



**BOROUGH OF HIGHLANDS
COUNCIL REGULAR MEETING**
22 Snug Harbor Avenue, Highlands NJ 07732
Wednesday, September 01, 2021 at 6:30 PM

AGENDA

EXECUTIVE SESSION: 6:30PM

REGULAR MEETING: 8:00PM

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, 2021. Items listed on the agenda are subject to change.

EXECUTIVE SESSION: 6:30PM

ROLL CALL

Councilmember Martin | Councilmember Mazzola

Councilmember Melnyk | Council President Olszewski

Mayor Broullon

BE IT RESOLVED that the following portion of this meeting shall not be open to the public,

BE FURTHER RESOLVED that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Act:

1. Attorney/Client Privilege - Engineering Recommendation
2. Attorney/Client Privilege - Regionalization
3. Pending or Anticipated Litigation - Docket No. MON-L-446-21
4. Matters of Personnel - Personnel Matter

BE IT FURTHER RESOLVED that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when the need for privacy no longer exists.

REGULAR MEETING: 8:00 PM

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, 2021.

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmember Martin | Councilmember Mazzola

Councilmember Melnyk | Council President Olszewski

Mayor Broullon

PROCLAMATIONS / CERTIFICATES

- [5.](#) Proclamation - Hunger Action Month September 2021

APPROVAL OF MINUTES

- 6. Regular Meeting Minutes and Executive Session Minutes for 8/13/2021; Special Meeting Minutes 8/23/2021

INTRODUCTION OF PROPOSED ORDINANCES

PUBLIC HEARING ON PROPOSED ORDINANCES

- [7.](#) O-21-30 An Ordinance Amending Section 2-41.2 Of The Borough Code Regarding Application Procedure For Requests For Use Of The Community Center
- [8.](#) O-21-31 An Ordinance Amending Chapter 4-14 Of The Borough Code Regarding Short-Term Rentals
- [9.](#) O-21-32 An Ordinance Amending Chapter 7-3.8 Of The Borough Code Regarding Permit Parking For Residents

RESOLUTIONS

- [10.](#) R-21-171 A Resolution Approving Payment of Bills
- [11.](#) R-21-172 A Resolution Granting Permission As The Upland Owner For Floating Docks In Connection With A Tidelands License Renewal Application Submitted By Highlands Waterfront, LLC.
- 12. Public Hearing on a 2021 Monmouth County Municipal Open Space Grant Application for Snug Harbor Skate Park Project
- [13.](#) R-21-173 A Resolution Authorizing The Borough Of Highlands To Apply For A 2021 Monmouth County Municipal Open Space Grant For The Snug Harbor Skate Park Project
- [14.](#) R-21-174 A Resolution Appointing An Acting Police Sergeant

OTHER BUSINESS

REPORTS

15. Administrator's Report

16. Engineer'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 three-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@highlandsborough.org



PROCLAMATION
Borough of Highlands
Hunger Action Month
September 2021

WHEREAS, hunger and poverty are issues of grave concern in the United States, the State of New Jersey; and

WHEREAS, the Borough of Highlands is committed to taking steps to raise awareness about the need to combat hunger; and

WHEREAS, the Borough of Highlands is committed to working with Fulfill, formerly The Foodbank of Monmouth and Ocean Counties, to educate people about the role and importance of food banks in addressing hunger and to devote more resources and attention to hunger issues; and

WHEREAS, more than 215,000 individuals, including 70,000 children, in Monmouth and Ocean Counties now rely on food provided by Fulfill and its partners since the beginning of the pandemic; and

WHEREAS, the unemployment level is the highest it has ever been in the history of the State and the poverty level for a family of four is \$25,926 and 9.2% of families live below that level; and

WHEREAS, since the start of the Pandemic, Fulfill has provided 8.1 million meals in Monmouth County residents in need; and

WHEREAS, due to the pandemic, one (1) in every six (6) people in Monmouth and Ocean Counties received "emergency" food from Fulfill and their network of food pantries, soup kitchens, shelters and other community organizations; and

WHEREAS, food banks across the country, including Fulfill, will host numerous events throughout the month of September to bring awareness and attention to encourage involvement in efforts to end hunger in their local community.

Carolyn Broullon
Mayor of the Borough of Highlands
Members of Borough Council
Jo Anne Olszewski -Council President
Kevin Martin
Linda Mazzola
Donald Melnyk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-21-30

AN ORDINANCE AMENDING SECTION 2-41.2 OF THE BOROUGH CODE REGARDING APPLICATION PROCEDURE FOR REQUESTS FOR USE OF THE COMMUNITY CENTER

WHEREAS, Section 2-41 of the Borough Code provides application procedures pertaining to requests for use of the Community Center; and

WHEREAS, the Borough wishes to revise its procedures to provide that review and approval of such requests shall be performed by the Borough Administrator.

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

SECTION I. Borough Code Section 2-41.2, “Application and Approval” shall be amended as follows: (All additions are shown in **bold italics with underlines**; all deletions are shown as **strikeovers in bold italics**):

2-41.2 Application and Approval.

All requests for use of the Community Center shall be made on a facility request form with detailed program information and shall be presented by the director of recreation for review and approval by the ~~***governing body, or such municipal official as may be designated for this purpose by resolution of the governing body from time to time***~~ ***Borough Administrator***. The application shall include information identifying the entity requesting permission to utilize the facility, the person in charge of the event, the date, time and duration of the proposed use, and any anticipated manpower demands required of the borough in relation to the request. All applications will be considered on a first come, first serve basis. Not-for-profit organizations will be required to submit evidence of their current corporate status as a 501(c)3 corporation, in addition to other requirements imposed by the insurance carrier for the Borough of Highlands.

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 after final passage as provided by law.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: August 18, 2021

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: September 1, 2021

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands

Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-21-31

AN ORDINANCE AMENDING CHAPTER 4-14 OF THE BOROUGH CODE REGARDING SHORT-TERM RENTALS

WHEREAS, Section 4-14.3 of the Borough Code provides for Regulations Pertaining to Short-Term Rentals; and

WHEREAS, Section 4-14.5 of the Borough Code provides for Application Process for Short-Term Rental Permit and Inspections; and

WHEREAS, the Borough of Highlands wishes to amend Sections 4-14.3 to provide for no more than two rental units in any multi-family residential dwelling and no more than two rental units in any mixed-use building, and further wishes to amend Section 4-14.5 regarding the application process for short-term rental permits.

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

SECTION I. Borough Code Section 4-14.3 “Regulations Pertaining to Short-Term Rentals” is hereby amended to read as follows (additions are shown in **bold italics with underlines**, deletions are shown in **~~bold italics with strikethroughs~~**):

§ 4-14.3 Regulations Pertaining to Short-Term Rentals.

- a. It shall be unlawful for any owner of any property within the geographic bounds of the Borough of Highlands, to rent or operate a short-term rental contrary to the procedures and regulations established in this Section 4-14 or applicable State statute.
- b. Short-term rentals shall be permitted to be conducted in the following classifications of property in the Borough of Highlands:
 1. Condominium units, where the Condominium Association By-Laws and Master Deed do not prohibit a short-term rental, and where the owner of the unit legally identifies the address as his or her principal residence;
 2. Individually or collectively owned single-family residences, which one of the owners legally identifies as the address of his or her principal residence, as that term is defined herein;

3. One unit within a two-family residential dwelling, where the other unit is occupied by the owner and identified by the owner as his or her principal residence, as that term is defined herein;
4. Not more than ~~one~~ two units in any multi-family residential dwelling, where one other unit in the same dwelling is occupied by the owner and identified by the owner as his or her principal residence, as that term is defined herein; ~~and~~
5. Not more than one room within a single-family residential dwelling unit, where the room shares common kitchen and bathroom facilities with the occupant of the dwelling unit, and the remainder of the single-family dwelling unit is occupied by the owner and identified by the owner as his or her principal residence, as that term is defined herein; ~~;~~ and

6. Not more than two units in any mixed-used building.

- c. Notwithstanding the provisions of paragraph b above, short-term rentals shall not be permitted in boarding or rooming houses, dormitories, foster homes, adult family care homes, assisted living facilities, community residences for developmentally disabled persons, community shelters for victims of domestic violence, or nursing homes. Further, short term rental of the following properties is prohibited:
 1. Condominiums or townhomes, where the Condominium Association By-Laws or Master Deed, or Condominium Rules and Regulations, do not permit such short-term rental of condominium units in the development;
 2. An individually or collectively owned single-family residential dwelling unit, which address none of the owners legally identifies as his or her principal residence;
 3. A unit in a two-family residential dwelling, where the other unit is not occupied by the owner nor legally identified by the owner as his or her :1 principal residence;
 4. ~~Two~~ Three or more units in a multi-family residential dwelling, and where one of the other units is not occupied by the owner nor legally identified by the owner as his or her principal residence;
 5. A room within a single-family, two-family or multi-family residential dwelling unit, where the room shares common kitchen and bathroom facilities with the occupant(s) of the dwelling unit in which it is located, which occupant(s) is neither the owner of the dwelling unit nor identifies the remainder of the dwelling unit in the single-family, two-family or multi-family residence as his or her principal residence.
 6. Two or more individual rooms within a single-family, two-family or multifamily residential dwelling unit, where the rooms share common kitchen and bathroom facilities with the occupant(s) of the dwelling unit(s) in which they are located, which occupant(s) is neither the owner of the dwelling unit nor identifies the remainder of the dwelling unit in the single-family, two-family or multi-family residence as his or her principal residence.

- d. The provisions of this Section 4-14 shall apply to short-term rentals as defined in subsection 4-14.2 above. The following do not qualify as a privately-owned residential dwelling unit, as that term is used herein, and therefore do not need to obtain a short-term rental permit pursuant to this Section 4-14: any hotel, motel, studio hotel, rooming house, dormitory, public or private club, bed and breakfast inn, convalescent home, rest home, home for aged people, foster home, halfway house, transitional housing facility, or other similar facility operated for the care, treatment, or reintegration into society of human beings; any housing owned or controlled by an educational institution and used exclusively to house students, faculty or other employees with or without their families; any housing operated or used exclusively for religious, charitable or educational purposes; or any housing owned by a governmental agency and used to house its employees or for governmental purposes.

SECTION II. Borough Code Section 4-14.5 “Application Process for Short-Term Rental Permit and Inspections” is hereby amended to read as follows (additions are shown in **bold italics with underlines**, deletions are shown in **~~bold italics with strikethroughs~~**):

§ 4-14.5 Application Process for Short-Term Rental Permit and Inspections.

- a. Applicants for a short-term rental permit shall submit, on an annual basis, an application for a short-term rental permit to the Borough of Highlands Municipal Clerk. The application shall be furnished, under oath, on a form specified by the Borough Administrator, accompanied by the non-refundable application fee as set forth in subsection 4-14.4 above. Such application shall include:
1. The name, address, telephone number and email address of the owner(s) of record of the dwelling unit for which a permit is sought. If such owner is not a natural person, the application must include and identify the names of all partners, officers and/or directors of any such entity, and the personal contact information, including address and telephone numbers for each of them;
 2. The address of the unit to be used as a short-term rental;
 3. A copy of the driver's license or State Identification Card of the owner of the short-term rental property, confirming, **as set forth in if required by** this Section 4-14, that the property is the principal residence, as that term is defined herein, of the owner making application for the STR permit;
 4. ***The If applicable, the*** owner's sworn acknowledgement that they comply with the requirement that the short-term rental property constitutes the owner's principal residence, as defined in subsection 4-14.2 above;
 5. The name, address, telephone number and email address of the short-term rental property responsible party, which shall constitute his or her 7 day a week, 24-hour a day contact information;

6. The owner's sworn acknowledgement that he or she has received a copy of this Ordinance No. O-2018-08, has reviewed it, understands its requirements and certifies, under oath, as to the accuracy of all information provided in the permit application;
 7. The number and location of all parking spaces available to the premises, which shall include the number of legal off-street parking spaces and on-street parking spaces directly adjacent to the premises. The owner shall certify that every effort will be made to avoid and/or mitigate issues with on-street parking in the neighborhood in which the short-term rental is located, resulting from excessive vehicles generated by the short-term rental of the property, in order to avoid a shortage of parking for residents in the surrounding neighborhood;
 8. The owner's agreement that all renters of the short-term rental property shall be limited to one (1) vehicle per four (4) occupants in the short-term rental property;
 9. The owner's agreement to use his or her best efforts to assure that use of the premises by all transient occupants will not disrupt the neighborhood, and will not interfere with the rights of neighboring property owners to the quiet enjoyment of their properties; and
 10. Any other information that this section requires a property owner to provide to the Borough in connection with an application for a rental certificate of occupancy. The Borough Administrator his or her designee shall have the authority to obtain additional information from the STRP owner/applicant or amend the permit application to require additional information, as necessary, to achieve the objectives of this section.
- b. Every application for a short-term rental permit shall require inspections every three months for the STRP's compliance with the Borough's fire safety regulations and property maintenance code. In addition, each application is subject to review to verify the STRP's eligibility for use as a short-term rental and compliance with the regulations in this Section 4-14.
 - c. For a condominium short-term rental permit application, a letter of approval by the condominium association must be submitted with the application.
 - d. A Zoning Compliance Certificate, which states that the premises are not being occupied or used in violation of the Zoning and Land Use Regulations of the Borough of Highlands, shall be required.
 - e. A sworn statement shall be required that there have been no prior revocations or suspensions of this or a similar license, in which event a license shall not be issued, which denial may be appealed as provided hereinafter.
 - f. Attached to and concurrent with submission of the permit application described in this Section 4-14, the owner shall provide:
 1. Proof of the owner's current ownership of the short-term rental unit;
 2. Proof of general liability insurance in a minimum amount of \$1,000,000.00; and

3. Written certification from the responsible party that they agree to perform all of the respective duties specified in this Section 4-14.
- g. The STRP owner/permit holder shall publish the short-term rental permit number issued by the Borough in every print, digital, or internet advertisement, and/or in the Multiple Listing Service (hereinafter "MLS") or other real estate listing of a real estate agent licensed by the NJ State Real Estate Commission, in which the shortterm rental property is advertised for rent on a short term basis.
 - h. Each and every time there is a change of occupancy by transient occupants during the year when the permit is active, the STRP owner, their agent, or the responsible party must provide the Borough with information as to the identity of all transient occupants who will be occupying the STRP, on a form to be made available by the Municipal Clerk or in electronic format on the Borough website. The intent is that the Borough shall have basic identifying information of all occupants of the STRP at all times, just as required by the Borough in conjunction with any standard rental Certificate of Occupancy application, which information shall include the occupant's or occupants' names and ages, and the dates of the commencement and expiration of the term of each short-term rental period of the respective occupant(s).
 - i. In no event shall a short-term rental property be rented to anyone younger than twenty-one (21) years of age. The primary occupant of all short-term rentals executing the agreement between the owner and the occupant must be over the age of twenty-one (21), and must be the party who will actually occupy the property during the term of the short-term rental. The primary occupant may have guests under the age of twenty-one (21) who will share and occupy the property with them. Both the primary occupant executing the short-term rental agreement and the STRP owner shall be responsible for compliance with this provision, and shall both be liable for a violation, where the property is not occupied by at least one adult over the age of twenty-one (21), during the term of the short term rental.

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

SECTION V. EFFECTIVE DATE. This Ordinance shall take effect upon adoption and publication according to law.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: August 18, 2021

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
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BROULLON						

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DATE OF VOTE: September 1, 2021

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands

Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-21-32

AN ORDINANCE AMENDING CHAPTER 7-3.8 OF THE BOROUGH CODE REGARDING PERMIT PARKING FOR RESIDENTS

WHEREAS, the Borough of Highlands wishes to amend its Code as it pertains to permit parking for residents; and

WHEREAS, Ordinance O-21-26, which was duly adopted on July 14, 2021 amended Chapter 7-3.4, Schedule I, Section 7A-1 of the Borough Code and prohibited parking on Willow Street on both sides of the street for its entire length; and

WHEREAS, the Borough of Highlands finds that it is in the best interest of the Borough to amend Chapter 7-3.8 of the Borough Code to reflect the adoption of Ordinance O-21-26 and remove resident only parking on portions of Shore Drive as set forth in the aforesaid Code provision.

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

SECTION 1. Borough Code Section 7-3.8 “Permit Parking for Residents” is hereby amended to read as follows (additions are shown in **bold italics with underlines**, deletions are shown in **~~bold italics with strikethroughs~~**):

§ 7-3.8 Permit Parking for Residents.

- a. Parking on the following “resident-only” ~~streets or portions of said streets~~ **street(s) or portions of said street(s)** shall be restricted at all times to vehicles of residents, their family members and guests displaying a proper permit or placard issued by the Borough Clerk pursuant to this subsection.

1. ~~Willow Street – entire paved portion on both sides of street no parking any time; Willow Street residents may park on Locust Street.~~

2. **1.** Locust Street – entire length on both sides of street to intersection with Willow Street.

3. ~~Shore Drive – from the intersection of Marie Avenue north to Willow Street on both sides of the street.~~

- b. – g. No change.

~~h. Residents on the following street(s), which due to their limited size or other circumstances resulting in inadequate parking, may also apply for the issuance of guest placards, not to exceed two per residence, to provide guest parking on resident only streets.~~

~~1. Mathews Street.~~

- ~~i. h.~~ The Chief of Police, or his or her designee, is hereby authorized to suspend the provisions of this subsection under circumstances, for durations, in areas, and at times as the Chief of Police deems, in his or her discretion, appropriate and in the interests of public safety.
- ~~j. i.~~ The suspension of the permit parking restriction by the Chief of Police or his or her designee shall not last for a period of time greater than 72 hours.
- ~~k. j.~~ This subsection shall in no way permit the Chief of Police or his designee to lift, suspend, or in any way modify those parking restrictions governed by Title 39 of the New Jersey Statutes Annotated.

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 upon adoption and publication according to law.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: August 18, 2021

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: September 1, 2021

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands

Carolyn Broullon, Mayor

RECAP OF PAYMENT OF BILLS
09/01/2021

Item 10.

CURRENT:		\$	176,601.56
Payroll	(08/30/2021)	\$	
Manual Checks		\$	
Voided Checks		\$	
SEWER ACCOUNT:		\$	2,512.14
Payroll	(08/30/2021)	\$	
Manual Checks		\$	
Voided Checks		\$	
CAPITAL/GENERAL		\$	4,770.00
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	20,240.55
Payroll	(08/30/2021)	\$	
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND		\$	7,223.78
Payroll	(08/30 /2021)	\$	
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.

August 25, 2021
12:20 PM

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Page No Item 10.

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO # PO Date Description	Contract PO Type	First Rcvd Chk/Void	1099	
Item Description	Amount Charge Account	Acct Type Description	Stat/Chk Enc Date Date	Date Invoice Invoice	Exc1
ACEWA005 ACE WALCO TERMITE CONTROL					
21-00925 08/20/21 pest control firehouse					
1 pest control firehouse	58.99 1-01-25-263-000-201	B Fire Dept: Building and grounds	R 08/20/21 08/20/21	907757	N
Vendor Total:	58.99				
ADVANCED ADVANCED MICRO DISTRIBUTION					
21-00857 08/06/21 gcc gl email license 6 months					
1 gcc gl email license 6 months	48.00 1-01-20-100-000-294	B Admin: Other	R 08/06/21 08/17/21	72012	N
2 gcc gl email license 6 months	48.00 1-01-20-110-000-294	B Mayor/Council: Misc. Expenses	R 08/06/21 08/17/21	72012	N
3 gcc gl email license 6 months	48.00 1-01-20-120-000-294	B Municipal Clerk: Other	R 08/06/21 08/17/21	72012	N
4 gcc gl email license 6 months	48.00 1-01-20-130-000-294	B Finance: Other	R 08/06/21 08/17/21	72012	N
5 gcc gl email license 6 months	48.00 1-01-20-145-000-294	B Tax Collection: Other	R 08/06/21 08/17/21	72012	N
	240.00				
21-00858 08/06/21 eprism filter 103 emailboxes					
1 eprism filter 103 emailboxes	206.33 1-01-20-152-000-294	B Central Services: Other	R 08/06/21 08/17/21	72021	N
2 eprism filter 103 emailboxes	206.33 1-01-22-200-000-294	B Code Enf: Other	R 08/06/21 08/17/21	72021	N
3 eprism filter 103 emailboxes	206.33 1-01-25-240-000-294	B Police: Other	R 08/06/21 08/17/21	72021	N
4 eprism filter 103 emailboxes	206.33 1-01-26-290-000-294	B Streets: Other	R 08/06/21 08/17/21	72021	N
5 eprism filter 103 emailboxes	206.33 1-01-26-310-000-154	B B&G: Equipment Maintenance	R 08/06/21 08/17/21	72021	N
	1,031.65				
Vendor Total:	1,271.65				
ALLIED12 Allied Fire & Safety					
21-00843 08/03/21 Inspection					
1 Inspections	851.00 1-01-28-360-000-154	B Community Ctr: Equipment Maintenance	R 08/03/21 08/19/21	SM 87017	N
2 Inspections	216.60 1-01-28-360-000-154	B Community Ctr: Equipment Maintenance	R 08/03/21 08/19/21	SM 87477	N
3 Inspections	495.00 1-01-28-360-000-154	B Community Ctr: Equipment Maintenance	R 08/03/21 08/19/21	SM 87515	N
	1,562.60				
Vendor Total:	1,562.60				

August 25, 2021
12:20 PM

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Page No Item 10.

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
ARJIK005	ARJIKA PROPERTY INC.	21-00900	08/16/21	LUB Escrow refund												
	1 LUB Escrow refund				966.15	T-03-56-875-000-101			B Trust:	LUB Hillard 7 Marine Place	R	08/16/21	08/17/21			N
21-00901	08/16/21 LUB Escrow refund 228 Bay Ave															
	1 LUB Escrow refund 228 Bay Ave				403.70	T-03-56-875-000-102			B Trust:	LUB 228 Bay Ave/Hillard	R	08/16/21	08/17/21			N
21-00921	08/18/21 LUB escrow refund															
	1 LUB escrow refund				12.12	T-03-56-875-000-112			B Trust:	LUB-17 Fourth St 58/11	R	08/18/21	08/19/21			N
Vendor Total:					1,381.97											
BANKERS	BANKERS LIFE AND CASUALTY CO.	21-00905	08/17/21	retiree medical												
	1 retiree medical				603.39	1-01-23-220-000-254			B Current:	Retirees Group Insurance	R	08/17/21	08/17/21		B2148037	N
Vendor Total:					603.39											
BAYSH010	BAYSHORE SINGLE STREAM SOLUTIO	21-00911	08/17/21	commingling												
	1 commingling				39.01	1-01-26-306-000-283			B Sanitation Contract:	Co-Mingled Disposal	R	08/17/21	08/17/21		11365	N
	2 commingling				26.79	1-01-26-306-000-283			B Sanitation Contract:	Co-Mingled Disposal	R	08/17/21	08/17/21		11482	N
	3 commingling				37.60	1-01-26-306-000-283			B Sanitation Contract:	Co-Mingled Disposal	R	08/17/21	08/17/21		11456	N
					103.40											
Vendor Total:					103.40											
BOR02	BOROUGH OF ATLANTIC HIGHLANDS	21-00906	08/17/21	mechanical services-July 2021												
	1 mechanical services-July 2021				1,220.00	1-01-42-717-000-154			B Interlocal:	Equipment Maintenance	R	08/17/21	08/17/21		JULY 2021	N
Vendor Total:					1,220.00											
BOWSA005	BOSUN EQUIPMENT SERVICES, LLC	21-00856	08/05/21	work on carboard compactor												
	1 work on carboard compactor				795.00	1-01-26-305-000-154			B Sanitation:	Equipment Maintenance	R	08/05/21	08/23/21		5945	N
Vendor Total:					795.00											

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BRO01	BROWN & BROWN BENEFIT ADVISORS	21-00609	06/04/21	Medical insurance advisor									
		3		Medical insurance advisor	1,250.00	1-01-23-210-000-251	B Current: Insurance - Other	R	06/04/21	08/17/21		126064	N
	Vendor Total:				1,250.00								
CAN01	CANON SOLUTIONS AMERICA	21-00915	08/17/21	quarterly maintenance									
		1		quarterly maintenance	495.73	1-01-26-310-000-154	B B&G: Equipment Maintenance	R	08/17/21	08/17/21		4037009863	N
		2		copier usage	216.09	1-01-26-310-000-154	B B&G: Equipment Maintenance	R	08/17/21	08/17/21		4036989776	N
					711.82								
	Vendor Total:				711.82								
CAVAN005	CAVANAUGH'S EXTERMINATING CO	21-00909	08/17/21	22 Snug harbor avenue									
		1		22 Snug harbor avenue	40.00	1-01-26-310-000-178	B B&G: Building Maintenance	R	08/17/21	08/17/21		821173	N
		2		42 Shore drive	30.00	1-01-26-310-000-178	B B&G: Building Maintenance	R	08/17/21	08/17/21		821167	N
		3		27 Shore drive	30.00	1-01-26-310-000-178	B B&G: Building Maintenance	R	08/17/21	08/17/21		821169	N
					100.00								
	Vendor Total:				100.00								
CME01	CME ASSOCIATES	20-00923	09/11/20	snug harbor park lsrp									
		11		snug harbor park lsrp	4,297.50	C-04-20-101-000-202	B Various Capital Improv Ord#20-07	R	09/11/20	08/20/21		0274830	N
	21-00008	01/19/21	2021 general engineering										
		53		2021 general engineering	293.00	1-01-20-165-000-244	B Engineering:General Engineering	R	08/20/21	08/20/21		0287105	N
		54		2021 general engineering	1,088.00	1-01-20-165-000-244	B Engineering:General Engineering	R	08/20/21	08/20/21		0287106	N
		55		rogers avenue	856.00	1-01-20-165-000-244	B Engineering:General Engineering	R	08/20/21	08/20/21		0287131	N
		56		B104/110 grading review	425.00	T-03-56-875-000-153	B TRUST: Grading 276 Bayside Dr.	R	08/20/21	08/20/21		0286290	N
					2,662.00								
	21-00773	07/15/21	king Street & Matthew Street										
		2		king Street & Matthew Street	3,033.00	1-01-20-165-000-244	B Engineering:General Engineering	R	07/15/21	08/20/21		0287132	N
	Vendor Total:				9,992.50								

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COAST010	COASTAL METAL RECYCLING CORP	21-00912	08/17/21	refrigerator removal July 2021										
	1 refrigerator removal July 2021				44.00		1-01-26-305-000-294	B Sanitation: Other	R	08/17/21	08/17/21		12416	N
	Vendor Total:				44.00									
COLLI005	COLLIERS ENGINEERING/DESIGN	21-00951	08/25/21	2021 nj dep urban parks/green										
	1 2021 nj dep urban parks/green				5,677.50		1-01-20-165-000-244	B Engineering:General Engineering	R	08/25/21	08/25/21		677157	N
	2 2021 njdca local rec grant				165.00		1-01-20-165-000-244	B Engineering:General Engineering	R	08/25/21	08/25/21		677158	N
					5,842.50									
	Vendor Total:				5,842.50									
COMCAST	COMCAST	21-00914	08/17/21	first aid building										
	1 first aid building				148.16		1-01-31-450-000-213	B Telecommunications	R	08/17/21	08/17/21		FIRSTAID	N
	2 40 shore drive				166.49		1-05-55-502-000-213	B Sewer: Telephone	R	08/17/21	08/17/21		40 SHORE DRIVE	N
	3 27 shore drive				305.53		1-01-31-450-000-213	B Telecommunications	R	08/19/21	08/19/21		27 SHORE DRIVE	N
	4 spc video acct firehouse				74.48		1-01-31-450-000-213	B Telecommunications	R	08/19/21	08/19/21		SPC VIDEO FIRE	N
	5 42 shore drive				463.08		1-01-31-450-000-213	B Telecommunications	R	08/20/21	08/20/21		42 SHORE DRIVE	N
					1,157.74									
	Vendor Total:				1,157.74									
COSTC005	COSTCO	21-00845	08/03/21	Clam Fest and fireworks										
	1 Clam Fest and fireworks				98.17		1-01-28-360-000-241	B Community Ctr: Summer Programs	R	08/03/21	08/19/21		8/5/21	N
	Vendor Total:				98.17									
DAVID005	DAVID GILSON	21-00950	08/25/21	medicare reimbursement										
	1 medicare reimbursement				1,156.80		1-01-36-472-000-000	B Statutory: Social Security	R	08/25/21	08/25/21		MAY-AUG 2021	N
	Vendor Total:				1,156.80									

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DELTA005 DELTA DENTAL OF NJ, INC.								
21-00924 08/19/21 dental active members								
1 dental active members	1,717.02	1-01-23-220-000-253	B Current: Group Insurance	R	08/19/21	08/19/21	771473	N
2 dental retiree members	1,686.69	1-01-23-220-000-254	B Current: Retirees Group Insurance	R	08/19/21	08/19/21	771475	N
	3,403.71							
Vendor Total:	3,403.71							
EVERB005 EVERBRIDGE, INC.								
21-00930 08/20/21 nixle								
1 nixle	27.62	1-01-25-252-000-294	B Emergency Mgmt: Other	R	08/20/21	08/20/21	LF-M64102	N
Vendor Total:	27.62							
FBINA005 FBINAA NJ CHAPTER								
21-00895 08/16/21 REGISTRATION + 2 NIGHTS								
1 REGISTRATION + 2 NIGHTS	900.00	1-01-25-240-000-236	B Police: Schooling/Training	R	08/16/21	08/19/21		N
Vendor Total:	900.00							
GANNE005 GANNETT NJ								
21-00941 08/23/21 Advertising Jul 1- Jul 31 2021								
1 Advertising Jul 1- Jul 31 2021	164.26	1-01-20-120-000-220	B Municipal Clerk: Advertising	R	08/23/21	08/23/21	0004027588	N
Vendor Total:	164.26							
GATEWAY GATEWAY PRESS								
21-00855 08/05/21 business cards								
1 business cards	54.00	1-01-20-120-000-261	B Municipal Clerk: Printing	R	08/05/21	08/17/21	23697	N
2 self inking signature stamp	42.00	1-01-20-100-000-201	B Admin: Office Supplies	R	08/05/21	08/17/21	23697	N
	96.00							
Vendor Total:	96.00							

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H2MAS005 H2M ASSOCIATES, INC.								
21-00598 05/28/21 sanitary consulting								
7 sanitary consulting	472.50	C-06-18-001-000-201	B ORD#18-23 Storm Water-Soft Costs	R	08/24/21	08/24/21	217352	N
Vendor Total:	472.50							
BUTLER JAMES BUTLER, ESQ.								
21-00004 01/19/21 2021 municipal prosecutor								
7 2021 municipal prosecutor	1,270.00	1-01-25-275-000-201	B Contract Cost	R	01/19/21	08/20/21	JULY 2021	N
8 2021 municipal prosecutor	1,270.00	1-01-25-275-000-201	B Contract Cost	R	01/19/21	08/20/21	AUGUST 2021	N
	2,540.00							
Vendor Total:	2,540.00							
JCPL JCP & L								
21-00927 08/20/21 22 snugarbor avenue								
1 22 snugarbor avenue	769.60	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95147673548	N
2 public works	80.52	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95038372570	N
3 201-203 bay avenue	43.76	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95088150795	N
4 firehouse	1,020.68	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95137736063	N
5 waterwitch & bay avenue	3.10	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95137736059	N
6 streetscape	56.78	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95137736066	N
7 27a s 2nd street	429.48	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95137736065	N
8 vally st pump station	5.65	1-05-55-502-000-214	B Sewer: Gas & Electric	R	08/20/21	08/20/21	95137736064	N
9 waterwitch receptacles	18.51	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95137736061	N
10 linden avenue	7.39	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95137736060	N
11 waterwitch	10.41	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95137736062	N
12 master bill	1,189.28	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95009232177	N
13 cedar st	14.09	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95854956205	N
14 master bill mua	309.19	1-01-31-430-000-215	B Electric	R	08/20/21	08/20/21	95009232196	N
15 street lighting	2,732.38	1-01-31-435-000-217	B Street Lighting	R	08/20/21	08/20/21	95854956203	N
16 street lighting	4,561.85	1-01-31-435-000-217	B Street Lighting	R	08/20/21	08/20/21	95854956204	N
	11,252.67							
Vendor Total:	11,252.67							

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Item	Description	Amount	Charge	Account	Acct Type	Description		Enc	Date	Date	Invoice	Exc1
LOMBA005 LOMBARDY DOOR SALES												
21-00430	04/27/21 replace 2 damaged bottom doors											
1	replace 2 damaged bottom doors	1,656.30		1-01-25-263-000-201	B	Fire Dept: Building and grounds	R	04/27/21	08/20/21		99630	N
Vendor Total:		1,656.30										
METZGER METZGER, K. & WEINBRECHT, G.												
21-00928	08/20/21 SEWER OVERPAYMENT											
1	SEWER OVERPAYMENT	140.00		1-05-99-999-000-205	B	Sewer: Sewer Overpayments	R	08/20/21	08/20/21		B1.01/L24	N
Vendor Total:		140.00										
MON02 MONMOUTH COUNTY TREASURER												
21-00859	08/06/21 haul brush											
1	haul brush	279.97		1-01-26-305-000-284	B	Sanitation: Brush & Bulk	R	08/06/21	08/17/21		023-2021-1	N
Vendor Total:		279.97										
MOTOR010 MOTOROLA SOLUTIONS, INC.												
21-00071	01/27/21 drawdown 2 way radio											
6	drawdown 2 way radio	350.00		1-01-31-450-000-213	B	Telecommunications	R	08/19/21	08/19/21		022138	N
7	drawdown 2 way radio	350.00		1-01-31-450-000-213	B	Telecommunications	R	08/19/21	08/19/21		021779	N
8	drawdown 2 way radio	350.00		1-01-31-450-000-213	B	Telecommunications	R	08/19/21	08/19/21		017080	N
9	drawdown 2 way radio	350.00		1-01-31-450-000-213	B	Telecommunications	R	08/23/21	08/23/21		023756	N
		1,400.00										
Vendor Total:		1,400.00										
NAYLORS NAYLORS AUTO PARTS												
21-00942	08/23/21 oil filter											
1	oil filter	2.69		1-01-26-300-000-294	B	Mech Garage: Other	R	08/23/21	08/23/21		183143	N
2	oil filter	229.88		1-01-26-300-000-294	B	Mech Garage: Other	R	08/23/21	08/23/21		183180	N
3	dodge charger radiator	185.00		1-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	08/23/21	08/23/21		183449	N
4	oil filter	14.76		1-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	08/23/21	08/23/21		183755	N
5	2012 charger thermostat	32.57		1-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	08/23/21	08/23/21		183967	N
6	2007 ford focus wiper blades	20.98		1-01-26-300-000-294	B	Mech Garage: Other	R	08/23/21	08/23/21		184423	N

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		Item		Description	Amount	Charge Account						
NAYLORS	NAYLORS AUTO PARTS				Continued							
		21-00942	08/23/21	oil filter		Continued						
		7		battery	140.99	1-01-26-300-000-294	R	08/23/21	08/23/21		184549	N
					626.87							
				Vendor Total:	626.87							
NJNG	NEW JERSEY NATURAL GAS											
		21-00907	08/17/21	22 snugharbor avenue								
		1		22 snugharbor avenue	92.18	1-01-31-446-000-218	R	08/17/21	08/17/21		22 SNUGHARBOR	N
		2		s 2nd street	43.50	1-01-31-446-000-218	R	08/17/21	08/17/21		S 2ND ST	N
		3		shore drive	95.42	1-01-31-446-000-218	R	08/17/21	08/17/21		SHORE DR	N
		4		public works	34.85	1-01-31-446-000-218	R	08/17/21	08/17/21		PUBLIC WORKS	N
					265.95							
				Vendor Total:	265.95							
OMSOL005	O&M SOLUTIONS, LLC											
		21-00486	05/07/21	MAINTENANCE OF WASTEWATER								
		4		MAINTENANCE OF WASTEWATER	2,200.00	1-05-55-502-000-154	R	05/07/21	08/23/21		2583	N
				Vendor Total:	2,200.00							
PASHM005	PASHMAN STEIN WALDER HAYDEN, PC											
		18-00831	07/02/18	LEGAL COUNCIL/COAH								
		35		LEGAL COUNCIL/COAH	499.50	1-01-99-999-200-271	R	09/20/19	08/23/21		94904	N
				Vendor Total:	499.50							
FAC01	PETER P. FACCAS & SONS											
		21-00852	08/04/21	ac replacement/2nd fl offices								
		1		ac replacement/2nd fl offices	6,489.24	1-01-26-310-000-178	R	08/04/21	08/23/21		22875	N
				Vendor Total:	6,489.24							

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PRINCLIF PRINCIPAL LIFE GROUP												
21-00937	08/23/21 life insurance											
1	life insurance	812.15		1-01-23-220-000-253	B	Current: Group Insurance	R	08/23/21	08/23/21		9/1-9/30/21	N
Vendor Total:		812.15										
RELIA005 RELIANT FIRE HOSE TESTING INC.												
21-00823	07/26/21 hose testing											
1	hose testing	2,516.01		1-01-25-263-000-154	B	Fire Dept: Equipment Maintenance	R	07/26/21	08/19/21		21-14055	N
Vendor Total:		2,516.01										
ROBER035 ROBERT T. BURTON												
21-00920	08/18/21 LUB escrow refund											
1	LUB escrow refund	55.00		T-03-56-875-000-124	B	TRUST: LUB-45 SECOND ST- BLOCK 62 LOT 2	R	08/18/21	08/19/21			N
Vendor Total:		55.00										
RUTGSTAT RUTGERS, THE STATE UNIVERSITY												
21-00551	05/24/21 Clerk -Info and Records Mgmt											
1	Clerk -Info and Records Mgmt	653.00		1-01-20-120-000-228	B	Municipal Clerk: Meetings & Conferences	R	05/24/21	08/24/21		59197	N
21-00718	07/02/21 MC- Local Elections Admin											
1	MC- Local Elections Admin	653.00		1-01-20-120-000-228	B	Municipal Clerk: Meetings & Conferences	R	07/02/21	08/24/21		59657	N
21-00719	07/02/21 Principles of Pub Purchasing											
1	Principles of Pub Purchasing	944.00		1-01-20-130-000-228	B	Finance: Meetings & Conferences	R	07/02/21	08/24/21		59656	N
Vendor Total:		2,250.00										
SWORLDWI S&S WORLDWIDE												
21-00710	06/29/21 items for summer camp											
1	items for summer camp	504.29		T-03-56-850-000-022	B	Trust: Recreation Camp	R	06/29/21	08/23/21		IN100795535	N
Vendor Total:		504.29										

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SPECTROL SPECTROTEL, INC.								
21-00913 08/17/21 police department								
1 police department	380.14	1-01-31-440-000-213	B Telephone	R	08/17/21	08/17/21	10383692	N
2 fire department	92.23	1-01-31-440-000-213	B Telephone	R	08/20/21	08/20/21	10410694	N
	472.37							
Vendor Total:	472.37							
STAPLES STAPLES ADVANTAGE								
21-00853 08/04/21 Office Supplies								
1 Dixie Plastic Cups DEXCP10DX	61.52	1-01-25-240-000-201	B Police: Office Supplies	R	08/04/21	08/23/21	8063318101	N
21-00881 08/11/21 OFFICE SUPPLIES								
1 OFFICE SUPPLIES	170.33	1-01-20-152-000-203	B Central Services: Consumable Supplies	R	08/11/21	08/23/21	8063318101	N
21-00882 08/11/21 office supplies								
1 Office supplies	199.52	1-01-28-360-000-240	B Community Ctr: Spring Programs	R	08/11/21	08/23/21	8063318101	N
Vendor Total:	431.37							
STA04 STATE OF NJ								
21-00929 08/20/21 reimbursement bill								
1 reimbursement bill	9,656.90	T-03-56-850-000-016	B Trust: Accumulated Leave	R	08/20/21	08/20/21		N
Vendor Total:	9,656.90							
SUBUR005 SUBURBAN DISPOSAL INC.								
21-00908 08/17/21 July 2021								
1 July 2021	30,416.66	1-01-26-306-000-284	B Sanitation Contract: Solid Waste	R	08/17/21	08/17/21	7927	N
2 July 2021	17,044.35	1-01-26-309-000-220	B Mon Cty Rec: Tipping Fees	R	08/17/21	08/17/21	7927	N
3 July 2021	2,933.66	1-01-26-305-000-284	B Sanitation: Brush & Bulk	R	08/17/21	08/17/21	7927	N
	50,394.67							
Vendor Total:	50,394.67							
TM T&M ASSOCIATES								
21-00916 08/17/21 chia								
1 chia	724.50	T-03-56-875-000-117	B TRUST: LUB 95-99 BAY AVENUE B41,L13.01	R	08/17/21	08/17/21	FMK407798	

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PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099		
Item Description			Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc	
TM	T&M ASSOCIATES		Continued									
21-00916	08/17/21	chia		Continued								
2 chia			1,953.40	T-03-56-875-000-117	B TRUST: LUB 95-99 BAY AVENUE B41,L13.01	R	08/17/21	08/17/21		FMK409326		N
			2,677.90									
	Vendor Total:		2,677.90									
TASC	TASC FIRE APPARATUS											
21-00535	05/14/21	pm service for 1 power unit										
1 pm service for 1 power unit			1,300.00	1-01-25-263-000-154	B Fire Dept: Equipment Maintenance	R	05/14/21	08/19/21		2021-834		N
	Vendor Total:		1,300.00									
TOWNS005	TOWNSHIP OF MIDDLETOWN											
21-00896	08/16/21	clerk support										
1 clerk support			12,444.54	1-01-42-738-000-201	B Shared Service-Middletwon Clerk	R	08/16/21	08/17/21		0004		N
	Vendor Total:		12,444.54									
TOWNS010	TOWNSHIP OF MIDDLETOWN											
21-00897	08/16/21	3rd qtr shared service										
1 3rd qtr shared service			48,125.00	1-01-42-735-000-299	B Shared Service Middletwon UCC	R	08/16/21	08/17/21		0011		N
	Vendor Total:		48,125.00									
USBAN040	US BANK CUST FOR PC7											
21-00904	08/17/21	lien redemption										
1 lien redemption			3,184.49	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	08/17/21	08/17/21		B19/L28		N
	Vendor Total:		3,184.49									
US FOOD	US FOODS, INC.											
21-00685	06/23/21	summer food/ camp										
1 summer food/ camp			4,518.78	G-02-41-807-133-201	B Summer Food 2019 (159) Res	R	06/23/21	08/20/21		2021		N
	Vendor Total:		4,518.78									

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BOROUGH OF HIGHLANDS
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Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099	
Item	Description	Amount	Charge	Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Invoice	Excl
VARAKIYU VARAKIYU ENTERPRISES LLC											
21-00712	06/30/21 Migali 2 door reach in frig.										
1	Migali 2 door reach in frig.	2,705.00	G-02-41-807-133-201	B Summer Food 2019 (159) Res	R	06/30/21	08/19/21		1147		N
Vendor Total:		2,705.00									
VCI VCI											
21-00898	08/16/21 Repair to ac unit/sensor										
1	Repair to ac unit/sensor	1,883.57	1-01-25-260-000-204	B First Aid: Vehicle Parts & Repairs	R	08/16/21	08/23/21		0005695		N
Vendor Total:		1,883.57									
VERIZON1 VERIZON											
21-00910	08/17/21 17-1 shore drive										
1	17-1 shore drive	260.88	1-01-31-440-000-213	B Telephone	R	08/17/21	08/17/21		8/1/21		N
2	fios	159.99	1-01-31-440-000-213	B Telephone	R	08/17/21	08/17/21		8/4/21		N
3	police repeater	1,195.08	1-01-31-440-000-213	B Telephone	R	08/23/21	08/23/21		8/15/21		N
		1,615.95									
Vendor Total:		1,615.95									
VERIZON15 VERIZON CONNECT											
21-00944	08/24/21 bundled billing										
1	bundled billing	150.00	1-01-31-450-000-213	B Telecommunications	R	08/24/21	08/24/21		2523977		N
Vendor Total:		150.00									
VERWIRE VERIZON WIRELESS											
21-00903	08/16/21 cell phone										
1	cell phone	1,516.79	1-01-31-450-000-213	B Telecommunications	R	08/16/21	08/17/21		9885840789		N
2	cell phone	51.51	1-01-31-450-000-213	B Telecommunications	R	08/16/21	08/17/21		9885724259		N
		1,568.30									
Vendor Total:		1,568.30									
COAST VILLAGE OFFICE SUPPLY											
21-00833	07/28/21 2 name plates										
1	2 name plates	13.65	1-01-20-165-000-299	B Engineering- Misc Engineering	R	07/28/21	08/25/21		4459048-0		

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BOROUGH OF HIGHLANDS
Bill List By Vendor Name

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Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099	
Item	Description	Amount	Charge	Account	Acct	Type	Description	Enc	Date	Date	Invoice	Excl
COAST VILLAGE OFFICE SUPPLY Continued												
21-00833	07/28/21 2 name plates			Continued								
	2 2 name plates	13.65		1-01-20-120-000-294	B	Municipal Clerk: Other	R	07/28/21	08/25/21		4459048-0	N
	3 shipping	7.50		1-01-20-120-000-294	B	Municipal Clerk: Other	R	07/28/21	08/25/21		4459048-0	N
		34.80										
21-00872	08/09/21 bottles of water											
	1 bottles of water	11.78		1-01-20-152-000-294	B	Central Services: Other	R	08/09/21	08/25/21		4459583-0	N
21-00873	08/09/21 bottles of water											
	1 bottles of water	11.78		1-01-20-152-000-294	B	Central Services: Other	R	08/09/21	08/25/21		4459585-0	N
21-00874	08/09/21 bottles of water											
	1 bottles of water	53.01		1-01-20-152-000-294	B	Central Services: Other	R	08/09/21	08/25/21		4459584-0	N
	Vendor Total:	111.37										
WEINE005 WEINER LAW GROUP LLP												
21-00918	08/17/21 general											
	1 general	795.00		1-01-21-180-000-242	B	Mun Land Use Law: Consultants - Legal	R	08/17/21	08/17/21		257064	N
	2 9 Shrewsbury avenue	120.00		T-03-56-875-000-134	B	TRUST: LUB 9 SHREWSBURY AVE B42 L2	R	08/17/21	08/17/21		257066	N
	3 5 lighthouse road	120.00		T-03-56-875-000-123	B	TRUST-LUB: 5 Lighthouse Rd 19/16.02	R	08/17/21	08/17/21		257067	N
	4 26 ralph street	135.00		T-03-56-875-000-150	B	TRUST: LUB2021-02 26 Ralph B113 L6.01	R	08/17/21	08/17/21		257069	N
	5 210 Bay avenue	1,980.00		T-03-56-875-000-118	B	TRUST LUB: 210 BAY AVE B64 L25	R	08/17/21	08/17/21		254081	N
		3,150.00										
	Vendor Total:	3,150.00										
CAI01 WILLIAM CAIZZA												
21-00943	08/23/21 reimbursement/replace glasses											
	1 reimbursement/replace glasses	483.50		1-01-26-290-000-294	B	Streets: Other	R	08/23/21	08/23/21		8/13/21	N
	Vendor Total:	483.50										
WITMER WITMER PUBLIC SAFETY GROUP												
21-00706	06/25/21 barricade tape											
	1 barricade tape	170.25		1-01-25-263-000-109	B	Fire Dept: Personal Protective Equip.	R	06/25/21	08/23/21		2143218	

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BOROUGH OF HIGHLANDS
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Vendor #	Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
WITMER	WITMER PUBLIC SAFETY GROUP	Continued									
21-00706	06/25/21 barricade tape		Continued								
2	hekms	401.50	1-01-25-263-000-109		B Fire Dept: Personal Protective Equip.	R	06/25/21	08/23/21		2143216	N
		571.75									
Vendor Total:		571.75									

Total Purchase Orders:	70	Total P.O. Line Items:	137	Total List Amount:	211,348.03	Total Void Amount:	0.00
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Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	1-01	176,601.56	0.00	176,601.56	0.00	0.00	176,601.56
	1-05	<u>2,512.14</u>	<u>0.00</u>	<u>2,512.14</u>	<u>0.00</u>	<u>0.00</u>	<u>2,512.14</u>
Year Total:		179,113.70	0.00	179,113.70	0.00	0.00	179,113.70
CAPITAL PROJECTS	C-04	4,297.50	0.00	4,297.50	0.00	0.00	4,297.50
	C-06	<u>472.50</u>	<u>0.00</u>	<u>472.50</u>	<u>0.00</u>	<u>0.00</u>	<u>472.50</u>
Year Total:		4,770.00	0.00	4,770.00	0.00	0.00	4,770.00
	G-02	7,223.78	0.00	7,223.78	0.00	0.00	7,223.78
TRUST NON BUDGET-TWO RIVER	T-03	20,240.55	0.00	20,240.55	0.00	0.00	20,240.55
Total of All Funds:		<u><u>211,348.03</u></u>	<u><u>0.00</u></u>	<u><u>211,348.03</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>211,348.03</u></u>



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 21-171

RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated, August 25, 2021 which totals as follows:

Current Fund	\$176,601.56
Sewer Account	\$ 2,512.14
Capital Fund	\$ 4,770.00
Trust-Other	\$ 20,240.55
Federal/State Grants	\$ 7,223.78
Total	\$211,348.03

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$211,348.03** to 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-21-171:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: September 1, 2021

Michelle Hutchinson, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 21-172

A RESOLUTION GRANTING PERMISSION AS THE UPLAND OWNER FOR FLOATING DOCKS IN CONNECTION WITH A TIDELANDS LICENSE RENEWAL APPLICATION SUBMITTED BY HIGHLANDS WATERFRONT, LLC.

WHEREAS, Highlands Waterfront LLC., is the owner of property located at Block 50, Lot 1 and is the purported owner of the Riparian Grants located at Block 50, Lots 1.01 and 1.02, 52 Shrewsbury Avenue, Highlands, NJ 07732; and

WHEREAS, the aforesaid property is currently occupied by Twin Lights Marina; and

WHEREAS, Highlands Waterfront LLC, has submitted an application for the renewal of a Tidelands License to the State of New Jersey, Department of Environmental Protection, Division of Land Resource Protection, Bureau of Tidelands Management; and

WHEREAS, the aforesaid owner of the property was notified by the Bureau of Tidelands Management that they would require written permission from the adjacent upland owners to allow for floating docks that encroach upon the outshore of Borough Property, namely Jackson Street; and

WHEREAS, in accordance with N.J.S.A. 12:3-23, the owner has requested permission from the Borough to allow for the use of the floating docks that currently encroach upon the outshore of Borough Property; and

WHEREAS, the property owner has represented that the aforesaid plastic docks are wave runner docks that are attached to the southern concrete docks at the property which contain no associated pilings or permanent structures on Borough property; and

WHEREAS, the property owner has advised that they have no alternative location available for the said floating docks; and

WHEREAS, it is in the best interests of the Borough to grant such permission to the property owner, upon certain conditions.

NOW THEREFORE BE IT RESOLVED, by the governing body of the Borough of Highlands that the Borough, as the upland owner, grants permission to Highlands Waterfront, LLC. for the use of the aforesaid floating docks, pending approval by the New Jersey Department of Environmental Protection, for the portion of the docks that encroach upon the outshore of Borough property, namely Jackson Street, wherein this consent is conditioned upon the location of the encroaching docks remaining static and that there are no other encroachments upon the outshore of Borough property.

BE IT FURTHER RESOLVED, that the aforesaid consent is for the duration of the Tidelands License to be issued by the New Jersey Department of Environmental Protection and not for any renewal or subsequent Tidelands licenses.

BE IT FURTHER RESOLVED, that the Borough Administrator be and is hereby authorized to undertake such acts as are reasonable and necessary to accomplish the purposes of this Resolution.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be transmitted to Highlands Waterfront, LLC.

Motion to Approve R-21-172:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: September 1, 2021

Michelle Hutchinson, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 21-173

A RESOLUTION AUTHORIZING THE BOROUGH OF HIGHLANDS TO APPLY FOR A 2021 MONMOUTH COUNTY MUNICIPAL OPEN SPACE GRANT FOR THE SNUG HARBOR SKATE PARK PROJECT

WHEREAS, the Monmouth County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County park, recreation, conservation and farmland preservation purposes, as well as for County recreation and conservation development and maintenance purposes; and

WHEREAS, the Governing Body of **the Borough of Highlands** desires to obtain County Open Space Trust Funds in the amount of **\$250,000.00** to fund **the Snug Harbor Skate Park project, located at Snug Harbor Avenue and Bay Avenue, Block 97, Lot 1, that consists of the renovation and upgrade of an existing skate park facility at Snug Harbor Park;** and

WHEREAS, the total cost of the project including all matching funds is **\$583,110.00**; and

WHEREAS, the **Borough of Highlands** is the owner of and controls the project site.

NOW, THEREFORE, BE IT RESOLVED BY the Mayor and Council of the Borough of Highlands THAT:

1. **Michael Muscillo, Administrator** or his/her successor is authorized to (a) make an application to the County of Monmouth for Open Space Trust Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Open Space Grants Program and (c) act as the municipal contact person and correspondent of the above named municipality; and
2. The **Borough of Highlands** is committed to this project and will provide the balance of funding necessary to complete the project as described in the grant application in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and
3. If the County of Monmouth determines that the application is complete and in conformance with the Monmouth County Municipal Open Space Program and the Policy and Procedures Manual for the Municipal Grants Program adopted thereto, the municipality is willing to use

the approved Open Space Trust Funds in accordance with such policies and procedures, and applicable federal, state, and local government rules, regulations and statutes thereto; and

4. **Carolyn Broullon, Mayor** or his/her successor is hereby authorized to sign and execute any required documents, agreements, and amendments thereto with the County of Monmouth for the approved Open Space Trust Funds; and
5. This resolution shall take effect immediately.

Motion to Approve R-21-173:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: September 1, 2021

Michelle Hutchinson, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 21-174

RESOLUTION APPOINTING AN ACTING SERGEANT WITHIN THE POLICE DEPARTMENT

WHEREAS, there exists a need within the Police Department to appoint an acting Sergeant; and

WHEREAS, it is the recommendation of the Chief of Police that due to a resignation within the Police Department, that Ryan Schoellner be appointed; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Highlands, that Ryan Schoellner is hereby appointed to serve as acting Sergeant of the Borough of Highlands Police Department, effective August 6, 2021.

Motion to Approve R-21-174:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN						
MAZZOLA						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: September 1, 2021

Michelle Hutchinson, Municipal Clerk
Borough of Highlands