250.00</u>
	<u>Total</u> \$65,750.00

WHEREAS, such professional services can only be provided by licensed professionals and the firm of Colliers Engineering & Design, Inc., 101 Crawfords Corner Road, Suite 3400, Holmdel, New Jersey 07733 is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain Colliers Engineering & Design, Inc. for professional services in connection with the Portland Road Drainage Improvements Project; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$65,750.00 as stated in Colliers Engineering & Design, Inc.'s proposal dated September 10, 2024; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Colliers Engineering & Design, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, Colliers Engineering & Design, Inc. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows: Acct #C04-10-120-000-555



 Patrick DeBlasio, Chief Financial Officer

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highlands as follows:

1. Colliers Engineering & Design, Inc. is hereby retained to provide professional services in connection with the Portland Road Drainage Improvements Project in the Borough of Highlands as outlined above for an amount not to exceed \$65,750.00.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 24-180:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: October 2, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands