



BOROUGH OF HIGHLANDS
COUNCIL REGULAR MEETING
151 Navesink Ave., Highlands, NJ 07732
Wednesday, February 21, 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. February 7, 2024 Meeting Minutes
2. February 7, 2024 Executive Session Minutes

PUBLIC HEARING ON PROPOSED ORDINANCES

3. O-24-02 Amending Various Provisions Regarding Buildings and Housing Throughout the Borough Code

RESOLUTIONS

4. R 24-066 Authorizing an Amendment to the 2024 Temporary Budget

CONSENT AGENDA

5. R 24-067 Authorizing the Execution of a Right of Way Agreement with the United States of America, Department of the Army
6. R 24-068 Authorizing the Award of a Non-Fair and Open Contract for Professional Planning Services in Connection with the Central Business District Redevelopment Plan
7. R 24-069 Approving Change Order No. 1 for Improvements to Veterans Memorial Park Project
8. R 24-070 Authorizing the Award of a Non-Fair and Open Contract for Professional Engineering Services in Connection with the 2024 NJDCA Local Recreation Improvement Grant
9. R 24-071 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Community Affairs for the Improvement of Frank Hall Park

- [10.](#) R 24-072 Amending Resolution 24-054 Entitled Approving Request for Waiver of Alcohol Ban for Community Center Rental
- [11.](#) R 24-073 Approving First Aid Squad Application
- [12.](#) R 24-074 Certifying and Approving 2023 LOSAP Contributions
- [13.](#) R 24-075 Authorizing Payment of Bills

REPORTS

PUBLIC PORTION

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

EXECUTIVE SESSION

Executive Session will be held following the Regular Council Meeting. Prior to each Executive Session, the Borough Council will convene in open session at which time a resolution will be adopted in accordance with N.J.S.A. 10:4-13. No formal action will be taken during Executive Session.

RESOLUTION TO ENTER EXECUTIVE SESSION

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

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

- 14. PBA Contract
- 15. Potential Litigation

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

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-24-02

AMENDING VARIOUS PROVISIONS REGARDING BUILDINGS AND HOUSING THROUGHOUT THE BOROUGH CODE

WHEREAS, the governing body desires to update various sections of its Buildings and Housing Code, including updating the terminology utilized for certificates, deleting unnecessary provisions consistent with current statutes and Uniform Construction Code provisions, and updating various buildings and housing fees.

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

SECTION I.

Chapter 2 (Administration), Section 21-12.3 (Building Inspector) of the Code of the Borough of Highlands is hereby deleted in its entirety.

SECTION II.

Chapter 15, (Electrical Code), of the Code of the Borough of Highlands is hereby deleted in its entirety.

SECTION III.

Borough Code Chapter 10 (Buildings And Housing), Section 10-2.1 (Uniform Construction Code Fees) and Section 10-2.2 (Housing Standards) shall be amended as follows: (additions are shown in underlines, deletions are shown as ~~strikeovers~~.)

Section 10-2.1 Uniform Construction Code Fees.

- a. No change.
- b. No change.
- c. Fee Schedule. The basic construction permit fee shall be the sum of the parts computed on the basis of volume or cost of construction, the number of plumbing fixtures and pieces of equipment, the number of electrical fixtures and rating of electrical devices, the number of sprinklers, standpipes and detectors (smoke and heat) at the unit rates and/or the applicable flat fees as provided herein plus any special fees. The minimum fee for a basic construction permit covering any and all of the technical subcodes shall be ~~seventy-five~~ eighty-five dollars (\$85).

For the purpose of determining estimated cost for renovations, alterations, repairs, and the external utility connection for pre-manufactured construction

the applicant shall submit to the department such cost data as may be available and produced by the architect or engineer of record, or by a recognized estimating firm, or by the contractor. A bona fide contractor's bid, or contract if available, shall be submitted. The Construction Official and/or subcode official shall make the final decision regarding the estimated cost.

The fee for an application for a variation in accordance with N.J.A.C. 5:23-2.10 shall be two hundred fifty dollars (\$250). The fee for resubmission of an application for a variation shall be one hundred twenty-five dollars (\$125).

The fee to reinstate lapsed, suspended or revoked permits noted in N.J.A.C. 5:23-2.16(b) or N.J.A.C. 5:23-2.16(f) or otherwise shall be ~~fifty dollars (\$50) per outstanding subcode.~~ **10% of the cost of the original permit per outstanding subcode and not less than \$25 per open (not final) subcode. This fee may be waived at the discretion of the Construction Official.**

Any fee not specifically contained within this fee schedule shall be based upon the State of New Jersey Department of Community Affairs Fee Schedule.

1. Building Subcode Fees.

Use	Fee
Minimum building subcode fee	\$75.00 <u>85.00</u>
New construction or addition	\$. 030 <u>040</u> per cubic foot
Alterations/renovations of existing building or structure <u>Rehabilitations – R-5 Use Group</u>	\$30.00 <u>35.00</u> per thousand dollars of estimated cost of work
<u>Rehabilitations – All other Use Groups</u>	35.00 <u>40.00</u> per thousand dollars of estimated cost of work
Swimming pools (above ground)	\$75.00 <u>125.00</u>
Swimming pools (inground)	\$150.00 <u>225.00</u>
Storage sheds (greater than 100 sf)	\$75.00 <u>125.00</u>
Fence installation for pool enclosure	\$75.00 <u>100.00</u>
Demolition of dwelling (1- & 2-family)	\$150.00 <u>250.00</u>
Demolition of all other use groups	<u>\$350.00</u>
Demolition of accessory structure	\$75.00 <u>100.00</u>
Tank abandonment/removal	\$100.00 <u>125.00</u>
Tank installation	<u>\$50.00</u>
Radon abatement	\$75.00 <u>100.00</u> per unit
Asbestos/removal	\$100.00 <u>150.00</u>
Lead hazard abatement	\$100.00 <u>140.00</u>

Signs (No permit required for signs installed in accordance with N.J.A.C. 5:23-2.14(b)6.)	\$75.00 <u>85.00</u> each sign
Solar panel racking system	\$30.00 <u>35.00</u> per thousand dollars of estimated cost of work
Tents, tension membraned structures and canopies regulated by building subcode	\$150.00
Temporary structure (greater than 120 sf)	\$75.00 <u>125.00</u>
Retaining walls	\$30.00 per thousand dollars of estimated cost of work
<u>Retaining wall - Class 3 Surface area less than 550 Sq Ft.</u>	<u>\$75.00</u>
<u>Retaining wall - Class 3 Surface area greater than 550 Sq Ft.</u>	<u>\$125.00</u>
<u>Retaining wall – All Other Classes</u>	<u>\$40.00 per thousand dollars of estimated cost of work</u>
U.C.C. certificate of occupancy – R-5	\$125.00
<u>U.C.C. certificate of occupancy – All other Use Groups</u>	<u>\$225.00</u>
Extension of temporary certificate of occupancy	\$75.00 <u>125.00</u>

2. Electric Subcode Fees.

Fixture/Equipment	Fee
Minimum subcode fee	\$75.00 <u>85.00</u>
Electrical fixtures and devices: 1-50 25 Receptacles, fixtures and devices to be counted for these parts are lighting fixtures, wall switches, convenience receptacles, sensors, dimmers, alarm devices, smoke and heat detectors, communications outlets, light standards 8 feet or less in height including luminaries, emergency lights, electric signs, exit lights or similar electric fixtures and devices rated 20 amps or less including motors or equipment rated less than 1 hp or 1 kW.	\$75.00 <u>\$100.00</u>
Every additional 25 or fraction of:	\$50.00
Alarm Panels (fire or security)	\$50.00
Service Panels	

100 amps or less	\$100.00
101- Up to 200 amps	\$150.00
201-300 amps	\$200.00
301-400 amps	\$250.00
Every 100 amp increase over 400 amps	\$75.00
Devices over 1 hp/kW, to 10 kW/hp	\$50.00
Devices over 10 hp/10 kW to 50 kW/hp	\$100.00
Devices over 50 kW/hp to 100 kW/hp	\$150.00
Devices over 100 kW/hp to 150 kW/hp	\$300.00
Increasing \$75.00 for every 50 kW/hp over 150b kW/hp	
Above ground pools/spas/hot tubs/ fountains	\$100.00 <u>\$125.00</u>
Inground pool shall include any "required" bonding, and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles and heaters, etc., excepting panelboards and underwater lighting fixtures	\$150.00
Area lighting, 1 to 5 standards (greater than 8 feet)	\$100.00
Area lighting, over 5 standards	\$25.00 <u>each</u>
Electric appliances, oven, dishwasher, microwave, air conditioner, heaters, water heaters, dryer, range, furnace, exhaust fan (over 1 kW), radon, lawn sprinklers	\$50.00 <u>each</u>
Annual inspection for commercial swimming pools	\$125.00
Transformer/generators: [Amended 6-3-2013 by Ord. No. 2013-3090]	
1 kW up to and including 45 kW	\$150.00
Greater than 45 kW up to and including 112.5 kW	\$250.00
Greater than 122.5 kW	\$475.00
<u>Vehicle Battery Charger</u>	<u>\$100.00</u>

3. Fire Protection Subcode Fees.

Fixture/Equipment	Fee
Minimum subcode fees	\$75.00 <u>85.00</u>
Storage tank installations for flammable and combustible liquids	
Tanks up to 500 gallons	\$100.00
501-1000 gallons	\$150.00
1001-2000 gallons	\$200.00
2001-5000 gallons	\$350.00
5001-10,000 gallons	\$500.00
10,001-19,999 gallons	\$750.00
Underground fire water mains standpipe and sprinkler systems:	
Underground fire water mains (each building)	\$300.00
Standpipe systems	\$300.00
Additional standpipe risers	\$150.00
Sprinklers (other than R-5):	
1-10	\$150.00
11-25	\$250.00
For each additional 25 heads or part thereof the fee shall be increased by:	\$75.00
Fire hydrants on private property	\$200.00
Residential sprinklers in new single family	\$200.00
Preaction/Dry pipe valve (incl. compressor)	\$250.00
Fire pumps	
Fire pumps	\$300.00
Jockey/booster pumps	\$250.00
Smoke, heat and duct detectors and fire alarm panels: Detectors (R-5 use group):	
1-12	\$50.00
13-25	\$100.00
For each additional 25 detectors or part thereof, the fee shall be:	\$75.00
Carbon Monoxide Detectors:	\$25.00

5-10	\$50.00
10+	\$5.00 each
Fire Alarm panels (R-5 use group):	
1-12 devices	\$25.00
13-25 devices	\$50.00
For each additional 25 detectors or part thereof, the fee shall be:	\$75.00
Detectors (all other use groups):	
1-12	\$150.00
13-25	\$200.00
Each additional 25 devices or part thereof:	\$75.00
Fire Alarm Panels (all other use	
1-12	\$150.00
13-25	\$200.00
Each additional 25 devices or part thereof:	\$75.00
Manual fire alarm systems	
Pull Stations:	
1-10	\$150.00
11-25	\$250.00
For each additional 10 pull stations or part thereof, the fee shall be:	\$25.00
Emergency light/exit signs	
1-5	\$50.00
6-10	\$100.00
11-15	\$150.00
16-20	\$200.00
21-25	\$250.00
For each additional emergency light or exit sign the fee shall be:	\$10.00
Independent pre-engineered suppression system (including dry chemical, wet chemical, halon, carbon dioxide, etc.):	

Pre-engineered suppression system	\$175.00
Kitchen exhaust hoods and flammable/ combustible liquid exhaust hoods:	
Kitchen exhaust hoods	\$150.00
Flammable/combustible liquids exhaust hood	\$300.00
Incinerators and crematoriums	\$500.00
Gas, masonry and wood burning fireplaces, wood burning and other unconventional heating devices:	
Fireplaces, stoves and other heating	\$75.00
Chimney liner	\$35.00
Gas or oil fired furnaces:	
Furnace	\$75.00
Chimney liner	\$35.00
Elevator/smoke detectors recall systems	
Elevator recall systems	\$150.00
Smoke removal systems:	
Smoke removal systems	\$300.00
Gasoline station tanks and pumps	
New gasoline station tank installation up to 10,000 gallons and up to six (6) pumps	\$750.00
Each additional gasoline tank up to 10,000 gallons, (installed at the same time as new installation)	\$200.00
Additional gasoline pumps new or replacement	\$200.00
Replacement gasoline tanks	See tank installation #1
Fire Department lock box/Knox Box:	
Lock box	\$25.00

4. ~~Plumbing Subcode Fees.~~

Minimum fee	\$75.00
Water closet	\$25.00
Urinal/bidet	\$25.00
Bath tub	\$25.00
Lavatory	\$25.00
Shower	\$25.00
Floor drain	\$25.00
Sink	\$25.00
Dishwasher	\$25.00
Drinking fountain	\$25.00
Washing machine	\$25.00
Hose bib	\$25.00
Other plumbing fixtures	\$25.00
Gas piping	\$75.00
Fuel oil piping	\$75.00
Steam boiler/furnace	\$75.00
A/C or refrigeration unit	\$75.00
Water heater	\$75.00
Other gas appliances (stove/range/pool htr/fireplace)	\$75.00
Generator	\$75.00
Sewer pump	\$75.00
Interceptor/separator	\$75.00
Water powered sump (incl. backflow prevention device)	\$130.00
Sump Pump	\$75.00
Grease trap	\$75.00
Sewer connection (per 100 feet)	\$75.00
Backflow prevention device (no charge for device used on boilers)	\$85.00
Water service connection (per 100 feet)	\$75.00
Active solar system	\$75.00

Special device	\$75.00
High pressure gas regulators	\$65.00
501-2000 gal.	\$125.00
LPG tanks under ground	
Up to 2000 gal.	\$125.00
Septic tank abandonment	\$75.00
Swimming pool drains/vacuum release device	\$75.00
Lawn sprinkler (incl. backflow preventer)	\$95.00
Yard hydrants (does not incl. related piping)	\$75.00

3. Fire Protection Subcode Fees:

<u>UCC Fire Subcode Fees.</u>
<u>Minimum fire subcode fee: \$85</u>
<u>Appliance, oil or gas (excluding furnace), R-5: \$25</u>
<u>Appliance, oil or gas (excluding furnace), other than R-5: \$45</u>
<u>Commercial cooking hood exhaust, Type I: \$200</u>
<u>Dry pipe valve + compressor: \$250</u>
<u>Elevator smoke detector recall system: \$150.</u>
<u>Fire alarm control panel, Other than R-5: \$175.</u>
<u>Fire alarm/CO detection, notification, supervisory, or manual device, other than R-5:</u>
<u>One to 15: \$150.</u>
<u>Sixteen to 25: \$200.</u>
<u>Every 25 thereafter, or fraction thereof: \$75.</u>
<u>Fireplace venting/metal chimney: \$75.</u>
<u>Fire pump: \$300.</u>
<u>Fire sprinkler system - R-5: \$225.</u>
<u>Fire sprinkler system - other than R-5:</u>
<u>One to 10 sprinkler heads: \$150.</u>
<u>Eleven to 25 sprinkler heads: \$250.</u>
<u>Each 25 thereafter, or fraction thereof: \$75.</u>
<u>Furnaces in R-5 (oil or gas): \$50.</u>
<u>Furnaces in other than R-5 (oil or gas): \$75.</u>
<u>Gasoline station storage tank systems:</u>

<u>First tank, six pumps, assoc. piping: \$750.</u>
<u>Each addl. tank, pump, assoc. piping: \$200.</u>
<u>Individual tank, pump, assoc. piping: \$200.</u>
<u>Fuel-pump suppression system (per pump): \$75.</u>
<u>Generator (optional standby) in other than R-5 (oil or gas): \$150.</u>
<u>Generator (legally required/life safety) in other than R-5 (oil or gas): \$400.</u>
<u>Incinerators and crematories: \$500.</u>
<u>Jockey-booster pump: \$250.</u>
<u>Preengineered suppression system: \$350.</u>
<u>Photovoltaic system installed in other than R-5: \$250.</u>
<u>Smoke-carbon monoxide detector system - R-5: \$125.</u>
<u>Smoke removal system: \$300.</u>
<u>Standpipe system: \$300.</u>
<u>Storage tanks-combustible/flammable liquid:</u>
<u>One to 500 gallons: \$125.</u>
<u>Five hundred one to 1,000: \$250.</u>
<u>One thousand one to 5,000: \$350.</u>
<u>Over 5,000: \$750.</u>
<u>Suppression, detection, notification special device: \$175.</u>
<u>Tank removal or abandonment: \$125.</u>
<u>Underground fire-suppression water main: \$300.</u>

4. Plumbing Subcode Fees.

<u>Minimum plumbing subcode fee: \$85.</u>
<u>A/C unit in R-5: \$45.</u>
<u>A/C unit in other than R-5: \$85.</u>
<u>A/C-condenser/inverter split system: \$125.</u>
<u>Backflow preventer annual fee: \$85.</u>
<u>Backflow preventer (excluding boiler backflows) in R-5: \$85.</u>
<u>Backflow preventer (excluding boiler backflows) in other than R-5: \$125.</u>
<u>Chimney liners: \$85.</u>
<u>Fixture/appliance connected to plumbing/gas/oil system: \$25.</u>
<u>Fuel oil piping: \$85.</u>
<u>Gas piping-new (may be waived by subcode for minor gas pipe type alterations): \$85.</u>
<u>Generator: \$85.</u>
<u>Grease trap: \$85.</u>
<u>Interceptor: \$85.</u>

<u>Oil separator: \$85.</u>
<u>Refrigeration unit: \$85.</u>
<u>Roof-top HVAC unit: \$225.</u>
<u>Separators: \$85.</u>
<u>Septic system connection, alteration and abandonments: \$85.</u>
<u>Sewer connection: \$85.</u>
<u>Sewer pump: \$85.</u>
<u>Solar system: \$85.</u>
<u>Special device not otherwise listed: \$85.</u>
<u>Steam unit: \$85.</u>
<u>Swimming pool: bottom drains, atmospheric safety system, or similar devices: \$85 each.</u>
<u>Warm-air furnace: \$85.</u>
<u>Water service or well connection: \$85.</u>
<u>Water heater R-5: \$85.</u>
<u>Water conditioners: \$85.</u>
<u>Water boilers: \$85.</u>

When new gas piping is installed in conjunction with the replacement of water heaters, boilers, furnaces and similar devices, the fee for the new gas piping shall be in addition to the fee for the device installed. At the discretion of the Plumbing Subcode Official this fee may be waived in the case of minor gas-pipe-type alterations.

5. Certificate and other fees.

Certificate of occupancy based on change of use: \$175.

The fee for a certificate of continued occupancy issued under N.J.A.C. 5:23-2.23(c): \$175.

Application for change of use analysis: \$350.

UCC certificate and other fees. The fee for a certificate of continued occupancy issued in response to work performed without construction permits pursuant to and described in DCA Bulletin 06-1 shall be \$125 per subcode having jurisdiction over the work performed. This fee shall be in addition to any permit fees required for work performed.

Elevator Devices. The Elevator Unit at the Department of Community Affairs performs all plan review and inspection services of elevator devices and equipment for the Borough. The fees established, effective and published by DCA for plan review, inspections, variations, etc., shall be in the amount as noted in N.J.A.C. 5:23-4 and N.J.A.C. 5:23-12 respectively. A copy of the current DCA fee schedule is available upon request and adopted herein.
Annual permits. Annual permit requirements are as follows:

1. The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based upon the number of maintenance workers who are employed by the facility, and who are primarily engaged in work that is governed by a subcode. Managers, engineers and clericals shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building/fire protection, electrical and plumbing.

2. Fees for annual permits shall be as follows:

(a) One to 25 workers (including foremen): \$667/worker; each additional worker over 25, \$232/worker.

(b) Prior to the issuance of the annual permit, a training registration fee of \$140 per subcode and a list of not more than three individuals to be trained per subcode shall be submitted by the applicant to the Department of Community Affairs, Bureau of Code Services, Education Unit, along with a copy of the construction permit (Form F170). Checks shall be made payable to "Treasurer, State of New Jersey." The Department shall register these individuals and notify them of the courses being offered.

Hourly Charges: The fee for development-wide inspection of homes after the certificate of occupancy ordered pursuant to N.J.A.C. 5:23-2.35 or otherwise shall be:

1. The hourly charge shall be an amount equal to twice the hourly base salary paid to the licensed code official(s) performing the work, or the hourly fees charged to the municipality by a consulting professional contracted to provide such services;

2. The fees, charges, accounting procedures and limits shall be set in accordance with and subjected to N.J.A.C. 5:23-4.17(d)1 through 5:23-4.17(d)5

Section 10-2.2 Housing Standards

Pursuant to Chapter 10, Section 5, of the Revised General Ordinances of the Borough of Highlands, the following fees are hereby established:

a. Certificate of ~~occupancy~~ **inspection** for rental with one (1) inspection: one hundred dollars (\$100).

b. Certificate of ~~occupancy~~ **inspection** for resale with one (1) inspection: one hundred dollars (\$100).

c. Added reinspection for certificate of ~~occupancy~~ **inspection** fifty dollars (\$50).

d. Housing certificates of ~~occupancy~~ **inspection** that require electrical inspection are not charged a fee for initial inspection. Any violations cited by the Electrical Subcode Inspector must have an electrical application with fee paid before the certificate of ~~occupancy~~ **inspection** is issued.

Section 10-2.3 Business Certificate of ~~Occupancy~~ Inspection.

Pursuant to Section 10-14, Business Certificate of ~~Occupancy~~ **Inspection**, the following fees are hereby established:

a. No change.

b. No change.

SECTION IV.

Borough Code Chapter 10 (Buildings And Housing), Section 10-5 (Housing Code) shall be amended as follows: (additions are shown in underlines, deletions are shown as ~~strikeovers~~.)

SECTION 10-5 HOUSING CODE.

Section 10-5.1 Definitions

As used in this section:

- a.-b. No change.
- c. INSPECTOR – Shall mean the person designated by the borough to inspect and issue certificates of ~~occupancy~~ inspection pursuant to this section.
- d. No change.

Section 10-5.2 Certificate of ~~occupancy~~ Inspection Required.

No person shall rent, lease or allow any person to live in or occupy as a tenant, any room, dwelling, apartment or the like except if the same is part of a motel or hotel unless a certificate of ~~occupancy~~ inspection is obtained from the inspector after an inspection certifying that the room, dwelling, apartment or the like is fit for human habitation and is in compliance with all applicable Federal and State laws and borough ordinances.

Notwithstanding anything to the contrary contained herein, no room located within a licensed rooming or boarding house within the Borough of Highlands shall be required to submit to ~~a~~ an inspection for a certificate of ~~occupancy~~ inspection requirement more than once every three months, or four times in any given calendar year, except where otherwise required by State law or regulation.

A certificate of occupancy shall be required of all new construction, A certificate of inspection shall be required for any new rental ~~situations or rental situations or sales or resales re-~~ rental, or sale of a space or property. The said certificate of ~~occupancy~~ inspection shall apply only to the tenancy or space for which it is issued. ~~In the event that the rental unit has been inspected as new construction or a sale or resale of an existing structure and a certificate of occupancy issued, then a subsequent inspection for a rental certificate of occupancy and the receipt of a rental certificate of occupancy shall not be required so long as the unit is rented within 30 days of the issuance of the certificate of occupancy for new construction, sale or resale, and the owner complies with the application provisions of subsection 10-5.3. The inspector shall prepare appropriate application forms for such a certificate of occupancy, which shall be available to applicants at the office of the inspector.~~

Section 10-5.3 Application for Certificate of ~~occupancy~~ Inspection.

- a. Applications for certificates of ~~occupancy~~ inspection shall be made in writing to the inspector and shall state:
 - 1.-4. No change.
 - 5. In the event that the premises has been damaged between the dates of October 29, 2012 and October 31, 2012, such that the premises was deemed uninhabitable by an appropriate government official, the applicant, provided the occupant(s) is the same individual(s) who

occupied the premises on October 29, 2012, need not provide the names and ages of all persons who are to occupy the premises at the time the application for the certificate of ~~occupancy inspection~~ is made to the inspector. Rather, the applicant need only provide the inspector with the names and ages of all persons who are to occupy the premises within thirty (30) days after issuance of the certificate of ~~occupancy inspection~~. This paragraph shall only apply to the initial application for a certificate of occupancy made after the premises has been deemed uninhabitable; this paragraph shall not apply to any subsequent application for a certificate of occupancy.

b. If the certificate of ~~occupancy inspection~~ is issued for ~~new construction~~, sale or resale pursuant to subsection 10-5.2, there shall be an entry noted on said certificate next to the date of issuance, specifying the date when the tenants commenced occupancy.

c. No change.

Section 10-5.4 Statement of Vacated Premises.

The owner shall not more than 30 days prior nor less than ten days after a tenant vacates a room, dwelling, apartment or the like, file with the office of the inspector a statement containing the address of the premises and the number or other specific description of the place vacated.

Notwithstanding anything to the contrary contained herein, no owner of a room located within a licensed rooming or boarding house within the Borough of Highlands shall be required to submit to a certificate of ~~occupancy inspection~~ inspection requirement more than once every three months, or four times in any given calendar year, except where otherwise required by State law or regulation.

Section 10-5.5 Inspection Required.

No such vacated room, dwelling, apartment or the like shall be rented or occupied in whole or in part by any new tenant until an inspection has been made by the inspector to determine whether such room, dwelling, apartment or the like is in violation of any applicable Federal and State law or borough ordinance. If no violation exists, the inspector shall issue a certificate of ~~occupancy inspection~~; otherwise he shall notify the owner in writing setting forth the specific existing violations. The inspection shall be made and either a certificate of ~~occupancy inspection~~ or a notice of violation shall be issued within five days from the date of application. If the inspection is not accomplished in the five day period, the room, dwelling, apartment or the like may be occupied by the new tenant but subject to the right of the borough to inspect the room, dwelling, apartment or the like and if a violation is found, to cause the premises to be vacated within ten days from the date of notice thereof.

Notwithstanding anything to the contrary contained herein, no room located within a licensed rooming or boarding house within the Borough of Highlands shall be required to submit to a certificate of ~~occupancy inspection~~ inspection requirement more than once every three months, or four times in any given calendar year, except where otherwise required by State law or regulation.

Section 10-5.6 Posting of Certificate of ~~occupancy~~ Inspection.

The certificate of ~~occupancy~~ inspection issued shall be posted in a conspicuous place in the room, dwelling, apartment or the like upon the issuance thereof.

Section 10-5.7 Fees.

The fees for the ~~certificate of occupancy~~ inspection and issuance of the certificate of inspection are set forth in Chapter 10, subsection 10-2.2 above.

Section 10-5.8 Penalty.

a.-b. No change.

SECTION V.

Borough Code Chapter 10 (Buildings And Housing), Section 10-14 (Business Certificate of Occupancy) shall be amended as follows: (additions are shown in underlines, deletions are shown as ~~strikeovers~~.)

Section 10-14 BUSINESS CERTIFICATE OF ~~OCCUPANCY~~ INSPECTION.**Section 10-14.1 New Tenants or Owners Required to Obtain Business Certificate of ~~occupancy~~ inspection.**

No premises or portion of premises of a commercial or industrial property, whether in a commercial or industrial zone or in a different zone by reason of a nonconforming use, shall be relet, rerented or sold and thereafter occupied by a new tenant or owner without the appropriate application for and issuance of a business certificate of ~~occupancy~~ inspection.

Section 10-14.2 Application; Review and Inspection; Fees; Notice of Requirement.

a. The new owner or tenant of the premises about to be newly occupied or their respective agents shall apply to the Construction Official for a business certificate of ~~occupancy~~ inspection and shall supply, as necessary information on said application, all facts relating to the nature of the new owner's or tenant's business, occupation or industry, the manufacturing or other processes involved and the nature of all materials intended to be stored on the premises, to be part of said premises or pertinent to said new business use or occupation, with the form of application to be set by the Construction Official.

b. Within 10 business days of receipt of said application, the Construction Official, or his designated representative, shall issue or deny the application after reviewing it and inspecting the building or structure with the Bureau of Fire Prevention Fire Official, Board of Health and other subcode officials as deemed necessary by the Construction Official to determine whether the premises comply with all of the provisions of this section or any other ordinance of this ~~Township~~ Borough. If the building or structure, as intended to be used, meets the requirements hereof, the Construction Official shall forthwith issue a business certificate of ~~occupancy~~ inspection. If the building or structure does not meet the requirements hereof, the Construction Official shall notify the applicant of the details in which the building or structure does not meet the requirements hereof. When such details have been perfected, the applicant shall notify the Construction Official, in writing, that the items have been corrected and

reinspection shall be made with the certificate of occupancy being issued or denied within five business days of receipt of the notice of correction.

c. No change.

SECTION VI.

Borough Code Chapter 21 (Zoning and Land Use Regulations), Article XXIII (Fees), Section 107 (Schedule Established) shall be amended as follows: (additions are shown in underlines, deletions are shown as ~~strikeovers~~.)

Section 21-107. SCHEDULE ESTABLISHED.

The following Schedule of Fees is established for the various applications for development and other matters, which are the subject of this chapter. These fees shall be nonrefundable and are for the purpose of offsetting Borough administrative, clerical and meeting costs. Applications requiring a combination of approvals, such as subdivision, site plan and/or variances shall require a fee equal to the sum of the individual fees for each element of the application. Escrow deposits for professional consultants, such as legal, planning, engineering, or other professional fees, costs and expenses, shall also be required in accordance with Section 21-108. All fees and escrow deposits required in §§ 21-107 and 21-108 shall be paid prior to the certification of a complete application.

A.-C. No change.

~~D. Floodplain Development Permit~~

~~Substantial Improvement/Damage Itemization Package~~ _____ **~~\$0~~**

~~Non-Conversion Agreement in the 100 Year Floodplain~~ _____ **~~\$0~~**

E.-M. No change.

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

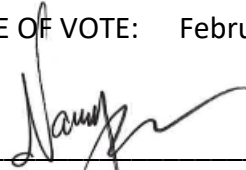
SECTION IX. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

First Reading and Set Hearing Date for O-24-02:

	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: February 7, 2024



Nancy Tran, Municipal Clerk
Borough of Highlands


Public Hearing for O-24-02:

	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: February 21, 2023


Carolyn Broullon, Mayor


Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-066

AUTHORIZING AN AMENDMENT TO THE 2024 TEMPORARY BUDGET

WHEREAS, The Revised Statutes of New Jersey N.J.S. 40A:4-20 provides for the adoption of emergency temporary appropriations in addition to temporary appropriations necessary for the period between the beginning of the current fiscal year and the date of the adoption of the Local Budget for the Year 2024.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the following amendments to the temporary appropriations be made in the amounts and for the purposes herein set forth for the period between January 1st, 2024 and the adoption of the Local budget for the Borough of Highlands, County of Monmouth and State of New Jersey for the Year 2024.

Department	Salaries	Other Expenses	Total
General Government:			
Mayor and Borough Council	\$ 0.00	\$ 5,150.00	\$ 5,150.00
Borough Clerk	\$ 22,500.00	\$ 11,250.00	\$ 33,750.00
Borough Administrator	\$ 45,000.00	\$ 1,393.75	\$ 46,393.75
Central Services	\$ 6,250.00	\$ 7,500.00	\$ 13,750.00
Financial Administration	\$ 39,500.00	\$ 4,500.00	\$ 44,500.00
Grants Writer	\$ 0.00	\$ 25,000.00	\$ 25,000.00
Audit	\$ 0.00	\$ 13,750.00	\$ 13,750.00
Assessment of Taxes	\$ 13,750.00	\$ 11,125.00	\$ 24,875.00
Collection of Taxes	\$ 27,500.00	\$ 3,000.00	\$ 30,500.00
Legal Services	\$ 0.00	\$ 76,250.00	\$ 76,250.00
Municipal Prosecutor	\$ 0.00	\$ 5,000.00	\$ 5,000.00
Engineering Services	\$ 0.00	\$ 72,500.00	\$ 72,500.00
Public Buildings & Grounds	\$ 12,500.00	\$ 25,000.00	\$ 37,500.00
Municipal Land Use Law	\$ 3,000.00	\$ 14,637.50	\$ 17,637.50
Master Plan	\$ 0.00	\$ 1,250.00	\$ 1,250.00
Shade Tree Commission	\$ 0.00	\$ 250.00	\$ 250.00
Environmental Commission	\$ 0.00	\$ 125.00	\$ 125.00
Insurance:			
Group Insurance	\$ 0.00	\$ 300,000.00	\$ 300,000.00
Group Insurance Stipend	\$ 12,500.00	0.00	\$ 12,500.00
General Liability	\$ 0.00	\$ 100,000.00	\$ 100,000.00
Workers' Compensation	\$ 0.00	\$ 100,000.00	\$ 100,000.00

Flood Insurance	\$ 0.00	\$ 10,000.00	\$ 10,000.00
Unemployment	\$ 0.00	\$ 0.00	\$ 0.00
Public Safety:			
Fire	\$ 0.00	\$ 27,700.00	\$ 27,700.00
Police	\$ 500,000.00	\$ 41,375.00	\$ 541,375.00
Dispatch	\$ 0.00	\$ 0.00	\$ 0.00
First Aid	\$ 0.00	\$ 8,875.00	\$ 8,875.00
911 Telecommunications	\$ 0.00	\$.00	\$ 0.00
Emergency Management	\$ 1,500.00	\$ 8,600.00	\$ 10,100.00
School Crossing Guards	\$ 11,250.00	\$ 1,000.00	\$ 12,250.00
Municipal Court	\$ 50,000.00	\$ 5,000.00	\$ 55,000.00
Public Defender	\$ 5,000.00	\$ 0.00	\$ 5,000.00
Streets and Roads:			
Road Repair & Maintenance	\$ 115,000.00	\$ 23,750.00	\$ 138,750.00
Snow Removal	\$ 5,000.00	\$ 10,000.00	\$ 15,000.00
Health and Welfare:			
Regional Health Commission	\$ 0.00	\$ 0.00	\$ 0.00
Dog Control	\$ 0.00	\$ 5,500.00	\$ 5,500.00
Substance Abuse Program	\$ 0.00	\$ 750.00	\$ 750.00
P.E.O.S.H.A.	\$ 0.00	\$ 1,000.00	\$ 1,000.00
Recreation and Education:			
Beachfront Maintenance	\$ 1,500.00	\$ 2,625.00	\$ 4,125.00
Parks & Playgrounds	\$ 0.00	\$ 3,000.00	\$ 3,000.00
Public Events	\$ 0.00	\$ 2,000.00	\$ 2,000.00
Community Center	\$ 43,750.00	\$ 10,000.00	\$ 53,750.00
Zoning		\$ 5,000.00	\$ 5,000.00
Uniform Fire Safety Act	\$ 12,000.00	\$ 1,840.00	\$ 13,840.00
Code Enforcement Officer	\$ 31,250.00	\$ 2,750.00	\$ 34,000.00
Code – Substandard Housing	\$ 0.00	\$ 6,250.00	\$ 6,250.00
Sanitation	\$ 3,750.00	\$ 11,000.00	\$ 14,750.00
Sanitation- Contractual Service	\$ 0.00	\$ 106,250.00	\$ 106,250.00
Monmouth Cty Reclamation Svc	\$ 0.00	\$ 53,750.00	\$ 53,750.00
Mechanical Garage	\$ 0.00	\$ 4,875.00	\$ 4,875.00
Condominium Services	\$ 0.00	\$ 10,625.00	\$ 10,625.00
Construction Code Official	\$ 50,000.00	\$ 5,000.00	\$ 55,000.00
Accumulated Leave	\$ 8,750.00	\$ 0.00	\$ 8,750.00

Utilities:			
Electricity	\$ 0.00	\$ 17,500.00	\$ 17,500.00
Street Lighting	\$ 0.00	\$ 15,000.00	\$ 15,000.00
Telephone	\$ 0.00	\$ 13,000.00	\$ 13,000.00
Water	\$ 0.00	\$ 4,750.00	\$ 4,750.00
Gasoline-Fuel	\$ 0.00	\$ 25,000.00	\$ 25,000.00
Natural Gas	\$ 0.00	\$ 4,375.00	\$ 4,375.00
Telecommunications	\$ 0.00	\$ 11,250.00	\$ 11,250.00
Fire Hydrants	\$ 0.00	\$ 19,000.00	\$ 19,000.00
Deferred Charges:			
PERS	\$ 0.00	\$ 142,014.00	\$ 142,014.00
Social Security System	\$ 0.00	\$ 41,250.00	\$ 41,250.00
PFRS	\$ 0.00	\$ 395,567.75	\$ 395,567.75
DCRP	\$ 0.00	\$ 250.00	\$ 250.00
Contingent	\$ 0.00	\$ 2,500.00	\$ 2,500.00
TOTAL INSIDE "CAP"	\$ 1,021,250.00	\$ 1,837,653.00	\$ 2,858,903.00
"OUTSIDE CAPS"			
Matching Funds for Grants		\$ 3,750.00	\$ 3,750.00
LOSAP	\$ 0.00	\$ 18,750.00	\$ 18,750.00
Recycling Tax	\$ 0.00	\$ 500.00	\$ 500.00
Stormwater Management	\$ 0.00	\$ 14,375.00	\$ 14,375.00
Interlocal:			
EMS/JFK Medical Services		\$ 45,000.00	\$ 45,000.00
Atlantic Highlands: Garage	\$ 0.00	\$ 15,000.00	\$ 15,000.00
Atlantic Highlands Mun. Court	\$ 0.00	\$ 0.00	\$ 0.00
UCC Construction	\$ 0.00	\$ 0.00	\$ 0.00
Sea Bright Lifeguards	\$ 0.00	\$ 15,500.00	\$ 15,500.00
Monmouth County 911 Dispatch	\$ 0.00	\$ 25,000.00	\$ 25,000.00
Grants:			
Alliance Grant	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL OUTSIDE "CAP"	\$ 0.00	\$ 137,875.00	\$ 137,875.00
SUB TOTAL APPROPRIATIONS	\$ 1,021,250.00	\$ 1,975,528.00	\$ 2,996,778.00
Statutory Additions:			
Capital Improvement Fund		\$ 50,000.00	\$ 50,000.00

TOTAL	\$ 1,021,250.00	\$ 2,025,528.00	\$ 3,046,778.00
<u>SEWER UTILITY:</u>			
	Salaries	Other Expenses	Total
Sewer Operating	\$ 31,250.00	\$ 267,500.00	\$ 298,750.00
Group Insurance		\$ 7,500.00	\$ 7,500.00
Workers Compensation		\$ 5,500.00	\$ 5,500.00
Insurance Other		\$ 5,000.00	\$ 5,000.00
PERS		\$ 1,578.13	\$ 1,578.13
Social Security System		\$ 2,250.00	\$ 2,250.00
Sub Total	\$ 31,250.00	\$ 289,328.13	\$ 320,578.13
Statutory Additions:			
Payment of Bond Principal		\$ 0.00	\$ 0.00
Interest on Bonds		\$ 0.00	\$ 0.00
Principal/Interest on Notes/Loans		\$ 0.00	\$ 0.00
Total Statutory Additions	\$ 0.00	\$ 0.00	\$ 0.00
Total Sewer Utility Budget	\$ 31,250.00	\$ 289,328.13	\$ 320,578.13

Motion to Approve R 24-066:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-067

AUTHORIZING THE EXECUTION OF A RIGHT OF WAY AGREEMENT WITH THE UNITED STATES OF AMERICA, DEPARTMENT OF THE ARMY

WHEREAS, the Department of the Army of the United States of America (hereinafter the "Government") wishes to enter a Right of Entry Agreement with the Borough of Highlands, for access to property located at Block 39, Lots 1.01, 1.02, and 5.01, and Block 40.01, Lot 22.01; and

WHEREAS, the Government has requested permission to access the properties for the ability to survey, make test borings and carry out any other necessary work to complete investigations being made of such lands by the Government; and

WHEREAS, it is necessary for the Government and the Property Owners to enter into a Right of Entry Agreement setting forth the terms and conditions for access and ensuring restoration of the property to its original condition upon completion of the term.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Highlands that the Mayor is hereby authorized to execute a Right of Entry Agreement with the Government in a form to be reviewed and approved by the Borough Attorney.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Borough Clerk to be a true copy be forwarded to the Borough Engineer.

Motion to Approve R 24-067:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-068

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL
PLANNING SERVICES IN CONNECTION WITH THE CENTRAL BUSINESS DISTRICT
REDEVELOPMENT PLAN**

WHEREAS, the Borough of Highlands has a need for professional planning services in connection with the Central Business District Redevelopment Plan pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, Heyer, Gruel & Associates, Community Planning Consultants, has set forth its proposed services in a written proposal dated February 15, 2024, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the scope of work for the professional planning services consists of a revision to the Central Business District Redevelopment Plan to simplify the plan and make it more user friendly; and

WHEREAS, the Borough requires professional planning services in connection with the aforesaid project; and

WHEREAS, such professional planning services can only be provided by licensed professionals and the firm of Heyer, Gruel & Associates, 236 Broad Street, Red Bank, New Jersey 07701 is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain Heyer, Gruel & Associates for professional planning services in connection with revisions to the Central Business District Redevelopment Plan; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$5,000.00, billed at an hourly rate, as stated in Heyer, Gruel & Associates' proposal dated February 15, 2024; and

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

WHEREAS, Heyer, Gruel & 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: Acct# 4-01-21-180-000-212


 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. Heyer, Gruel & Associates is hereby retained to provide professional planning services in connection with revisions to the Central Business District Redevelopment Plan as outlined above for an amount not to exceed \$5,000.00.
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 24-068:

	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: February 21, 2024

 Nancy Tran, Municipal Clerk
 Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-069
APPROVING CHANGE ORDER NO. 1 FOR
IMPROVEMENTS TO VETERANS MEMORIAL PARK PROJECT

WHEREAS, by way of Resolution 23-187 duly adopted on September 6, 2023, Thor Construction was awarded a contract for the Improvements to Veterans Memorial Park Project; and

WHEREAS, in accordance with the aforesaid contract award, the amount of the contract that was awarded to Thor Construction was in the amount not to exceed \$257,039.00; and

WHEREAS, by letter dated February 2, 2024, CME Associates advised that a Change Order is necessary due to additional work which is outside the original project scope, as requested by the Borough; and

WHEREAS, the scope of work for Change Order No. 1 reflects no change in the contract amount, and is for installation of a new water fountain at Huddy Park, and

WHEREAS, the supplemental work is offset by the Borough furnishing the fountain at Veterans Memorial Park as well as utilizing a portion of the allowance item; and

WHEREAS, in accordance with the aforesaid letter issued by the Project Engineer, the supplementary work could not reasonably have been effectuated by a separately bid contract without unduly disrupting the work or without imposing adverse cost consequences to the Borough; and

WHEREAS, in accordance with the aforesaid letter, the Project Engineer recommended that the Borough approve Change Order No. 1 in order to allow for the Improvements to Veterans Memorial Park to be completed; and

WHEREAS, the adjusted contract total after Change Order No. 1 would equate to the original contract total of \$257,039.00.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that Change Order No. 1 be and is hereby approved, wherein the adjusted contract total will equate to \$257,039.00

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

Motion to Approve R 24-069:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-070

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE
2024 NJDCA LOCAL RECREATION IMPROVEMENT GRANT**

WHEREAS, the Borough of Highlands has a need for professional engineering services to assist with the preparation and submission of a 2024 NJDCA Local Recreation Improvement Grant through the NJDCA SAGE system pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, the proposed project for funding is for improvements at Frank Hall Park; and

WHEREAS, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated February 2, 2024, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the scope of work for the project includes SAGE account update and completion of forms; draft statement letters for Mayor/Governing Body; narratives including agency capacity, project description, project narrative, statement of need, objectives, scope of services; project schedule and work plan; certification sheets; draft governing body resolution; project budget and proof of ownership; and

WHEREAS, the Borough requires professional engineering services to assist with the preparation and submission of the aforesaid Grant; and

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

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain Colliers Engineering & Design, Inc. for professional services in connection with the 2024 NJDCA Local Recreation Improvement Grant; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$5,700.00 as stated in Colliers Engineering & Design, Inc.'s proposal dated February 2, 2024; and

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

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

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

I hereby certify that funds are available as follows: Acct# 4-01-20-165-000-244


 Patrick DeBlasio, Chief Financial Officer

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

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

1. Colliers Engineering & Design, Inc. is hereby retained to provide professional engineering services in connection with the 2024 NJDCA Local Recreation Improvement Grant as outlined above for an amount not to exceed \$5,700.00.
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 24-070:

	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: February 21, 2024

 Nancy Tran, Municipal Clerk
 Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-071

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT
WITH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR THE
IMPROVEMENT OF FRANK HALL PARK**

WHEREAS, the Borough of Highlands desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000 to carry out a project to construct improvements for the Frank Hall Park, including the installation of a wooden fences, bocce court, wooden bench, planting beds, a new connection to the existing path, outdoor fitness equipment, and a game table area.

NOW THEREFORE BE IT RESOLVED,

1. That the Borough of Highlands does hereby authorize the application for such a grant; and,
2. recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Highlands and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Carolyn Broullon, Mayor

Michael Muscillo, Borough Administrator

Motion to Approve R 24-071:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-072

AMENDING RESOLUTION 24-054 ENTITLED APPROVING REQUEST FOR WAIVER OF ALCOHOL BAN FOR COMMUNITY CENTER RENTAL

WHEREAS, Resolution 24-054, duly adopted January 17, 2024, approved the request for a waiver of the alcohol ban for the rental of the Community Center for the Highlands Elementary School PTO to host a Sip and Paint fundraising event; and

WHEREAS, the Borough of Highlands was later advised that the event is being rescheduled from its original date to now take place on April 27, 2024.

NOW, THEREFORE, BE IT RESOLVED, that Resolution 24-054 be and is hereby amended to reflect that the HES Sip and Paint event will take place on April 27, 2024 and that the request for a waiver of the alcohol prohibition is approved on the new date with the conditions set forth in Resolution 24-054.

Motion to Approve R 24-072:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-073
APPROVING FIRST AID SQUAD APPLICATION

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

Christopher Gance

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

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

Motion to Approve R 24-073:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-074

CERTIFYING AND APPROVING 2023 LOSAP CONTRIBUTIONS

WHEREAS, the Length of Service Award Program (LOSAP) has been implemented in accordance with Chapter 388 of the Laws of 1997 (*N.J.S.A 40A: 14-183 et seq.*), to reward members of the Highlands First Aid Squad for their loyal, diligent and devoted services to the residents of the Borough of Highlands; and,

WHEREAS, LOSAP shall provide for annual contributions, by the Borough of Highlands, to a deferred income account, for each eligible member that meets the criteria as outlined in Ordinance 04-09; and,

WHEREAS, the following First Aid and Fire Department members have met all criteria required to receive a LOSAP contribution in the amount set opposite their name.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands, County of Monmouth, State of New Jersey, that the LOSAP annual contributions, from the Borough of Highlands, to a deferred income account for each volunteer member listed below, having met the criteria, be made in accordance with the plan established by the Borough of Highlands pursuant to P.L. 1997, c. 388.

BE IT FURTHER RESOLVED that a certified copy of this resolution be returned to each emergency service organization, where it shall be posted for no less than 30-days, as well as in the office of the Municipal Clerk.

Department	Name	Points	Amount
First Aid Squad	Larry Chesal	178.5	1,150.00
	Neriko Doerr	129.5	1,150.00
	Bill Mount	194.5	1,150.00
	Marci Mount	127.5	1,150.00
	Rosemary Ryan	191.5	1,150.00
	Warren Terwilliger	229.5	1,150.00
	Nancy Tran	137	1,150.00
	Cody Valkos	141.5	1,150.00
	Nicole Ziegler	156	1,150.00
TOTAL First Aid Squad			\$10,350.00
Fire Department	Michael Armstrong	107	1,150.00
	Mark Bedford	106	1,150.00
	Cooper Bertoldo	149	1,150.00
	Joseph Blewett Sr.	178	1,150.00
	Gary Branin, Sr.	108	1,150.00
	Joseph B. Branin	145	1,150.00

Department	Name	Points	Amount
	Joseph M. Branin	153	1,150.00
	Kevin Branin	100	1,150.00
	Brian Burton	144	1,150.00
	William Caizza	432	1,150.00
	Christopher Creighton	181	1,150.00
	Richard Diebold	116	1,150.00
	Edward Edelbach	180	1,150.00
	Wallace Hartsgrove	131	1,150.00
	Martin Hawley Sr.	276	1,150.00
	Martin Hawley Jr.	100	1,150.00
	Matthew Kane	225	1,150.00
	Rebecca Kane Wells	231	1,150.00
	William Kane	448	1,150.00
	Peter Lynch	210	1,150.00
	Patrick Mason	107	1,150.00
	Matthew Mezey	228	1,150.00
	Stephanie Mezey	105	1,150.00
	Paul Murphy	268	1,150.00
	Kevin O'Donnell Sr.	156	1,150.00
	Wayne Occhipinto	124	1,150.00
	David Parker	167	1,150.00
	Charles Roemmele	192	1,150.00
	Thomas Snow	394	1,150.00
	Andrew Soyka	222	1,150.00
	Dennis Soyka	157	1,150.00
	Derek Stahl	189	1,150.00
	Edward Sulkowski	154	1,150.00
	Rudolph Trivett Jr.	230	1,150.00
	Rudolph Trivett Sr.	350	1,150.00
	Eugene Ventimiglia	121	1,150.00
	Charles Wells	254	1,150.00
	David Wyss	109	1,150.00
Total Fire Department			\$43,700.00

Motion to Approve R 24-074:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-075
AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated February 21, 2024, which totals as follows:

Current Fund	\$ 1,158,988.90
Sewer Account	\$ 71,165.27
Capital Fund	\$ 15,543.64
Trust-Other	\$ 3,382.50
Federal/State Grants	\$ -0-
Total	\$ 1,249,080.31

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$ 1,249,080.31** 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 24-075:

	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: February 21, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands

RECAP OF PAYMENT OF BILLS
02/21/2024

Item 13.

CURRENT:		\$	1,158,694.90
Payroll	(02/15/2024)	\$	
Manual Checks		\$	294.00
Voided Checks		\$	
SEWER ACCOUNT:		\$	71,165.27
Payroll	(02/15/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
CAPITAL/GENERAL		\$	15,543.64
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	3,382.50
Payroll	(02/15/2024)	\$	
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND		\$	
Payroll	(02/15/2024)	\$	
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.

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Pa Item 13.

Batch Id: FEB 21 Batch Type: C Batch Date: 02/21/24 Checking Account: CLEARING G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
02/21/24 AMAZO005 AMAZON CAPITAL SERVICES PO BOX 035184									
24-00202	02/08/24	1 Office supplies	87.91	4-01-20-152-000-294	Budget	Aprv	58	1	
			87.91	Central Services: Other					
02/21/24 ATC ATC VOICE/DATA, INC. PO BOX 252									
24-00201	02/07/24	1 Install new main pcb circuit	1,675.00	4-01-26-310-000-178	Budget	Aprv	56	1	
				B&G: Building Maintenance					
24-00201	02/15/24	2 central monitoring system	540.00	4-01-26-310-000-178	Budget	Aprv	57	1	
			2,215.00	B&G: Building Maintenance					
02/21/24 ATLAN010 ATLANTIC SECURITY & FIRE 44 OCEANPORT AVENUE									
23-01381	11/21/23	1 Quarterly monitoring	300.00	3-01-28-360-000-296	Budget	Aprv	9	1	
				Community Ctr: Machinery & Equipment					
24-00103	01/26/24	1 Annual monitoring	300.00	4-01-28-360-000-296	Budget	Aprv	33	1	
			600.00	Community Ctr: Machinery & Equipment					
02/21/24 BAYSH010 BAYSHORE SINGLE STREAM SOLUTIO 1041 NJ-36									
24-00222	02/13/24	1 Commingling	114.21	4-01-26-306-000-283	Budget	Aprv	68	1	
			114.21	Sanitation Contract: Co-Mingled Disposal					
02/21/24 BOUND01 BOUND TREE MEDICAL LLC 23537 NETWORK PLACE									
24-00238	02/15/24	1 First aid supplies	63.58	3-01-25-260-000-210	Budget	Aprv	87	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	2 First aid supplies	98.99	3-01-25-260-000-210	Budget	Aprv	88	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	3 First aid supplies	220.32	3-01-25-260-000-210	Budget	Aprv	89	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	4 First aid supplies	284.00	4-01-25-260-000-210	Budget	Aprv	90	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	5 First aid supplies	324.70	4-01-25-260-000-210	Budget	Aprv	91	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	6 First aid supplies	313.36	4-01-25-260-000-210	Budget	Aprv	92	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	7 First aid supplies	127.81	4-01-25-260-000-210	Budget	Aprv	93	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	8 First aid supplies	95.94	4-01-25-260-000-210	Budget	Aprv	94	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	9 First aid supplies	1,042.94	4-01-25-260-000-210	Budget	Aprv	95	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	10 First aid supplies	84.50	4-01-25-260-000-210	Budget	Aprv	96	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	11 First aid supplies	166.68	4-01-25-260-000-210	Budget	Aprv	97	1	
				First Aid: First Aid Supplies					
24-00238	02/15/24	12 First aid supplies	402.10	4-01-25-260-000-210	Budget	Aprv	98	1	
				First Aid: First Aid Supplies					

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Page 13
Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00238	02/15/24	13 First aid supplies	839.99	4-01-25-260-000-210 First Aid: First Aid Supplies	Budget	Aprv	99	1
24-00238	02/15/24	14 First aid supplies	206.58	4-01-25-260-000-210 First Aid: First Aid Supplies	Budget	Aprv	100	1
24-00238	02/15/24	15 First aid supplies	548.49	4-01-25-260-000-210 First Aid: First Aid Supplies	Budget	Aprv	101	1
			4,819.98					
02/21/24 CAN01 CANON SOLUTIONS AMERICA				300 COMMERCE SQUARE BLVD				
24-00235	02/15/24	1 Quarterly Maintenance fee	655.61	4-01-26-310-000-154 B&G: Equipment Maintenance	Budget	Aprv	82	1
			655.61					
02/21/24 CME01 CME ASSOCIATES				CONSULTING & MUNICIPAL ENG.				
23-00727	06/08/23	10 Engineering Veterans park	1,856.25	3-01-20-165-000-244 Engineering:General Engineering	Budget	Aprv	4	1
			1,856.25					
02/21/24 COAST VILLAGE OFFICE SUPPLY				600 APGAR DRIVE				
24-00030	01/16/24	1 Name plates	46.05	4-01-21-180-000-294 Municipal Land Use Law: Other	Budget	Aprv	15	1
24-00030	01/16/24	2 NAME PLATES	30.70	4-01-43-490-000-294 Municipal Court: Other	Budget	Aprv	16	1
24-00030	01/16/24	3 SHIPPING	9.50	4-01-21-180-000-294 Municipal Land Use Law: Other	Budget	Aprv	17	1
			86.25					
02/21/24 COLLI005 COLLIERS ENGINEERING/DESIGN				101 CRAWFORDS CORNER ROAD				
23-01254	10/20/23	4 Engineer Bayside/Marie Avenue	242.50	C-04-23-101-000-201 ORD#23-10 Bayside/Marie Ave (NJDOT)	Budget	Aprv	6	1
24-00034	01/17/24	1 Municipal engineer	4,070.00	4-01-20-165-000-244 Engineering:General Engineering	Budget	Aprv	24	1
			4,312.50					
02/21/24 COMCAST COMCAST				PO BOX 70219				
24-00232	02/15/24	1 17-1 Shore Drive	94.90	4-01-31-450-000-213 Telecommunications	Budget	Aprv	76	1
24-00232	02/15/24	2 151 Navesink Avenue	214.88	4-01-31-450-000-213 Telecommunications	Budget	Aprv	77	1
24-00232	02/15/24	3 First Aid Building	220.43	4-01-31-450-000-213 Telecommunications	Budget	Aprv	78	1
24-00232	02/15/24	4 40 Shore Drive	211.43	4-05-55-502-000-213 Sewer: Telephone	Budget	Aprv	79	1
			741.64					
02/21/24 COSTC010 COSTCO				2838 ROUTE 35				
24-00187	02/05/24	1 Feb and March programs	142.68	4-01-28-360-000-243 Community Ctr: Winter Programs	Budget	Aprv	46	1
			142.68					
02/21/24 DAV02 DAVISON, EASTMAN, MUNOZ, LEDERMAN				100 WILLOWBROOK RD				
24-00033	01/17/24	1 Borough attorney	5,500.00	4-01-20-155-000-242	Budget	Aprv	18	1

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Pa Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00033	02/13/24	3 Borough attorney	4,606.03	Legal Services: Consultants -Boro Attny 4-01-20-155-000-252	Budget	Aprv	19	1
24-00033	02/13/24	4 Borough attorney/Agate const	352.00	Legal Services: Consultants Hourly 4-01-20-155-000-251	Budget	Aprv	20	1
24-00033	02/13/24	5 Borough attorney/captains cove	32.00	Legal Services: Consultants -Litigation 4-01-20-155-000-251	Budget	Aprv	21	1
24-00033	02/13/24	6 Borough attorney/Nina Conway	96.00	Legal Services: Consultants -Litigation 4-01-20-155-000-251	Budget	Aprv	22	1
24-00033	02/13/24	7 Seastreak	64.00	Legal Services: Consultants -Litigation 4-01-20-155-000-251	Budget	Aprv	23	1
			10,650.03	Legal Services: Consultants -Litigation				
02/21/24 DELTA005 DELTA DENTAL OF NJ, INC.				PO BOX 36483				
24-00249	02/16/24	1 active members	2,095.74	4-01-23-220-000-253	Budget	Aprv	149	1
24-00249	02/16/24	2 retired members	1,766.88	Current: Group Insurance 4-01-23-220-000-253	Budget	Aprv	150	1
			3,862.62	Current: Group Insurance				
02/21/24 ENFOR005 ENFORSYS, INC.				27 BLEEKER STREET				
24-00200	02/07/24	1 ANNUAL SUBSCRIPTION	1,900.00	4-01-25-265-000-294	Budget	Aprv	55	1
			1,900.00	Uniform Fire: Other				
02/21/24 FAC01 PETER P. FACCAS & SONS				1 STELLA DRIVE				
24-00185	02/05/24	1 Service Call-Sewer Pump House	600.00	4-05-55-502-000-190	Budget	Aprv	42	1
24-00185	02/15/24	2 New police station	375.00	Sewer: Station Repairs 4-01-26-310-000-178	Budget	Aprv	43	1
24-00185	02/15/24	3 New skate park	975.00	B&G: Building Maintenance C-04-22-101-000-201	Budget	Aprv	44	1
24-00185	02/15/24	5 New police station	2,422.00	ORD#22-06 SNUG HARBOR SKATE PARK 4-01-26-310-000-178	Budget	Aprv	45	1
			4,372.00	B&G: Building Maintenance				
02/21/24 GRAINGER GRAINGER				GOVERNMENT CALL CENTER				
24-00047	01/17/24	1 spreader	144.61	4-01-26-310-000-181	Budget	Aprv	26	1
			144.61	B&G: General Hardware - Minor Tools				
02/21/24 GRANT005 GRANT RITE MANAGEMENT CORP.				300 CYPRESS STREET				
22-01012	09/12/22	15 GRANT CONSULTING SERVICES	3,382.50	T-03-56-855-000-000	Budget	Aprv	2	1
			3,382.50	Trust: Storm Recovery Trust				
02/21/24 HENRY HENRY HUDSON REGIONAL HIGH SCH				1 GRAND TOUR				
24-00252	02/20/24	1 February 2024	347,948.00	4-01-99-999-002-206	Budget	Aprv	151	1
24-00252	02/20/24	2 debt service	285,418.00	Regional School Taxes Payable 4-01-99-999-002-206	Budget	Aprv	152	1
			633,366.00	Regional School Taxes Payable				

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Page 13
Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00234	02/15/24	02/21/24 HENRY006 HENRY B. CLAGETT 1 medicare reimbursement	174.70 174.70	15 FOURTH AVENUE 4-01-36-472-000-000 Statutory: Social Security	Budget	Aprv	81	1
24-00038	01/17/24	02/21/24 HEY01 HEYER GRUEL & ASSOCIATES 1 Borough planner	875.00 875.00	236 BROAD STREET 4-01-20-155-000-294 Legal Services: Other	Budget	Aprv	25	1
24-00228	02/15/24	02/21/24 HIGHBDED HIGHLANDS BOARD OF EDUCATION 1 February 2024	369,943.00 369,943.00	360 NAVESINK AVENUE 4-01-99-999-001-206 Local School Taxes Payable	Budget	Aprv	72	1
24-00095	01/22/24	02/21/24 HUTCH005 HUTCHINS HVAC INC. 1 New heater-Valley St Pump Sta	2,650.00 2,650.00	601 UNION AVENUE 4-05-55-502-000-190 Sewer: Station Repairs	Budget	Aprv	32	1
24-00246	02/16/24	02/21/24 JCPL JCP & L 1 master bill	450.39	PO BOX 3687 4-01-31-430-000-215 Electric	Budget	Aprv	122	1
24-00246	02/16/24	2 master bill mua	388.71	4-01-31-430-000-215 Electric	Budget	Aprv	123	1
24-00246	02/16/24	3 waterwitch receptacles	14.65	4-01-31-430-000-215 Electric	Budget	Aprv	124	1
24-00246	02/16/24	4 201-203 bay avenue	57.21	4-01-31-430-000-215 Electric	Budget	Aprv	125	1
24-00246	02/16/24	5 22 snugharbor	721.21	4-01-31-430-000-215 Electric	Budget	Aprv	126	1
24-00246	02/16/24	6 public works	94.44	4-01-31-430-000-215 Electric	Budget	Aprv	127	1
24-00246	02/16/24	7 firehouse	853.72	4-01-31-430-000-215 Electric	Budget	Aprv	128	1
24-00246	02/16/24	8 streetscape	219.23	4-01-31-430-000-215 Electric	Budget	Aprv	129	1
24-00246	02/16/24	9 42 shore drive	811.35	4-01-31-430-000-215 Electric	Budget	Aprv	130	1
24-00246	02/16/24	10 2 miller street	3.25	4-01-31-430-000-215 Electric	Budget	Aprv	131	1
24-00246	02/16/24	11 north street	504.61	4-01-31-430-000-215 Electric	Budget	Aprv	132	1
24-00246	02/16/24	12 171 bay avenue	1,850.68	4-01-31-430-000-215 Electric	Budget	Aprv	133	1
24-00246	02/16/24	13 waterwtich/bay avenue	4.09	4-01-31-430-000-215 Electric	Budget	Aprv	134	1
24-00246	02/16/24	14 linden avenue	10.28	4-01-31-430-000-215 Electric	Budget	Aprv	135	1
24-00246	02/16/24	15 waterwitch avenue	30.56	4-01-31-430-000-215 Electric	Budget	Aprv	136	1

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Page 13
Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00246	02/16/24	16 27 s 2nd street	939.63	4-01-31-430-000-215 Electric	Budget	Aprv	137	1
24-00246	02/16/24	17 27 shore drive records trailer	144.32	4-01-31-430-000-215 Electric	Budget	Aprv	138	1
24-00246	02/16/24	18 valley st pump station	134.27	4-05-55-502-000-214 Sewer: Gas & Electric	Budget	Aprv	139	1
24-00246	02/16/24	19 40 shore drive	4,831.81	4-05-55-502-000-214 Sewer: Gas & Electric	Budget	Aprv	140	1
			12,064.41					
24-00211	02/09/24	1 Reimbursement/foodtown	52.46	23B NORTH STREET 4-01-28-360-000-243 Community Ctr: Winter Programs	Budget	Aprv	61	1
			52.46					
24-00224	02/15/24	1 Medicare Reimbursement	174.70	5 OAK KNOLL ROAD 4-01-36-472-000-000 Statutory: Social Security	Budget	Aprv	69	1
			174.70					
24-00188	02/05/24	1 EMT refresher a	400.00	100 ARROWWOD CT. 4-01-25-260-000-254 First Aid: Schooling/Training	Budget	Aprv	47	1
24-00188	02/05/24	2 EMT refresher b	400.00	4-01-25-260-000-254 First Aid: Schooling/Training	Budget	Aprv	48	1
24-00188	02/05/24	3 EMT refresher c	400.00	4-01-25-260-000-254 First Aid: Schooling/Training	Budget	Aprv	49	1
24-00190	02/06/24	1 emr recertification	600.00	4-01-25-260-000-254 First Aid: Schooling/Training	Budget	Aprv	50	1
			1,800.00					
24-00191	02/06/24	1 badges	176.00	496 SHREWSBURY AVENUE 4-01-25-260-000-232 First Aid: Uniform Clothing & Access.	Budget	Aprv	51	1
24-00191	02/06/24	2 badge holders	80.00	4-01-25-260-000-232 First Aid: Uniform Clothing & Access.	Budget	Aprv	52	1
			256.00					
24-00180	02/02/24	1 LeadsonLine Renewal 2024	2,904.00	6900 DALLAS PARKWAY SUITE 825 4-01-25-240-000-252 Police: Contractual Service	Budget	Aprv	40	1
			2,904.00					
24-00220	02/13/24	1 Cleaning Community Center	300.00	30 A WEST FRONT STREET 4-01-26-310-000-178 B&G: Building Maintenance	Budget	Aprv	66	1
			300.00					
24-00107	01/26/24	1 2024 MEMBERSHIP FEE	50.00	WEST NY MUNICIPAL COURT 4-01-43-490-000-127 Municipal Court: Dues	Budget	Aprv	34	1
			50.00					

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Page 13
Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
02/21/24		MERID005 HACKENSACK MERIDIAN HEALTH		P.O BOX 95000-8322				
23-01506	12/19/23	1 Physical - Gouzouassis Academy	253.00	3-01-25-240-000-240	Budget	Aprv	10	1
				Police: Physicals				
23-01506	02/16/24	2 Physical	55.00	4-01-25-260-000-294	Budget	Aprv	11	1
				First Aid: Other				
23-01506	02/16/24	3 Physical	480.00	4-01-25-260-000-294	Budget	Aprv	12	1
				First Aid: Other				
23-01506	02/16/24	4 Physical	205.00	4-01-25-260-000-294	Budget	Aprv	13	1
				First Aid: Other				
23-01506	02/16/24	5 Physical	308.00	3-01-25-240-000-240	Budget	Aprv	14	1
				Police: Physicals				
			1,301.00					
02/21/24		MGL MGL PRINTING SOLUTIONS		154 SOUTH STREET				
24-00079	01/17/24	1 1099 nec and 1099-int.	180.50	4-01-20-130-000-294	Budget	Aprv	29	1
				Finance: Other				
			180.50					
02/21/24		MITCH005 MITCHELL HUMPHREY COMPANY		1285 FERN RIDGE PARKWAY				
23-01256	10/20/23	2 FasttrackGov software	1,000.00	3-01-26-310-000-295	Budget	Aprv	7	1
				B&G: Office Equipment/Furniture				
23-01256	10/20/23	3 FasttrackGov software	3,600.00	3-01-26-310-000-295	Budget	Aprv	8	1
				B&G: Office Equipment/Furniture				
			4,600.00					
02/21/24		MON02 MONMOUTH COUNTY TREASURER		MON.CTY.DEPT.PUBLIC WORKS				
24-00205	02/08/24	1 Hauling brush	5,040.83	4-01-26-305-000-284	Budget	Aprv	59	1
				Sanitation: Brush & Bulk				
24-00205	02/08/24	2 Salt	9,474.48	4-01-26-290-000-187	Budget	Aprv	60	1
				Streets: Salt & Sand				
			14,515.31					
02/21/24		MOU01 BILL MOUNT		56 COMPTOR STREET				
24-00192	02/06/24	1 reimbursement-repair EPCR equi	150.00	4-01-25-260-000-255	Budget	Aprv	53	1
				First Aid: Equipment Maintenance				
			150.00					
02/21/24		NANCYTR1 NANCY TRAN		151 NAVESINK AVENUE				
24-00247	02/16/24	1 njlm expenses reimbursment	220.18	4-01-20-120-000-228	Budget	Aprv	141	1
				Municipal Clerk: Meetings & Conferences				
			220.18					
02/21/24		NJ PUBLI NJ PUBLIC SAFETY ACCREDITATION		174 NASSAU STREET, PMB 175				
24-00065	01/17/24	1 2024 NJPAC Membership Dues	400.00	4-01-25-240-000-236	Budget	Aprv	27	1
				Police: Schooling/Training				
			400.00					
02/21/24		NJAMERIC NEW JERSEY AMERICAN WATER		PO BOX 371331				
24-00245	02/16/24	1 42 Shore Drive	22.67	4-01-31-445-000-219	Budget	Aprv	108	1
				Water				
24-00245	02/16/24	2 17-1 shore drive	199.44	4-01-31-445-000-219	Budget	Aprv	109	1

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Pa Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00245	02/16/24	3 22 snugharbor ave	56.71	Water 4-01-31-445-000-219	Budget	Aprv	110	1
24-00245	02/16/24	4 s 2nd st garage	31.60	Water 4-01-31-445-000-219	Budget	Aprv	111	1
24-00245	02/16/24	5 s bay avenue	22.67	Water 4-01-31-445-000-219	Budget	Aprv	112	1
24-00245	02/16/24	6 linden avenue	22.67	Water 4-01-31-445-000-219	Budget	Aprv	113	1
24-00245	02/16/24	7 waterwitch avenue	22.67	Water 4-01-31-445-000-219	Budget	Aprv	114	1
24-00245	02/16/24	8 bay avenue park	56.71	Water 4-01-31-445-000-219	Budget	Aprv	115	1
24-00245	02/16/24	9 27 shore drive	22.67	Water 4-01-31-445-000-219	Budget	Aprv	116	1
24-00245	02/16/24	10 151 navesink avenue	242.52	Water 4-01-31-463-000-193	Budget	Aprv	117	1
24-00245	02/16/24	11 17-1 shore hydrant	119.56	Fire Hydrants 4-01-31-463-000-193	Budget	Aprv	118	1
24-00245	02/16/24	12 gravelly pt hydrants	242.55	Fire Hydrants 4-01-31-463-000-193	Budget	Aprv	119	1
24-00245	02/16/24	13 123 hydrants	7,244.70	Fire Hydrants 4-01-31-463-000-193	Budget	Aprv	120	1
24-00245	02/16/24	14 40 shore drive	199.40	Fire Hydrants 4-05-55-502-000-219	Budget	Aprv	121	1
			8,506.54	Sewer: Water				
				02/21/24 NJNG NEW JERSEY NATURAL GAS PO BOX 11743				
24-00239	02/15/24	1 151 Navesink Avenue	1,425.69	4-01-31-446-000-218	Budget	Aprv	102	1
24-00239	02/15/24	2 56 waterwitch avenue	44.70	Natural Gas 4-01-31-446-000-218	Budget	Aprv	103	1
24-00239	02/15/24	3 public works	284.98	Natural Gas 4-01-31-446-000-218	Budget	Aprv	104	1
24-00239	02/15/24	4 s 2nd st	534.71	Natural Gas 4-01-31-446-000-218	Budget	Aprv	105	1
24-00239	02/15/24	5 shore drive	849.24	Natural Gas 4-01-31-446-000-218	Budget	Aprv	106	1
24-00239	02/15/24	6 22 snugharbor avenue	552.27	Natural Gas 4-01-31-446-000-218	Budget	Aprv	107	1
			3,691.59	Natural Gas				
				02/21/24 NJSACOP NJSACOP 751 ROUTE 73 NORTH				
24-00143	01/30/24	1 2024 Membership Dues - Active	275.00	4-01-25-240-000-227	Budget	Aprv	37	1
			275.00	Police: Dues				
				02/21/24 PHILL005 Phillips,Preiss,Grygiel,Leheny 70 HUDSON ST.				
22-00084	01/21/22	10 Borough Planner	80.00	4-01-99-999-200-242	Budget	Aprv	1	1
			80.00	Acc Payable-2022 Zoning				

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Pa Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00225	02/15/24	02/21/24 PORZI005 PORZIO, BROMBERG & NEWMAN, PC 1 Feasibility Study	1,832.50 1,832.50	100 SOUTHGATE PARKWAY 4-01-20-155-000-294 Legal Services: Other	Budget	Aprv	70	1
24-00068	01/17/24	02/21/24 POWER005 POWERDMS 1 PowerPolicy Subscription	3,783.52 3,783.52	PO BOX 749609 4-01-25-240-000-252 Police: Contractual Service	Budget	Aprv	28	1
24-00221	02/13/24	02/21/24 RICOH005 RICOH USA, INC. 1 Monthly maintenance	367.30 367.30	P.O. BOX 827577 4-01-26-310-000-170 B&G: Leased Equipment	Budget	Aprv	67	1
24-00229	02/15/24	02/21/24 SEABO005 SEABOARD WELDING SUPPLY, INC. 1 acetylene/oxygen	69.25 69.25	2112 KINGS HIGHWAY 4-01-26-310-000-170 B&G: Leased Equipment	Budget	Aprv	73	1
24-00219	02/13/24	02/21/24 SPCA MONMOUTH COUNTY SPCA 1 December 2023 animal control	1,500.00 1,500.00	260 WALL STREET 3-01-27-340-000-152 Dog Control: Contractual Service	Budget	Aprv	65	1
23-00593	05/08/23	02/21/24 SPECTROL SPECTROTEL, INC. 9 Internet connectivity service	1,562.62 1,562.62	3535 HIGHWAY 66, C-04-21-101-000-202 ORD#21-28 NEW BOROUGH HALL- SOFT COST	Budget	Aprv	3	1
24-00084	01/19/24	02/21/24 STAPLES STAPLES ADVANTAGE 1 office supplies	278.91	125 MUSHROMM BLVD. 4-01-22-195-000-201 Construction: Office Supplies	Budget	Aprv	30	1
24-00084	01/19/24	2 office supplies	604.78 883.69	4-01-26-310-000-181 B&G: General Hardware - Minor Tools	Budget	Aprv	31	1
24-00217	02/13/24	02/21/24 SUBUR005 SUBURBAN DISPOSAL INC. 1 JANUARY 2024	34,000.00	54 MONTESANO RD. 4-01-26-306-000-284 Sanitation Contract: Solid Waste	Budget	Aprv	62	1
24-00217	02/13/24	2 JANUARY 2024	14,156.53	4-01-26-309-000-220 Mon Cty Rec: Tipping Fees	Budget	Aprv	63	1
24-00217	02/13/24	3 JANUARY 2024	3,484.83 51,641.36	4-01-26-306-000-283 Sanitation Contract: Co-Mingled Disposal	Budget	Aprv	64	1
24-00248	02/16/24	02/21/24 TARGE005 TARGETED TECHNOLOGIES LLC 1 Monthly agreement	3,285.00	1735 HOOPER AVENUE 4-01-31-450-000-213 Telecommunications	Budget	Aprv	142	1
24-00248	02/16/24	2 phishing agreement	168.72	4-01-31-450-000-213 Telecommunications	Budget	Aprv	143	1
24-00248	02/16/24	3 email essentials	456.00	4-01-31-450-000-213	Budget	Aprv	144	1

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Page 13
Item 13.

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00248	02/16/24	4 dato subscription	669.00	Telecommunications 4-01-31-450-000-213	Budget	Aprv	145	1
24-00248	02/16/24	5 monthly dato subscription	669.00	Telecommunications 4-01-31-450-000-213	Budget	Aprv	146	1
24-00248	02/16/24	6 agreement office 365	1,647.36	Telecommunications 4-01-31-450-000-213	Budget	Aprv	147	1
24-00248	02/16/24	7 needs help installing adt soft	1,268.75	Telecommunications 4-01-31-450-000-213	Budget	Aprv	148	1
			8,163.83	Telecommunications				
24-00193	02/06/24	1 reim. for emt books	400.00	404 CRAWFORD STREET 4-01-25-260-000-254	Budget	Aprv	54	1
			400.00	First Aid: Schooling/Training				
24-00142	01/30/24	1 BLS Course Training	210.00	291 ROUTE 34 4-01-25-240-000-236	Budget	Aprv	36	1
			210.00	Police: Schooling/Training				
23-01064	09/20/23	2 IMPROVEMENTS VETERANS PARK	12,763.52	39 GIRARD AVENUE C-04-13-117-000-555	Budget	Aprv	5	1
			12,763.52	ORD 13-17: Construction Contracts				
24-00227	02/15/24	1 January 2024	62,538.36	ATTN BROOKE KOLIBAS 4-05-55-502-000-196	Budget	Aprv	71	1
			62,538.36	Sewer: TOMSA				
24-00236	02/15/24	1 Janitorial supplies	24.75	PO BOX 1062 4-01-26-310-000-116	Budget	Aprv	83	1
24-00236	02/15/24	2 Janitorial supplies	98.98	B&G: Janitorial Supplies 4-01-26-310-000-116	Budget	Aprv	84	1
24-00236	02/15/24	3 Janitorial supplies	27.34	B&G: Janitorial Supplies 4-01-26-310-000-116	Budget	Aprv	85	1
24-00236	02/15/24	4 Janitorial supplies	54.68	B&G: Janitorial Supplies 4-01-26-310-000-116	Budget	Aprv	86	1
			205.75	B&G: Janitorial Supplies				
24-00230	02/15/24	1 Fios	149.00	PO BOX 15124 4-01-31-450-000-213	Budget	Aprv	74	1
			149.00	Telecommunications				
24-00231	02/15/24	1 17-1 Shore Drive	274.57	P.O. BOX 16801 4-01-31-440-000-213	Budget	Aprv	75	1
			274.57	Telephone				

February 20, 2024
09:57 AM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Pa Item 13.

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
<hr/>									
	02/21/24	VETER005 VETERANS OF FOREIGN WARS		331 BAY AVENUE					
24-00170	02/01/24	1 poll location rental	400.00	4-01-20-120-000-226	Budget	Aprv	39	1	
				Municipal Clerk: Election Expense					
			<hr/> 400.00						
<hr/>									
	02/21/24	VISUA005 VISUAL COMPUTER SOLUTIONS		ATTN: KIM CATTELONA-CONTROLLER					
24-00184	02/05/24	1 Saas Renewal 2024	2,507.20	4-01-25-240-000-252	Budget	Aprv	41	1	
				Police: Contractual Service					
			<hr/> 2,507.20						
<hr/>									
	02/21/24	WALLI005 WALLING LOCKSMITH		MOBILE SERVICE					
24-00109	01/26/24	1 THUMBTURNS FOR ADMIN	430.00	4-01-26-310-000-181	Budget	Aprv	35	1	
				B&G: General Hardware - Minor Tools					
			<hr/> 430.00						
<hr/>									
	02/21/24	WILLI020 WILLIAM ARMENTI		12 INDEPENDENCE WAY					
24-00233	02/15/24	1 Medicare reimbursement	524.10	4-01-36-472-000-000	Budget	Aprv	80	1	
				Statutory: Social Security					
			<hr/> 524.10						
<hr/>									
	02/21/24	YANNI005 YANNIS GOUZOUASSIS		151 NAVESINK AVENUE					
24-00147	01/30/24	1 Reimbursement - Holster	105.56	4-01-25-240-000-269	Budget	Aprv	38	1	
				Police: Patrol Equipment					
			<hr/> 105.56						

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	62	152	1,248,786.31

There are NO errors or warnings in this listing.

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-01	9,200.14	0.00	0.00	9,200.14
	4-01	1,149,494.76	0.00	0.00	1,149,494.76
	4-05	71,165.27	0.00	0.00	71,165.27
Year Total:		1,220,660.03	0.00	0.00	1,220,660.03
CAPITAL PROJECTS	C-04	15,543.64	0.00	0.00	15,543.64
TRUST NON BUDGET-TWO RIVER	T-03	3,382.50	0.00	0.00	3,382.50
Total of All Funds:		1,248,786.31	0.00	0.00	1,248,786.31

G/L Posting Summary

Account	Description	Debits	Credits
4-01-101-01-000-002	Cash - Clearing - Valley	0.00	1,247,912.81
4-01-101-01-000-005	Cash - Valley National	0.00	873.50
4-01-160-05-000-003	Due Capital Fund	15,543.64	0.00
4-01-160-05-000-004	Due Trust Fund	3,382.50	0.00
4-01-160-05-000-009	Due Sewer Operating Fund	71,165.27	0.00
4-01-201-20-000-000	Current Appropriations	146,105.76	0.00
4-01-203-55-000-000	Appropriation Reserves	9,200.14	0.00
4-01-204-55-000-000	Accounts Payable	80.00	0.00
4-01-206-55-000-001	Local School Tax Payable	369,943.00	0.00
4-01-206-55-000-002	Regional School Tax Payable	633,366.00	0.00
	Totals for Fund 4-01 :	1,248,786.31	1,248,786.31
4-03-160-05-000-001	Due Current Fund	0.00	3,382.50
4-03-201-20-000-001	General Trust Appropriations	3,382.50	0.00
	Totals for Fund 4-03 :	3,382.50	3,382.50
4-04-160-05-000-001	Due Current	0.00	15,543.64
4-04-215-55-000-000	Improvement Authorizations	15,543.64	0.00
	Totals for Fund 4-04 :	15,543.64	15,543.64
4-05-160-05-000-001	Due Current	0.00	71,165.27
4-05-201-20-000-000	Sewer Appropriations	71,165.27	0.00
	Totals for Fund 4-05 :	71,165.27	71,165.27
	Grand Total:	1,338,877.72	1,338,877.72

February 15, 2024
01:26 PM

BOROUGH OF HIGHLANDS
Check Payment Batch Verification Listing

Pa Item 13.

Batch Id: JORGI Batch Type: C Batch Date: 02/15/24 Checking Account: CLEARING G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
	02/15/24	FRANK005 FRANKLIN MUTUAL INSURANCE CO.		PO BOX 400					
24-00226	02/15/24	1 LIABILITY INSURANCE	294.00	4-01-20-110-000-250		Budget	Aprv	1	1
			<u>294.00</u>	Mayor/Council: Garden Club					

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	1	294.00

There are NO errors or warnings in this listing.

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	4-01	294.00	0.00	0.00	294.00
Total of All Funds:		<u>294.00</u>	<u>0.00</u>	<u>0.00</u>	<u>294.00</u>

G/L Posting Summary

Account	Description	Debits	Credits
4-01-101-01-000-002	Cash - Clearing - Valley	0.00	294.00
4-01-201-20-000-000	Current Appropriations	<u>294.00</u>	<u>0.00</u>
	Grand Total:	<u>294.00</u>	<u>294.00</u>