



**BOROUGH OF HIGHLANDS
COUNCIL REGULAR MEETING**
151 Navesink Ave., Highlands, NJ 07732
Wednesday, September 04, 2024 at 7:00 PM

AGENDA

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

PLEDGE OF ALLEGIANCE

ROLL CALL: Councilmember Cervantes | Councilmember Chelak | Councilmember Melnyk

Council President Olszewski | Mayor Broullon

APPROVAL OF MINUTES

1. August 21, 2024 Meeting Minutes
2. August 21, 2024 Executive Session Minutes

PUBLIC HEARING ON PROPOSED ORDINANCES

3. O-24-14 Amending Chapter 11 (Uniform Fire Code), Section 11-4 (Organization), Section 11-7 (Non-Life-Hazard Uses), Section 11-8 (Smoke Detector Inspection Fees), Section 11-9 (Permit Fee)

INTRODUCTION OF PROPOSED ORDINANCES

4. O-24-16 Amending Chapter 4 (Licensing-General), Section 4-14 (Short Term Rentals), Section 4-14.4 (Short-Term Rental Permit, Permit Registration Fee/Application and Certificate of Occupancy), Section 4-14.5 (Application Process for Short-Term Rental Permit and Inspections)

CONSENT AGENDA

5. R 24-159 Authorizing Payment of Bills
6. R 24-160 Authorizing the Award of a Non-Fair and Open Contract for Professional Engineering Services in Connection with the Phase 2 Sanitary Sewer Improvements Project

REPORTS

7. Mayor's Report
8. 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.

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.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-24-14

AMENDING CHAPTER 11 (UNIFORM FIRE CODE), SECTION 11-4 (ORGANIZATION), SECTION 11-7 (NON-LIFE-HAZARD USES), SECTION 11-8 (SMOKE DETECTOR INSPECTION FEES), SECTION 11-9 (PERMIT FEE)

WHEREAS, the governing body desires to amend Chapter 11 (Uniform Fire Code), Section 11-4 (Organization), Section 11-7 (Non-Life-Hazard Uses), Section 11-8 (Smoke Detector Inspection Fees) and Section 11-9 (Permit Fee).

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

SECTION I.

Borough Code Chapter 11 (Uniform Fire Code), Section 11-4 (Organization), Section 11-7 (Non-Life-Hazard Uses), Section 11-8 (Smoke Detector Inspection Fees), Section 11-9 (Permit Fee) shall be amended as follows (additions are shown in **bold with underlines**, deletions are shown as **strikeovers**).

Section 11-4. ORGANIZATION.

- a. The Bureau of Fire Prevention established by Section 11-2 of this chapter shall be under the direct supervision and control of a fire official who shall report to the ~~Chief of the Fire Department~~ **Administrator of the Department of Buildings & Housing**.
- b. No change.

Section 11-7. NON-LIFE-HAZARD USES.

In addition to the registrations required by the Uniform Fire Code, the following ~~non-life hazard uses shall register with the Bureau of Fire Prevention. These uses shall be inspected once per year and pay an annual fee. (The following is a recommended fee schedule for non-life hazard uses in the local enforcing agency's jurisdiction, and shall be included in Subchapter 2 of the Uniform Fire Code, amended by local ordinance; the fee schedule amount for each non-life hazard use may be amended to fit the needs of the local enforcing agency. The fee is not to be used for life hazard uses as defined in the Uniform Fire Code.)~~ **annual inspections and fees shall be required:**

a.	Assembly.		
	A-1	Eating establishment under 50	\$45
	A-2	Takeout food service (no seating)	\$45
	A-3	Church or synagogue	\$45
	A-4	Recreation centers, multipurpose rooms, etc., fewer than 100	\$65
	A-5	Court rooms, libraries, fraternal organizations, condominium centers fewer than 100	\$65
	A-6	Senior citizen centers fewer than 200	\$65
b.	Business/Professional.		
	B-1	Professional use 1 & 2 story less than 5,000 square feet per floor	\$45
	B-2	1 & 2 story more than 5,000 square feet less than 10,000 square feet per floor	\$65
	B-3	1 & 2 story more than 10,000 square feet	\$90
	B-4	3 to 5 story less than 5,000 square feet per floor	\$130

	B-5	3 to 5 story more than 5,000 square feet less than 10,000 square feet per floor	\$195
	B-6	3 to 5 story over 10,000 square feet per floor	\$260
c.	Retail (Mercantile).		
	M-1	1 & 2 story less than 5,000 square feet per floor	\$160
	M-2	1 & 2 story more than 5,000 square feet less than 10,000 square feet per floor	\$195
	M-3	1 & 2 story more than 10,000 square feet per floor	\$225
	M-4	3 to 5 story less than 5,000 square feet per floor	\$260
	M-5	3 to 5 story more than 5,000 square feet less than 10,000 square feet	\$290
	M-6	3 to 5 story over 10,000 square feet	\$325
	M	With the exception of hardware store 3,000 square feet, retail store over 12,000 square feet are life hazard uses.	
d.	Manufacturing (Factory).		
	F-1	1 & 2 story less than 5,000 square feet per floor	\$90
	F-2	1 & 2 story more than 5,000 square feet less than 10,000 square feet per floor	\$130
	F-3	1 & 2 story more than 10,000 square feet	\$195
	F-4	3 to 5 story less than 5,000 square feet per floor	\$225
	F-5	3 to 5 story more than 5,000 square feet less than 10,000 square feet	\$260
	F-6	3 to 5 story over 10,000 square feet	\$325
	F	Exception life hazard uses.	
e.	Storage S-1 (moderate hazard S-1, low hazard S-2).		
	-	1 & 2 story less than 5,000 square feet per floor	\$65
	S-2	1 & 2 story more than 5,000 square feet less than 10,000 square feet per floor	\$130
	S-3	1 & 2 story more than 10,000 square feet	\$195
	S-4	3 to 5 story less than 5,000 square feet per floor	\$225
	S-5	3 to 5 story more than 5,000 square feet less than 10,000 square feet	\$260
	S-6	3 to 5 story over 10,000 square feet	\$325
	S	Exception life hazard uses.	

f.	Residential (LEA listed with multifamily BHI) and common areas in multifamily dwellings. Fee is for each building.	
	R-1	1 to 6 units
	R-2	7 to 12 units
	R-3	13 to 20 units
	R-4	21 to 50 units
	R-5	For each additional unit

a. All businesses, whether within a structure or on open land, including service businesses and apartment house multiple dwellings, shall be inspected annually. The annual inspection fee shall be as follows, with measurements based on the floor area, gross:

- 1. Under 500 square feet: \$80.**
- 2. 501 to 1,000 square feet: \$90.**
- 3. 1,001 to 2,499 square feet: \$100.**
- 4. 2,500 to 3,499 square feet: \$160.**
- 5. 3,500 to 4,999 square feet: \$190.**
- 6. 5,000 to 6,499 square feet: \$200.**
- 7. 6,500 to 7,499 square feet: \$220.**
- 8. 7,500 to 8,499 square feet: \$240.**
- 9. 8,500 to 9,999 square feet: \$260.**
- 10. 10,000 and above: \$260 plus \$30 for each additional 1,000 square feet, floor area, gross.**

b. Commercial photovoltaic sites: \$250.

c. Boat yards, excluding buildings: \$250.

d. An owner of a commercial multiple-occupancy building or complex, which requires a common area inspection or site inspection of common parking, fire suppression or fire detection systems, shall be registered as a landlord and shall pay an annual fee of \$200 for the largest building and \$100 for each additional building on the premises.

e. All fees shall be paid within 30 days of the billing date.

Section 11-8. SMOKE DETECTOR INSPECTION FEES.

CSDC-1	More than 10 business days with a scheduled appointment	\$45
CSDC-2	4 to 9 business days with a scheduled appointment	\$90
CSDC-3	Less than 4 business days with a scheduled appointment	\$125 <u>161</u>
CSDC-4	If a scheduled appointment is not met by the owner/appointee and/ or there is a failure to have properly installed or have operating smoke detectors in accordance with the Uniform Fire Code, a fee will be added for each reinspection	\$25 <u>45</u>

Section 11-9. PERMIT FEE.

a. No change.

PF-1	TYPE-1	\$45 54
PF-2	TYPE-2	\$214
PF-3	TYPE-3	\$427
PF-4	TYPE-4	\$641

b. No change.

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

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

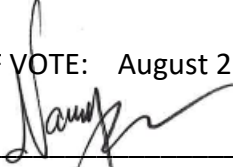
SECTION IV. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

First Reading and Set Hearing Date for O-24-14:

	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: August 21, 2024


 Nancy Tran, Municipal Clerk
 Borough of Highlands

Public Hearing for O-24-14:

	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: September 4, 2024

 Carolyn Broullon, Mayor

 Nancy Tran, Municipal Clerk
 Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-24-16

AMENDING CHAPTER 4 (LICENSING-GENERAL), SECTION 4-14 (SHORT TERM RENTALS), SECTION 4-14.4 (SHORT-TERM RENTAL PERMIT, PERMIT REGISTRATION FEE/APPLICATION AND CERTIFICATE OF OCCUPANCY), SECTION 4-14.5 (APPLICATION PROCESS FOR SHORT-TERM RENTAL PERMIT AND INSPECTIONS)

WHEREAS, the governing body desires to amend Chapter 4 (Licensing-General), Section 4-14 (Short Term Rentals), Section 4-14.4 (Short Term Rental Permit, Permit Registration Fee/Application and Certificate of Occupancy), Section 4-14.5 (Application Process for Short-Term Rental Permit and Inspections) to establish one annual application/registration fee and require inspections each year.

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

SECTION I.

Borough Code Chapter 4 (Licensing-General), Section 4-14 (Short Term Rentals) shall be amended as follows (additions are shown in **bold italics with underlines**, deletions are shown as ~~strikeovers in bold italics~~).

Section 14-4.4 Short-Term Rental Permit, Permit Registration Fee/Application, and Certificate of Occupancy.

a.-b. No change.

c. An owner of property intended to serve as a short-term rental property, as defined herein, or any agent acting on behalf of the owner, shall submit to the Borough of Highlands Municipal Clerk, a short-term rental permit application provided by the Borough, along with an annual application/registration fee as follows:

- ~~1. \$400.00 annually for short term rental property to be rented to separate transient occupants not more than five (5) times per month; or~~
- ~~2. \$500.00 annually for short term rental property to be rented to separate transient occupants six (6) or more times per month.~~
- 1. **\$750.00 annually for short term rental property to be rented to separate transient occupants.**

~~Any owner who submits a short term rental permit application for the rental to separate transient occupants not more than five (5) times per month and thereafter rents the STRP six (6) or more times in a single month shall immediately owe the difference in permit application/registration fees of \$100.00 to the Borough within ten (10) days of the sixth rental. Failure to pay within that time frame shall constitute a violation of this Section 4-14.~~

The annual application/registration fee shall be non-refundable, including in the event that the application is denied. The fee shall also constitute the required fee for the rental Certificate of Occupancy application, referenced below.

d-g. No change.

Section 14-5. Application Process for Short-Term Rental Permit and Inspections.

a. No change.

b. Every application for a short-term rental permit shall require **annual** inspections ~~every three months~~ for the STRP's compliance with the Borough's fire safety regulations and property maintenance code. In addition, each application is subject to review to verify the STRP's eligibility for use as a short-term rental and compliance with the regulations in this Section 4-14.

c.-i. No change.

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

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

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

First Reading and Set Hearing Date for O-24-16:

	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: September 4, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands

Public Hearing for O-24-16:

	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: September 18, 2024

Carolyn Broullon, Mayor

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-159
AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated September 4, 2024, which totals as follows:

Current Fund	\$	95,610.55
Sewer Account	\$	6,227.05
Capital Fund	\$	33,343.00
Trust-Other	\$	4,170.45
Federal/State Grants	\$	-----
Total	\$	139,351.05

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$ 139,351.05** be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is posted on the borough website at www.highlandsborough.org and on file in the Municipal Clerk's office for reference.

Motion to Approve R 24-159:

	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: September 4, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands

RECAP OF PAYMENT OF BILLS
09/04/2024

Item 5.

CURRENT:		\$	95,610.55
Payroll	(08/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
SEWER ACCOUNT:		\$	6,227.05
Payroll	(08/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
CAPITAL/GENERAL		\$	33,343.00
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	4,170.45
Payroll	(08/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND			
Payroll	(08/30/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
DEVELOPER'S TRUST		\$	
Manual Checks		\$	
Voided Checks		\$	

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

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

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

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
ACEWA005	ACE WALCO TERMITE CONTROL										
24-01122	08/30/24			pst control- firehouse							
1 pst control- firehouse		68.92	4-01-25-263-000-201	B	Fire Dept: Building and grounds	R	08/30/24	08/30/24		1075769	N
	Vendor Total:	68.92									
AMAZO005	AMAZON CAPITAL SERVICES										
24-01010	08/08/24			uniform-dpw							
2 uniform-dpw		101.96	4-01-26-290-000-132	B	Streets: Uniform Clothing & Access.	R	08/08/24	08/26/24		13DTJ1RK1HY	N
24-01048	08/14/24			office supplies							
1 office supplies		75.42	4-01-20-152-000-294	B	Central Services: Other	R	08/14/24	08/26/24		16D4VCTVLJFL	N
24-01072	08/20/24			items for sweeper							
1 items for sweeper		140.53	4-01-26-290-000-154	B	Streets: Equipment Maintenance	R	08/20/24	08/26/24		1VXDJ3K76RV6	N
	Vendor Total:	317.91									
ATC	ATC VOICE/DATA, INC.										
24-01054	08/15/24			burglar central station monito							
1 burglar central station monito		540.00	4-01-26-310-000-178	B	B&G: Building Maintenance	R	08/15/24	08/27/24		62525	N
2 service contract honeywell		468.00	4-01-26-310-000-178	B	B&G: Building Maintenance	R	08/28/24	08/28/24		62566	N
		1,008.00									
24-01074	08/23/24			Equipment Maintenance							
1 Interview Room Renewal		294.00	4-01-25-240-000-254	B	Police: Equipment Maintenance	R	08/23/24	08/30/24		62417	N
	Vendor Total:	1,302.00									
ATLANTIC	ATLANTIC PLUMBING SUPPLY										
24-01038	08/13/24			Pipe-Security Cameras-Snug							
1 Pipe-Security Cameras-Snug		1,320.18	4-01-26-310-000-296	B	B&G: Machinery & Equipment	R	08/13/24	08/27/24		S4166310.001	N
	Vendor Total:	1,320.18									
ATLAN010	ATLANTIC SECURITY & FIRE										
24-00103	01/26/24			Annual monitoring							
3 Annual monitoring		300.00	4-01-28-360-000-296	B	Community Ctr: Machinery & EquipmerR		01/26/24	08/27/24		23190	N

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description Type							
Item Description											
ATLAN010	ATLANTIC SECURITY & FIRE	<i>Account Continued</i>									
	Vendor Total:	300.00									
AXONE005	AXON ENTERPRISE, INC.										
24-00924	07/17/24	Leased Equipment									
1 Taser 7 Basic Bundle		5,040.01	4-01-25-240-000-270	B	Police: Leased Equipment	R	07/17/24	08/27/24		INUS207753	N
2 Taser Instructor Course		262.50	4-01-25-240-000-270	B	Police: Leased Equipment	R	07/17/24	08/27/24		INUS207753	N
		5,302.51									
	Vendor Total:	5,302.51									
BAYSH010	BAYSHORE SINGLE STREAM SOLUTIO										
24-01079	08/26/24	commingled									
1 commingled		67.68	4-01-26-306-000-283	B	Sanitation Contract: Co-Mingled DisposR		08/26/24	08/26/24		18190	N
	Vendor Total:	67.68									
BAYVIEW	BAYVIEW CONDO ASSOCIATION										
24-01083	08/26/24	electric reimbursement									
1 electric reimbursement		2,746.23	4-01-26-325-000-217	B	Condo Services: Street Lighting	R	08/26/24	08/26/24		MAR-JULY 12/24	N
	Vendor Total:	2,746.23									
BISDI005	BISDIGITAL										
24-01103	08/27/24	ANNUAL SOFTWARE/MAINTENANCE									
1 ANNUAL SOFTWARE/MAINTENANCE		3,238.15	4-01-20-120-000-252	B	Municipal Clerk: Contractual Service	R	08/27/24	08/27/24		100301	N
2 ANNUAL SOFTWARE/MAINTENANCE		1,000.00	4-01-21-180-000-294	B	Municipal Land Use Law: Other	R	08/27/24	08/27/24		100301	N
		4,238.15									
	Vendor Total:	4,238.15									
BOROU005	BOROUGH OF ATLANTIC HIGHLANDS										
24-01115	08/29/24	sound recording									
1 sound recording		197.10	4-01-43-490-000-151	B	Municipal Court: Consultants - Other	R	08/29/24	08/29/24		8/6-8/20/24	N
	Vendor Total:	197.10									
BRANIN	BRANIN'S CONTRACTING CO.										
24-01016	08/12/24	digging up Jones Creek									
1 digging up Jones Creek		10,177.50	4-01-25-252-000-294	B	Emergency Mgmt: Other	R	08/12/24	08/26/24		886	N
	Vendor Total:	10,177.50									
BRO01	BROWN & BROWN BENEFIT ADVISORS										
24-01100	08/27/24	SEPTEMBER 2024 CONSULTING FEE									

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description							
Item Description				Type							
BRO01 BROWN & BROWN BENEFIT ADVIS Account Continued											
1 SEPTEMBER 2024 CONSULTING FEE		1,250.00	4-01-23-210-000-251	B Current: Insurance - Other		R	08/27/24	08/27/24		128483	N
Vendor Total:		1,250.00									
CAPEL005 CAPELLI FARMS LLC											
24-00946	07/26/24										
1 Highlands Day		150.00	4-01-28-360-000-244	B Community Ctr: Special Events		R	07/26/24	08/26/24		8913	N
Vendor Total:		150.00									
CENTRA CENTRA STATE HEALTHCARE SYSTEM											
24-00817	07/01/24										
1 cpr and bls certifications		72.00	T-03-56-850-000-011	B Trust: Recreation		R	07/01/24	08/26/24			N
Vendor Total:		72.00									
CME01 CME ASSOCIATES											
23-00727	06/08/23										
24 Engineering Veterans park		136.00	4-01-20-165-000-244	B Engineering:General Engineering		R	08/29/24	08/29/24		360294	N
Vendor Total:		136.00									
COHNL005 COHN LIFELAND PEARLMAN HERRMAN											
24-01093	08/27/24										
1 LITIGATION CARUSO/HIGHLANDS		5,000.00	4-01-20-155-000-251	B Legal Services: Consultants -Litigation		R	08/27/24	08/27/24			N
Vendor Total:		5,000.00									
COLLI005 COLLIERS ENGINEERING/DESIGN											
24-00007	01/15/24										
4 Bay avenue ev charging		165.00	T-03-56-856-800-050	B TRUST: UNKNOWN-Miscellaneous		R	08/28/24	08/28/24		949090	N
Vendor Total:		165.00									
COMCAST COMCAST											
24-01102	08/27/24										
1 42 SHORE DRIVE		508.11	4-01-31-450-000-213	B Telecommunications		R	08/27/24	08/27/24		42 SHORE	N
2 SPC VIDEO ACCT FIREHOUSE		90.13	4-01-31-450-000-213	B Telecommunications		R	08/27/24	08/27/24		SPC VIDEO ACCT	N
		598.24									
24-01109	08/28/24										
1 22 SnugHarbor Avenue		477.50	4-01-31-450-000-213	B Telecommunications		R	08/28/24	08/28/24		22 SNUGHARBORN	
Vendor Total:		1,075.74									
DYNAMIC DYNAMIC TESTING SERVICE											

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type					
Item Description										
DYNAMIC DYNAMIC TESTING SERVICE Account Continued										
24-01113	08/28/24	random drug testing								
1 random drug testing		90.00	4-01-26-290-000-294	B	Streets: Other	R	08/28/24	08/28/24	2956	N
	Vendor Total:	90.00								
EAGLEPOI EAGLE POINT GUN/TJ MORRIS/SON										
23-01466	12/13/23	Ammo								
1 AE9AP American Eagle 124gr FMJ		1,201.00	3-01-25-240-000-207	B	Police: Ammo	R	12/13/23	08/30/24	151427	N
2 BC9NT3 100gr RHT No Lead		920.84	3-01-25-240-000-207	B	Police: Ammo	R	12/13/23	08/30/24	151585	N
3 P9HS1G1 124gr Hydra Shok		1,108.44	3-01-25-240-000-207	B	Police: Ammo	R	12/13/23	08/30/24	151427	N
4 AE223 55gr FMJ BT American Eag		1,811.10	3-01-25-240-000-207	B	Police: Ammo	R	12/13/23	08/30/24	123881	N
		5,041.38								
	Vendor Total:	5,041.38								
AHNAS005 EAST MANOR SQUARE CONDO ASSOC.										
24-01107	08/28/24	street light reimbursement								
1 street light reimbursement		135.21	4-01-26-325-000-217	B	Condo Services: Street Lighting	R	08/28/24	08/28/24	MAY-AUG 2024	N
	Vendor Total:	135.21								
ESOSO005 ESO SOLUTIONS, INC.										
24-01031	08/13/24	er fire package								
1 er fire package		2,206.85	4-01-25-263-000-201	B	Fire Dept: Building and grounds	R	08/13/24	08/29/24	ESO-132264	N
	Vendor Total:	2,206.85								
FELIC005 FELICIA STRATTON										
24-01096	08/27/24	MEDICARE REIMBURSEMENT								
1 MEDICARE REIMBURSEMENT		1,222.90	4-01-36-472-000-000	B	Statutory: Social Security	R	08/27/24	08/27/24	JAN-JULY 2024	N
	Vendor Total:	1,222.90								
FILEB005 FILEBANK										
24-01101	08/27/24	STORAGE								
1 STORAGE		505.19	4-01-26-310-000-103	B	B&G: Consumable Supplies	R	08/27/24	08/27/24	0126601	N
	Vendor Total:	505.19								
GANNE005 GANNETT NJ										
24-01119	08/29/24	SaleB101L3.02, AdoptO-12,Audit								
1SaleB101L3.02,AdoptO-24-12		425.36	4-01-20-120-000-220	B	Municipal Clerk: Advertising	R	08/29/24	08/29/24	6557968	N
	Vendor Total:	425.36								

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description							
Item Description				Type							
GATEWAY GATEWAY PRESS											
24-00945	07/22/24		#10 windows envelopes								
1 #10 windows envelopes		240.00	4-01-20-152-000-261	B	Central Services: Printing	R	07/23/24	08/26/24		26836	N
	Vendor Total:	240.00									
GTBM GTBM											
24-00795	06/20/24		Radio								
1 Install/Config Cradlepoint		210.00	4-01-25-240-000-273	B	Police: Radio Repair	R	06/20/24	08/30/24		I-04280	N
	Vendor Total:	210.00									
H2MAS005 H2M ASSOCIATES, INC.											
23-00026	01/09/23		Sanitary Engineer								
20 Sanitary Engineer		3,083.00	3-05-55-502-000-151	B	Sewer: Consultants - Other	R	08/26/24	08/26/24		266802	N
23-01535	12/29/23		Phase I sanitary sewer								
9 Phase I sanitary sewer		33,343.00	C-06-24-101-000-201	B	ORD#24-05 Phase I&II Sanitary Sewer	R	08/28/24	08/28/24		266803	N
	Vendor Total:	36,426.00									
HIGHFIRS HIGHLANDS FIRST AID SQUAD											
24-01085	08/26/24		clothing allowance								
1 clothing allowance		4,550.00	4-01-25-260-000-232	B	First Aid: Uniform Clothing & Access.	R	08/26/24	08/26/24		2024	N
	Vendor Total:	4,550.00									
INTRE005 INTREPID SYSTEMS LLC											
24-00859	07/08/24		burning of video								
1 burning of video		179.99	4-01-26-310-000-178	B	B&G: Building Maintenance	R	07/08/24	08/26/24		IS0624	N
	Vendor Total:	179.99									
JAMES010 JAMES & PATRICIA DAVIS											
24-01095	08/27/24		MEDICARE REIMBURSEMENT								
1 MEDICARE REIMBURSEMENT		1,100.70	4-01-36-472-000-000	B	Statutory: Social Security	R	08/27/24	08/27/24		JULY-SEPT. 2024	N
	Vendor Total:	1,100.70									
JANIC005 JANICE SWAGGERTY											
24-01116	08/29/24		sound recording								
1 sound recording		118.26	4-01-43-490-000-151	B	Municipal Court: Consultants - Other	R	08/29/24	08/29/24		8/6-8/20/24	N
	Vendor Total:	118.26									
JCPL JCP & L											

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Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
JCPL											
JCP & L											
<i>Account Continued</i>											
24-01111	08/28/24			Cedar Street							
1 Cedar Street		17.00	4-01-31-430-000-215	B Electric		R	08/28/24	08/28/24		95677780583	N
2 street lighting		1,707.48	4-01-31-435-000-217	B Street Lighting		R	08/28/24	08/28/24		95677780581	N
3 master bill mua		374.07	4-01-31-430-000-215	B Electric		R	08/28/24	08/28/24		95019996403	N
4 street lighting		2,837.91	4-01-31-435-000-217	B Street Lighting		R	08/28/24	08/28/24		95677780582	N
		4,936.46									
	Vendor Total:	4,936.46									
JERSE005											
JERSEY AUTO SPA CAR WASH											
24-01021	08/13/24			Car Wash							
1 July - Full Service Car Wash		17.00	4-01-25-240-000-265	B Police: Car Wash		R	08/13/24	08/26/24		1334	N
	Vendor Total:	17.00									
LOGOM005											
LOGO MAT CENTRAL											
24-00858	07/08/24			Office Equipment							
1 4 x 6 Commercial Entrance Mat		699.00	4-01-26-310-000-295	B B&G: Office Equipment/Furniture		R	07/08/24	08/27/24		1831	N
2 3 x 10 Commercial Entrance Mat		720.00	4-01-26-310-000-295	B B&G: Office Equipment/Furniture		R	07/08/24	08/27/24		1831	N
3 3 x 5 Commercial Entrance Mat		360.00	4-01-26-310-000-295	B B&G: Office Equipment/Furniture		R	07/08/24	08/27/24		1831	N
4 4 x 6 Landscape Entrance Mat		288.00	4-01-26-310-000-295	B B&G: Office Equipment/Furniture		R	07/08/24	08/27/24		1831	N
5 discount		94.35	4-01-26-310-000-295	B B&G: Office Equipment/Furniture		R	07/08/24	08/27/24		1831	N
		1,972.65									
	Vendor Total:	1,972.65									
LORIS005											
LORI SICKLES											
24-01127	08/30/24			DAMAGE TO TIRE							
1 DAMAGE TO TIRE		444.00	4-01-26-300-000-294	B Mech Garage: Other		R	08/30/24	08/30/24		2024	N
	Vendor Total:	444.00									
MGL											
MGL PRINTING SOLUTIONS											
24-01078	08/26/24			dog and cat license /tags							
1 dog and cat license /tags		446.00	4-01-20-120-000-261	B Municipal Clerk: Printing		R	08/26/24	08/30/24		208229	N
	Vendor Total:	446.00									
SPCA											
MONMOUTH COUNTY SPCA											
24-01108	08/28/24			July animal control							
1 July animal control		1,612.50	4-01-27-340-000-152	B Dog Control: Contractual Service		R	08/28/24	08/28/24		2025420	N
	Vendor Total:	1,612.50									

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Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
SPCA		MONMOUTH COUNTY SPCA		Account Continued							
NJAMERIC		NEW JERSEY AMERICAN WATER									
24-01112	08/28/24	123 hydrants									
1 123 hydrants		7,245.69	4-01-31-463-000-193	B	Fire Hydrants	R	08/28/24	08/28/24		123 HYDRANTS	N
2 gravelly hydrants		243.57	4-01-31-463-000-193	B	Fire Hydrants	R	08/28/24	08/28/24		GRAV HYDRANTS	N
		7,489.26									
24-01123	08/30/24	Bay avenue park									
1 Bay avenue park		391.42	4-01-31-445-000-219	B	Water	R	08/30/24	08/30/24		BAY AVE PARK	N
2 151 Navesink fire hydrant		243.57	4-01-31-463-000-193	B	Fire Hydrants	R	08/30/24	08/30/24		FIRE HYDRANT	N
3 40 Shore Drive		215.89	4-05-55-502-000-219	B	Sewer: Water	R	08/30/24	08/30/24		40 SHORE DR	N
		850.88									
	Vendor Total:	8,340.14									
NJ FIRE		NEW JERSEY FIRE EQUIPMENT CO.									
24-01026	08/13/24	scba flow test 2024									
1 scba flow test 2024		1,146.75	4-01-25-263-000-154	B	Fire Dept: Equipment Maintenance	R	08/13/24	08/27/24		2024893	N
24-01029	08/13/24	globe hanging letter patch									
1 globe hanging letter patch		75.00	4-01-25-263-000-294	B	Fire Dept: Other	R	08/13/24	08/27/24		71394	N
2 fire dex fear		2,021.25	4-01-25-263-000-294	B	Fire Dept: Other	R	08/13/24	08/27/24		72559	N
		2,096.25									
	Vendor Total:	3,243.00									
REG ASSO		NEW JERSEY REGISTRARS ASS.									
24-01018	08/12/24	NJRA 2024 CONFERENCE-REGISTRAR									
1 NJRA 2024 CONFERENCE-REGISTRAR		100.00	4-01-20-120-000-228	B	Municipal Clerk: Meetings & Conferenc	R	08/12/24	08/26/24		12881	N
2 NJRA 2024 CONFERENCE-REGISTRAR		100.00	4-01-20-120-000-228	B	Municipal Clerk: Meetings & Conferenc	R	08/12/24	08/26/24		12872	N
3 NJRA 2024 CONFERENCE-REGISTRAR		100.00	4-01-20-120-000-228	B	Municipal Clerk: Meetings & Conferenc	R	08/12/24	08/26/24		12873	N
		300.00									
	Vendor Total:	300.00									
VETERINA		NJ STATE DEPT. OF HEALTH									
24-00536	04/23/24	AUGUST 2023 DOG REPORT									
1 AUGUST 2023 DOG REPORT		2.40	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER		04/23/24	08/29/24		AUGUST 2023	N
2 SEPTEMBER 2023 DOG REPORT		3.60	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER		04/23/24	08/29/24		SEPTEMBER 2023	N
3 OCTOBER 2023 DOG REPORT		2.40	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER		04/23/24	08/29/24		OCTOBER 2023	N
4 NOVEMBER 2023 DOG REPORT		2.40	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER		04/23/24	08/29/24		NOVEMBER 2023	N

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Vendor #	Name	Description		Contract	PO Type	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Stat/Chk					
Item Description				Type						
VETERINA		NJ STATE DEPT. OF HEALTH		<i>Account Continued</i>						
5 DECEMBER 2023 DOG REPORT		0.00	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER	04/23/24	08/29/24		DECEMBER 2023	N
6 JANUARY 2024 DOG REPORT		105.00	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER	04/23/24	08/29/24		JANUARY 2024	N
7 FEBRUARY 2024 DOG REPORT		38.20	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER	04/23/24	08/29/24		FEBRUARY 2024	N
8 MARCH 2024 DOG REPORT		23.20	T-12-99-999-000-002	B	DOG TRUST: DUE STATE OF NEW JER	04/23/24	08/29/24		MARCH 2024	N
		177.20								
	Vendor Total:	177.20								
NJAFM005		NJAFM								
24-01125	08/30/24		floodplain conference							
1 floodplain conference		385.00	4-01-22-195-000-236	B	Construction: Schooling/Training	R	08/30/24	08/30/24	2024	N
	Vendor Total:	385.00								
PATRI045		PATRICIA FLANNERY								
24-01126	08/30/24		DAMAGE TO TIRES							
1 DAMAGE TO TIRES		441.44	4-01-23-210-000-251	B	Current: Insurance - Other	R	08/30/24	08/30/24	2024	N
	Vendor Total:	441.44								
POORJ005		POOR JOHNS PORTABLE TOILETS								
24-01094	08/27/24		PORTABLE TOILETS CLEANING							
1 PORTABLE TOILETS CLEANING		883.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	08/27/24	08/27/24	18618	N
2 PORTABLE TOILETS CLEANING		678.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	08/27/24	08/27/24	18619	N
3 PORTABLE TOILETS CLEANING		953.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	08/27/24	08/27/24	18617	N
4 PORTABLE TOILETS CLEANING		953.00	4-01-28-375-000-181	B	Parks: Restroom rental	R	08/27/24	08/27/24	18616	N
		3,467.00								
	Vendor Total:	3,467.00								
PRINCLIF		PRINCIPAL LIFE GROUP								
24-01091	08/27/24		life insurance							
1 life insurance		1,045.92	4-01-23-220-000-253	B	Current: Group Insurance	R	08/27/24	08/27/24	SEPTEMBER 2024	N
	Vendor Total:	1,045.92								
PUMPING		PUMPING SERVICES, INC.								
23-01313	11/03/23		Inspection/Service NorthSTPump							
2 Inspection pump @40 Shore Driv		2,758.80	3-05-55-502-000-190	B	Sewer: Station Repairs	R	11/03/23	08/26/24	1140144	N
	Vendor Total:	2,758.80								
REDSK005		RED SKY EVENTS LLC								

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P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
REDSK005	RED SKY EVENTS LLC	Account Continued									
24-00930	07/18/24										
1 Clam Fest		770.00	4-01-28-360-000-244	B	Community Ctr: Special Events	R	07/18/24	08/27/24			N
Vendor Total:		770.00									
ROBER060	ROBERTS ENGINEERING GROUP, LLC										
24-01099	08/27/24										
1 MISC. PLANNING BOARD SERVICE		97.50	4-01-21-180-000-244	B	Mun Land Use Law: Consultants - EngiR		08/27/24	08/27/24		9059	N
2 19 GRAVELLY PT ROAD		243.75	T-03-56-875-000-194	B	LUB24-04 Nastasi 19 Gravelly B100 L2R		08/27/24	08/27/24		9062	N
		341.25									
24-01124	08/30/24										
1 30 Seadrift Avenue		1,098.75	T-03-56-875-000-181	B	LUB2023-01 Catcherman B45/L4,5,7.0R		08/30/24	08/30/24		9060	N
2 19 Gravelly point road		1,127.50	T-03-56-875-000-194	B	LUB24-04 Nastasi 19 Gravelly B100 L2R		08/30/24	08/30/24		8957	N
3 60 Bay Avenue		292.50	T-03-56-875-000-191	B	LUB24-02:Cahill-60BayAve.,B42L1	R	08/30/24	08/30/24		8955	N
4 14&32 North Peak St.		390.00	T-03-56-875-000-179	B	TRUST: LUB2022-10 Home&Land B35R		08/30/24	08/30/24		8953	N
5 9 Fifth Street		243.75	T-03-56-875-000-169	B	TRUST: 2022-04: KirshKraft 9Fifth B57 R		08/30/24	08/30/24		8952	N
6 Misc. Planning Board-2024		195.00	4-01-21-180-000-244	B	Mun Land Use Law: Consultants - EngiR		08/30/24	08/30/24		8958	N
		3,347.50									
Vendor Total:		3,688.75									
RUTGSTAT	RUTGERS,THE STATE UNIVERSITY										
24-00359	03/13/24										
1 Public Works Conference		481.00	4-01-26-290-000-294	B	Streets: Other	R	03/13/24	08/26/24		79153	N
Vendor Total:		481.00									
SHOREGRA	SHOREGRAFAX INC.										
24-01063	08/16/24										
1 banner design and creation		312.50	4-01-26-310-000-295	B	B&G: Office Equipment/Furniture	R	08/16/24	08/29/24		3219	N
Vendor Total:		312.50									
SPECTROL	SPECTROTEL, INC.										
24-01080	08/26/24										
1 fire department		115.03	4-01-31-440-000-213	B	Telephone	R	08/26/24	08/26/24		12454598	N
Vendor Total:		115.03									
STAPLES	STAPLES ADVANTAGE										
24-00986	08/06/24										
1 surge protector		188.87	4-01-22-200-000-201	B	Code Enf: Office Supplies	R	08/06/24	08/26/24		6008806949	N

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P.O. #	PO Date	Amount	Charge Account	Acct Description							
Item Description				Type							
STAPLES	STAPLES ADVANTAGE	Account Continued									
	Vendor Total:	188.87									
SUREN005	SURENIAN, EDWARDS,BUZAK/NOLAN										
24-00506	04/11/24	Affordable housing attorney									
10 Affordable housing attorney		200.00	4-01-20-155-000-294	B	Legal Services: Other	R	04/11/24	08/30/24		JULY 2024	N
	Vendor Total:	200.00									
TARGE005	TARGETED TECHNOLOGIES LLC										
24-01114	08/28/24	service agreement									
1 service agreement		3,285.00	4-01-20-150-000-294	B	Tax Assessor: Other	R	08/28/24	08/28/24		121945	N
2 datto back up		669.00	4-01-22-200-000-294	B	Code Enf: Other	R	08/28/24	08/28/24		121946	N
3 email essentials		456.00	4-01-26-290-000-294	B	Streets: Other	R	08/28/24	08/28/24		121948	N
4 datto back up		669.00	4-01-25-240-000-294	B	Police: Other	R	08/28/24	08/28/24		121949	N
5 phishing security		168.72	4-01-35-410-000-201	B	Contingent	R	08/28/24	08/28/24		121994	N
6 office 365 licenses		1,647.36	4-01-35-410-000-201	B	Contingent	R	08/28/24	08/28/24		121947	N
		6,895.08									
	Vendor Total:	6,895.08									
TROPI010	TROPICANA MOTEL										
24-01034	08/13/24	2024 NJ STATE FIREFIGHTERS CON									
1 2024 NJ STATE FIREFIGHTERS CON		5,000.00	4-01-25-263-000-128	B	Fire Dept: Meetings & Conferences	R	08/13/24	08/26/24		2024	N
	Vendor Total:	5,000.00									
TWINLIGH	TWIN LIGHTS TERRACE CONDO										
24-01128	08/30/24	STREET LIGHTING REIMBURSEMENT									
1 STREET LIGHTING REIMBURSEMENT		1,742.40	4-01-26-325-000-217	B	Condo Services: Street Lighting	R	08/30/24	08/30/24		2023-2024	N
	Vendor Total:	1,742.40									
VERIZON1	VERIZON										
24-01110	08/28/24	40 Shore Drive									
1 40 Shore Drive		169.36	4-05-55-502-000-213	B	Sewer: Telephone	R	08/28/24	08/28/24		8/19/24	N
	Vendor Total:	169.36									
VERWIRE	VERIZON WIRELESS										
24-01084	08/26/24	cell phone									
1 cell phone		2,121.65	4-01-31-440-000-213	B	Telephone	R	08/26/24	08/26/24		9971026518	N
	Vendor Total:	2,121.65									

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P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
VIKIN005	VIKING PEST CONTROL										
24-01097	08/27/24		PEST CONTROL								
1 PEST CONTROL		32.40	4-01-26-310-000-178	B	B&G: Building Maintenance	R	08/27/24	08/27/24		901960341	N
	Vendor Total:	32.40									
VSP	VISION SERVICE PLAN										
24-01092	08/27/24		vision care active members								
1 vision care active members		559.07	4-01-23-220-000-253	B	Current: Group Insurance	R	08/27/24	08/27/24		SEPTEMBER 2024N	
2 vision care retired members		559.07	4-01-23-220-000-253	B	Current: Group Insurance	R	08/27/24	08/27/24		SEPTEMBER 2024N	
		<u>1,118.14</u>									
	Vendor Total:	1,118.14									
WALLI005	WALLING LOCKSMITH										
24-01065	08/16/24		light box control keys								
1 light box control keys		230.00	4-01-26-310-000-181	B	B&G: General Hardware - Minor Tools	R	08/16/24	08/26/24		20244183	N
	Vendor Total:	230.00									
WEINE005	WEINER LAW GROUP LLP										
24-01098	08/27/24		19 GRAVELLY PT ROAD								
1 19 GRAVELLY PT ROAD		30.00	T-03-56-875-000-194	B	LUB24-04 Nastasi 19 Gravelly B100 L2R		08/27/24	08/27/24		317418	N
2 63 WASHINGTON AVENUE		45.00	T-03-56-875-000-193	B	LUB24-03:WheelerB80L17-63WashingR		08/27/24	08/27/24		317417	N
3 60 BAY AVENUE		30.00	T-03-56-875-000-191	B	LUB24-02:Cahill-60BayAve.,B42L1	R	08/27/24	08/27/24		317416	N
4 14&32 NORTH PEAK		255.00	T-03-56-875-000-179	B	TRUST: LUB2022-10 Home&Land B35R		08/27/24	08/27/24		317415	N
		<u>360.00</u>									
	Vendor Total:	360.00									

Total Purchase Orders: 71 Total P.O. Line Items: 116 Total List Amount: 139,351.05 Total Void Amount: 0.00

BOROUGH OF HIGHLANDS
 Bill List By Vendor Name

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	3-01	5,041.38	0.00	5,041.38	0.00	0.00	5,041.38
	3-05	5,841.80	0.00	5,841.80	0.00	0.00	5,841.80
	Year Total:	10,883.18	0.00	10,883.18	0.00	0.00	10,883.18
	4-01	90,569.17	0.00	90,569.17	0.00	0.00	90,569.17
	4-05	385.25	0.00	385.25	0.00	0.00	385.25
	Year Total:	90,954.42	0.00	90,954.42	0.00	0.00	90,954.42
	C-06	33,343.00	0.00	33,343.00	0.00	0.00	33,343.00
TRUST NON BUDGET-TWO RIV	T-03	3,993.25	0.00	3,993.25	0.00	0.00	3,993.25
	T-12	177.20	0.00	177.20	0.00	0.00	177.20
	Year Total:	4,170.45	0.00	4,170.45	0.00	0.00	4,170.45
Total Of All Funds:		139,351.05	0.00	139,351.05	0.00	0.00	139,351.05



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-160

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE PHASE 2 SANITARY SEWER IMPROVEMENTS PROJECT

WHEREAS, the Borough of Highlands has a need for professional engineering services in connection with the Phase 2 Sanitary Sewer Improvements Project pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, H2M Architects & Engineers has set forth its proposed services in a written proposal dated August 12, 2024, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the professional engineering services pertain to additional services that are required to complete the engineering work for the Phase 2 Sanitary Sewer Improvements project; and

WHEREAS, Phase 2 of the Sanitary Sewer Improvements Project includes the design of the sanitary sewer improvements for a total of nine (9) roads in the Borough of Highlands, which includes a survey on the eastern halves of Marine and Recreation Place; and

WHEREAS, the scope of work to be performed by H2M Architects & Engineers includes additional survey work for Marine Place and Recreation Place, additional efforts for preliminary design for all nine (9) roadways associated with the project, additional due diligence for utility identification which includes identifying sub-surface utility locations with a utility mark-out specialist and additional due diligence for sewer infrastructure, which includes CCTV Video Inspection of all the sanitary sewers considered within the scope of work; and

WHEREAS, the said proposed engineering services includes the following schedule of fees:

Additional Scope

Task 2A – Additional Survey (Marine & Recreation Pl.)	\$ 5,000.00
Task 3A – Additional Efforts on Preliminary Design	\$ <u>35,000.00</u>
Total fees	\$ 40,000.00

Recommended Additional Scope

Task 2B – Additional Subsurface Utility Identification	\$ 28,000.00
Task 2C – Additional CCTV Inspection	\$ <u>38,000.00</u>
Total additional recommended fees	\$ 66,000.00

WHEREAS, such professional engineering services can only be provided by licensed professionals and the firm of H2M Architects & Engineers, 119 Cherry Hill Road, Ste 110, Parsippany, New Jersey 07054 is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain H2M Architects & Engineers for professional engineering services in connection with the Phase 2 Sanitary Sewer Improvements Project; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$106,000.00 as stated in H2M Architects & Engineers' proposal dated August 12, 2024; and

WHEREAS, H2M Architects & Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that H2M Architects & Engineers 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 H2M Architects & Engineers from making any reportable contributions through the term of the contract; and

WHEREAS, H2M Architects & Engineers 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. H2M Architects & Engineers is hereby retained to provide professional engineering services in connection with the Phase 2 Sanitary Sewer Improvements Project, in the Borough of Highlands as outlined above, for an amount not to exceed \$106,000.00.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.

- 3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
- 4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 24-160:

	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: September 4, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands