



**BOROUGH OF HIGHLANDS**  
**COUNCIL REGULAR MEETING**  
22 Snug Harbor Avenue, Highlands NJ 07732  
Wednesday, October 20, 2021 at 6:30 PM

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**AGENDA**

EXECUTIVE SESSION: 6:30PM-CANCELED

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.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Councilmember Martin | Councilmember Mazzola

Councilmember Melnyk | Council President Olszewski

Mayor Broullon

**PROCLAMATIONS / CERTIFICATES**

- [1.](#) Proclamation - Highlands First Aid Squad 90th Anniversary

**APPROVAL OF MINUTES**

**INTRODUCTION OF PROPOSED ORDINANCES**

- [2.](#) O-21-35 Capital Ordinance Providing For Various Capital Improvements And The Acquisition Of Various Capital Equipment, And Appropriating \$500,000 Therefor, Authorized In And By The Borough of Highlands, In the County of Monmouth, New Jersey

**PUBLIC HEARING ON PROPOSED ORDINANCES**

- [3.](#) O-21-33 An Ordinance Approving And Recommending Naming Of A Private Road In Block 41, Lot 13.01
- [4.](#) O-21-34 An Ordinance Designating Restricted Parking In Front Of A Residence Occupied By A Person With Disabilities

**RESOLUTIONS**

- [5.](#) R 21-191 A Resolution Authorizing the Payment of Bills
- [6.](#) R 21-192 A Resolution Authorizing Shared Services Municipal Court Services

- [7.](#) R 21-193 A Resolution Awarding A Fair And Open Contract For Marine Place Bulkhead Improvements
- [8.](#) R 21-194 A Resolution Authorizing Purchase Of Police Vehicles
- [9.](#) R 21-195 A Resolution Authorizing the Refund of Sidewalk and Curb Cut Escrow Deposit Fee
- [10.](#) R 21-196 A Resolution Requesting Approval of Insertion of \$38,722.00 For The 2021 Budget Revenue Available From The Body Worn Camera Grant
- [11.](#) R 21-197 A Resolution Authorizing The Execution Of A Shared Services Agreement For Code Enforcement Officer Services Between The Borough Of Highlands And The Borough Of Atlantic Highlands
- [12.](#) R 21-198 A Resolution of the Governing Body for Certification of the Annual Audit
- [13.](#) R 21-199 A Resolution Of The Borough Council Of The Borough Of Highlands, In The County Of Monmouth, New Jersey Designating Certain Properties Within The Borough As A Non-Condemnation Redevelopment Area Pursuant To The Local Redevelopment And Housing Law, N.J.S.A. 40a:12a-1 Et Seq., And Authorizing The Preparation Of A Redevelopment Plan For Such Non-Condemnation Redevelopment Area
- [14.](#) R 21-200 A Resolution Setting The Hours Of Trick Or Treating In The Borough Of Highlands
- [15.](#) R 21-201 A Resolution Authorizing The Award Of A Non-Fair And Open Contract For Professional Engineering Services In Connection With The Snug Harbor Pump Station And North Street Pump Station Upgrades
- [16.](#) R 21-202 Resolution Authorizing Adoption Of Amendments To The Borough's Employee Handbook To Be Entitled "Personnel Policies And Procedures Manual" And Personnel Policies And Procedures Manual To Be Entitled "Personnel Policies And Procedures Manual Supervisory Supplement"

## **OTHER BUSINESS**

### **REPORTS**

17. Committee Reports

### **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](mailto:clerk@highlandsborough.org)*

# Proclamation

## Highlands First Aid Squad 90<sup>th</sup> Anniversary

WHEREAS, emergency, general, and technical rescue services are vital for a community; and

WHEREAS, the Highlands First Aid Squad was first established on October 15, 1931; and

WHEREAS, Emergency Medical Services are now firmly established as a key component of the medical care continuum and EMS practitioners serve a vital role in saving lives from sudden cardiac arrest and trauma; in getting people to the hospitals best equipped to treat heart attacks and strokes; and in showing caring and compassion to their patients in their most difficult moments; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, HFAS is completely volunteer-run, made up of volunteers who provide these vital public services to the residents of Borough of Highlands. HFAS provides training, instruction, and service opportunities for individuals interested in helping neighbors; and the volunteers of HFAS have been providing services to the Borough of Highlands and neighboring towns since October 1931; and

WHEREAS, our community is fortunate to be served by such dedicated volunteers who give their time in service of the Highlands First Aid Squad and engage in hundreds of hours of specialized training to enhance lifesaving knowledge and skills; and

WHEREAS, from natural disasters to pandemics, they do not change the fact that every day, emergencies occur, and HFAS volunteers continue to put themselves on the line to respond to medical emergencies, falls, accidents, and all other routine events of day-to-day life, now with additional precautions and safety measures as required by the pandemic, and deliver hope to families and residents in crisis; and,

WHEREAS, it is appropriate to recognize and appreciate the value and accomplishments of the 90 years of service of the Highlands First Aid Squad.

NOW, THEREFORE, BE IT RESOLVED that I, Carolyn Broullon, the Mayor of the Borough of Highlands, New Jersey, do hereby proclaim October 17, 2021, as HIGHLANDS FIRST AID SQUAD DAY in Highlands; extend, on behalf of our residents, our heartfelt gratitude to the dedicated volunteers of the Highlands First Aid Squad. I encourage all Highlands residents to celebrate and support the HFAS organization and their service to our community over the last ninety years.

This, the 17th day of October, 2021.



**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

**CAPITAL ORDINANCE NO. O-21-35**

**CAPITAL ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS  
AND THE ACQUISITION OF VARIOUS CAPITAL EQUIPMENT, AND  
APPROPRIATING \$500,000 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH  
OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY**

WHEREAS, the Borough Council of the Borough of Highlands, in the County of Monmouth, New Jersey (the "Borough") has determined to provide for various capital improvements and the acquisition of various capital equipment, and

WHEREAS, the Borough has available \$300,000 in the Borough's Capital Fund-Fund Balance and \$200,000 in the Borough's Capital Fund-Capital Improvement Fund.

NOW, THEREFORE, BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. The improvements described in Section 2 of this ordinance are hereby authorized as general capital improvements to be undertaken in and by the Borough. For the improvements or purposes described in Section 2, there is hereby appropriated \$500,000, said sum being inclusive of \$300,000 from the Borough's Capital Fund-Fund Balance and \$200,000 from the Borough's Capital Fund-Capital Improvement Fund.

Section 2. The improvements hereby authorized to be undertaken consist of various capital improvements and the acquisition of various capital equipment, including, but not limited to, the acquisition of various vehicles and other equipment, road and streetscape improvements, and various building improvements, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with contracts, plans, specifications or requisitions therefor on file with or through the Borough Clerk, as finally approved by the governing body of the Borough.

Section 3. The 2021 capital budget of the Borough will conform to the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 4. An aggregate amount not exceeding \$100,000 for legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

Section 5. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 2 hereof, shall be applied to direct payment of the cost of the improvements within the appropriation herein authorized.

Section 6. The Borough Attorney and other Borough officials and representatives are hereby authorized to do all things necessary to accomplish the purposes of the appropriation made herein.

Section 7. This ordinance shall take effect 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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

	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: November 10, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

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Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE O-21-33

### AN ORDINANCE APPROVING AND RECOMMENDING NAMING OF A PRIVATE ROAD IN BLOCK 41, LOT 13.01

**WHEREAS**, pursuant to N.J.S.A. 40:67-1(k) the governing body is empowered with the authority to name and rename streets; and

**WHEREAS**, William “Gipper” O’Neil recently passed away, and was a lifelong resident of the Highlands for all of his 94 years. He was honorably discharged as a Sergeant in the United States Army Military Police, and both he and his family have dedicated significant portions of their lives to our Country and specifically to the Borough of Highlands; and

**WHEREAS**, the developer of Chia, Inc. Site Plan, Block 41, Lot 13.01, has proposed that a street in said development be named in honor of William “Gipper” O’Neil; and

**WHEREAS**, the governing body of the Borough of Highlands has determined that it is in the best interest of the residents to allow the developer of Chia, Inc. Site Plan, Block 41, Lot 13.01, to name the private road located within the site plan to “Gipper Way”.

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

#### SECTION I.

The private road located in the Chia, Inc. Site Plan, Block 41, Lot 13.01, is hereby named “Gipper Way”.

Proper markers designating and identifying said “Gipper Way” shall be posted in conspicuous locations of said street.

The Tax Map of the Borough of Highlands shall be amended to name “Gipper Way”.

A certified copy of this ordinance shall be filed with the Monmouth County Clerk, the Monmouth County Board of Elections, the New Jersey Secretary of State, the Highlands Postmaster, and any other County, State or Federal agency which requires a notification of a street name.

**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 and filing with the Monmouth County Clerk.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN		X	X			
MAZZOLA			X			
MELNYK			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: October 6, 2021



Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

	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: October 20, 2021

Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

Carolyn Broullon, Mayor





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 0-21-34

### AN ORDINANCE DESIGNATING RESTRICTED PARKING IN FRONT OF A RESIDENCE OCCUPIED BY A 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, Section 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 King Street 15 feet from pole #JC208HB is hereby designated as a space for resident parking for persons with disabilities. This space shall be available to a resident of 7 King Street. A sign shall be installed specifically identifying the on-street parking space in accordance with Chapter 7, Section 3.6B(d) 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.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN		X	X			
MAZZOLA			X			
MELNYK			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: October 6, 2021




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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

	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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

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Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 21-191

## 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, October 15, 2021 which totals as follows:

Current Fund	<b>\$816,559.50</b>
Sewer Account	<b>\$ 61,671.07</b>
Capital Fund	<b>\$ 18,098.02</b>
Trust-Other	<b>\$ 51,405.83</b>
Federal/State Grants	<b>\$ -</b>
Total	<b>\$947,734.42</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$947,734.42** 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](http://www.highlandsborough.org) and on file in the Municipal Clerk's office for reference.

Motion to Approve R-21-191:

	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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

**RECAP OF PAYMENT OF BILLS**  
**10/20/2021**

Item 5.

<b>CURRENT:</b>		\$	814,725.41
Payroll	(10/15/2021)	\$	
Manual Checks		\$	1,834.09
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	61,671.07
Payroll	(10/15/2021)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	18,098.02
<b>CAPITAL-MANUAL CHECKS</b>		\$	
Voided Checks		\$	
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	51,405.83
Payroll	(10/15/2021)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	
<b>GRANT FUND</b>		\$	
Payroll	(10/15 /2021)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>DEVELOPER'S TRUST</b>		\$	
Manual Checks		\$	
Voided Checks		\$	

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

October 15, 2021  
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BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Page No Item 5.

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	Stat/Chk	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Enc Date	Date	Date	Invoice	Excl		
ACEWA005 ACE WALCO TERMITE CONTROL										
21-01123 10/11/21 pest control firehouse										
1 pest control firehouse	58.99	1-01-25-263-000-201	B Fire Dept: Building and grounds	R	10/11/21	10/11/21	917885	N		
Vendor Total:	58.99									
ATC ATC VOICE/DATA, INC.										
21-01030 09/17/21 Recording System Renewal										
1 Surveillance/Outdoor Camera	294.00	1-01-25-240-000-254	B Police: Equipment Maintenance	R	09/17/21	10/11/21	54900	N		
21-01043 09/21/21 Alarm Monitoring										
1 1 year alarm monitoring	359.40	1-01-25-240-000-254	B Police: Equipment Maintenance	R	09/21/21	10/11/21	54899	N		
21-01085 10/01/21 Setting up alarm system										
1 Setting up alarm system	2,324.00	1-01-26-310-000-178	B B&G: Building Maintenance	R	10/01/21	10/12/21	54816	N		
2 System monitoring	480.00	1-01-26-310-000-178	B B&G: Building Maintenance	R	10/01/21	10/12/21	54817	N		
	2,804.00									
21-01094 10/05/21 Service Contract										
1 Telephone/Voicemail System	132.00	1-01-25-240-000-254	B Police: Equipment Maintenance	R	10/05/21	10/14/21	55115	N		
Vendor Total:	3,589.40									
ATCFI005 ATCF II NEW JERSEY LLC										
21-01156 10/14/21 lien redemption										
1 lien redemption	16,638.70	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	10/14/21	10/14/21	B1/L9.01	N		
2 premium	31,800.00	T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	10/14/21	10/14/21	B1/L9.01	N		
	48,438.70									
Vendor Total:	48,438.70									



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BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Page No: Item 5.

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	Date	Invoice	Excl		
GLOCK ATTN: ERIN RAMSDELL											
21-01038 09/17/21 Armorer's Course-Aug. 17, 2021											
1 Armorer's Course-Aug. 17, 2021	250.00	1-01-25-240-000-236	B	Police: Schooling/Training	R	09/17/21	10/11/21	TRP/100146025	N		
Vendor Total:	250.00										
BANKERS BANKERS LIFE AND CASUALTY CO.											
21-01163 10/15/21 retiree medical											
1 retiree medical	603.39	1-01-23-220-000-254	B	Current: Retirees Group Insurance	R	10/15/21	10/15/21	B2165219	N		
Vendor Total:	603.39										
BAYFIRE BAYSHORE FIRE & SAFETY LLC											
21-01071 09/27/21 02 refill											
1 02 refill	112.00	1-01-25-260-000-210	B	First Aid: First Aid Supplies	R	09/27/21	10/11/21	3883	N		
Vendor Total:	112.00										
BAYSH010 BAYSHORE SINGLE STREAM SOLUTIO											
21-01165 10/15/21 commingling											
1 commingling	34.31	1-01-26-306-000-283	B	Sanitation Contract: Co-Mingled Disposal	R	10/15/21	10/15/21	11840	N		
2 commingling	27.26	1-01-26-306-000-283	B	Sanitation Contract: Co-Mingled Disposal	R	10/15/21	10/15/21	11756	N		
3 commingling	38.54	1-01-26-306-000-283	B	Sanitation Contract: Co-Mingled Disposal	R	10/15/21	10/15/21	11757	N		
	100.11										
Vendor Total:	100.11										
BOR02 BOROUGH OF ATLANTIC HIGHLANDS											
21-01127 10/11/21 mechanical services-Sept. 2021											
1 mechanical services-Sept. 2021	1,058.00	1-01-42-717-000-154	B	Interlocal: Equipment Maintenance	R	10/11/21	10/11/21	SEPTEMBER 2021	N		
Vendor Total:	1,058.00										
BRO01 BROWN & BROWN BENEFIT ADVISORS											
21-00609 06/04/21 Medical insurance advisor											
5 Medical insurance advisor	1,250.00	1-01-23-210-000-251	B	Current: Insurance - Other	R	06/04/21	10/11/21	126218	N		
Vendor Total:	1,250.00										

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BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Page No Item 5.

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 Date Invoice	Exc1			
CAMPB005 CAMPBELL FREIGHTLINER,LLC						
21-00893 08/16/21 SURFACE MICRON LIGHTS						
1 SURFACE MICRON LIGHTS	478.80 1-01-25-260-000-296 B First Aid: Machinery & Equipment	R 08/16/21 10/14/21	R101012620:01 N			
2 LIGHT BLUE	626.40 1-01-25-260-000-296 B First Aid: Machinery & Equipment	R 08/16/21 10/14/21	R101012620:01 N			
3 LIGHT RED	626.40 1-01-25-260-000-296 B First Aid: Machinery & Equipment	R 08/16/21 10/14/21	R101012620:01 N			
4 LABOR	2,730.00 1-01-25-260-000-296 B First Aid: Machinery & Equipment	R 08/16/21 10/14/21	R101012620:01 N			
	4,461.60					
Vendor Total:	4,461.60					
CINTA005 CINTAS CORPORATION						
21-00158 02/19/21 FACILITY CLEANING SERVICES						
12 FACILITY CLEANING SERVICES	552.70 1-01-26-310-000-294 B B&G: Other/Janitorial Contract	R 02/19/21 10/13/21	4091813660 N			
13 FACILITY CLEANING SERVICES	986.10 1-01-26-310-000-294 B B&G: Other/Janitorial Contract	R 02/19/21 10/13/21	4093168627 N			
14 FACILITY CLEANING SERVICES	838.90 1-01-26-310-000-294 B B&G: Other/Janitorial Contract	R 02/19/21 10/13/21	4095831817 N			
15 FACILITY CLEANING SERVICES	552.70 1-01-26-310-000-294 B B&G: Other/Janitorial Contract	R 02/19/21 10/13/21	4097178730 N			
16 FACILITY CLEANING SERVICES	782.90 1-01-26-310-000-294 B B&G: Other/Janitorial Contract	R 02/19/21 10/13/21	4098524840 N			
	3,713.30					
Vendor Total:	3,713.30					
CME01 CME ASSOCIATES						
20-00923 09/11/20 snug harbor park lsrp						
13 snug harbor park lsrp	8,120.00 C-04-20-101-000-202 B ORD#20-07 Various Capital Improv	R 09/11/20 10/15/21	0290123 N			
Vendor Total:	8,120.00					
COLLI005 COLLIERS ENGINEERING/DESIGN						
21-00680 06/22/21 Restoration bulkheads						
4 Restoration bulkheads	6,572.81 C-04-20-101-000-202 B ORD#20-07 Various Capital Improv	R 06/22/21 10/13/21	696898 N			
21-00681 06/22/21 Veterans Park rip rap slope						
3 Veterans Park rip rap slope	360.00 C-04-20-101-000-202 B ORD#20-07 Various Capital Improv	R 06/22/21 10/13/21	696886 N			
21-00774 07/15/21 Electric upgrade/North St Pump						
2 Electric upgrade/North St Pump	16,618.03 1-01-20-165-000-244 B Engineering:General Engineering	R 07/15/21 10/13/21	695578 N			



October 15, 2021  
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BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Page No Item 5.

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	
COLLI005	COLLIERS ENGINEERING/DESIGN	Continued										
21-01147	10/13/21 2021 county open space grant											
1	2021 county open space grant	2,567.50		1-01-20-165-000-244	B Engineering:General Engineering	R	10/13/21	10/13/21		693344		N
	Vendor Total:	26,118.34										
COMCAST	COMCAST											
21-01130	10/11/21 40 Shore Drive											
1	40 Shore Drive	166.49		1-05-55-502-000-213	B Sewer: Telephone	R	10/11/21	10/11/21		40 SHORE DRIVE		N
2	First aid	148.03		1-01-31-440-000-213	B Telephone	R	10/13/21	10/13/21		FIRST AID		N
		314.52										
	Vendor Total:	314.52										
DAV02	DAVISON, EASTMAN, MUNOZ, LEDERMAN											
21-00003	01/19/21 tax appeal-2021 reso #21-005											
8	tax appeal-2021 reso #21-005	195.00		1-01-20-155-000-294	B Legal Services: Other	R	01/19/21	10/15/21		387806		N
21-00136	02/12/21 municipal attorney-reso 21-001											
26	municipal attorney-reso 21-001	9,758.76		1-01-20-155-000-252	B Legal Services: Consultants Hourly	R	02/12/21	10/15/21		387805		N
41	Highlands v Conway	360.00		1-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	10/15/21	10/15/21		387807		N
42	Muriel Smith v Highlands	420.00		1-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	10/15/21	10/15/21		387924		N
		10,538.76										
	Vendor Total:	10,733.76										
DOMAI005	DOMAIN LISTINGS											
21-01136	10/12/21 ANNUAL WEBSITE RENEWAL											
1	ANNUAL WEBSITE RENEWAL	228.00		1-01-25-263-000-170	B Fire Dept: Leased Equipment	R	10/12/21	10/12/21		10/1-9/30/22		N
	Vendor Total:	228.00										
FRANNY01	FRANNY'S PIZZA											
21-00758	07/12/21 2021 draw down											
2	2021 draw down	25.40		T-03-56-850-000-013	B Trust: Police Explorers	R	07/12/21	10/15/21		70679		N
	Vendor Total:	25.40										



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Item Description	Amount Charge Account Acct Type Description	Stat/Chk	Enc Date Date	Date Invoice	Excl
GANNE005 GANNETT NJ					
21-01159 10/14/21 Publication Notice to Bidders					
1 Publication Notice to Bidders	118.70 1-01-20-120-000-220 B Municipal Clerk: Advertising	R	10/14/21 10/14/21	0004928057	N
Vendor Total:	118.70				
GEORGE GEORGE WALL					
21-01065 09/27/21 Hose Kit					
1 Hose Kit	16.65 1-01-26-300-000-203 B Mech Garage: Motor Vehicle - Police	R	09/27/21 10/11/21	210228	N
2 Jet kit	15.96 1-01-26-300-000-203 B Mech Garage: Motor Vehicle - Police	R	09/27/21 10/11/21	210228	N
	32.61				
Vendor Total:	32.61				
GLE01 GLENCO SUPPLY, INC					
21-00828 07/27/21 Signs					
1 Signs	3,600.00 1-01-26-290-000-191 B Streets: Signs	R	07/27/21 10/11/21	26959	N
Vendor Total:	3,600.00				
GUARANTEE GUARANTEED PLANTS AND FLORISTS					
21-01098 10/05/21 wreaths for 911 memorial					
1 wreaths for 911 memorial	582.00 1-01-20-110-000-294 B Mayor/Council: Misc. Expenses	R	10/05/21 10/15/21	26852	N
2 sympathy arrangement/w. Brunt	107.00 1-01-20-110-000-294 B Mayor/Council: Misc. Expenses	R	10/05/21 10/15/21	26972	N
	689.00				
Vendor Total:	689.00				
HALFM005 HALF MOON IMPRINTS LLC					
21-01078 09/30/21 m-xl short sleeve white polos					
1 m-xl short sleeve white polos	600.00 1-01-25-260-000-232 B First Aid: Uniform Clothing & Access.	R	09/30/21 10/11/21	1124	N
2 2xl short sleeve polo	220.00 1-01-25-260-000-232 B First Aid: Uniform Clothing & Access.	R	09/30/21 10/11/21	1124	N
3 digitizing fee	15.00 1-01-25-260-000-232 B First Aid: Uniform Clothing & Access.	R	09/30/21 10/11/21	1124	N
4 embroidered flesfit hats	480.00 1-01-25-260-000-232 B First Aid: Uniform Clothing & Access.	R	09/30/21 10/11/21	1124	N
	1,315.00				
Vendor Total:	1,315.00				

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HARDR01 HARD ROCK HOTEL & CASINO								
	21-00717 07/01/21 2021 NJLM CONFERENCE							
	1 2021 NJLM CONFERENCE		320.00	1-01-25-252-000-228	B Emergency Mgmt: Meetings & Conferences	R 07/01/21 10/15/21	2021	N
	2 2021 NJLM CONFERENCE		960.00	1-01-20-110-000-228	B Mayor/Council: Meetings & Conferences	R 07/01/21 10/15/21	2021	N
	3 2021 NJLM CONFERENCE		475.00	1-01-20-120-000-228	B Municipal Clerk: Meetings & Conferences	R 07/01/21 10/15/21	2021	N
	4 2021 NJLM CONFERENCE		320.00	1-01-25-240-000-228	B Police: Meetings & Conferences	R 07/01/21 10/15/21	2021	N
	5 2021 NJLM CONFERENCE		320.00	1-01-20-100-000-228	B Admin: Meetings & Conferences	R 07/01/21 10/15/21	2021	N
			2,395.00					
	21-00753 07/12/21 2021 NJLM Conference							
	1 2021 NJLM Conference		480.00	1-01-28-360-000-128	B Community Ctr: Meetings & Conferences	R 07/12/21 10/15/21	2021	N
	2 2021 NJLM Conference		320.00	1-01-26-290-000-294	B Streets: Other	R 10/15/21 10/15/21	2021	N
			800.00					
	Vendor Total:		3,195.00					
HENRY HENRY HUDSON REGIONAL HIGH SCH								
	21-01150 10/13/21 october 2021 school taxes							
	1 october 2021 school taxes		308,047.00	1-01-99-999-002-206	B Regional School Taxes Payable	R 10/13/21 10/13/21	OCTOBER 2021	N
	Vendor Total:		308,047.00					
HIGHBDED HIGHLANDS BOARD OF EDUCATION								
	21-01149 10/13/21 october 2021 school taxes							
	1 october 2021 school taxes		349,965.00	1-01-99-999-001-206	B Local School Taxes Payable	R 10/13/21 10/13/21	OCTOBER 2021	N
	Vendor Total:		349,965.00					
HOL01 HOLMAN, FRENIA, ALLISON PC								
	21-00006 01/19/21 2020 audit							
	6 2020 audit		1,000.00	0-01-20-135-000-257	B Audit Services: Audit	R 01/19/21 10/11/21	50475	N
	Vendor Total:		1,000.00					

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Item Description	Amount	Charge Account	Acct Type Description								
<b>IMPAC005 IMPAC</b>											
21-01126 10/11/21 fuel											
1 fuel	5,544.59	1-01-31-460-000-192	B Fuel	R		10/11/21	10/11/21			SQLCD-710657	N
Vendor Total:	5,544.59										
<b>JASPAN JASPAN</b>											
21-01093 10/05/21 General Hardware - Signs											
1 Cable Tie 14in Black	8.10	1-01-25-240-000-281	B Police: General Hardware - Minor Tools	R		10/05/21	10/11/21			A1224633	N
Vendor Total:	8.10										
<b>JCPL JCP &amp; L</b>											
21-01111 10/08/21 27 2nd street											
1 27 2nd street	895.59	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95207312023	N
2 201-203 bay avenue	53.22	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95137815010	N
3 waterwitch receptacles	53.22	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95207312020	N
4 waterwitch/bay ave	12.06	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95207312021	N
5 27a 2nd st	460.31	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95207312024	N
6 streetscape	69.15	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95207312026	N
7 linden avenue	8.36	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95207312019	N
8 1 shore drive	64.95	1-01-31-430-000-215	B Electric	R		10/08/21	10/11/21			95137814875	N
9 40 shore drive	10,758.01	1-05-55-502-000-214	B Sewer: Gas & Electric	R		10/08/21	10/11/21			95207312025	N
10 valley st pump	491.51	1-05-55-502-000-214	B Sewer: Gas & Electric	R		10/08/21	10/11/21			98809462071	N
11 42 shore drive	780.96	1-01-31-430-000-215	B Electric	R		10/11/21	10/11/21			98809456939	N
	13,647.34										
Vendor Total:	13,647.34										
<b>JERSE005 JERSEY AUTO SPA CAR WASH</b>											
21-01027 09/17/21 Car wash											
1 Full Service Super Car Wash	40.00	1-01-25-240-000-265	B Police: Car Wash	R		09/17/21	10/11/21			655	N
2 Full Service Super Car Wash	32.00	1-01-25-240-000-265	B Police: Car Wash	R		09/17/21	10/11/21			672	N
	72.00										
Vendor Total:	72.00										



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JFKEM005	JFK EMS	21-00107	02/03/21	ems agreement											
	10 ems agreement				10,000.00	1-01-42-737-000-299			B Shared Service EMS/JFK Medical Center	R	10/13/21	10/13/21		OCTOBER 2021	N
	Vendor Total:				10,000.00										
JOHNG005	JOHN GUIRE LLC	21-00970	09/08/21	HSS724AAW 24" SNOW THROWER											
	1 HSS724AAW 24" SNOW THROWER				3,045.21	C-04-20-101-000-202			B ORD#20-07 Various Capital Improv	R	09/08/21	10/11/21		34225	N
	Vendor Total:				3,045.21										
JOSEA005	Jose A Diaz	21-01125	10/11/21	Boots reimbursment											
	1 Boots reimbursment				119.52	1-01-26-290-000-132			B Streets: Uniform Clothing & Access.	R	10/11/21	10/11/21		2021	N
	Vendor Total:				119.52										
WIG01	KEVIN P. WIGENTON, ESQ	21-00005	01/19/21	municipal public defender 2021											
	10 municipal public defender 2021				416.66	1-01-43-495-000-011			B Public Defender: Salaries & Wages	R	01/19/21	10/11/21		OCTOBER 2021	N
	Vendor Total:				416.66										
MASTE005	MASTER MAINTENANCE OF RED BANK	21-01129	10/11/21	CLEANING OF BORO BUILDINGS											
	1 CLEANING OF BORO BUILDINGS				840.00	1-01-26-310-000-178			B B&G: Building Maintenance	R	10/11/21	10/11/21		5390	N
	2 CLEANING OF BORO BUILDINGS				840.00	1-01-26-310-000-178			B B&G: Building Maintenance	R	10/11/21	10/11/21		5418	N
					1,680.00										
	Vendor Total:				1,680.00										
MAZZA007	MAZZA MULCH, INC.	21-01131	10/11/21	wood chips											
	1 wood chips				1,000.00	1-01-26-290-000-164			B Streets: Tree Trimming	R	10/11/21	10/11/21		390586	N
	Vendor Total:				1,000.00										

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				Item Description	Amount	Charge Account		Acct Type Description				
MERID005 MERIDIAN OCCUPATIONAL HEALTH												
		21-00938	08/23/21	physical-Isaiah Offemacia								
	2 physical				215.00	1-01-25-260-000-294	R	10/13/21	10/13/21		472170	N
	3 physical				30.00	1-01-25-260-000-294	R	10/13/21	10/13/21		472751	N
					245.00							
	Vendor Total:				245.00							
MERID010 MERIDIAN OCCUPATIONAL HEALTH												
		21-01028	09/17/21	Physical								
	1 Pre-Academy Physical				165.00	1-01-25-240-000-240	R	09/17/21	10/11/21		466582	N
	2 Ptl. Alexander Braswell				0.00	1-01-25-240-000-240	R	09/17/21	10/11/21		466582	N
					165.00							
	Vendor Total:				165.00							
MGL MGL PRINTING SOLUTIONS												
		21-00864	08/06/21	Dog & Tag License Tags								
	1 Dog & Tag License Tags				416.00	1-01-20-120-000-294	R	08/06/21	10/15/21		183307	N
	Vendor Total:				416.00							
MONCOUPO MONMOUTH COUNTY												
		21-01097	10/05/21	Vehicle repaired								
	1 Vehicle repaired				226.51	1-01-26-290-000-154	R	10/05/21	10/15/21		08-21-09	N
	Vendor Total:				226.51							
MONMOUPO MONMOUTH COUNTY POLICE ACADEMY												
		21-01029	09/17/21	Training								
	1 Patrol Rifle Instructor Course				400.00	1-01-25-240-000-236	R	09/17/21	10/11/21		4124	N
	2 6/14-18 Lt. William Siegle				0.00	1-01-25-240-000-236	R	09/17/21	10/11/21		4124	N
					400.00							
	Vendor Total:				400.00							

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	Item Description	Amount Charge Account Acct Type Description						Excl
<b>NANCYTR1 NANCY TRAN</b>								
21-01153	10/14/21 Reimburse LUB mic							
	1 Reimburse LUB mic	305.88 1-01-21-180-000-228	B Municipal Land Use: Meetings & Confer.	R	10/14/21	10/14/21	2021	N
21-01154	10/14/21 Reimbur curtains/rods							
	1 Reimbur curtains/rods	67.79 1-01-20-120-000-228	B Municipal Clerk: Meetings & Conferences	R	10/14/21	10/14/21	2021	N
		67.80 1-01-21-180-000-228	B Municipal Land Use: Meetings & Confer.					
		67.79 1-01-28-360-000-294	B Community Ctr: Other					
		203.38						
	Vendor Total:	509.26						
<b>NAYLORS NAYLORS AUTO PARTS</b>								
21-01108	10/08/21 exacto blade							
	1 exacto blade	26.80 1-01-26-300-000-203	B Mech Garage: Motor Vehicle - Police	R	10/08/21	10/11/21	187845	N
	2 evap system iteg mod	47.49 1-01-26-300-000-203	B Mech Garage: Motor Vehicle - Police	R	10/08/21	10/11/21	188248	N
	3 battery	405.98 1-01-26-300-000-294	B Mech Garage: Other	R	10/08/21	10/11/21	188612	N
	4 premixed 5 gal	85.49 1-01-26-300-000-294	B Mech Garage: Other	R	10/08/21	10/11/21	188614	N
	5 blue def 2.5 gal	29.98 1-01-26-300-000-294	B Mech Garage: Other	R	10/08/21	10/11/21	188994	N
		595.74						
	Vendor Total:	595.74						
<b>NJAMERIC NEW JERSEY AMERICAN WATER</b>								
21-01109	10/08/21 22 snugharbor avenue							
	1 22 snugharbor avenue	62.58 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	22 SNUGHARBOR	N
	2 17-1 shore dr	182.70 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	17-1 SHORE DR	N
	3 s bay avenue	19.18 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	S BAY AVENUE	N
	4 linden avenue	19.18 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	LINDEN AVENUE	N
	5 42 shore dr	26.49 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	42 SHORE DR	N
	6 s 2nd st w sde	41.12 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	S 2ND ST W SDE	N
	7 27 shore dr	26.49 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	27 SHORE DR	N
	8 waterwitch avenue	63.04 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	WATERWITCH AVE	N
	9 bay avenue park	164.92 1-01-31-445-000-219	B Water	R	10/08/21	10/11/21	BAY AVE PARK	N
	10 122 hydts	6,206.42 1-01-31-463-000-193	B Fire Hydrants	R	10/08/21	10/11/21	122 HYDTS	N
	11 17-1 shore fire	81.92 1-01-31-463-000-193	B Fire Hydrants	R	10/08/21	10/11/21	17-1 SHORE	N
	12 gravelly pt hydt	184.07 1-01-31-463-000-193	B Fire Hydrants	R	10/08/21	10/11/21	GRAVELLY HYDT	N



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Item	Description	Amount	Charge	Account	Acct Type	Description						
NJAMERIC NEW JERSEY AMERICAN WATER												
21-01109	10/08/21 22 snugharbor avenue			Continued								
13	40 shore drive	47.96		1-05-55-502-000-219	B Sewer:	Water	R	10/08/21	10/11/21		40 SHORE DR	N
		7,126.07										
Vendor Total:		7,126.07										
NJNG NEW JERSEY NATURAL GAS												
21-01143	10/13/21 shore drive											
1	shore drive	77.23		1-01-31-446-000-218	B Natural	Gas	R	10/13/21	10/13/21		SHORE DR	N
2	s 2nd st	43.55		1-01-31-446-000-218	B Natural	Gas	R	10/13/21	10/13/21		S 2ND ST	N
3	22 snugharbor avenue	76.14		1-01-31-446-000-218	B Natural	Gas	R	10/13/21	10/13/21		22 SNUGHARBOR	N
4	public works	34.85		1-01-31-446-000-218	B Natural	Gas	R	10/13/21	10/13/21		PUBLIC WORKS	N
		231.77										
Vendor Total:		231.77										
NEXTR005 NEXTREQUEST												
21-01023	09/16/21 Opra software											
1	Opra software	6,300.00		1-01-20-120-000-252	B Municipal Clerk:	Contractual Service	R	09/16/21	10/13/21		18978	N
Vendor Total:		6,300.00										
NOLZE NOLZE GARAGE DOOR												
21-01013	09/14/21 dpw garage door repair											
1	dpw garage door repair	160.00		1-01-26-310-000-178	B B&G: Building	Maintenance	R	09/14/21	10/14/21		36683	N
Vendor Total:		160.00										
OMSOL005 O&M SOLUTIONS, LLC												
21-00486	05/07/21 MAINTENANCE OF WASTEWATER											
7	MAINTENANCE OF WASTEWATER	2,200.00		1-05-55-502-000-154	B Sewer: Equipment	Maintenance	R	05/07/21	10/11/21		2673	N
Vendor Total:		2,200.00										
ON-SITE ON-SITE TIRE REPAIR, LLC												
21-01067	09/27/21 firestone tires for dpw 17-45											
1	firestone tires for dpw 17-45	519.08		1-01-42-717-000-198	B Interlocal: Tires		R	09/27/21	10/11/21		33300	

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		Item		Description	Amount	Charge Account		Enc Date	Date	Date	Exc1
	ON-SITE TIRE REPAIR, LLC										
	21-01067	09/27/21	firestone tires for dpw	Continued							
			2 drop in bags balance compound	40.00	1-01-42-717-000-198	B Interlocal: Tires	R	09/27/21	10/11/21	33300	N
				559.08							
	Vendor Total:			559.08							
	ONE CALL CONCEPTS, INC.										
	21-01113	10/08/21	Mark outs								
			1 Mark outs	48.26	1-05-55-502-000-154	B Sewer: Equipment Maintenance	R	10/08/21	10/11/21	1095083	N
	Vendor Total:			48.26							
	QUICK CHEK CORP										
	21-01031	09/17/21	Prisoner Meal								
			1 08-13-2021	7.57	1-01-25-240-000-231	B Police: Meal Allowance	R	09/17/21	10/11/21	003607	N
	Vendor Total:			7.57							
	ROBERT J. ANDREWS										
	21-01104	10/07/21	SUMMER PROGRAM								
			1 SUMMER PROGRAM	475.00	T-03-56-850-000-011	B Trust: Recreation	R	10/07/21	10/12/21	2021 SUMMER	N
	Vendor Total:			475.00							
	ROK INDUSTRIES, INC.										
	21-01145	10/13/21	2021 MUNI TAX LIENS ADVERTISED								
			1 2021 MUNI TAX LIENS ADVERTISED	765.00	1-01-20-145-000-251	B Tax Collection: Consultants - Other	R	10/13/21	10/13/21	HIGHLANDS21	N
	Vendor Total:			765.00							
	RUDERMAN & ROTH, LLC										
	21-00002	01/19/21	labor council 2021								
			9 labor council 2021	1,137.50	1-01-20-155-000-294	B Legal Services: Other	R	10/12/21	10/12/21	SEPTEMBER 2021	N
	Vendor Total:			1,137.50							



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				Item Description	Amount	Charge Account		Enc Date	Date	Date	Invoice
						Acct Type Description					Excl
SWORLDWI	S&S WORLDWIDE										
		21-00686	06/23/21	steel chain basketball net							
				2 heavy duty anti-whip net	58.73	1-01-28-375-000-294	R	06/23/21	10/12/21		IN100864554 N
				Vendor Total:	58.73						
SEABO005	SEABOARD WELDING SUPPLY, INC.										
		21-01121	10/11/21	oxygen/argon							
				1 oxygen/argon	39.50	1-01-26-310-000-170	R	10/11/21	10/11/21		929128 N
				Vendor Total:	39.50						
SMITH005	SMITH PROPERTY MANAGEMENT GROU										
		21-01119	10/11/21	sidewalk/curb cut app. refund							
				1 sidewalk/curb cut app. refund	1,000.00	T-03-56-850-000-001	R	10/11/21	10/11/21		63 SEADRIFT AVE N
				Vendor Total:	1,000.00						
SPECTROL	SPECTROTEL, INC.										
		21-01124	10/11/21	Police department							
				1 Police department	375.95	1-01-31-440-000-213	R	10/11/21	10/11/21		10485978 N
				Vendor Total:	375.95						
STAPLES	STAPLES ADVANTAGE										
		21-01103	10/07/21	office supplies							
				1 office supplies	69.75	1-01-28-360-000-101	R	10/07/21	10/13/21		8063889599 N
				2 office supplies	162.96	1-01-28-360-000-295	R	10/07/21	10/13/21		8063889599 N
				3 office supplies	32.43	1-01-28-360-000-242	R	10/07/21	10/13/21		8063889599 N
				4 office supplies	65.49	1-01-20-130-000-201	R	10/07/21	10/13/21		8063889599 N
					330.63						
				Vendor Total:	330.63						
SUBUR005	SUBURBAN DISPOSAL INC.										
		21-01110	10/08/21	September 2021							
				1 September 2021	30,416.66	1-01-26-306-000-284	R	10/08/21	10/11/21		8080
				2 September 2021	17,699.51	1-01-26-309-000-220	R	10/08/21	10/11/21		8080

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BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Page No Item 5.

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	Date	Invoice	Excl
<hr/>												
SUBUR005 SUBURBAN DISPOSAL INC. Continued												
21-01110	10/08/21	September 2021				Continued						
3	September 2021				4,956.71	1-01-26-305-000-284	B Sanitation: Brush & Bulk	R	10/08/21	10/11/21	8080	N
					53,072.88							
Vendor Total:					53,072.88							
<hr/>												
TOMSA T.O.M.S.A.												
21-01144	10/13/21	September 2021										
1	September 2021				47,958.84	1-05-55-502-000-196	B Sewer: TOMSA	R	10/13/21	10/13/21	SEPTEMBER 2021	N
Vendor Total:					47,958.84							
<hr/>												
SCAT TREASURER, COUNTY OF MONMOUTH												
21-00842	08/03/21	Senior tranportation										
1	Senior tranportation				2,015.00	1-01-28-360-000-234	B Community Ctr: Transportation	R	08/03/21	10/11/21	2ND QTR 2021	N
2	Senior tranportation				2,015.00	1-01-28-360-000-234	B Community Ctr: Transportation	R	08/03/21	10/11/21	3RD QTR 2021	N
					4,030.00							
Vendor Total:					4,030.00							
<hr/>												
RECLAMAT TREASURER, COUNTY OF MONMOUTH												
21-01128	10/11/21	reclamation-September 2021										
1	reclamation-September 2021				398.73	1-01-26-309-000-220	B Mon Cty Rec: Tipping Fees	R	10/11/21	10/11/21	SEPTEMBER 2021	N
2	reclamation-September 2021				13.41	1-01-26-308-000-285	B Recycling Tax	R	10/11/21	10/11/21	SEPTEMBER 2021	N
					412.14							
Vendor Total:					412.14							
<hr/>												
TRUIS TRIUS, INC.												
21-01066	09/27/21	new engine for dpw sander										
1	new engine for dpw sander				1,662.45	1-01-26-300-000-201	B Mech Garage: Motor Vehicle - Streets	R	09/27/21	10/11/21	SI077971	N
Vendor Total:					1,662.45							

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BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Page No Item 5.

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
TWO RIVER TWO RIVER TIMES																
21-01158	10/14/21	Publication Reso	21-180													
1	Publication Reso	21-180	22.63	1-01-20-120-000-220	B	Municipal Clerk: Advertising	R	10/14/21	10/14/21					16291		N
Vendor Total:			22.63													
URNER010 URNER BARRY																
21-01120	10/11/21	covid vaccine post cards														
1	covid vaccine post cards		1,466.73	T-03-56-855-000-000	B	Trust: Storm Recovery Trust	R	10/11/21	10/11/21					17524		N
2	2021 survey postcards		809.00	1-01-20-110-000-294	B	Mayor/Council: Misc. Expenses	R	10/11/21	10/11/21					17912		N
			2,275.73													
Vendor Total:			2,275.73													
VERIZON1 VERIZON																
21-01141	10/12/21	17-1 shore drive														
1	17-1 shore drive		256.86	1-01-31-440-000-213	B	Telephone	R	10/12/21	10/12/21					17-1 SHORE DRIV		N
Vendor Total:			256.86													
VERIZ005 VERIZON																
21-01146	10/13/21	fios														
1	fios		164.99	1-01-31-440-000-213	B	Telephone	R	10/13/21	10/13/21					10/4/21		N
Vendor Total:			164.99													
Total Purchase Orders: 77 Total P.O. Line Items: 144 Total List Amount: 945,900.33 Total Void Amount: 0.00																

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	0-01	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
	1-01	813,725.41	0.00	813,725.41	0.00	0.00	813,725.41
	1-05	<u>61,671.07</u>	<u>0.00</u>	<u>61,671.07</u>	<u>0.00</u>	<u>0.00</u>	<u>61,671.07</u>
Year Total:		875,396.48	0.00	875,396.48	0.00	0.00	875,396.48
CAPITAL PROJECTS	C-04	18,098.02	0.00	18,098.02	0.00	0.00	18,098.02
TRUST NON BUDGET-TWO RIVER	T-03	51,405.83	0.00	51,405.83	0.00	0.00	51,405.83
Total of All Funds:		<u>945,900.33</u>	<u>0.00</u>	<u>945,900.33</u>	<u>0.00</u>	<u>0.00</u>	<u>945,900.33</u>



October 5, 2021  
09:21 AM

BOROUGH OF HIGHLANDS  
Check Payment Batch Verification Listing

Page 1  
Item 5.

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	1-01	1,340.00	0.00	0.00	1,340.00
Total Of All Funds:		<u>1,340.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,340.00</u>

G/L Posting Summary

Account	Description	Debits	Credits
1-01-101-01-000-002	Cash - Clearing - Both A/C	0.00	1,340.00
1-01-201-20-000-000	Current Appropriations	<u>1,340.00</u>	<u>0.00</u>
	Grand Total:	<u>1,340.00</u>	<u>1,340.00</u>

October 5, 2021  
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BOROUGH OF HIGHLANDS  
Check Payment Batch Verification Listing

Pa Item 5.

Batch Id: JORGI Batch Type: C Batch Date: 10/05/21 Checking Account: CLEARING G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
	10/05/21	FREEHOLD FREEHOLD SOIL		4000 KOZLOSKI ROAD					
21-01090	10/05/21	1 improvements to matthew/king s	1,340.00	1-01-20-165-000-244	Budget	Aprv	1	1	
			<u>1,340.00</u>	Engineering:General Engineering					

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	1	1,340.00

There are NO errors or warnings in this listing.

October 7, 2021  
09:15 AM

BOROUGH OF HIGHLANDS  
Check Payment Batch Verification Listing

Page 5  
Item 5.

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	1-01	494.09	0.00	0.00	494.09
Total of All Funds:		<u>494.09</u>	<u>0.00</u>	<u>0.00</u>	<u>494.09</u>

G/L Posting Summary

Account	Description	Debits	Credits
1-01-101-01-000-002	Cash - Clearing - Both A/C	0.00	494.09
1-01-201-20-000-000	Current Appropriations	<u>494.09</u>	<u>0.00</u>
	Grand Total:	<u>494.09</u>	<u>494.09</u>

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09:15 AM

BOROUGH OF HIGHLANDS  
Check Payment Batch Verification Listing

Pa  
Item 5.

Batch Id: JORGI Batch Type: C Batch Date: 10/07/21 Checking Account: CLEARING G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
	10/07/21	POST	POST MASTER							
21-01101	10/07/21	1	2021 survey postcards	494.09	1-01-20-152-000-222	Budget	Aprv	1	1	
				494.09	Central Services: Postage					

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	1	494.09

There are NO errors or warnings in this listing.





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-192

### RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF ATLANTIC HIGHLANDS FOR THE CONTINUATION OF MUNICIPAL COURT SERVICES

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq. allows a local unit to enter into an agreement with any other local unit or units to provide or receive any services that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction, including services incidental to primary purposes of any of the participating local units; and

**WHEREAS**, the Borough of Highlands and the Borough of Atlantic Highlands wish to encourage inter-municipal cooperation; and

**WHEREAS**, by way of Resolution 20-251, duly adopted on December 2, 2020, the Borough of Highlands approved an extension of a Shared Services Agreement with the Borough of Atlantic Highlands for Municipal Court Services through December 31, 2021; and

**WHEREAS**, the aforesaid Shared Services Agreement was for an initial term of three (3) years, beginning December 1, 2013 through November 30, 2016, with extensions for a period of up to five (5) additional years, wherein all rights of renewal were exercised which extended the term through December 31, 2021; and

**WHEREAS**, in accordance with the terms of the aforesaid Shared Services Agreement, the Borough of Atlantic Highlands provides the Borough of Highlands with space in the Atlantic Highlands Municipal Building within which to conduct Municipal Court hearings and the municipalities share facilities, equipment and staff pursuant to N.J.S.A. 2B:12-1(c), in accordance with the terms and conditions set forth therein; and

**WHEREAS**, the Borough of Highlands finds that it would be in its best interest to continue to utilize the Atlantic Highlands Municipal Building's courtroom, court offices and to share facilities, equipment and office staff, in accordance with N.J.S.A. 2B:12-1(c), while each municipality maintains the right to appoint their own judge, prosecutor and public defender; and

**WHEREAS**, the Borough of Highlands and the Borough of Atlantic Highlands have reached agreement with respect to the terms of a new Shared Services Agreement for the continuation of Municipal Court Services; and

**WHEREAS**, in accordance with the terms of a new Shared Services Agreement, the Borough of Atlantic Highlands shall continue to provide the Borough of Highlands with space in the Atlantic Highlands Municipal Building within which to conduct municipal court hearings, and the Municipalities shall share facilities, equipment and staff pursuant to N.J.S.A. 2B:12-1(c); and

**WHEREAS**, in accordance with the terms of a new Shared Services Agreement, the aforesaid Municipal Court Services shall continue for a period of two (2) years, beginning January 1, 2022 through December 31, 2023, which term may be extended for up to two (2) additional years by way of two (2) separate one (1) year renewal options; and

**WHEREAS**, in accordance with the terms of the aforesaid Shared Services Agreement, the Borough of Highlands will pay the Borough of Atlantic Highlands the following amounts:

\$79,500 (for the one (1) year period from January 1, 2022 through December 31, 2022);  
 \$79,500 (for the one (1) year period from January 1, 2023 through December 31, 2023);  
 \$79,500 for any renewal period; and

in accordance with the terms of the aforesaid Shared Services Agreement, the Borough of Highlands will continue to pay 50% of the cost for any additional office staff that is needed, which is currently in an amount not to exceed \$11,000 for a part-time employee, for each year of the Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Highlands hereby approves a new Shared Services Agreement with the Borough of Atlantic Highlands for the continuation of Municipal Court Services for a period of two (2) years beginning January 1, 2022 through December 31, 2023, in the amount of \$79,500 per year, along with the continuation of payment of 50% of the cost for any additional office staff that is needed as set forth above and in the terms of the Agreement.

**BE IT FURTHER RESOLVED**, that the Mayor be and is hereby authorized to execute a Shared Services Agreement with the Borough of Atlantic Highlands for Municipal Court Services.

**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 certified copies of this Resolution be forwarded to the Borough of Atlantic Highlands Administrator and Municipal Clerk.

Motion to Approve R-21-192:

	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: October 20, 2021

\_\_\_\_\_  
 Michelle Hutchinson, Municipal Clerk  
 Borough of Highlands



**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

## RESOLUTION 21-193

### RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR MARINE PLACE BULKHEAD IMPROVEMENTS

**WHEREAS**, the Borough of Highlands advertised a request for proposals for Marine Place Bulkhead improvements; and

**WHEREAS**, two (2) bids were received for the aforesaid project which were reviewed by the Project Engineer as follows:

	Agate Construction Company, Inc.	G.C. Zarnas & Co, Inc.
Base Bid #1	\$325,904.00	\$1,885,100.00
Alternate A	\$311,900.00	-\$ 143,900.00
Total Base Bid #1 + Alternate A	<b>\$637,804.00</b>	<b>\$1,741,200.00</b>
Base Bid #2	\$610,270.00	\$2,472,100.00
Alternate B	\$365,590.00	-\$364,900.00
Total Base Bid #2 + Alternate B	<b>\$975,860.00</b>	<b>\$2,107,200.00; and</b>

**WHEREAS**, Agate Construction Company, Inc. appears to be the lowest responsible bidder for the aforesaid Proposal; and

**WHEREAS**, the Project Engineer, Colliers Engineering & Design, by letter dated October 12, 2021, has made the recommendation that the contract be awarded to Agate Construction Company, Inc. for Base Bid #1, Alternate A, as the lowest responsible bidder, in the amount of \$637,804.00, subject to the availability of funds by the Chief Financial Officer; 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 Account #C-04-20-101-000-202:



\_\_\_\_\_  
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 Marine Place Bulkhead improvements, Base Bid #1, Alternate A, is hereby awarded to Agate Construction Company, Inc. in an amount not to exceed \$637,804.00, subject to the submission of the required bonds and insurance certificates for the project.
2. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
3. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R-21-193:

	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: October 20, 2021

\_\_\_\_\_  
Michelle Hutchinson, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

Item 8.

## RESOLUTION 21-194

### A RESOLUTION AUTHORIZING PURCHASE OF POLICE VEHICLES

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), the Borough may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the Borough of Highlands has the need to purchase two 2022 Ford Utility Interceptor (Fleet) 4 Door police vehicles using NJ Cooperative Purchasing Program, Contract # 20-FLEET-01189, from Winner Ford; and

**WHEREAS**, the Chief Financial Officer has determined that sufficient funds are available using budget # 0-01-25-240-000-297 in the amount of \$73,602.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Highlands authorizes the purchase of two police vehicles for the Police Department in the amount of \$73,602.00.

Motion to Approve R-21-194:

	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: October 20, 2021

\_\_\_\_\_  
Michelle Hutchinson, Municipal Clerk  
Borough of Highlands



**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

## RESOLUTION 21-195

### A RESOLUTION AUTHORIZING THE REFUND OF A SIDEWALK AND CURB CUT ESCROW DEPOSIT FEE

**WHEREAS**, the Finance Officer of the Borough of Highlands has received a request to refund a fee for a Sidewalk and Curb Cut Escrow Deposit Fee

**WHEREAS**, the Superintendent of Public Works has inspected the area and deemed the work satisfactorily completed and accordingly determined that the fee is to 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 Sidewalk and Curb Cut Escrow Deposit Fee to the individual property owner listed below:

**ADDRESS**

63 Seadrift Avenue

**AMOUNT**

\$1,000.00

**NAME**

Smith Property Management Group

Motion to Approve R-21-195:

	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: October 20, 2021

\_\_\_\_\_  
Michelle Hutchinson, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-196

### RESOLUTION REQUESTING APPROVAL OF INSERTION OF \$38,722.00 FOR THE 2021 BUDGET REVENUE AVAILABLE FROM THE BODY WORN CAMERA GRANT

**WHEREAS**, N.J.S. 40A:4-87 provides that the Director of Local Government Services may approve the insertion of any special item of revenue in the budget of any municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amount.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Highlands hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$38,722.00 which item is now available as a revenue from the Body Worn Camera Grant.

**BE IT FURTHER RESOLVED** that a like sum of \$38,722.00 be and the same is hereby appropriated under the caption of:

Body Worn Camera Grant

Motion to Approve R-21-196:

	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: October 20, 2021

\_\_\_\_\_  
Michelle Hutchinson, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-197

### **RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT FOR CODE ENFORCEMENT OFFICER SERVICES BETWEEN THE BOROUGH OF HIGHLANDS AND THE BOROUGH OF ATLANTIC HIGHLANDS**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et. seq. authorizes a local unit to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction, including services incidental to primary purposes of any of the participating local units; and

**WHEREAS**, the Borough of Highlands and the Borough of Atlantic Highlands wish to encourage inter-municipal cooperation; and

**WHEREAS**, the Borough of Highlands and the Borough of Atlantic Highlands desire to enter into a Shared Services Agreement, wherein the Borough of Highlands will provide Code Enforcement Officer services to the Borough of Atlantic Highlands pursuant to the terms and conditions provided for in a Shared Services Agreement; and

**WHEREAS**, the Borough of Atlantic Highlands has an immediate need for Code Enforcement Officer Services, wherein the Borough of Highlands has agreed to assist with that need through December 31, 2021, or earlier if Atlantic Highlands hires a Code Enforcement Officer prior to the expiration date set forth herein; and

**WHEREAS**, the Code Enforcement Officer services shall be provided, if needed, on Wednesdays between the hours of 11:00am and 4:30pm, and the fee for such services will be \$1.00; and

**WHEREAS**, the term of the Agreement shall be effective immediately and expire December 31, 2021, or earlier if the Borough of Atlantic Highlands hires a Code Enforcement Officer prior to the expiration date set forth herein.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that the Mayor be and is hereby authorized to execute a Shared Services Agreement with the Borough of Atlantic Highlands for Code Enforcement Officer Services, effective immediately and expiring December 31, 2021, or at such time that the Borough of Atlantic Highlands hires a Code Enforcement Officer if prior to the expiration date set forth herein. The fee for this service shall be \$1.00.



**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 the Borough Clerk shall forward a certified copy of this Resolution, to the following:

1. Borough of Atlantic Highlands Clerk and Administrator.
2. Borough of Highlands, Chief Financial Officer.
3. Borough of Highlands Administrator.

Motion to Approve R-21-197:

	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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands



**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

## **RESOLUTION 21-198**

### **A RESOLUTION OF THE GOVERNING BODY FOR CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

**WHEREAS**, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Governing Body of the Borough of Highlands, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby

submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Motion to Approve R-21-198:

	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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-199

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY DESIGNATING CERTAIN PROPERTIES WITHIN THE BOROUGH AS A NON-CONDEMNATION REDEVELOPMENT AREA PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1 *Et Seq.*, AND AUTHORIZING THE PREPARATION OF A REDEVELOPMENT PLAN FOR SUCH NON-CONDEMNATION REDEVELOPMENT AREA**

**WHEREAS**, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “**Redevelopment Law**”), authorizes municipalities to determine whether certain parcels of land in the municipality constitute areas in need of redevelopment; and

**WHEREAS**, on June 2, 2021, by Resolution No. 21-126, and in accordance with the provisions of the Redevelopment Law, the Municipal Council (the “**Borough Council**”) of the Borough of Highlands (the “**Borough**”) authorized and directed the Land Use Board of the Borough (the “**Land Use Board**”) to conduct a preliminary investigation to determine whether all or a portion of certain properties within the Borough, commonly referred to as the Central Business District/Bay Avenue Corridor and identified by block and lot on the tax map of the Borough listed therein (the “**Study Area**”), meet the criteria in the Redevelopment Law for designation as a non-condemnation redevelopment area, within which the Borough may use all of the powers provided by the Redevelopment Law for use in a redevelopment area except the power of eminent domain, and to make a recommendation as to whether all or a portion of such Study Area should be designated as a non-condemnation redevelopment area; and

**WHEREAS**, the Land Use Board subsequently directed Phillips Preiss Grygiel Leheny Hughes LLC (the “**Planning Consultant**”) to conduct a preliminary investigation to determine whether all or a portion of the Study Area should be designated as a non-condemnation redevelopment area; and

**WHEREAS**, on July 8, 2021, the Land Use Board received a report setting forth the basis for the investigation and a map depicting the Study Area prepared by the Planning Consultant, entitled *Area in Need of Redevelopment Study, Central Business District, Borough of Highlands, New Jersey*, dated July 8, 2021 (the “**Report**”), evaluating whether all or a portion of the Study Area met the criteria to be designated as a non-condemnation redevelopment area; and

**WHEREAS**, the Redevelopment Law requires that the Land Use Board conduct a public hearing prior to making its recommendation as to whether the Study Area should be designated as a

non-condemnation redevelopment area, at which hearing the Land Use Board shall hear all persons who are interested in, or would be affected by, a determination that the Study Area is a non-condemnation redevelopment area; and

**WHEREAS**, pursuant to the Redevelopment Law, the Land Use Board caused a duly noticed public hearing to be held on August 5, 2021 (the “**Hearing**”), at which it reviewed the Report, heard testimony from Paul Grygiel, AICP, PP of the Planning Consultant, and conducted a public hearing during which members of the general public were given an opportunity to present their own evidence, cross-examine the Planning Consultant, and address questions to the Land Use Board and its representatives concerning the potential designation of the Study Area as a non-condemnation redevelopment area; and

**WHEREAS**, the Planning Consultant testified to the Land Use Board that to prepare the Report, he performed an analysis of the Study Area’s existing land uses, site layout, and physical characteristics, which are included in the Report. In doing so, the Planning Consultant testified that he reviewed the Borough’s tax records, aerial photographs, Master Plan and other planning documents, existing zoning ordinance and maps, zoning, health, property maintenance and related violations records, development applications and approvals, building and demolition permit activity, police activity logs, deed records, occupancy and ownership status records, and other municipal records and conducted multiple physical inspections of each property within the Study Area; and

**WHEREAS**, at the conclusion of the Hearing, after reviewing the Report and hearing all of the evidence, testimony from the public, and expert testimony, based on the reasons set forth in the Report and on the record, including the testimony of the Planning Consultant as to criterion “h” of N.J.S.A. 40A:12A-5 (“**Section 5**”) of the Redevelopment Law, the Land Use Board: (1) voted to recommend that all of the lots within the Study Area be designated as a non-condemnation redevelopment area; and (2) as set forth in the record, in response to an objection from the owner of Block 53, Lot 3 as to the application of the “a” criterion of Section 5 of the Redevelopment Law to their property, voted to not accept the Planning Consultant’s recommendation that Block 53, Lot 3 also satisfies criterion “a” pursuant to Section 5 of the Redevelopment Law, but in doing so the Land Use Board erroneously identified such property as Block 59, Lot 8; and

**WHEREAS**, as a result of the hearing, the Land Use Board made recommendations to the Borough Council that the entire Study Area be designated as a non-condemnation redevelopment area pursuant to Section 5 of the Redevelopment Law, which recommendations and reasons for same were memorialized in Resolution No. 2021-21 duly adopted by the Land Use Board on October 7, 2021 and attached hereto as ***Exhibit A***, which provided in part:

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following nine (9) lots satisfy criterion “a” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that the generality of the buildings are substandard, unsafe, unsanitary, dilapidated, obsolescent, or conducive to unwholesome living or working conditions because of outdated or faulty design or arrangement, poor or dilapidated building conditions,



insufficient or inoperable windows, various past property maintenance violations and/or police incidents, or a combination thereof:

Block 42, Lot 13  
 Block 46, Lots 1, 6, & 7  
 Block 53, Lots 3 & 4  
 Block 59, Lots 8 & 16.01  
 Block 64, Lot 1; and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following three (3) lots satisfy criterion “b” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that the buildings were once used for commercial, retail, shopping, office space, manufacturing, or industrial purpose and are now in a great state of disrepair or neglect to make them untenable and/or have been significantly vacant for the last two (2) or more years:

Block 46, Lot 3  
 Block 47, Lot 6  
 Block 88, Lot 5; and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following sixteen (16) lots satisfy criterion “c” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that such lots are either owned by the Borough or are unimproved vacant lots that have remained as such for the last ten (10) or more years, and/or are not likely to be developed through private capital due to topographical challenges, poor site access, historical lack of development with no known future plans for same, or a combination thereof:

Block 40.01, Lots 21.01 & 22.01  
 Block 42, Lot 14  
 Block 45, Lots 6.01 & 7  
 Block 47, Lot 10  
 Block 53, Lots 6 & 7 (studied together)  
 Block 63, Lots 4, 6, & 14  
 Block 64, Lot 21  
 Block 72, Lot 2  
 Block 88, Lot 2  
 Block 94, Lot 1  
 Block 96, Lot 2.01; and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following eighty-seven (87) lots satisfy criterion “d” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that because of dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors, the buildings or improvements are detrimental to the safety, health, morals, or welfare of the community. This includes that as many of these lots are located in a high-risk flood zone and as the Borough itself is particularly vulnerable to flooding, many of these lots do not provide proper stormwater management or floodproofing and present risks of physical harm, structural damage, or entrapment because of either excessive land coverage, old age of the structure, lack of elevation above base flood elevation levels, or a combination thereof. This also includes that many lots suffer from faulty site arrangement, prior police incidents, dilapidated and/or poor site conditions leading to a general sense of neglect, unpermitted uses, lack of proper parking, or a combination thereof that all detract from and/or are incompatible with developing and maintaining a vibrant and walkable downtown commercial corridor:

Block 40.01, Lots 21.01, 21.02, & 22.01  
 Block 41, Lots 2.01, 5, 6, 7, 8, & 10  
 Block 42, Lots 1, 10, 12.01, 13, 14, & 15  
 Block 45, Lot 4.01  
 Block 46, Lots 1, 2, 3, 6, 7, & 8  
 Block 47, Lots 6, 7, 8, 9, & 11  
 Block 52, Lot 2  
 Block 53, Lots 3, 4, 5, 8, & 9  
 Block 54, Lots 1 & 4  
 Block 58, Lots 17.01 & 18 (studied together), 19 & 20 (studied together), 24, & 25  
 Block 59, Lots 8, 9, 11.01, 13.01, & 16.01  
 Block 63, Lots 9.01, 11, 15, & 19.01  
 Block 64, Lots 1, 2 & 28.01 (studied together), 17, 20, & 24  
 Block 69, Lots 2 & 6.01 (Lot 6.01 was formerly known as Lots 5 & 6)  
 Block 70, Lots 1, 2, 3, & 15  
 Block 71, Lots 4 & 5 (studied together), & 6  
 Block 72, Lots 1 & 12  
 Block 74, Lots 1, 8.01, & 9  
 Block 75, Lot 1  
 Block 80, Lots 1, 20, 21, & 22  
 Block 81, Lots 1 & 10.01

Block 83, Lot 1 (Lot 1 was formerly known as Lots 1 & 14)  
 Block 88, Lots 1.01, 4.01, & 5  
 Block 89, Lots 2 & 13.01  
 Block 96, Lots 1 & 3 (Block 96, Lot 3 was formerly known as  
 Block 96.01, Lot 3); and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following twenty (20) lots did not meet any of the criteria pursuant to Section 5 of the Redevelopment Law, but did satisfy the definition of “redevelopment area” or “area in need of redevelopment” pursuant to Section 3 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that such lots abut other lots that satisfy criteria “a”, “b”, “c”, and/or “d” pursuant to Section 5 of the Redevelopment Law and that it would be an impediment to the redevelopment of the abutting lots and the commercial corridor as a whole if same were not included in the Non-Condensation Redevelopment Area by creating redevelopment gaps along the commercial corridor:

Block 41, Lots 3, 4, & 9  
 Block 54, Lot 3.01  
 Block 58, Lot 23.01  
 Block 59, Lots 5, 6 & 10 (all studied together), & 14  
 Block 63, Lots 5, 7, 10, & 13.01  
 Block 64, Lot 25  
 Block 69, Lot 4.01  
 Block 80, Lot 2  
 Block 81, Lots 2 & 12  
 Block 88, Lot 3  
 Block 89, Lot 1; and

**WHEREAS**, in concluding the Report, the Planning Consultant did not recommend that any of the following thirty-five (35) lots be designated as a Non-Condensation Redevelopment Area:

Block 41, Lot 13.01  
 Block 46, Lots 4 & 5  
 Block 47, Lot 12  
 Block 52, Lot 1  
 Block 53, Lots 1 & 2  
 Block 54, Lots 5 & 7.01  
 Block 58, Lots 1, 3.01, & 26  
 Block 59, Lot 11.02  
 Block 63, Lots 16 & 17  
 Block 64, Lots 18, 19, 22, & 23

Block 69, Lot 1  
 Block 70, Lots 16 & 17  
 Block 72, Lot 11.01  
 Block 73, Lot 2  
 Block 75, Lots 17 & 18 (studied together)  
 Block 82, Lots 1.01 & 6.01  
 Block 94, Lots 15.02 & 15.03 (studied together and were  
 formerly known as Lot 15 jointly), & 16  
 Block 95, Lot 1  
 Block 96.01, Lot 2.01  
 Block 114, Lots 1.01, 1.02, & 3.02 (all studied together); and

**WHEREAS**, the Land Use Board asked the Planning Consultant during the Hearing if the above-referenced 35 lots within the Study Area satisfy criterion “h” pursuant to Section 5 of the Redevelopment Law; and

**WHEREAS**, in response to the Land Use Board’s question, the Planning Consultant testified to the Land Use Board at the Hearing that these 35 lots did satisfy criterion “h” pursuant to Section 5 of the Redevelopment Law because: (1) the entire Study Area is within Smart Growth Metropolitan Planning Area 1 of the New Jersey State Planning Commission’s State Development and Redevelopment Plan, which is an area in which development or redevelopment is to be encouraged; (2) the Borough made a prior policy decision to apply to the New Jersey State Planning Commission for such designation; and (3) various Borough planning and zoning documents referred to in the Report make reference to smart growth planning principles within the Study Area; and

**WHEREAS**, during the Hearing, the Land Use Board heard an objection from the owner of Block 53, Lot 3 as to the application of the “a” criterion of Section 5 of the Redevelopment Law to their property; and

**WHEREAS**, at the conclusion of the Hearing, after reviewing the Report and hearing all of the evidence, testimony from the public, and expert testimony, based on the reasons set forth in the Report and on the record as further described herein, including the testimony of the Planning Consultant as to criterion “h” of Section 5 of the Redevelopment Law, the Land Use Board: (1) voted to recommend that all of the lots within the Study Area be designated as a Non-Condensation Redevelopment Area; and (2) as set forth in the record, in response to the objection above, voted to not accept the Planning Consultant’s recommendation that Block 53, Lot 3 also satisfies criterion “a” pursuant to Section 5 of the Redevelopment Law, but in

doing so the Land Use Board erroneously identified such property as Block 59, Lot 8; and

**WHEREAS**, after careful consideration of Resolution No. 2021-21, the Report, the record of the Hearing, and all of the relevant facts and circumstances concerning this matter, the Borough Council desires to designate the entire Study Area as a non-condemnation redevelopment area; and

**WHEREAS**, to carry out its powers under the Redevelopment Law, the Borough has a need for professional planning consultant services in connection with the redevelopment of the Study Area; and

**WHEREAS**, the Planning Consultant possesses the experience and qualifications to perform professional planning consultant services; and

**WHEREAS**, by Resolution No. 21-43 adopted January 20, 2021, pursuant to a request for proposals for professional planning consultant services issued in accordance with the Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*, the Borough awarded a professional services contract to the Planning Consultant to provide professional planning consultant services to the Borough for a contract term of January 1, 2021 through December 31, 2021; and

**WHEREAS**, the Borough also desires to authorize the Planning Consultant to prepare one or more redevelopment plans for the Study Area,

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

**Section 1.** The foregoing recitals are herein incorporated as if set forth in full.

**Section 2.** The Borough Council hereby accepts the Land Use Board's recommendations set forth in Resolution No. 2021-21 and adopts the recitals and findings of the Land Use Board and the Report, as if fully set forth herein, and therefore determines and declares that the entire Study Area, as specifically identified as the following blocks and lots on the tax map of the Borough, be and is hereby determined to be a non-condemnation redevelopment area pursuant to the Redevelopment Law (the "**Central Business District Redevelopment Area**"):

Block 40.01, Lots 21.01, 21.02, 22.01  
 Block 41, Lots 2.01, 3, 4, 5, 6, 7, 8, 9, 10, 13.01  
 Block 42, Lots 1, 10, 12.01, 13, 14, 15  
 Block 45, Lots 4.01, 6.01, 7  
 Block 46, Lots 1, 2, 3, 4, 5, 6, 7, 8  
 Block 47, Lots 6, 7, 8, 9, 10, 11, 12  
 Block 52, Lots 1, 2  
 Block 53, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9  
 Block 54, Lots 1, 3.01, 4, 5, 7.01  
 Block 58, Lots 1, 3.01, 17.01, 18, 19, 20, 23.01, 24, 25, 26  
 Block 59, Lots 5, 6, 8, 9, 10, 11.01, 11.02, 13.01, 14, 16.01



Block 63, Lots 4, 5, 6, 7, 9.01, 10, 11, 13.01, 14, 15, 16, 17, 19.01  
 Block 64, Lots 1, 2, 17, 18, 19, 20, 21, 22, 23, 24, 25, 28.01  
 Block 69, Lots 1, 2, 4.01, 6.01 (Lot 6.01 was formerly known as Lots 5 & 6)  
 Block 70, Lots 1, 2, 3, 15, 16, 17  
 Block 71, Lots 4, 5, 6  
 Block 72, Lots 1, 2, 11.01, 12  
 Block 73, Lot 2  
 Block 74, Lots 1, 8.01, 9  
 Block 75, Lots 1, 17, 18  
 Block 80, Lots 1, 2, 20, 21, 22  
 Block 81, Lots 1, 2, 10.01, 12  
 Block 82, Lots 1.01, 6.01  
 Block 83, Lot 1 (Lot 1 was formerly known as Lots 1 & 14)  
 Block 88, Lots 1.01, 2, 3, 4.01, 5  
 Block 89, Lots 1, 2, 13.01  
 Block 94, Lots 1, 15.02, 15.03 (Lots 15.02 & 15.03 were formerly known as Lot 15), 16  
 Block 95, Lot 1  
 Block 96, Lots 1, 2.01, 3 (Block 96, Lot 3 was formerly known as Block 96.01, Lot 3)  
 Block 96.01, Lot 2.01  
 Block 114, Lots 1.01, 1.02, 3.02.

**Section 3.** Pursuant to *N.J.S.A. 40A:12-6(b)(5)(c)* of the Redevelopment Law, the Borough Clerk is hereby authorized and directed to transmit a certified copy of this Resolution to the Commissioner of the Department of Community Affairs for review.

**Section 4.** Pursuant to *N.J.S.A. 40A:12-6(b)(5)(d)* of the Redevelopment Law, the Borough Clerk is hereby authorized and directed to serve a certified copy of this Resolution within ten (10) days of the adoption hereof upon all record owners of the properties located within the Central Business District Redevelopment Area, those whose names are listed on the Borough Tax Assessor's records, and each person, if any, who filed a written objection and stated in such submission an address to which notice of this determination may be sent.

**Section 5.** Pursuant to *N.J.S.A. 40A:12A-7(e)* of the Redevelopment Law, the Borough Council hereby authorizes the Planning Consultant to prepare one or more redevelopment plans for the Central Business District Redevelopment Area or portion(s) thereof in accordance with the Redevelopment Law. The Planning Consultant shall prepare the redevelopment plan(s) when and as directed by the Borough.

**Section 6.** A certified copy of this Resolution shall be available for public inspection during regular business hours at the office of the Borough Clerk.

**Section 7.** This Resolution shall take effect immediately.

Motion to Approve R-21-199:

	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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands

**EXHIBIT A**  
**LAND USE BOARD RESOLUTION NO. 2021-21**

## LAND USE BOARD RESOLUTION 2021-21

**RESOLUTION OF THE LAND USE BOARD OF THE  
BOROUGH OF HIGHLANDS, IN THE COUNTY OF  
MONMOUTH, NEW JERSEY RECOMMENDING THAT  
THE BOROUGH DESIGNATE CERTAIN PROPERTIES  
WITHIN THE BOROUGH AS A NON-CONDEMNATION  
REDEVELOPMENT AREA PURSUANT TO THE LOCAL  
REDEVELOPMENT AND HOUSING LAW, N.J.S.A.  
40A:12A-1 ET SEQ.**

**Approved: August 5, 2021**  
**Memorialized: October 7, 2021**

**WHEREAS**, the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1 et seq.* (the “**Redevelopment Law**”), authorizes municipalities to determine whether certain parcels of land in the municipality constitute areas in need of redevelopment; and

**WHEREAS**, on June 2, 2021, by Resolution No. 21-126, and in accordance with the provisions of the Redevelopment Law, the Municipal Council (the “**Borough Council**”) of the Borough of Highlands (the “**Borough**”) authorized and directed the Land Use Board of the Borough (the “**Land Use Board**”) to conduct a preliminary investigation to determine whether all or a portion of certain properties within the Borough, commonly referred to as the Central Business District/ Bay Avenue Corridor and identified as the following blocks and lots on the tax map of the Borough (the “**Study Area**”), meets the criteria in the Redevelopment Law for designation as a non-condemnation redevelopment area, within which the Borough may use all of the powers provided by the Redevelopment Law for use in a redevelopment area except the power of eminent domain (a “**Non-Condensation Redevelopment Area**”), and to make a recommendation as to whether all or a portion of such Study Area should be designated as a Non-Condensation Redevelopment Area:

Block 40.01, Lots 21.01, 21.02, 22.01  
 Block 41, Lots 2.01, 3, 4, 5, 6, 7, 8, 9, 10, 13.01  
 Block 42, Lots 1, 10, 12.01, 13, 14, 15  
 Block 45, Lots 4.01, 6.01, 7  
 Block 46, Lots 1, 2, 3, 4, 5, 6, 7, 8  
 Block 47, Lots 6, 7, 8, 9, 10, 11, 12  
 Block 52, Lots 1, 2  
 Block 53, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9  
 Block 54, Lots 1, 3.01, 4, 5, 7.01  
 Block 58, Lots 1, 3.01, 17.01, 18, 19, 20, 23.01, 24, 25, 26  
 Block 59, Lots 5, 6, 8, 9, 10, 11.01, 11.02, 13.01, 14, 16.01  
 Block 63, Lots 4, 5, 6, 7, 9.01, 10, 11, 13.01, 14, 15, 16, 17, 19.01  
 Block 64, Lots 1, 2, 17, 18, 19, 20, 21, 22, 23, 24, 25, 28.01  
 Block 69, Lots 1, 2, 4.01, 5, 6  
 Block 70, Lots 1, 2, 3, 15, 16, 17  
 Block 71, Lots 4, 5, 6  
 Block 72, Lots 1, 2, 11.01, 12  
 Block 73, Lot 2  
 Block 74, Lots 1, 8.01, 9  
 Block 75, Lots 1, 17, 18  
 Block 80, Lots 1, 2, 20, 21, 22  
 Block 81, Lots 1, 2, 10.01, 12  
 Block 82, Lots 1.01, 6.01  
 Block 83, Lots 1, 14  
 Block 88, Lots 1.01, 2, 3, 4.01, 5  
 Block 89, Lots 1, 2, 13.01  
 Block 94, Lots 1, 15, 16  
 Block 95, Lot 1  
 Block 96 Lots 1, 2.01  
 Block 96.01, Lots 2.01, 3  
 Block 114, Lots 1.01, 1.02, 3.02; and

**WHEREAS**, the Land Use Board subsequently directed Phillips Preiss Grygiel Leheny Hughes LLC (the “**Planning Consultant**”) to conduct a preliminary investigation to determine whether all or a portion of the Study Area should be designated as a Non-Condemnation Redevelopment Area; and

**WHEREAS**, on July 8, 2021, the Land Use Board received a report setting forth the basis for the investigation and a map depicting the Study Area prepared by the Planning Consultant, entitled Area in Need of Redevelopment Study, Central Business District, Borough of Highlands,

New Jersey, dated July 8, 2021 (the “**Report**”), evaluating whether all or a portion of the Study Area met the criteria to be designated as a Non-Condensation Redevelopment Area; and

**WHEREAS**, the Redevelopment Law requires that the Land Use Board conduct a public hearing prior to making its recommendation as to whether the Study Area should be designated as a Non-Condensation Redevelopment Area, at which hearing the Land Use Board shall hear all persons who are interested in, or would be affected by, a determination that the Study Area is a Non-Condensation Redevelopment Area; and

**WHEREAS**, pursuant to the Redevelopment Law, the Land Use Board caused a duly noticed public hearing to be held on August 5, 2021 (the “**Hearing**”), at which it reviewed the Report, heard testimony from Paul Grygiel, AICP, PP of the Planning Consultant, and conducted a public hearing during which members of the general public were given an opportunity to present their own evidence, cross-examine the Planning Consultant, and address questions to the Land Use Board and its representatives concerning the potential designation of the Study Area as a Non-Condensation Redevelopment Area, as fully set forth on the record; and

**WHEREAS**, the Planning Consultant testified to the Land Use Board that to prepare the Report, he performed an analysis of the Study Area’s existing land uses, site layout, and physical characteristics, which are included in the Report. In doing so, the Planning Consultant testified that he reviewed the Borough’s tax records, aerial photographs, Master Plan and other planning documents, existing zoning ordinance and maps, zoning, health, property maintenance and related violations records, development applications and approvals, building and demolition permit activity, police activity logs, deed records, occupancy and ownership status records, and other municipal records and conducted multiple physical inspections of each property within the Study Area; and



**WHEREAS**, after performing the above analysis, the Planning Consultant concluded in the Report and testified to the Land Use Board at the Hearing that 120 of the 155 lots within the Study Area satisfy the criteria set forth in the Redevelopment Law for an area in need of redevelopment designation, particularly criteria “a”, “b”, “c”, and/or “d” pursuant to *N.J.S.A. 40A:12A-5* (“Section 5”) of the Redevelopment Law or by way of the definition of “redevelopment area” or “area in need of redevelopment” pursuant to *N.J.S.A. 40A:12A-3* (“Section 3”) of the Redevelopment Law; and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following nine (9) lots satisfy criterion “a” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that the generality of the buildings are substandard, unsafe, unsanitary, dilapidated, obsolescent, or conducive to unwholesome living or working conditions because of outdated or faulty design or arrangement, poor or dilapidated building conditions, insufficient or inoperable windows, various past property maintenance violations and/or police incidents, or a combination thereof:

Block 42, Lot 13

Block 46, Lots 1, 6, & 7

Block 53, Lots 3 & 4

Block 59, Lots 8 & 16.01

Block 64, Lot 1; and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following three (3) lots satisfy criterion “b” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that the buildings were once used for commercial, retail, shopping, office space, manufacturing, or industrial purpose and are now in a great state of disrepair or

neglect to make them untenable and/or have been significantly vacant for the last two (2) or more years:

Block 46, Lot 3  
Block 47, Lot 6  
Block 88, Lot 5; and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following sixteen (16) lots satisfy criterion “c” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that such lots are either owned by the Borough or are unimproved vacant lots that have remained as such for the last ten (10) or more years, and/or are not likely to be developed through private capital due to topographical challenges, poor site access, historical lack of development with no known future plans for same, or a combination thereof:

Block 40.01, Lots 21.01 & 22.01  
Block 42, Lot 14  
Block 45, Lots 6.01 & 7  
Block 47, Lot 10  
Block 53, Lots 6 & 7 (studied together)  
Block 63, Lots 4, 6, & 14  
Block 64, Lot 21  
Block 72, Lot 2  
Block 88, Lot 2  
Block 94, Lot 1  
Block 96, Lot 2.01; and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following eighty-seven (87) lots satisfy criterion “d” pursuant to Section 5 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that because of dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors, the buildings

or improvements are detrimental to the safety, health, morals, or welfare of the community. This includes that as many of these lots are located in a high-risk flood zone and as the Borough itself is particularly vulnerable to flooding, many of these lots do not provide proper stormwater management or floodproofing and present risks of physical harm, structural damage, or entrapment because of either excessive land coverage, old age of the structure, lack of elevation above base flood elevation levels, or a combination thereof. This also includes that many lots suffer from faulty site arrangement, prior police incidents, dilapidated and/or poor site conditions leading to a general sense of neglect, unpermitted uses, lack of proper parking, or a combination thereof that all detract from and/or are incompatible with developing and maintaining a vibrant and walkable downtown commercial corridor:

Block 40.01, Lots 21.01, 21.02, & 22.01  
 Block 41, Lots 2.01, 5, 6, 7, 8, & 10  
 Block 42, Lots 1, 10, 12.01, 13, 14, & 15  
 Block 45, Lot 4.01  
 Block 46, Lots 1, 2, 3, 6, 7, & 8  
 Block 47, Lots 6, 7, 8, 9, & 11  
 Block 52, Lot 2  
 Block 53, Lots 3, 4, 5, 8, & 9  
 Block 54, Lots 1 & 4  
 Block 58, Lots 17.01 & 18 (studied together), 19 & 20 (studied together), 24, & 25  
 Block 59, Lots 8, 9, 11.01, 13.01, & 16.01  
 Block 63, Lots 9.01, 11, 15, & 19.01  
 Block 64, Lots 1, 2 & 28.01 (studied together), 17, 20, & 24  
 Block 69, Lots 2 & 6.01 (Lot 6.01 was formerly known as Lots 5 & 6)  
 Block 70, Lots 1, 2, 3, & 15  
 Block 71, Lots 4 & 5 (studied together), & 6  
 Block 72, Lots 1 & 12  
 Block 74, Lots 1, 8.01, & 9  
 Block 75, Lot 1  
 Block 80, Lots 1, 20, 21, & 22  
 Block 81, Lots 1 & 10.01  
 Block 83, Lot 1 (Lot 1 was formerly known as Lots 1 & 14)  
 Block 88, Lots 1.01, 4.01, & 5  
 Block 89, Lots 2 & 13.01  
 Block 96, Lots 1 & 3 (Block 96, Lot 3 was formerly known as Block 96.01, Lot 3); and

**WHEREAS**, of these 120 lots within the Study Area, the Planning Consultant concluded in the Report and testified to the Land Use Board that the following twenty (20) lots did not meet any of the criteria pursuant to Section 5 of the Redevelopment Law, but did satisfy the definition of “redevelopment area” or “area in need of redevelopment” pursuant to Section 3 of the Redevelopment Law for various reasons specific to each lot, including, but not limited to, that such lots abut other lots that satisfy criteria “a”, “b”, “c”, and/or “d” pursuant to Section 5 of the Redevelopment Law and that it would be an impediment to the redevelopment of the abutting lots and the commercial corridor as a whole if same were not included in the Non-Condensation Redevelopment Area by creating redevelopment gaps along the commercial corridor:

- Block 41, Lots 3, 4, & 9
- Block 54, Lot 3.01
- Block 58, Lot 23.01
- Block 59, Lots 5, 6 & 10 (all studied together), & 14
- Block 63, Lots 5, 7, 10, & 13.01
- Block 64, Lot 25
- Block 69, Lot 4.01
- Block 80, Lot 2
- Block 81, Lots 2 & 12
- Block 88, Lot 3
- Block 89, Lot 1; and

**WHEREAS**, in concluding the Report, the Planning Consultant did not recommend that any of the following thirty-five (35) lots be designated as a Non-Condensation Redevelopment Area:

- Block 41, Lot 13.01
- Block 46, Lots 4 & 5
- Block 47, Lot 12
- Block 52, Lot 1
- Block 53, Lots 1 & 2
- Block 54, Lots 5 & 7.01
- Block 58, Lots 1, 3.01, & 26
- Block 59, Lot 11.02
- Block 63, Lots 16 & 17
- Block 64, Lots 18, 19, 22, & 23

Block 69, Lot 1  
 Block 70, Lots 16 & 17  
 Block 72, Lot 11.01  
 Block 73, Lot 2  
 Block 75, Lots 17 & 18 (studied together)  
 Block 82, Lots 1.01 & 6.01  
 Block 94, Lots 15.02 & 15.03 (studied together and were formerly known as Lot 15 jointly), & 16  
 Block 95, Lot 1  
 Block 96.01, Lot 2.01  
 Block 114, Lots 1.01, 1.02, & 3.02 (all studied together); and

**WHEREAS**, the Land Use Board asked the Planning Consultant during the Hearing if the above-referenced 35 lots within the Study Area satisfy criterion “h” pursuant to Section 5 of the Redevelopment Law; and

**WHEREAS**, in response to the Land Use Board’s question, the Planning Consultant testified to the Land Use Board at the Hearing that these 35 lots did satisfy criterion “h” pursuant to Section 5 of the Redevelopment Law because: (1) the entire Study Area is within Smart Growth Metropolitan Planning Area 1 of the New Jersey State Planning Commission’s State Development and Redevelopment Plan, which is an area in which development or redevelopment is to be encouraged; (2) the Borough made a prior policy decision to apply to the New Jersey State Planning Commission for such designation; and (3) various Borough planning and zoning documents referred to in the Report make reference to smart growth planning principles within the Study Area; and

**WHEREAS**, during the Hearing, the Land Use Board heard an objection from the owner of Block 53, Lot 3 as to the application of the “a” criterion of Section 5 of the Redevelopment Law to their property; and

**WHEREAS**, at the conclusion of the Hearing, after reviewing the Report and hearing all of the evidence, testimony from the public, and expert testimony, based on the reasons set forth in



the Report and on the record as further described herein, including the testimony of the Planning Consultant as to criterion "h" of Section 5 of the Redevelopment Law, the Land Use Board: (1) voted to recommend that all of the lots within the Study Area be designated as a Non-Condensation Redevelopment Area; and (2) as set forth in the record, in response to the objection above, voted to not accept the Planning Consultant's recommendation that Block 53, Lot 3 also satisfies criterion "a" pursuant to Section 5 of the Redevelopment Law, but in doing so the Land Use Board erroneously identified such property as Block 59, Lot 8; and

**WHEREAS**, after careful consideration of all evidence presented and all testimony offered,

**NOW THEREFORE, BE IT RESOLVED** by the Land Use Board of the Borough of Highlands that all lots within the Study Area satisfy the criteria pursuant to the Redevelopment Law to be designated as a Non-Condensation Redevelopment Area.

**BE IT FURTHER RESOLVED**, that the aforementioned recitals are incorporated herein as though fully set forth at length.

**BE IT FURTHER RESOLVED**, that the Report, including the findings of fact and conclusions contained therein, is hereby incorporated herein by reference in its entirety. The Land Use Board Secretary is hereby directed to transmit a copy of the Report and this Resolution to the Borough Council.

**BE IT FURTHER RESOLVED**, that the Land Use Board finds that the testimony and evidence placed on the record supports a finding that the Study Area meets the statutory criteria to support its designation as a Non-Condensation Redevelopment Area, with the exception that it does not find that the testimony and evidence placed on the record supports a finding that Block 53, Lot 3 also satisfies criterion "a" pursuant to Section 5 of the Redevelopment Law.

**BE IT FURTHER RESOLVED**, that the Land Use Board hereby recommends that the Borough Council designate the entire Study Area as a Non-Condensation Redevelopment Area pursuant to the Redevelopment Law for the reasons set forth in the Report, on the record, and herein.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Acting Borough Clerk, Chief Financial Officer, Land Use Board and Land Use Board Secretary.



Bruce Kutosh, Acting Chairman  
Borough of Highlands Land Use Board

**ON MOTION OF: Mr. Kutosh**

**SECONDED BY: Mr. Lee**

**ROLL CALL:**

**YES: Councilmember Martin, Mr. Kutosh, Mr. Lee, Ms. Nash**

**NO:**

**RECUSED: Mayor Broullon, Chief Burton, Chair Knox, Mr. Montecalvo, Ms. Walsh**

**INELIGIBLE: Vice Chair Tierney, Ms. Chang, Ms. Pendleton**

**ABSENT: Ms. LaRussa**

**DATED: October 7, 2021**

I hereby certify this to be a true and accurate copy of the Resolution adopted by the Borough of Highlands Land Use Board, Monmouth County, New Jersey, at a public meeting held on October 7, 2021.



Michelle Hutchison, Secretary  
Borough of Highlands Land Use Board



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-200

### A RESOLUTION SETTING THE HOURS OF TRICK OR TREATING IN THE BOROUGH OF HIGHLANDS

**WHEREAS**, the Borough of Highlands Chief of Police has recommended to the Borough Council that the hours of trick or treating be limited to 12:00 p.m. until 8:00 p.m.; and

**WHEREAS**, the Borough Council believes it is in the best interests of its residents to limit the hours of trick or treating as recommended by the Borough's Chief of Police; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highlands that the hours for trick or treating on October 31, 2021 be limited to 12:00 p.m. until 8:00 p.m.

Motion to Approve R-21-200:

	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: October 20, 2021

\_\_\_\_\_  
Michelle Hutchinson, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-201

### **RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE SNUG HARBOR PUMP STATION AND NORTH STREET PUMP STATION UPGRADES**

**WHEREAS**, the Borough of Highlands has a need for professional engineering services to submit a FEMA grant application in connection with the Building Resilient Infrastructure and Communities (BRIC) program or the Flood Mitigation Assistance (FMA) program as it pertains to the Snug Harbor Pump Station and North Street Pump Station Upgrades, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Colliers Engineering & Design, Inc. (DBA Maser Consulting) has set forth its proposed services in a written proposal dated October 18, 2021, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the said proposal includes the following: Preliminary Design, Reports and Cost Estimate, Benefit Cost Analysis and FEMA Application Submission; and

**WHEREAS**, the proposed amount of the contract with Colliers Engineering & Design, Inc. (DBA Maser Consulting) is \$52,750.00, consisting of the following:

• Preliminary Design, Reports and Cost Estimate	\$25,000.00
• Benefit Cost Analysis	\$20,000.00
• FEMA Application Submission	\$ 7,000.00
• Reimbursables	<u>\$ 750.00</u>
Total	\$52,750.00; and

**WHEREAS**, such professional engineering services can only be provided by licensed professionals and the firm of Colliers Engineering & Design, Inc. (DBA Maser Consulting), 331 Newman Springs Road, Suite 203, Red Bank, New Jersey 07701 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. (DBA Maser Consulting) for the proposed engineering services in connection with a FEMA grant application as it pertains to the Snug Harbor Pump Station and North Street Pump Station Upgrades as set forth in its proposal; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$52,750.00 for professional engineering services as stated in Colliers Engineering & Design, Inc.'s (DBA Maser Consulting) proposal dated October 18, 2021; and

**WHEREAS**, Colliers Engineering & Design, Inc. (DBA Maser Consulting) has completed and submitted a Business Entity Disclosure Certification which certifies that it 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. (DBA Maser Consulting) from making any reportable contributions through the term of the contract; and

**WHEREAS**, Colliers Engineering & Design, Inc. (DBA Maser Consulting) 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 Account # C-06-18-001-000-202:




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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. (DBA Maser Consulting) is hereby retained to provide professional engineering services to submit a FEMA grant application, in connection with the Building Resilient Infrastructure and Communities (BRIC) program or the Flood Mitigation Assistance (FMA) program, as it pertains to the Snug Harbor Pump Station and North Street Pump Station upgrades as described above in their proposal dated October 18, 2021, for an amount not to exceed \$52,750.00.
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-21-201:

	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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-202

RESOLUTION AUTHORIZING ADOPTION OF AMENDMENTS TO THE BOROUGH'S EMPLOYEE HANDBOOK TO BE ENTITLED "PERSONNEL POLICIES AND PROCEDURES MANUAL" AND PERSONNEL POLICIES AND PROCEDURES MANUAL TO BE ENTITLED "PERSONNEL POLICIES AND PROCEDURES MANUAL SUPERVISORY SUPPLEMENT"

WHEREAS, the Borough determined that certain amendments and updates to the Employee Handbook and Personnel Policies and Procedures Manual are required to incorporate changes in State and Federal law and based on recommendations from the Municipal Excess Liability Joint Insurance Fund; and

WHEREAS, the Borough determined that it is necessary to distribute a revised Employee Handbook to all employees and a revised Personnel and Policies and Procedures Manual to supervisory employees; and

WHEREAS, the adoption of a revised Personnel Policies and Procedures Manual (currently the Employee Handbook) and a revised Personnel Policies and Procedures Manual Supervisory Supplement (currently the Personnel Policies and Procedures Manual) and distribution of the Personnel and Policies and Procedures Manual and Personnel and Policies and Procedures Manual Supervisory Supplement will protect the interests and rights of both the Borough and its employees; and

WHEREAS, the Borough has made certain amendments and updates to the current Employee Handbook and the Personnel and Policies and Procedure Manual to conform with the requirements set forth above; and

WHEREAS, the revised Personnel Policies and Procedures Manual and Personnel Policies and Procedures Manual Supervisory Supplement will be distributed to all Borough employees, as applicable; and

WHEREAS, the Borough employees will acknowledge receipt of the revised Personnel Policies and Procedures Manual and Personnel Policies and Procedures Manual Supervisory Supplement, as applicable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Highlands that the aforesaid Personnel Policies and Procedures Manual and Personnel Policies and Procedures Manual Supervisory Supplement be and are hereby accepted and adopted.

BE IT FURTHER RESOLVED, that copies of the Personnel Policies and Procedures Manual and Personnel Policies and Procedures Manual Supervisory Supplement shall be distributed to all employees, as applicable.

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

Motion to Approve R-21-202:

	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: October 20, 2021

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Michelle Hutchinson, Municipal Clerk  
Borough of Highlands