



**BOROUGH OF HIGHLANDS**  
**COUNCIL REGULAR MEETING**  
22 Snug Harbor Avenue, Highlands NJ 07732  
Wednesday, April 06, 2022 at 7:00 PM

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## **AGENDA**

### **REGULAR MEETING:**

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, 2022. Items listed on the agenda are subject to change.

### **ROLL CALL**

Councilmember Cervantes | Councilmember Chelak

Councilmember Melnyk | Council President Olszewski

Mayor Broullon

### **PLEDGE OF ALLEGIANCE**

### **PROCLAMATIONS / CERTIFICATES**

### **APPROVAL OF MINUTES**

1. March 16, 2022 Meeting Minutes

### **INTRODUCTION OF PROPOSED ORDINANCES**

### **PUBLIC HEARING ON PROPOSED ORDINANCES**

2. O-22-06 Bond Ordinance Providing for the Reconstruction of the Skatepark at Snug Harbor Park, Appropriating \$650,000 Therefor and Authorizing the Issuance of \$500,247 Bonds and Notes to Finance a Portion of the Costs Thereof, Authorized in and By the Borough of Highlands, in the County of Monmouth, New Jersey
3. O-22-07 Bond Ordinance Providing for the Phase I And II Sanitary Sewer Improvements Projects, Appropriating \$4,500,000.00 Therefor and Authorizing the Issuance of \$4,006,592.44 Bonds and Notes to Finance a Portion of the Costs Thereof, Authorized in and By the Borough of Highlands, in the County of Monmouth, New Jersey
4. O-22-08 Calendar Year 2022 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank

### **RESOLUTIONS**

- [5.](#) R 22-092 Resolution of the Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"
- [6.](#) R 22-093 Resolution Authorizing the Borough of Highlands to Enter Into the New Jersey Cooperative Purchasing Alliance Cooperative Pricing Agreement
- [7.](#) R 22-094 Resolution Authorizing the Purchase of a Municipal Management Software System
- [8.](#) R 22-095 Resolution Awarding a Fair and Open Contract for Construction of the New Municipal Complex in the Borough of Highlands
- [9.](#) R 22-096 Resolution Authorizing the Purchase of Products and Services From Spohn Ranch, Inc. to Design and Build a Skatepark at Snug Harbor Park
- [10.](#) R 22-097 Resolution Awarding a Fair and Open Contract for the Improvements to Snug Harbor Park Project
- [11.](#) R 22-098 Resolution Awarding a Fair and Open Contract for the South Bay Avenue and Hillside Avenue Improvements Project
- [12.](#) R 22-099 Resolution Awarding a Fair and Open Contract for the Phase I Sanitary Sewer Improvements Project
- [13.](#) R-22-100 Resolution Authorizing The Award Of A Non-Fair And Open Contract For Professional Engineering Services In Connection With Improvements To Snug Harbor Park
- [14.](#) R-22-101 Resolution Authorizing The Award Of A Non-Fair And Open Contract For Professional Construction Administration Services Regarding Phase I Sanitary Sewer Improvements
- [15.](#) R-22-102 Resolution Authorizing The Award Of A Non-Fair And Open Contract For Professional Engineering Services In Connection With Improvements To South Bay Avenue And Hillside Avenue

## **CONSENT AGENDA**

- [16.](#) R 22-103 Resolution Authorizing Shared Services Agreement Between the Borough of Highlands and the Borough of Sea Bright for the Provision of Lifeguard Operations
- [17.](#) R 22-104 Resolution Authorizing Contract for Animal Control Services
- [18.](#) R 22-105 Property Tax Cancellation
- [19.](#) R 22-106 Resolution Authorizing Payment of Bills
- [20.](#) R 22-107 Authorizing Submission of an Application for DMHAS Youth Leadership Grant
- [21.](#) R 22-108 Resolution Authorizing Execution of an Agreement for Snow Removal and Street Lighting Reimbursement Between the Borough of Highlands and Ferry Landing

22. R 22-109 Resolution Approving Request for Waiver of Alcohol Ban for Community Center Rental

23. R 22-110 Resolution Appointing Aidan Carey as Special Law Enforcement Officer Class I

## **OTHER BUSINESS**

## **REPORTS**

24. Mayor's Report

25. Borough Administrator's Report

## **PUBLIC PORTION**

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

**EXECUTIVE SESSION:** Cancelled

## **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)*



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## BOND ORDINANCE NO. O-22-06

**BOND ORDINANCE PROVIDING FOR THE RECONSTRUCTION OF THE SKATEPARK AT SNUG HARBOR PARK, APPROPRIATING \$650,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$500,247 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY**

**BE IT ORDAINED** by the BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements described in Section 3 of this bond ordinance are hereby authorized as general improvements to be undertaken in and by the Borough of Highlands, in the County of Monmouth, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$650,000, said sum being inclusive of all appropriations heretofore made therefor, including \$149,753 grant funds expected to be received from the New Jersey Green Acres Program. No down payment is required or appropriated herein, in accordance with N.J.S.A. 40A:2-11c of the Local Bond Law

Section 2. In order to finance the costs of said improvements or purposes not provided for by the application of a down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$500,247, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized and the purposes for which the obligations are to be issued consist of the reconstruction of the skatepark at Snug Harbor Park located within the Borough, together with all purposes necessary incidental or apparent thereto, all as shown on and in accordance with plans, specifications or requisitions therefor on file with or through the Borough Chief Financial Officer, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$500,247, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$650,000, which is equal to the amount of the appropriation herein made therefor. The excess of the appropriation of \$650,000 over the estimated maximum amount of bonds or notes to be issued therefor being the amount of said \$149,753 grant funds expected to be received from the New Jersey Green Acres Program.



Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

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

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is fifteen (15) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Borough Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such Statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$500,247 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$130,000 for interest on said obligations, costs of issuing said obligations, engineering costs, 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.

(e) To the extent that moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto.

Section 6. The capital budget of the Borough is hereby amended to conform with 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 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

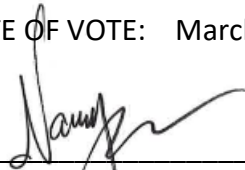
Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

First Reading and Set Hearing Date for O-22-06:

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

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

DATE OF VOTE: March 16, 2022

  
 \_\_\_\_\_  
 Nancy Tran, Acting Municipal Clerk  
 Borough of Highlands

Public Hearing for O-22-06:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

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Nancy Tran, Acting Municipal Clerk  
Borough of Highlands

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Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## O-22-07 BOND ORDINANCE

**BOND ORDINANCE PROVIDING FOR THE PHASE I AND II SANITARY SEWER IMPROVEMENTS PROJECTS, APPROPRIATING \$4,500,000.00 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$4,006,592.44 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY**

**BE IT ORDAINED** by the BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements described in Section 3 of this bond ordinance are hereby authorized as Water/Sewer Utility improvements to be undertaken in and by the Borough of Highlands, in the County of Monmouth, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$4,500,000.00, said sum being inclusive of all appropriations heretofore made therefor, including \$493,407.56 grant funds expected to be received from the American Rescue Plan. No down payment is required or appropriated herein, in accordance with N.J.S.A. 40A:2-11c of the Local Bond Law, as this bond ordinance authorizes obligations solely for purposes which are self-liquidating and deductible from the gross debt of the Borough as set forth in N.J.S.A. 40A:2-7h. Additionally, this bond ordinance authorizes projects intended to be funded through the New Jersey Water Bank.

Section 2. In order to finance the costs of said improvements or purposes not provided for by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$4,006,592.44, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized and the purposes for which the obligations are to be issued consist of the Phase I and II Sanitary Sewer Improvements Projects, 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.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$4,006,592.44, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$4,500,000.00, which is equal to the amount of the appropriation herein made therefor. The excess of the appropriation of \$4,500,000.00 over the estimated maximum amount of bonds or

notes to be issued therefor being the amount of said \$493,407.56 grant funds expected to be received from the American Rescue Plan.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense and are improvements or purposes that the Borough may lawfully undertake as Water/Sewer Utility improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is forty (40) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Municipal Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such Statement shows that the gross debt of the Borough as defined in the Local Bond Law is not increased by the authorization of the \$4,006,592.44 bonds and notes provided in this bond ordinance because the purposes authorized herein are self-liquidating and are deductible from the Borough's gross debt in accordance with N.J.S.A. 40A:2-44c and the obligations authorized herein will be within all debt limitations prescribed by said Law.

(d) An aggregate amount not exceeding \$200,000.00 for interest on said obligations, costs of issuing said obligations, engineering costs, 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.

(e) To the extent that moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto. This ordinance shall constitute a declaration of official intent for the purposes and within the meaning of Section 1.150-2(e) of the United States Treasury Regulations.

(f) This bond ordinance authorizes obligations of the Borough solely for purposes described in subparagraph (h) of §40A:2-7 of the Local Bond Law, and the obligations authorized herein are to be issued for purposes which are self liquidating within the meaning and limitation of N.J.S.A. 40A:2-45 of said Law and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44c and N.J.S.A. 40A:2-46 of said Law.

Section 6. The capital budget of the Borough is hereby amended to conform with 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 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

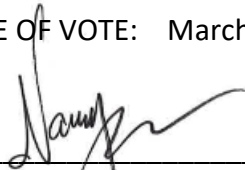
Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

First Reading and Set Hearing Date for O-22-07:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK			X			
MELNYK			X			
OLSZEWSKI		X	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: March 16, 2022



Nancy Tran, Acting Municipal Clerk  
Borough of Highlands

Public Hearing for O-22-07:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: April 6, 2022

Nancy Tran, Acting Municipal Clerk  
Borough of Highlands

Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS  
COUTY OF MONMOUTH, NEW JERSEY

**ORDINANCE O-22-08**

**CALENDAR YEAR 2022**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS  
AND TO ESTABLISH A CAP BANK**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Mayor and Borough Council of the Borough of Highlands, in the County of Monmouth, finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Mayor and Borough Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$81,453.11 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS** the Mayor and Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Mayor and Borough Council of the Borough of Highlands, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Borough of Highlands shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$285,085.87, and that the CY 2022 municipal budget for the Borough of Highlands be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

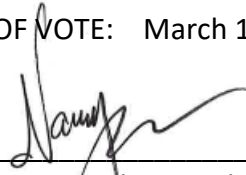


First Reading and Set Hearing Date for O-22-08:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK		X	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: March 16, 2022



Nancy Tran, Acting Municipal Clerk  
Borough of Highlands

Public Hearing for O-22-08:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: April 6, 2022

Nancy Tran, Acting Municipal Clerk  
Borough of Highlands

Carolyn Broullon, Mayor



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 22-092

## RESOLUTION OF THE GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Borough of Highlands, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

Motion to Approve R 22-092:

	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: April 06, 2022

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-093

### RESOLUTION AUTHORIZING THE BOROUGH OF HIGHLANDS TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE COOPERATIVE PRICING AGREEMENT

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

WHEREAS, the County of Bergen, hereinafter referred to as the "Lead Agency " has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance # CK04- a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on April 6, 2022, the governing body of the Borough of Highlands, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

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

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

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

This resolution shall take effect immediately upon passage.

Motion to Approve R 22-093:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
Nancy Tran, Acting Municipal Clerk  
Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-094

### RESOLUTION AUTHORIZING THE PURCHASE OF A MUNICIPAL MANAGEMENT SOFTWARE SYSTEM

**WHEREAS**, pursuant to N.J.S.A. 40A:11-11(5) 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 New Jersey Cooperative Purchasing Alliance contracts entered into on behalf of the County of Bergen; and

**WHEREAS**, the Borough of Highlands has the need for a municipal management software system including software license, SDL Portal and SDL Mobile, SDL Hosting Services, Software Installation, Data Integration and Training; and

**WHEREAS**, the Borough of Highlands wishes to authorize a contract utilizing the New Jersey Cooperative Purchasing Alliance Contract No. CK04, Subcontract No. 19-34 for the purchase of a municipal management software system including a software license, SDL Portal and SDL Mobile, SDL Hosting Services, Software Installation, Data Integration and Training in the amount of \$23,700.00; and

**WHEREAS**, SHI International Corp., with offices located at 290 Davidson Ave, Somerset, NJ 08873, is an authorized vendor under Contract No. CK04, Subcontract No. 19-34; and

**WHEREAS**, SHI International Corp. has submitted a proposal dated March 29, 2022 to provide the municipal management software system and services to the Borough of Highlands in the amount of \$23,700.00; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, 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:

---

Patrick DeBlasio, Chief Financial Officer

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Highlands authorizes the award of a contract to SHI International Corp. through the New Jersey Cooperative Purchasing Alliance for a municipal management software system, including software license, SDL Portal and SDL Mobile, SDL Hosting Services, Software Installation, Data Integration and Training, for a term beginning on May 31, 2022 and ending on March 30, 2023, in an amount not to exceed

\$23,700.00 pursuant to the March 29, 2022 proposal, and Contract No. CK04, Subcontract No. 19-34.

Motion to Approve R 22-094:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

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Nancy Tran, Acting Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-095

### RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR CONSTRUCTION OF THE NEW MUNICIPAL COMPLEX IN THE BOROUGH OF HIGHLANDS

**WHEREAS**, the Borough of Highlands (“Borough”) has determined that it is in the best interest of the residents and Borough employees to construct a new municipal complex; and

**WHEREAS**, the Borough duly advertised for the receipt of bids for the construction of the new Municipal Complex; and

**WHEREAS**, on March 9, 2022, fifteen (15) bids were received for the aforesaid project which were reviewed by the Borough Architect, as follows:

<u>Bidder’s Name</u>	<u>Base Bid</u>
Kappa Construction Corp.	\$10,599,000.00
Bismark Construction Corp.	\$10,903,000.00
Hall Building Corp.	\$10,925,000.00
Brockwell Carrington	\$11,040,000.00
Harvey	\$11,165,000.00
Wallace Contracting	\$11,186,000.00
Pal-Pro Builders	\$11,260,000.00
H&S Mechanical	\$11,482,000.00
Dinallo Construction	\$11,500,000.00
The Bennett Company	\$11,528,000.00
M&M Construction	\$11,560,000.00
Tekcon Construction	\$11,666,000.00

Shorelands Construction	\$12,499,000.00
Niram	\$12,670,000.00
G& P Construction	\$13,447,117.00; and

**WHEREAS**, Kappa Construction Corp. appears to be the lowest responsible bidder for the aforesaid project; and

**WHEREAS**, the Borough Architect, Settembrino Architects, by way of correspondence dated March 11, 2022, has made the recommendation that the contract be awarded to Kappa Construction Corp. as the lowest responsible bidder, in the amount of \$10,599,000.00, subject to the availability of funds by the Chief Financial Officer as well as the submission of the required bonds and insurance certificates for the project; 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-04-16-101-000-202:

  
 \_\_\_\_\_  
 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 construction of the new Municipal Complex is hereby awarded to Kappa Construction Corp. in an amount not to exceed \$10,599,000.00, as set forth in their bid proposal, subject to the submission of the required bonds and insurance certificates for the project.
2. That the Mayor, Borough Administrator and Borough Clerk be and are hereby authorized and directed to take all steps necessary to engage the services of Kappa Construction Corp., including executing a contract.
3. A copy of this Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to forward a certified copy of this Resolution to the Borough Architect, Kappa Construction Corp. and to the unsuccessful bidders.
5. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 22-092:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

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Nancy Tran, Acting Municipal Clerk  
Highlands





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-096

### RESOLUTION AUTHORIZING THE PURCHASE OF PRODUCTS AND SERVICES FROM SPOHN RANCH, INC. TO DESIGN AND BUILD A SKATEPARK AT SNUG HARBOR PARK

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12 and N.J.S.A. 52:34-6.2, the Borough may by resolution and without advertising for bids, purchase any goods or services using a nationally recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit; and

**WHEREAS**, the Borough of Highlands has the need to purchase products and services from Spohn Ranch, Inc. to design and construct a skatepark at Snug Harbor Park; and

**WHEREAS**, the Borough of Highlands wishes to authorize a contract utilizing Sourcewell National Cooperative Purchasing Program Contract No. 112420-SRI, for the purchase of products and services from Spohn Ranch, Inc. to design and build a skatepark at Snug Harbor Park in the amount of \$585,589.15; and

**WHEREAS**, Spohn Ranch, Inc., with offices located at 6824 S. Centinela Avenue, Los Angeles, CA 902380, is an authorized vendor under Sourcewell Contract No. 112420-SRI; and **WHEREAS**, Spohn Ranch Inc., has submitted a proposal dated March 7, 2022 to design and construct a skatepark at Snug Harbor Park in the amount of \$585,589.15; 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:

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Patrick DeBlasio, Chief Financial Officer

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Highlands authorizes the purchase of products and services from Spohn Ranch, Inc. for the design and construction of a skateboard park at Snug Harbor Park in an amount not to exceed \$585,589.15, contingent upon Bond Ordinance O-22-06, Providing for the Reconstruction of the Skatepark at Snug Harbor Park, becoming effective pursuant to N.J.S.A. 40A:2-18.

**BE IT FURTHER RESOLVED**, that the Mayor, Borough Administrator and Borough Clerk be and are hereby authorized and directed to take all steps necessary to engage the services of Spohn Ranch, Inc., including executing a contract.

Motion to Approve R 22-096:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

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Nancy Tran, Acting Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 22-097

## RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR THE IMPROVEMENTS TO SNUG HARBOR PARK PROJECT

**WHEREAS**, on March 22, 2022, the Borough of Highlands received bids for the Improvements to Snug Harbor Park Project; and

**WHEREAS**, five (5) bids were received for the aforesaid project which were reviewed by the Borough Engineer’s Office, as follows:

<u>Bidder’s Name</u>	<u>Base Bid</u>
Whirl Corporation, Inc.	\$278,814.00
TC Landscape Construction	\$307,760.00
V & K Construction	\$324,985.00
Berto Construction, Inc.	\$326,803.00
Sidd & Associates	\$332,070.10; and

**WHEREAS**, Whirl Corporation, Inc. appears to be the lowest responsible bidder for the aforesaid proposal; and

**WHEREAS**, by way of correspondence dated March 23, 2022, the Borough Engineer, CME Associates, has made the recommendation that the contract be awarded to Whirl Corporation, Inc. as the lowest responsible bidder for the Base Bid, in the amount of \$278,814.00, subject to the availability of funds by the Chief Financial Officer and submission of the required bonds and insurance certificates for the project; 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, Accounts C-04-17-101-000-201 and T-03-56-854-000-000:

  
 \_\_\_\_\_  
 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 Improvements to Snug Harbor Park Project is hereby awarded to Whirl Corporation, Inc. for the Base Bid, in an amount not to exceed \$278,814.00, subject to submission of the required bonds and insurance certificates for the project.
2. That the Mayor, Borough Administrator and Borough Clerk be and are hereby authorized and directed to take all steps necessary to engage the services of Whirl Corporation, Inc., including executing a contract.
3. A copy of this Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to forward a certified copy of this Resolution to the Borough Engineer, Whirl Corporation, Inc. and to the unsuccessful bidders.
5. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 22-097:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

---

Nancy Tran, Acting Municipal Clerk  
Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 22-098

## RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR THE SOUTH BAY AVENUE AND HILLSIDE AVENUE IMPROVEMENTS PROJECT

**WHEREAS**, on March 24, 2022, the Borough of Highlands received bids for the South Bay Avenue and Hillside Avenue Improvements Project; and

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

<u>Bidder’s Name</u>	<u>Base Bid</u>
Jo-Med Contracting Corp.	\$657,065.22
James R. Ientile, Inc.	\$722,458.00
Seacoast Construction	\$1,116,260.52; and

**WHEREAS**, Jo-Med Contracting Corp. appears to be the lowest responsible bidder for the aforesaid proposal; and

**WHEREAS**, the Borough Engineer, CME Associates, by way of correspondence dated March 28, 2022, has made the recommendation that the contract be awarded to Jo-Med Contracting Corp. as the lowest responsible bidder, subject to the availability of funds by the Chief Financial Officer and submission of the required bonds and insurance certificates for the project and concurrence of the award by the New Jersey Department of Transportation; 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, C-04-12-112-000-510, C-06-18-001-000-201, C-04-12-112-000-555, C-04-17-102-000-201, C06-18-001-000-202:

  
\_\_\_\_\_  
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 South Bay Avenue and Hillside Avenue Improvements Project is hereby awarded to Jo-Med Contracting Corp. in an amount not to exceed \$657,065.22, subject to submission of the required bonds and insurance certificates for the project and contingent upon approval of the funding by the New Jersey Department of Transportation.
2. That the Mayor, Borough Administrator and Borough Clerk be and are hereby authorized and directed to take all steps necessary to engage the services of Jo-Med Contracting Corp., including executing a 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 forward a certified copy of this Resolution to the Borough Engineer, Jo-Med Contracting Corp. and to the unsuccessful bidders.
5. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 22-098:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
 Nancy Tran, Acting Municipal Clerk  
 Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 22-099

## RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR THE PHASE I SANITARY SEWER IMPROVEMENTS PROJECT

**WHEREAS**, the Borough of Highlands advertised a request for proposals for the Phase I Sanitary Sewer Improvements Project; and

**WHEREAS**, four (4) bids were received for the aforesaid project which were reviewed by the Borough Engineer’s Office, as follows:

<u>Bidder’s Name</u>	<u>Base Bid Plus Additional Items A through G</u>
Roman E&G Corporation	\$6,748,648.00
Earle Asphalt Company	\$6,886,715.15
MSP Construction	\$7,179,664.60
Underground Utilities Corp.	\$9,686,698.00; and

**WHEREAS**, Roman E&G Corporation appears to be the lowest responsible bidder for the aforesaid proposal; and

**WHEREAS**, the Borough Engineer, CME Associates, by way of correspondence dated March 10, 2022, has made the recommendation that the contract be awarded to Roman E&G Corporation, as the lowest responsible bidder, for the Base Bid plus additional items A through G, in the amount of \$6,748,648.00, subject to the availability of funds by the Chief Financial Officer of the Borough of Highlands as well as the submission of the required bonds and insurance certificates for the project; 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, Bond Ordinance O-22-07 and C-06-18-001-000-202:

  
\_\_\_\_\_  
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 Phase I Sanitary Sewer Improvements Project is hereby awarded to Roman E&G Corporation in an amount not to exceed \$6,748,648.00, subject to submission of the required bonds and insurance certificates for the project and contingent upon Bond Ordinance O-22-07, providing for the Phase I and II Sanitary Sewer Improvements Projects, becoming effective pursuant to N.J.S.A. 40A:2-18.
2. That the Mayor, Borough Administrator and Borough Clerk be and are hereby authorized and directed to take all steps necessary to engage the services of Roman E&G Corporation, including executing a 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 forward a certified copy of this Resolution to the Borough Engineer and to the unsuccessful bidders.
5. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 22-099:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

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Nancy Tran, Acting Municipal Clerk  
Borough of Highlands





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-100

### RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH IMPROVEMENTS TO SNUG HARBOR PARK

**WHEREAS**, the Borough of Highlands has a need for professional engineering services in connection with the improvements to Snug Harbor Park, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, CME Associates has set forth its proposed services in a written proposal dated March 25, 2022, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the said proposal encompasses construction phase services; and

**WHEREAS**, the proposed amount of the contract with CME Associates is \$29,200.00, consisting of the following:

1. Contract preparation including review of bonds, insurance certificates and project workforce reports.
2. Attend preconstruction meeting.
3. Prepare and distribute preconstruction meeting minutes.
4. Provide assistance with interpretation of contract documents.
5. Review shop drawings for site-related items.
6. Facilitate coordination between the general contractor and state contractors regarding playground equipment, site amenities, and playground surface delivery and installation.
7. Coordinate and attend site meetings as necessary with the contractor and Borough to monitor construction progress.
8. Provide soil removal and soil cap installation as required to address site remediation.
9. Provide construction observation services.
10. Prepare contractor punch lists.
11. Review and approve monthly progress pay estimates; and

**WHEREAS**, such professional engineering services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed engineering services in connection with improvements to Snug Harbor Park as set forth in its proposal; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$29,200.00 for professional engineering services as stated in CME Associates' proposal dated March 25, 2022; and

**WHEREAS**, CME Associates 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 CME Associates from making any reportable contributions through the term of the contract; and

**WHEREAS**, CME Associates 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:

---

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. CME Associates is hereby retained to provide engineering services in connection with improvements to Snug Harbor Park as described above and in their proposal dated March 25, 2022, for an amount not to exceed \$29,200.00.
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.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

**RESOLUTION 22-108**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL CONSTRUCTION ADMINISTRATION SERVICES REGARDING PHASE I SANITARY SEWER IMPROVEMENTS**

**WHEREAS**, the Borough of Highlands has a need for professional construction administration services in connection with Phase I Sanitary Sewer Improvements, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, CME Associates has set forth its proposed services in a written proposal dated November 5, 2021, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the said proposal is for Phase I Sanitary Sewer Improvements including replacing deteriorated sanitary sewer mains, replacing sanitary laterals within the Borough right-of-way, extending force main from the Waterwitch Pump station, replacing deteriorated drainage pipe and resurfacing affected roadways; and

**WHEREAS**, the proposed services include the following:

Construction Administration:

1. Provide general communication with the Borough and Contractor.
2. Provide communication and correspondence with NJDEP.
3. Maintain project files.
4. Conduct pre-construction meeting, establish agenda, issue minutes and notice to proceed.
5. Review and approve Progress Schedule, Schedule of Submittals, Schedule of Values.
6. Review shop drawings and other submittals.
7. Review laboratory, shop and mill tests reports.
8. Coordinate with contractor to establish baselines and benchmarks for locating work.
9. Prepare monthly progress reports.
10. Prepare record drawings at the completion of project.
11. Directing the operation of the treatment works, revising O&M Manual, advise Borough whether treatment works is meeting project performance standards, certify project performance standards after one year of operation and undertake corrective actions.

Construction Inspection/Observation Services:

1. Provide full time construction observation services during periods when the Contractor is on site.
2. Conduct bi-weekly (or as agreed to by the Borough, Contractor and CME) construction meeting with Contractor and Borough.
3. Prepare daily inspection reports.

4. Review monthly payment requests including final payment request.
5. Participate in review and evaluation of potential change orders, including detailed review of cost proposals.
6. Participate in resolution of issues involving unforeseen field conditions.
7. Witness testing and startup of equipment and systems.
8. Prepare punchlist of remaining work items.
9. Evaluate substantial and final completion and issue certificates of substantial or final completion.
10. One year after initiation of operation, recipient shall certify to the Department the performance record of the project.

Total Fee Estimate: \$578,400.00; and

**WHEREAS**, such professional construction administration services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed construction administration services in connection with Phase I Sanitary Sewer Improvements; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$578,400.00 for professional construction administration services as stated in the CME Associates proposal dated November 5, 2021; and

**WHEREAS**, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that CME Associates 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 CME Associates from making any reportable contributions through the term of the contract; and

**WHEREAS**, CME Associates 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:

---

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. CME Associates is hereby retained to provide construction administration services in connection with Phase I Sanitary Sewer Improvements as outlined above for an amount not to exceed \$578,400.00.
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.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-103

### RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH IMPROVEMENTS TO SOUTH BAY AVENUE AND HILLSIDE AVENUE

**WHEREAS**, the Borough of Highlands has a need for professional engineering services in connection with the improvements to South Bay Avenue and Hillside Avenue, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, CME Associates has set forth its proposed services in a written proposal dated March 25, 2022, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the said proposal encompasses construction phase services; and

**WHEREAS**, the proposed amount of the contract with CME Associates is \$54,400.00, consisting of the following:

1. Attend preconstruction meeting.
2. Prepare and distribute preconstruction meeting minutes.
3. Provide assistance with interpretation of contract documents.
4. Review shop drawings for site-related items.
5. Provide construction observation services of critical construction activities.
6. Coordinate testing of new sanitary sewer system
7. Manage project per NJDOT funding requirements.
8. Coordinate pavement core testing in accordance with NJDOT requirements.
9. Manage and update the NJDOT PMRS website as required.
10. Prepare contractor punch lists.
11. Review and approve monthly progress pay estimates; and

**WHEREAS**, such professional engineering services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed engineering services in connection with improvements to South Bay Avenue and Hillside Avenue as set forth in its proposal; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$54,400.00 for professional engineering services as stated in CME Associates' proposal dated March 25, 2022; and

**WHEREAS**, CME Associates 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 CME Associates from making any reportable contributions through the term of the contract; and

**WHEREAS**, CME Associates 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:

---

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. CME Associates is hereby retained to provide engineering services in connection with improvements to South Bay Avenue and Hillside Avenue as described above and in their proposal dated March 25, 2022, for an amount not to exceed \$54,400.00.
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.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-103

### RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND THE BOROUGH OF SEA BRIGHT FOR LIFEGUARD OPERATIONS

**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 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 Sea Bright wish to encourage inter-municipal cooperation; and

**WHEREAS**, the Borough of Sea Bright has the necessary staffing and certifications to provide Lifeguard Operations by and through Sea Bright Ocean Rescue which is a nationally certified ocean rescue agency; and

**WHEREAS**, the Borough of Sea Bright has the staffing and personnel to provide Lifeguard Operations to the Borough of Highlands at two (2) beaches, commonly referred to as Snug Harbor and Miller Street, for the period of June 18, 2022 through and including September 5, 2022; and

**WHEREAS**, a total of four (4) Lifeguards will be assigned to the Highlands beaches (with a roving supervisor) for the aforesaid period; and

**WHEREAS**, Snug Harbor Beach will be assigned two (2) USLA qualified open water beach lifeguards and the Miller Street Beach will be assigned two (2) USLA qualified open water beach lifeguards, however, between August 15<sup>th</sup> through Labor Day (September 5, 2022), staffing may drop to one (1) lifeguard per beach during the weekdays depending upon available personnel; and

**WHEREAS**, the Borough of Highlands and the Borough of Sea Bright have reached an agreement for which the cost to provide such services to the Borough of Highlands will be \$61,038.00 consisting of the following:


- Lifeguard Rescue Equipment and Medical Supplies - \$6,788.00.
- Beach Maintenance - \$2,250.00.
- Rescue Personnel - \$41,600.00.



- Borough of Sea Bright Administrative Fee – \$10,400.00; and

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

I hereby certify that funds are available as follows: account 2-01-42-730-000-299

  
 \_\_\_\_\_  
 Patrick DeBlasio, Chief Financial Officer

**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 Sea Bright for Lifeguard Operations services for the period between June 18, 2022 through September 5, 2022, and the Borough of Highlands will pay the Borough of Sea Bright for said services in the amount of \$61,038.00.

**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 certified copies of this Resolution be forwarded to the Chief Financial Officer, the Borough of Highlands Administrator and the Borough of Sea Bright Administrator.

Motion to Approve R 22-103:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
 Nancy Tran, Acting Municipal Clerk  
 Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 22-104

## RESOLUTION AUTHORIZING CONTRACT FOR ANIMAL CONTROL SERVICES

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4 et seq. (New Jersey Local Unit Pay-To-Play Laws), the Borough must award by resolution all goods and services contracts with a dollar amount between \$17,500 and \$43,999. These contracts are not bid, but vendors are still responsible to provide political contribution and company disclosure information in order to do business with the Borough.

**WHEREAS**, pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq., when the cost of goods and/or services that fall between \$17,500 and the bid threshold of \$44,000 in the aggregate, an approval by resolution must be in place; and

**WHEREAS**, the Borough has solicited quotations from two contractors; and

**WHEREAS**, the Monmouth County Society for the Prevention of Cruelty to Animals (hereafter Monmouth County SPCA) provided a quotation in the amount of \$18,000.00 annually; and

**WHEREAS**, the Borough desires to retain the services of Monmouth County SPCA; and

**WHEREAS**, the Monmouth County SPCA completed and submitted a Business Entity Disclosure Certification which certifies the business entity has not made any reportable contributions to a political or candidate committee in the Borough in the previous one year, and that the contract will prohibit the Monmouth County SPCA from making any reportable contributions through the term of the contract.

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

1. Monmouth County SPCA is hereby retained to provide animal control services in an amount not to exceed \$18,000.00 annually, with said sum to be prorated on a monthly basis of \$1,500.00 in accordance with the terms of the contract to be entered into between the Borough and the Monmouth County SPCA.
2. The Mayor and Borough Clerk are hereby authorized to sign a contract with the Monmouth County SPCA in accordance with this Resolution.
3. This contract is awarded without competitive bidding through the competitive quotation process in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-6.1.

Motion to Approve R 22-104:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

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Nancy Tran, Acting Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
 COUNTY OF MONMOUTH

**RESOLUTION 22-105**  
**PROPERTY TAX CANCELLATION**

**WHEREAS**, properties were recently subdivided or listed as exempt property on our tax rolls, and

**WHEREAS**, the Tax Assessor has reviewed the records and has made a determination that the 2021 valuations were overstated, and

**WHEREAS**, the Tax Collector is recommending that the following taxes be cancelled accordingly:

<b>Block</b>	<b>Lot</b>	<b>Year</b>	<b>Amount</b>
1	15	Lien	\$2,402.32
1	16	Lien	\$417.99
1	17	Lien	\$413.61
1	18	Lien	\$688.10

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands, County of Monmouth, New Jersey, that the Tax Collector cancel taxes as set forth above.

Motion to Approve R 22-105:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
 Heidi Brunt, Deputy Municipal Clerk  
 Borough of Highlands



**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

**RESOLUTION 22-106**

**RESOLUTION AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated April 1, 2022, which totals as follows:

Current Fund	\$ 183,353.18
Sewer Account	\$ 58,782.85
Capital Fund	\$ 17,231.00
Trust-Other	\$ 14,858.12
Federal/State Grants	\$ 898.50
<b>Total</b>	<b>\$ 275,123.65</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$275,123.65** 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 22-106:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
Nancy Tran, Acting Municipal Clerk  
Highlands

**RECAP OF PAYMENT OF BILLS**  
**04/06/2022**

Item 19.

<b>CURRENT:</b>		\$	183,353.18
Payroll	(03/30/2022)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	58,782.85
Payroll	(03/30/2022)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	17,231.00
<b>CAPITAL-MANUAL CHECKS</b>		\$	
Voided Checks		\$	
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	14,858.12
Payroll	(03/30/2022)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	
<b>GRANT FUND</b>		\$	898.50
Payroll	(03/30/2022)	\$	
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.**

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 Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099
Item Description	Amount	Charge Account	Acct Type Description								Excl
<b>ALLIED12: ALLIED FIRE &amp; SAFETY</b>											
22-00269 03/03/22 Sprinkler system inspection											
1 Sprinkler system inspection	846.00	2-01-25-263-000-201	B Fire Dept: Building and grounds	R	03/03/22	03/31/22			SM 93818		N
Vendor Total:	846.00										
<b>BANKERS BANKERS LIFE AND CASUALTY CO.</b>											
22-00341 03/21/22 Retiree medical											
1 Retiree medical	621.43	2-01-23-220-000-254	B Current: Retirees Group Insurance	R	03/21/22	03/29/22			B2208141		N
Vendor Total:	621.43										
<b>BAYAV005: BAY AVENUE BAKERY &amp; CAFE</b>											
22-00217 02/22/22 Meeting Refreshments											
1 Bagels/Crumb Tray	89.18	2-01-25-240-000-288	B Police: Crime Prevention	R	02/22/22	03/29/22			9413082		N
Vendor Total:	89.18										
<b>BAYSH010: BAYSHORE SINGLE STREAM SOLUTIO</b>											
22-00315 03/14/22 Commingling											
1 Commingling	22.09	2-01-26-306-000-283	B Sanitation Contract: Co-Mingled Disposal	R	03/14/22	03/29/22			12704		N
Vendor Total:	22.09										
<b>BOROU005: BOROUGH OF ATLANTIC HIGHLANDS</b>											
22-00353 03/30/22 Shared Service Court 2021											
1 Shared Service Court 2021	85,000.00	1-01-42-490-000-294	B Court: I/L: Other	R	03/30/22	03/30/22			2021		N
2 Shared Service Court 2021	2,153.75	1-01-43-490-000-294	B Municipal Court: Other	R	03/30/22	03/30/22			2021		N
	87,153.75										
Vendor Total:	87,153.75										

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
<b>BOR02 BOROUGH OF ATLANTIC HIGHLANDS</b>								
	22-00354 03/30/22 Mechanical services-Oct. 2021							
	1 Mechanical services-Oct. 2021		946.00 1-01-42-717-000-154	B Interlocal: Equipment Maintenance	R	03/30/22	03/30/22	OCTOBER 2021 N
	2 Mechanical services-Nov. 2021		2,460.00 1-01-42-717-000-154	B Interlocal: Equipment Maintenance	R	03/30/22	03/30/22	NOVEMBER 2021 N
	3 Mechanical services-Dec. 2021		896.00 1-01-42-717-000-154	B Interlocal: Equipment Maintenance	R	03/30/22	03/30/22	DECEMBER 2021 N
			4,302.00					
	Vendor Total:		4,302.00					
<b>BRO01 BROWN &amp; BROWN BENEFIT ADVISORS</b>								
	21-00609 06/04/21 Medical insurance advisor							
	10 Medical insurance advisor		1,250.00 1-01-23-210-000-251	B Current: Insurance - Other	R	06/04/21	04/04/22	126468 N
	Vendor Total:		1,250.00					
<b>BROWN005 BROWNELLS, INC.</b>								
	22-00258 03/02/22 Gun Supplies							
	1 084-444-002WB .22 Rifle Brush		7.49 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	2 084-444-047WB 10mm .40 Pistol		23.50 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	3 084-116-015WB AR-15 Brush		4.49 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	4 668-000-025WB All Purpose Brush		2.29 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	5 084-268-001WB 7/8 Patches		14.39 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	6 084-068-003WB 1 3/4 Patches		21.59 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	7 234-810-022WB Male .22 Caliber		13.47 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	8 234-801-040WB 40JM fits .40		10.77 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	9 768-500-900WB Oil Aerosol		16.77 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	10 100-015-774WB CLP Plus Paste		72.50 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22189665.00 N
	11 100-015-774WB CLP Plus Liquid		69.93 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22176982.00 N
	12 100-004-085WB Laser Boresighter		216.24 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/02/22	03/29/22	22200237.00 N
	13 Shipping		8.71 2-01-25-240-000-269	B Police: Patrol Equipment	R	03/29/22	03/29/22	22176982.00 N
			482.14					
	Vendor Total:		482.14					
<b>BUILDERS BUILDERS GENERAL</b>								
	22-00333 03/17/22 Draw Down-Various Supplies							
	1 Draw Down-Various Supplies		208.08 2-01-26-290-000-181	B Streets: General Hardware - Minor Tools	R	03/17/22	03/29/22	1015816 N



Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>BUILDERS BUILDERS GENERAL</b>								
		Continued						
	22-00333 03/17/22 Draw Down-Variou Supplies	Continued						
	2 Draw Down-Variou Supplies	320.59	2-01-26-290-000-181	B Streets: General Hardware - Minor Tools	R	03/17/22 03/29/22	1030319	N
		528.67						
	Vendor Total:	528.67						
<b>BUSIN005 BUSINESS INFORMATION SYSTEMS</b>								
	22-00336 03/17/22 Liberty digital recording							
	1 Liberty digital recording	697.50	2-01-20-120-000-252	B Municipal Clerk: Contractual Service	R	03/17/22 03/29/22	86058	N
	2 Liberty digital recording	697.50	2-01-21-180-000-254	B Mun Land Use Law: Equipment Maintenance	R	03/17/22 03/29/22	86058	N
		1,395.00						
	Vendor Total:	1,395.00						
<b>CAVAN005 CAVANAUGH'S EXTERMINATING CO</b>								
	22-00374 04/04/22 pest control							
	1 pest control	30.00	2-01-26-310-000-178	B B&G: Building Maintenance	R	04/04/22 04/04/22	850698	N
	2 pest control	30.00	2-01-26-310-000-178	B B&G: Building Maintenance	R	04/04/22 04/04/22	850700	N
		60.00						
	Vendor Total:	60.00						
<b>CERTI015 CERTIFIED EQUIPMENT REPAIR</b>								
	21-00851 08/04/21 REBUILD HYSTER FORKLIFT ENGINE							
	1 REBUILD HYSTER FORKLIFT ENGINE	8,181.91	T-03-56-855-000-000	B Trust: Storm Recovery Trust	R	08/04/21 04/04/22	17967	N
	2 REBUILD HYSTER FORKLIFT ENGINE	571.55	T-03-56-855-000-000	B Trust: Storm Recovery Trust	R	04/04/22 04/04/22	17968	N
		8,753.46						
	Vendor Total:	8,753.46						
<b>WELLS CHARLIE WELLS</b>								
	22-00358 03/31/22 Reim. BIs manual, video							
	1 Reim. BIs manual, video	134.45	2-01-20-152-000-294	B Central Services: Other	R	03/31/22 03/31/22		N
	Vendor Total:	134.45						

Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Enc. Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	Item Description	Amount Charge Account Acct Type Description						
<b>CME01 CME ASSOCIATES</b>								
21-01105	10/07/21 Improvement to Gertrude Park							
9	Improvement to Gertrude Park	605.50 2-01-20-165-000-244	B	Engineering:General	Engineering	R	04/04/22 04/04/22	0300657 N
21-01106	10/07/21 Improvements to Veterans Park							
7	Improvements to Veterans Park	756.00 1-01-20-165-000-244	B	Engineering:General	Engineering	R	10/07/21 04/04/22	0300575 N
21-01107	10/08/21 land surveying/Improv Hillside							
9	land surveying/Improv Hillside	340.00 C-04-14-108-000-510	B	Ord 14-08 Engineer		R	10/08/21 04/04/22	0300656 N
21-01271	11/15/21 Overlook Park Improvements							
8	Overlook Park Improvements	2,681.00 C-04-17-101-000-201	B	Ord#17-03 Various Improv-Open Space		R	11/15/21 04/04/22	0300658 N
21-01435	12/16/21 Improv. King and Matthew St.							
6	Improv. King and Matthew St.	241.50 G-02-41-815-000-101	B	GRANT-2021-159-NJDOT King/Mathew		R	12/16/21 04/04/22	0300659 N
21-01437	12/16/21 NJdot improv.South Bay/Hillside							
2	NJdot improv.South Bay/Hillside	2,900.00 1-01-20-165-000-245	B	Engineering-Storm Water		R	12/16/21 04/04/22	0300781 N
7	NJdot improv.South Bay/Hillside	1,175.00 1-01-26-294-000-144	B	Stormwater: Consultants-Engineer		R	12/16/21 04/04/22	0300781 N
		4,075.00						
22-00007	01/05/22 Engineering services 2022							
13	general engineering 2022	4,607.50 2-01-20-165-000-244	B	Engineering:General	Engineering	R	04/04/22 04/04/22	0300655 N
Vendor Total:		13,306.50						
<b>COAST010 COASTAL METAL RECYCLING CORP</b>								
22-00314	03/14/22 refrigerator-January 2022							
1	refrigerator-January 2022	44.00 2-01-26-305-000-294	B	Sanitation: Other		R	03/14/22 03/29/22	12547 N
Vendor Total:		44.00						
<b>COLL1005 COLLIERS ENGINEERING/DESIGN</b>								
21-00774	07/15/21 Electric upgrade/North St Pump							
6	Electric upgrade/North St Pump	6,784.64 1-01-20-165-000-244	B	Engineering:General	Engineering	R	07/15/21 04/04/22	735268 N
Vendor Total:		6,784.64						

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	Exc		
<b>COMCAST COMCAST</b>						
22-00361 03/31/22 17-1 SHORE DR						
1 17-1 SHORE DR	89.90 2-01-31-450-000-213 B Telecommunications	R	03/31/22 03/31/22	17-1 SHORE	N	
2 22 SNUGHARBOR	267.86 2-01-31-450-000-213 B Telecommunications	R	03/31/22 03/31/22	22 SNUGHARBOR	N	
3 42 SHORE DR	477.61 2-01-31-450-000-213 B Telecommunications	R	03/31/22 03/31/22	42 SHORE DR.	N	
4 27 SHORE DRIVE	312.79 2-01-31-450-000-213 B Telecommunications	R	03/31/22 03/31/22	27 SHORE DRIVE	N	
5 SPC VIDEO ACCT.	79.48 2-01-31-450-000-213 B Telecommunications	R	03/31/22 03/31/22	SPC VIDEO ACCT.	N	
	<u>1,227.64</u>					
Vendor Total:	1,227.64					
<b>CORBI005 CORBI PRINTING CORP.</b>						
22-00322 03/15/22 New required traffic tickets						
1 New required traffic tickets	445.00 2-01-43-490-000-102 B Municipal Court: Forms	R	03/15/22 03/29/22	210469	N	
2 New required special complaint	445.00 2-01-43-490-000-102 B Municipal Court: Forms	R	03/15/22 03/29/22	210469	N	
3 Shipping/Handling	98.00 2-01-43-490-000-102 B Municipal Court: Forms	R	03/15/22 03/29/22	210469	N	
4 Comp fee	50.00 2-01-43-490-000-102 B Municipal Court: Forms	R	03/15/22 03/29/22	210469	N	
	<u>1,038.00</u>					
Vendor Total:	1,038.00					
<b>COUNTYTA COUNTY TAX ADMINISTRATOR</b>						
22-00338 03/17/22 Notification assessment cards						
1 Notification assessment cards	1,082.80 2-01-20-150-000-261 B Tax Assessor: Printing	R	03/17/22 03/29/22	2021	N	
Vendor Total:	1,082.80					
<b>DAV02 DAVISON, EASTMAN, MUNOZ, LEDERMAN</b>						
22-00002 01/05/22 Municipal Attorney-Reso 22-001						
8 March 2021 retainer	5,500.00 2-01-20-155-000-242 B Legal Services: Consultants -Boro Attny	R	03/31/22 03/31/22	392078	N	
Vendor Total:	5,500.00					
<b>DELTA005 DELTA DENTAL OF NJ, INC.</b>						
22-00330 03/16/22 Active dental						
1 Active dental	3,920.58 2-01-23-220-000-253 B Current: Group Insurance	R	03/16/22 03/29/22	816954	N	

April 4, 2022  
12:58 PM

BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

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
<b>DELTA005 DELTA DENTAL OF NJ, INC. Continued</b>						
	22-00330 03/16/22 Active dental	Continued				
	2 Retiree dental	3,373.38 2-01-23-220-000-254 B Current: Retirees Group Insurance	R	03/16/22 03/29/22	816956	N
		7,293.96				
	Vendor Total:	7,293.96				
<b>DRAGE005 DRAGER</b>						
	21-01132 10/12/21 Simulator/Temperature probe					
	1 Simulator/Temperature probe	160.00 G-02-41-811-000-005 B Grant: Drunk Driving 2020	R	10/12/21 03/29/22	5951333881	N
	2 Simulator/Temperature probe	19.00 G-02-41-811-000-005 B Grant: Drunk Driving 2020	R	03/29/22 03/29/22	5951333881	N
		179.00				
	21-01133 10/12/21 wet bath certified simulator					
	1 wet bath certified simulator	120.00 G-02-41-811-000-005 B Grant: Drunk Driving 2020	R	10/12/21 03/29/22	5951332091	N
	21-01442 12/20/21 simulator repair					
	1 simulator repair	179.00 G-02-41-811-000-005 B Grant: Drunk Driving 2020	R	12/20/21 03/29/22	5951367335	N
	22-00181 02/10/22 Alcotest CU34 Simulator					
	1 Alcotest CU34 Simulator	106.00 G-02-41-811-000-005 B Grant: Drunk Driving 2020	R	02/10/22 03/29/22	5951396516	N
	2 Temperature Probe:	56.00 G-02-41-811-000-005 B Grant: Drunk Driving 2020	R	02/10/22 03/29/22	5951396516	N
	3 Set of Hoses/Connectors	17.00 G-02-41-811-000-005 B Grant: Drunk Driving 2020	R	02/10/22 03/29/22	5951396516	N
		179.00				
	Vendor Total:	657.00				
<b>EDMUN010 Edmunds Govtech</b>						
	22-00307 03/11/22 2 part added/omitted bills					
	1 2 part added/omitted bills	270.00 2-01-20-145-000-261 B Tax Collection: Printing	R	03/11/22 03/29/22	22-IN1210	N
	2 blank bills	15.50 2-01-20-145-000-261 B Tax Collection: Printing	R	03/11/22 03/29/22	20-02810	N
		285.50				
	Vendor Total:	285.50				

April 4, 2022  
12:58 PM

BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd	chk/Void	1099
	Item Description					Enc Date Date	Date Invoice	Excl
<b>EDWAR015 EDWARD M. HAYDEN JR.</b>								
	22-00277 03/04/22 BUDGET DATA ENTRY							
	1 BUDGET DATA ENTRY		300.00	2-01-20-130-000-294	B Finance: Other	R	03/04/22 03/29/22	BOH2022-01 N
	Vendor Total:		300.00					
<b>ESOS0005 ESO SOLUTIONS, INC.</b>								
	22-00270 03/03/22 Emergency reporting package							
	1 Emergency reporting package		2,206.85	2-01-25-263-000-201	B Fire Dept: Building and grounds	R	03/03/22 04/04/22	ESO-72107 N
	Vendor Total:		2,206.85					
<b>FBI01 FBI-LEEDA</b>								
	22-00280 03/07/22 Training							
	1 CLI Freehold, NJ 2/2022		695.00	2-01-25-240-000-236	B Police: Schooling/Training	R	03/07/22 03/31/22	200064451 N
	Vendor Total:		695.00					
<b>FERRY005 FERRYLANDING CONDO ASSOCIATION</b>								
	22-00351 03/29/22 Electric							
	1 Electric		502.00	2-01-26-325-000-217	B Condo Services: Street Lighting	R	03/29/22 03/29/22	1/21-3/22/22 N
	Vendor Total:		502.00					
<b>FILEB005 FILEBANK</b>								
	21-00471 05/04/21 REPACKING, RETENTION/SHREDDING							
	11 REPACKING, RETENTION/SHREDDING		460.79	1-01-26-310-000-103	B B&G: Consumable Supplies	R	05/04/21 04/04/22	0110971 N
	12 REPACKING, RETENTION/SHREDDING		36.96	1-01-26-310-000-103	B B&G: Consumable Supplies	R	05/04/21 04/04/22	0111096 N
			497.75					
	Vendor Total:		497.75					
<b>GATE001 GATEWAY VILLAS CONDO ASSOC.</b>								
	22-00349 03/29/22 Snow Plowing							
	1 Snow Plowing		1,247.12	2-01-26-325-000-294	B Condo Services: Other	R	03/29/22 03/29/22	JAN-FEB 2022 N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice	1099 Excl
<b>GATEWAY VILLAS CONDO ASSOC.</b>							
Continued							
GATE001	22-00349 03/29/22 Snow Plowing						
	2 Street Lighting		- 268.25 1,515.37	2-01-26-325-000-217	B Condo Services: Street Lighting	R 03/29/22 03/29/22	JAN-MAR.18,2022 N
Vendor Total:		1,515.37					
<b>GEORGE WALL</b>							
Continued							
GEORGE	22-00339 03/21/22 Items for dpw-17-44						
	1 Items for dpw-17-44		114.78	2-01-42-717-000-201	B Interlocal: Motor Vehicle - Streets	R 03/21/22 03/31/22	215493 N
Vendor Total:		114.78					
<b>GTBM</b>							
Continued							
GTBM	21-00962 09/08/21 kenwood portable for county						
	1 kenwood portable for county		2,092.50	1-01-25-252-000-273	B Emergency Mgmt: Radio Repair	R 09/08/21 03/29/22	33688 N
Vendor Total:		2,092.50					
<b>H2M ASSOCIATES, INC.</b>							
Continued							
H2MAS005	20-01163 11/09/20 waterwitch wastewater pumpstat						
	10 waterwitch wastewater pumpstat		6,620.00	C-06-18-001-000-202	B ORD#18-23 Storm Water Improv-Contracts	R 12/16/21 04/04/22	227785 N
	11 waterwitch wastewater pumpstat		7,200.00	C-06-18-001-000-201	B ORD#18-23 Storm Water-Soft Costs	R 11/09/20 03/29/22	226854 N
			13,820.00				
Continued							
H2MAS005	21-00598 05/28/21 sanitary consulting						
	9 sanitary consulting		292.50	C-06-18-001-000-201	B ORD#18-23 Storm Water-Soft Costs	R 04/04/22 04/04/22	226853 N
	10 sanitary consulting		97.50	C-06-18-001-000-201	B ORD#18-23 Storm Water-Soft Costs	R 04/04/22 04/04/22	227784 N
			390.00				
Vendor Total:		14,210.00					
<b>HEAT WAVE</b>							
Continued							
HEAT	22-00306 03/11/22 Replaced thermostat boro hall						
	1 Replaced thermostat boro hall		666.95	2-01-26-310-000-178	B B&G: Building Maintenance	R 03/11/22 03/29/22	22-0110 N
Vendor Total:		666.95					

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description				Enc Date Date	Date Invoice	Excl
<b>HILLT005 HILLTOP AT HIGHLANDS CONDO ASS</b>							
	22-00350 03/29/22 Snow Plowing						
	1 Snow Plowing		1,247.12 2-01-26-325-000-294 B Condo Services: Other	R	03/29/22 03/29/22	JAN-FEB 2022	N
	2 Electric		198.38 2-01-26-325-000-217 B Condo Services: Street Lighting	R	03/29/22 03/29/22	JAN-MAR.22,2022	N
			1,445.50				
	Vendor Total:		1,445.50				
<b>IMPAC005 IMPAC</b>							
	22-00371 04/04/22 Fuel						
	1 Fuel		7,787.32 2-01-31-460-000-192 B Fuel	R	04/04/22 04/04/22	SQLCD-752049	N
	Vendor Total:		7,787.32				
<b>GARDENFL IN THE GARDEN FLORIST</b>							
	22-00262 03/02/22 Death of father-Joe Misita						
	1 Death of father-Joe Misita		77.00 2-01-20-110-000-294 B Mayor/Council: Misc. Expenses	R	03/02/22 03/29/22	10175	N
	Vendor Total:		77.00				
<b>KANE JACQUELINE KANE</b>							
	22-00348 03/29/22 Easter Bunny cleaning						
	1 Easter Bunny cleaning		50.00 2-01-28-360-000-244 B Community Ctr: Special Events	R	03/29/22 03/29/22	3/29/22	N
	22-00356 03/31/22 Spring programs						
	1 Items for Spring programs		52.77 2-01-28-360-000-240 B Community Ctr: Spring Programs	R	03/31/22 03/31/22		N
	Vendor Total:		102.77				
<b>JAMES010 JAMES &amp; PATRICIA DAVIS</b>							
	22-00377 04/04/22 medicare reimbursement						
	1 medicare reimbursement		1,071.60 2-01-36-472-000-000 B Statutory: Social Security	R	04/04/22 04/04/22	JAN-MAR 2022	N
	2 medicare reimbursement		1,071.60 2-01-36-472-000-000 B Statutory: Social Security	R	04/04/22 04/04/22	APRIL-JUNE 2022	N
			2,143.20				
	Vendor Total:		2,143.20				

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
<b>JCPL JCP &amp; L</b>								
	22-00331 03/17/22 40 Shore drive							
	1 40 Shore drive		13,110.76 2-05-55-502-000-214 B Sewer: Gas & Electric	R	03/17/22	03/29/22	98809778722	N
	2 Master bill mua		203.94 2-01-31-430-000-215 B Electric	R	03/17/22	03/29/22	95009538076	N
	3 Master bill		754.74 2-01-31-430-000-215 B Electric	R	03/17/22	03/29/22	95009538057	N
			<u>14,069.44</u>					
	22-00375 04/04/22 27 S 2nd street							
	1 27 S 2nd street		2,133.59 2-01-31-430-000-215 B Electric	R	04/04/22	04/04/22	98809804000	N
	2 Cedar St.		15.33 2-01-31-430-000-215 B Electric	R	04/04/22	04/04/22	95786432521	N
	3 Street lighting		2,486.00 2-01-31-435-000-217 B Street Lighting	R	04/04/22	04/04/22	95786432520	N
	4 Street lighting		1,488.05 2-01-31-435-000-217 B Street Lighting	R	04/04/22	04/04/22	95786432519	N
			<u>6,122.97</u>					
	Vendor Total:		20,192.41					
<b>JERSE005 JERSEY AUTO SPA CAR WASH</b>								
	22-00324 03/16/22 Car Wash							
	1 Full Service Car Wash		40.00 2-01-25-240-000-265 B Police: Car Wash	R	03/16/22	03/30/22	753	N
	Vendor Total:		40.00					
<b>LANIGAN LANIGAN ASSOCIATES, INC.</b>								
	22-00337 03/17/22 New hire crossing guard							
	1 New hire crossing guard		480.85 2-01-25-241-000-201 B Crossing Guards: Uniform	R	03/17/22	03/31/22	98055	N
	Vendor Total:		480.85					
<b>LIFESAVE LIFESAVERS, INC.</b>								
	21-01486 12/31/21 Dcf-100 defibtech lifeline aed							
	1 Dcf-100 defibtech lifeline aed		2,285.84 1-01-25-240-000-210 B Police: First Aid Supplies	R	12/31/21	03/29/22	217950	N
	Vendor Total:		2,285.84					
<b>MARME005 MARMERO LAW, LLC</b>								
	22-00009 01/05/22 LEGAL COUNCIL TAX APPEALS							
	3 LEGAL COUNCIL TAX APPEALS		1,335.00 2-01-20-155-000-294 B Legal Services: Other	R	01/05/22	04/04/22	11698	



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	Item Description				Enc Date Date	Date Invoice	Excl
<b>MARME005 MARMERO LAW, LLC</b>							
Continued							
22-00009	01/05/22 LEGAL COUNCIL TAX APPEALS		Continued				
	4 LEGAL COUNCIL TAX APPEALS		735.00 2-01-20-155-000-294 B Legal Services: Other	R	01/05/22 04/04/22	11699	N
			2,070.00				
	Vendor Total:		2,070.00				
<b>MCMANIMO MCMANIMON SCOTLAND &amp; BAUMANN</b>							
22-00373	04/04/22 downtown redevelopment						
	1 downtown redevelopment		2,854.50 2-01-20-155-000-294 B Legal Services: Other	R	04/04/22 04/04/22	189010	N
	2 shadowlawn redevelopment		675.40 2-01-20-155-000-294 B Legal Services: Other	R	04/04/22 04/04/22	189011	N
	3 captains cove marina		1,350.00 2-01-20-155-000-294 B Legal Services: Other	R	04/04/22 04/04/22	189012	N
			4,879.90				
	Vendor Total:		4,879.90				
<b>MGL MGL PRINTING SOLUTIONS</b>							
22-00342	03/16/22 Delinquent sewer notices						
	1 Delinquent sewer notices		358.50 2-05-55-502-000-160 B Sewer: Computer Service	R	03/16/22 03/29/22	187615	N
	Vendor Total:		358.50				
<b>MONMOUPO MONMOUTH COUNTY POLICE ACADEMY</b>							
22-00281	03/07/22 Training						
	1 Police Prof/Cultural Diversity		25.00 2-01-25-240-000-236 B Police: Schooling/Training	R	03/07/22 03/29/22	4277	N
	Vendor Total:		25.00				
<b>MONMO045 MONMOUTH TELECOM</b>							
22-00372	04/04/22 Data and Voice						
	1 Data and Voice		578.24 2-01-31-440-000-213 B Telephone	R	04/04/22 04/04/22	330224	N
	Vendor Total:		578.24				

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description				Enc Date Date	Date Invoice	Excl
<b>MOTOR010 MOTOROLA SOLUTIONS, INC.</b>							
	22-00368 03/31/22 2 way radios						
	1 2 way radios	350.00	2-01-31-450-000-213	B Telecommunications	R	03/31/22 03/31/22	026585 N
	Vendor Total:	350.00					
<b>MRSMU005 MRS-MUNICIPAL</b>							
	22-00323 03/15/22 Ats Mailers						
	1 Ats Mailers	454.00	2-01-43-490-000-102	B Municipal Court: Forms	R	03/15/22 03/29/22	210777 N
	2 Ats Mailers	219.00	2-01-43-490-000-102	B Municipal Court: Forms	R	03/15/22 03/29/22	210404 N
		673.00					
	Vendor Total:	673.00					
<b>MUNIC010 MUNICIPAL MAINTENANCE CO.</b>							
	22-00254 02/28/22 Trouble shooting monyo pump						
	1 Trouble shooting monyo pump	1,725.35	2-05-55-502-000-154	B Sewer: Equipment Maintenance	R	02/28/22 03/29/22	14438 N
	Vendor Total:	1,725.35					
<b>NJAMERIC NEW JERSEY AMERICAN WATER</b>							
	22-00357 03/31/22 S Bay Avenue						
	1 S Bay Avenue	20.94	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	S BAY AVE N
	2 Waterwitch avenue	20.94	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	WATERWITCH AVE N
	3 Bay ave park	52.37	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	BAY AVE PARK N
	4 Linden ave	20.94	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	BAY AVE PARK N
	5 42 Shore drive	20.94	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	42 SHORE DR N
	6 17-1 Shore drive	82.50	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	17-1 SHORE DR. N
	7 s 2nd st garage	42.88	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	S 2ND ST N
	8 27 Shore Drive	28.25	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	27 SHORE DR N
	9 Firehouse	189.48	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	FIREHOUSE N
	10 22 Snugharbor Ave.	66.99	2-01-31-445-000-219	B Water	R	03/31/22 03/31/22	22 SNUGHARBOR N
	11 Gravelly pt. hydrants	185.70	2-01-31-463-000-193	B Fire Hydrants	R	03/31/22 03/31/22	GRAV. HYDRANTS N
	12 40 Shore Drive	52.37	2-05-55-502-000-219	B Sewer: Water	R	03/31/22 03/31/22	40 SHORE DR N
		784.30					
	Vendor Total:	784.30					

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	Item Description						Date		Excl
<b>NJNG NEW JERSEY NATURAL GAS</b>									
	22-00360 03/31/22 22 SNUGHARBOR AVE								
	1 22 SNUGHARBOR AVE		478.18 2-01-31-446-000-218	B Natural Gas	R	03/31/22	03/31/22	22 SNUGHARBOR	N
	2 SHORE DR		896.86 2-01-31-446-000-218	B Natural Gas	R	03/31/22	03/31/22	SHORE DR	N
	3 PUBLIC WORKS		449.43 2-01-31-446-000-218	B Natural Gas	R	03/31/22	03/31/22	PUBLIC WORKS	N
	4 S 2ND STREET		368.20 2-01-31-446-000-218	B Natural Gas	R	03/31/22	03/31/22	S 2ND ST	N
			<u>2,192.67</u>						
	Vendor Total:		2,192.67						
<b>NEWPO005 NEWPORT MEDIA HOLDINGS, LLC</b>									
	22-00326 03/16/22 Aff of Pub R22-079 & 0-22-05								
	1 Aff of Pub R22-079 & 0-22-05		65.10 2-01-20-120-000-220	B Municipal Clerk: Advertising	R	03/16/22	03/29/22	17049	N
	Vendor Total:		65.10						
<b>NJLM NJ STATE LEAG. OF MUNICIPALITIE</b>									
	22-00278 03/07/22 Budgeting for elected official								
	1 Budgeting for elected official		75.00 2-01-20-110-000-228	B Mayor/Council: Meetings & Conferences	R	03/07/22	03/29/22	S21511	N
	2 Budgeting for elected official		225.00 2-01-20-110-000-228	B Mayor/Council: Meetings & Conferences	R	03/07/22	03/29/22	S21512	N
			<u>300.00</u>						
	Vendor Total:		300.00						
<b>NJSACOP NJSACOP</b>									
	22-00263 03/02/22 Meetings/Conferences								
	1 Registration Fee Train. Conf.		385.00 2-01-25-240-000-228	B Police: Meetings & Conferences	R	03/02/22	03/29/22	IN-11921	N
	Vendor Total:		385.00						
<b>OMSOL005 O&amp;M SOLUTIONS, LLC</b>									
	21-00486 05/07/21 MAINTENANCE OF WASTEWATER								
	19 MAINTENANCE OF WASTEWATER		689.62 1-05-55-502-000-154	B Sewer: Equipment Maintenance	R	04/04/22	04/04/22	3261	N
	Vendor Total:		689.62						

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<b>PHILL005 Phillips, Preiss, Grygiel, Leheny</b>								
	22-00084 01/21/22 Borough Planner							
	2 Borough Planner		503.75 2-01-21-185-000-245	B Zoning: Consultants - Planning	R	01/21/22 03/29/22	34118	N
	Vendor Total:		503.75					
<b>PRIMA005 PRI MANAGEMENT GROUP</b>								
	22-00289 03/09/22 CRIMINAL LAW FOR RECORDS							
	1 CRIMINAL LAW FOR RECORDS		259.00 2-01-25-240-000-236	B Police: Schooling/Training	R	03/09/22 03/29/22	16127	N
	Vendor Total:		259.00					
<b>RUDER005 RUDERMAN &amp; ROTH, LLC</b>								
	22-00003 01/05/22 Labor Council 2022							
	2 Labor Council 2022		612.50 2-01-20-155-000-294	B Legal Services: Other	R	01/05/22 04/04/22	FEB.-MAR 31,22	N
	Vendor Total:		612.50					
<b>RYSER005 RYSER'S LANDSCAPE SUPPLY</b>								
	22-00264 03/02/22 Open-Mulch/Topsoil							
	1 Open-Mulch/Topsoil		165.00 2-01-28-375-000-294	B Parks: Other	R	03/02/22 03/29/22	0013167-00	N
	2 Open-Mulch/Topsoil		165.00 2-01-28-375-000-294	B Parks: Other	R	03/02/22 03/29/22	0013188-00	N
			330.00					
	Vendor Total:		330.00					
<b>SPECTROL SPECTROTEL, INC.</b>								
	22-00364 03/31/22 FIRE DEPARTMENT							
	1 FIRE DEPARTMENT		90.59 2-01-31-440-000-213	B Telephone	R	03/31/22 03/31/22	10790243	N
	Vendor Total:		90.59					
<b>STAPLES STAPLES ADVANTAGE</b>								
	22-00305 03/11/22 Office Supplies							
	1 Item 503532 C Batteries		13.65 2-01-25-240-000-201	B Police: Office supplies	R	03/11/22 03/29/22	3502477877	N
	2 Item 831123 File Folder 2" Exp		68.90 2-01-25-240-000-201	B Police: Office supplies	R	03/11/22 03/29/22	3502477877	N

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<b>STAPLES STAPLES ADVANTAGE</b>							
Continued							
22-00305	03/11/22 Office Supplies		Continued				
	3 Item #559161		-1.46 2-01-21-180-000-201	B Municipal Land Use Law: Office Supplies R	03/11/22 03/29/22	3502477877	N
			84.01				
22-00327	03/16/22 Supplies						
	1 2022 summer camp		1,206.26 T-03-56-850-000-022	B Trust: Recreation Camp R	03/16/22 03/29/22	3503078311	N
	2 Envelopes		53.91 2-01-20-152-000-201	B Central Services: Office Supplies R	03/16/22 03/29/22	3503078311	N
			1,260.17				
	Vendor Total:		1,344.18				
<b>T&amp;M ASSOCIATES</b>							
22-00366	03/31/22 2022 GENERAL SERVICES						
	1 2022 GENERAL SERVICES		140.25 2-01-21-180-000-244	B Mun Land Use Law: Consultants - Engineer R	03/31/22 03/31/22	FMK420773	N
	2 2022 LUB MEETING		400.00 2-01-21-180-000-244	B Mun Land Use Law: Consultants - Engineer R	03/31/22 03/31/22	FMK420774	N
	3 149 PORTLAND ROAD		397.20 T-03-56-875-000-152	B TRUST:LUB2021-05 149 Portland B12L4.01/2 R	03/31/22 03/31/22	FMK420775	N
			937.45				
22-00378	04/04/22 harborside at hudson ferry						
	1 harborside at hudson ferry		549.18 T-13-58-901-000-207	B Eng> 5,000 Harbor/Hudson Ferry 101/27.02 R	04/04/22 04/04/22	FMK420771	N
	Vendor Total:		1,486.63				
<b>TOMSA T.O.M.S.A.</b>							
22-00370	04/04/22 February 2022						
	1 February 2022		42,682.12 2-05-55-502-000-196	B Sewer: TOMSA R	04/04/22 04/04/22	FEBRUARY 2022	N
	Vendor Total:		42,682.12				
<b>TARGE005 TARGETED TECHNOLOGIES LLC</b>							
22-00083	01/21/22 IT SERVICES						
	8 IT SERVICES		770.00 2-01-20-152-000-294	B Central Services: Other R	01/21/22 04/04/22	117839	N
	9 IT SERVICES		770.00 2-01-20-152-000-294	B Central Services: Other R	01/21/22 04/04/22	117840	N
			1,540.00				
22-00134	01/31/22 Computer Supplies						
	1 HP 24" Monitor		161.00 2-01-25-240-000-203	B Police: Computer Supplies/Maint R	01/31/22 03/29/22	117594	

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	Item Description				Enc Date Date	Date Invoice	Excl
<b>TARGE005 TARGETED TECHNOLOGIES LLC</b>							
	22-00134 01/31/22 Computer Supplies	Continued					
	2 HP 24" Monitor	81.90	2-01-25-240-000-203	B Police: Computer Supplies/Maint	R	03/29/22 03/29/22	117811 N
	3 HP 24" Monitor	19.99	2-01-25-240-000-203	B Police: Computer Supplies/Maint	R	03/29/22 03/29/22	117595 N
		262.89					
	Vendor Total:	1,802.89					
<b>THOMA015 THOMAS WEINMAN</b>							
	22-00359 03/31/22 TAX CANCELLED/REDEEMED						
	1 TAX CANCELLED-REDEEMED	2,402.32	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	03/31/22 03/31/22	B1/L15 N
	2 TAX CANCELLED-REDEEMED	417.99	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	03/31/22 03/31/22	B1/L16 N
	3 TAX CANCELLED-REDEEMED	413.61	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	03/31/22 03/31/22	B1/L17 N
	4 TAX CANCELLED-REDEEMED	688.10	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	03/31/22 03/31/22	B1/L18 N
		3,922.02					
	Vendor Total:	3,922.02					
<b>MARRIAGE TREASURER, STATE OF NJ</b>							
	22-00369 04/04/22 January-March 2022						
	1 January-March 2022	250.00	2-01-99-999-001-286	B Due State of NJ - Marriage Lic	R	04/04/22 04/04/22	JAN-MARCH 2022 N
	Vendor Total:	250.00					
<b>TWINLIGH TWIN LIGHTS TERRACE CONDO</b>							
	22-00376 04/04/22 Street light reimbursement						
	1 Street light reimbursement	718.40	2-01-26-325-000-217	B Condo Services: Street Lighting	R	04/04/22 04/04/22	12/30-3/2/22 N
	Vendor Total:	718.40					
<b>UNITE005 UNITED SITE SERVICES</b>							
	22-00316 03/14/22 Clean out dpw yard						
	1 Clean out dpw yard	50.00	2-01-26-290-000-294	B Streets: Other	R	03/14/22 03/29/22	6425527 N
	Vendor Total:	50.00					

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 Exc]	
<b>VERIZON05 VERIZON</b>										
	22-00317 03/14/22 Fios									
	1 Fios		139.00	2-01-31-450-000-213	B Telecommunications	R	03/14/22	03/29/22	3/4/22	N
	Vendor Total:		139.00							
<b>VERIZON1 VERIZON</b>										
	22-00362 03/31/22 40 SHORE DRIVE									
	1 40 SHORE DRIVE		121.51	2-05-55-502-000-213	B Sewer: Telephone	R	03/31/22	03/31/22	3/19/22	N
	2 VALLEY STREET PUMP STATION		42.62	2-05-55-502-000-213	B Sewer: Telephone	R	03/31/22	03/31/22	3/19/22	N
	3 POLICE REPEATER		1,195.08	2-01-31-440-000-213	B Telephone	R	03/31/22	03/31/22	3/15/22	N
			1,359.21							
	Vendor Total:		1,359.21							
<b>VERIZON15 VERIZON CONNECT</b>										
	22-00365 03/31/22 BUNDLED BILLING									
	1 BUNDLED BILLING		150.00	2-01-31-450-000-213	B Telecommunications	R	03/31/22	03/31/22	2712365	N
	Vendor Total:		150.00							
<b>VERWIRE VERIZON WIRELESS</b>										
	22-00329 03/16/22 cellphone									
	1 cellphone		51.37	2-01-31-440-000-213	B Telephone	R	03/16/22	03/29/22	9901260648	N
	2 cellphone		1,821.60	2-01-31-440-000-213	B Telephone	R	03/17/22	03/29/22	9901386109	N
			1,872.97							
	22-00363 03/31/22 FIRST AID CELL PHONE									
	1 FIRST AID CELL PHONE		76.02	2-01-31-440-000-213	B Telephone	R	03/31/22	03/31/22	9902091906	N
	Vendor Total:		1,948.99							
<b>COAST VILLAGE OFFICE SUPPLY</b>										
	22-00318 03/15/22 Bottles of water									
	1 Bottles of water		65.50	2-01-26-310-000-154	B B&G: Equipment Maintenance	R	03/15/22	03/29/22	4487210-0	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice	1099 Excl
<b>COAST VILLAGE OFFICE SUPPLY</b>								
Continued								
	22-00319 03/15/22 Bottles of water							
	1 Bottles of water		13.10 2-01-26-310-000-154	B B&G: Equipment Maintenance	R	03/15/22 03/29/22	4487207-0	N
	Vendor Total:		78.60					
<b>VSP VISION SERVICE PLAN</b>								
	22-00352 03/30/22 Vision Care							
	1 Vision Care		1,039.79 2-01-23-220-000-253	B Current: Group Insurance	R	03/30/22 03/30/22	APRIL 2022	N
	Vendor Total:		1,039.79					
<b>WEINE005 WEINER LAW GROUP LLP</b>								
	22-00367 03/31/22 GENERAL							
	1 GENERAL		1,035.00 2-01-21-180-000-242	B Mun Land Use Law: Consultants - Legal	R	03/31/22 03/31/22	272271	N
	2 5 LIGHTHOUSE ROAD		30.00 T-03-56-875-000-123	B TRUST-LUB: 5 Lighthouse Rd 19/16.02	R	03/31/22 03/31/22	272272	N
			1,065.00					
	Vendor Total:		1,065.00					
<hr/>								
Total Purchase Orders:	93	Total P.O. Line Items:	171	Total List Amount:	275,123.65	Total Void Amount:	0.00	



Totals by Year-Fund  
Fund Description

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	1-01	109,197.48	0.00	109,197.48	0.00	0.00	109,197.48
	1-05	<u>689.62</u>	<u>0.00</u>	<u>689.62</u>	<u>0.00</u>	<u>0.00</u>	<u>689.62</u>
Year Total:		109,887.10	0.00	109,887.10	0.00	0.00	109,887.10
	2-01	74,155.70	0.00	74,155.70	0.00	0.00	74,155.70
	2-05	<u>58,093.23</u>	<u>0.00</u>	<u>58,093.23</u>	<u>0.00</u>	<u>0.00</u>	<u>58,093.23</u>
Year Total:		132,248.93	0.00	132,248.93	0.00	0.00	132,248.93
CAPITAL PROJECTS	C-04	3,021.00	0.00	3,021.00	0.00	0.00	3,021.00
	C-06	<u>14,210.00</u>	<u>0.00</u>	<u>14,210.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,210.00</u>
Year Total:		17,231.00	0.00	17,231.00	0.00	0.00	17,231.00
	G-02	898.50	0.00	898.50	0.00	0.00	898.50
TRUST NON BUDGET-TWO RIVER	T-03	14,308.94	0.00	14,308.94	0.00	0.00	14,308.94
	T-13	<u>549.18</u>	<u>0.00</u>	<u>549.18</u>	<u>0.00</u>	<u>0.00</u>	<u>549.18</u>
Year Total:		14,858.12	0.00	14,858.12	0.00	0.00	14,858.12
Total Of All Funds:		<u>275,123.65</u>	<u>0.00</u>	<u>275,123.65</u>	<u>0.00</u>	<u>0.00</u>	<u>275,123.65</u>



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-107

### AUTHORIZING SUBMISSION OF AN APPLICATION FOR DMHAS YOUTH LEADERSHIP GRANT

**WHEREAS**, the Governor’s Council on Alcoholism and Drug Abuse (GCADA) established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug

abuse in communities throughout New Jersey. In coordination with GCADA, the New Jersey Department of Human Services/Division on Mental Health and Addiction Services (DMHAS) has awarded a Youth Leadership Grant to the GCADA Municipal Alliance Program.

**WHEREAS**, The Borough Council of the **Borough of Highlands**, County of Monmouth,, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Monmouth;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Highlands, County of Monmouth, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of an application for DMHAS Grant funding for the Highlands and Atlantic Highlands Municipal Alliance for Year One Grant Term 7/1/22 – 3/14/23 in the amount of:  
DMHAS Grant Funding      \$ 5,094.83

- 2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_  
 (Name), Mayor/Head of Governing Body

Motion to Approve R 22-107:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
 Nancy Tran, Acting Municipal Clerk  
 Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-108

### RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT FOR SNOW REMOVAL AND STREET LIGHTING REIMBURSEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND FERRY LANDING CONDOMINIUM ASSOCIATION

**WHEREAS**, the Municipal Services Act, N.J.S.A. 40:67-23.2, et. seq. and amendments thereto, provides in pertinent part that a municipality, in lieu of providing certain municipal services to the private community, may opt to financially reimburse the qualified private communities for the cost of certain municipal services; and

**WHEREAS**, Ferry Landing Condominium Association is a qualified private community, as defined under the Act, and the Borough of Highlands is a municipality governed by the Act; and

**WHEREAS**, the Borough and Ferry Landing Condominium Association have mutually agreed that the Association shall perform its own snow removal and pay the cost for street lighting, and that the Borough shall reimburse the Association for the cost of those services at a rate not to exceed the cost that would have been incurred by the Borough in providing those services directly; and

**WHEREAS**, N.J.S.A. 40:47-23.5 requires a written agreement to annually reimburse a qualified private community; and

**WHEREAS**, the Borough has prepared a written agreement, with an effective date of January 1, 2022, to reimburse the Ferry Landing Condominium Association for snow removal and the cost of street lighting as set forth in the Agreement, and wishes to enter into such an Agreement with Ferry Landing Condominium Association.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that the appropriate Municipal officials, including the Mayor and Borough Administrator, be and are hereby authorized to execute an Agreement for Reimbursement for Municipal Services, as prepared and approved by the Borough Attorney and the Chief Financial Officer of the Borough.

**BE IT FURTHER RESOLVED**, that the Agreement for Reimbursement for Municipal Services shall become effective upon being fully executed, for the dates contained therein, with an effective date of January 1, 2022.

Motion to Approve R 22-108:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
Nancy Tran, Acting Municipal Clerk  
Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

**RESOLUTION 22-109**

**RESOLUTION APPROVING REQUEST FOR WAIVER OF ALCOHOL BAN  
FOR COMMUNITY CENTER RENTAL**

**WHEREAS**, the Borough of Highlands has received an application for rental of the Community Center from a resident seeking to host a family birthday party; and

**WHEREAS**, the residents have requested a waiver of the alcohol prohibition in order to serve alcohol to the guests of this private event; and

**WHEREAS**, the residents have obtained the necessary insurance coverage required to allow alcohol at the private event.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that Nicole Secinaro’s request for a waiver of the alcohol prohibition is approved for the private event to be hosted on June 25, 2022, from 1-5pm;

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

Motion to Approve R 22-109:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
Nancy Tran, Acting Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 22-110

## RESOLUTION APPOINTING AIDAN CAREY AS SPECIAL LAW ENFORCEMENT OFFICER CLASS I

**WHEREAS**, the Borough of Highlands from time-to-time has the need to employ Special Law Enforcement Officers; and

**WHEREAS**, the Chief of Police has made a recommendation to the Governing Body regarding the appointment of a Special Law Enforcement Officer Class I; and

**WHEREAS**, full medical clearance is still pending, and any appointment is necessarily contingent upon the receipt of such required clearance.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Highlands that Aidan Carey be and is hereby appointed a Special Law Enforcement Officer Class I of the Borough of Highlands for the period beginning April 7, 2022 and expiring December 31, 2022; and

Motion to Approve R 22-110:

	INTRODUCE	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: April 6, 2022

\_\_\_\_\_  
Nancy Tran, Acting Municipal Clerk  
Borough of Highlands