



**BOROUGH OF HIGHLANDS
COUNCIL REGULAR MEETING**
22 Snug Harbor Avenue, Highlands NJ 07732
Wednesday, September 20, 2023 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, 2023. 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. September 6, 2023 Meeting Minutes
2. September 6, 2023 Executive Session Minutes

PUBLIC HEARING ON PROPOSED ORDINANCES

3. O-23-19 Amending Borough of Highlands Revised General Ordinances Chapter 2 (Administration) Section 7 (Administrative Organization and Personnel Policies) Subsection 7.6 (Public Contracting Reform)

INTRODUCTION OF PROPOSED ORDINANCES

4. O-23-20 Amending Chapter 21 (Zoning and Land Use Regulations), Part VI (Fee Schedule), Article XXIII (Fees), Section 21-107 (Schedule Established)

RESOLUTIONS

5. R 23-193 Acknowledging Receipt and Review of the Land Use Board Consistency Report for Community Energy Plan

6. R 23-194 Adopting Community Energy Plan Prepared by Colliers Engineering & Design, Dated June 23, 2023

CONSENT AGENDA

7. R 23-195 Awarding Lease of Municipal Property Designated as Block 56, Lot 13 on the Tax Map of the Borough of Highlands

8. R 23-196 Authorizing Membership to the New Jersey Association of Floodplain Managers for Highlands Borough

[9.](#) R 23-197 Authorizing Payment of Bills

[10.](#) R 23-198 Property Tax Cancellation and Refund

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:

11. 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-23-19

**AMENDING BOROUGH OF HIGHLANDS REVISED GENERAL ORDINANCES CHAPTER 2
(ADMINISTRATION) SECTION 7 (ADMINISTRATIVE ORGANIZATION AND PERSONNEL POLICIES)
SUBSECTION 7.6 (PUBLIC CONTRACTING REFORM)**

WHEREAS, the State of New Jersey enacted the Elections Transparency Act, P.L. 2023, c. 30, which made significant changes to New Jersey’s local pay-to-play laws; and

WHEREAS, the New Jersey Local Finance Board has recommended that municipalities repeal ordinances authorized by N.J.S.A. 40A:11-51; and

WHEREAS, the Borough of Highlands currently has a local pay-to-play law in Chapter 2, Section 7, Subsection 7.6 of the Revised General Ordinances of the Borough of Highlands which is authorized by N.J.S.A. 40A:11-51; and

WHEREAS, pursuant to the changes to the law brought forth by P.L. 2023, c. 30, it is in the best interest of the Borough of Highlands to amend its current pay-to-play law.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Highlands, the County of Monmouth, in the State of New Jersey, that Chapter 2, Section 7, Subsection 7.6 of the Revised General Ordinances of the Borough of Highlands be repealed in its entirety and replaced as follows:

I

§ 2-7.6 [Reserved]

III

All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

IV

If any section, subparagraph, sentence, clause or phrase of this Ordinance shall be held to be invalid, such decision shall not invalidate the remaining portion of this Ordinance.

V

This Ordinance shall take effect upon adoption and publication according to law.

First Reading and Set Hearing Date for O-23-19:

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

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

DATE OF VOTE: September 6, 2023



Nancy Tran, Municipal Clerk
Borough of Highlands

Public Hearing for O-23-19:

	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 20, 2023

Carolyn Broullon, Mayor

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-23-20

**AMENDING CHAPTER 21 (ZONING AND LAND USE REGULATIONS), PART VI (FEE SCHEDULE),
ARTICLE XXIII (FEES), SECTION 21-107 (SCHEDULE ESTABLISHED)**

WHEREAS, Chapter 21 (Zoning and Land Use Regulations), Part VI (Fee Schedule), Article XXIII (Fees), Section 21-107 (Schedule Established) sets forth fees for the various applications for developments and other matters; and

WHEREAS, the governing body desires to amend the fees schedule.

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

SECTION I.

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

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 § 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.

Schedule of Fees

A.	- C. No change.	
D.	Floodplain review <u>Floodplain Development Permit</u>	
	Residential Substantial Improvement/Damage Itemization Package	\$50 <u>\$0</u>
	Nonresidential Non-Conversion Agreement in the 100 Year Floodplain	\$100 <u>\$0</u>
E.	- G. No change.	
H.	Zoning permits <u>Zoning Permits Residential/Non-Residential</u>	
	1. Single or two-family residential (new) <u>New/Major Construction Plan Review</u>	\$25 <u>\$300</u>
	2. Other residential <u>All Other (fences, sheds, signs, additions)</u>	\$50
	3. Residential renovations	\$10
	4. Nonresidential (new)	\$50
	5. Nonresidential renovations	\$25
I.	- M. 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-23-20:

	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 20, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands

Public Hearing for O-23-20:

	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: October 4, 2023

Carolyn Broullon, Mayor

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-193

ACKNOWLEDGING RECEIPT AND REVIEW OF THE LAND USE BOARD CONSISTENCY REPORT FOR COMMUNITY ENERGY PLAN

WHEREAS, the Borough of Highlands Land Use Board considered a report entitled, “The Borough of Highlands Community Energy Plan,” prepared by Kristin J. Russell, PP, AICP of Colliers Engineering & Design, dated June 2023, on August 10, 2023 (“Report”); and

WHEREAS, the Land Use Board reported its findings by and through the issuance of a Memorandum dated August 16, 2023 and found that the proposed sustainable development and resiliency strategies contained in the aforesaid report are consistent with the Borough’s Master Plan; and

WHEREAS, the Land Use Board also recommended that the governing body adopt the aforesaid Report which demonstrates the Borough’s commitment to a sustainable future which will position the Borough favorably to receive future funding and technical assistance.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council acknowledge receipt of the Land Use Board’s Memorandum and have reviewed the said Memorandum which finds the Community Energy Plan to be consistent with the Borough’s Master Plan.

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

Motion to Approve R 23-193:

	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 20, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands

BOROUGH OF HIGHLANDS, N. J.

INCORPORATED 1900

42 SHORE DRIVE
HIGHLANDS, NJ 07732
COUNTY OF MONMOUTH

(732) 872-1224 PH
(732) 872-0670 FX

WWW.HIGHLANDBOROUGH.ORG




CAROLYN BROULLON
MAYOR

MICHAEL MUSCILLO
ADMINISTRATOR

NANCY TRAN
BOROUGH CLERK

Memorandum

To: Mayor Broullon and Councilmembers of the Borough of Highlands
From: Nancy Tran, Land Use Board Secretary 
Date: August 16, 2023
Subject: Community Energy Plan

On August 10, 2023, the Land Use Board considered a report entitled The Borough of Highlands Community Energy Plan, prepared by Kristin J. Russell, PP, AICP of Colliers Engineering & Design, dated June 2023.

The Community Energy Plan seeks to bring Highlands into partnership with the state's NJ Energy Master Plan, with a goal of 100% clean energy by 2050. The Borough of Highlands is committed to addressing climate change and reducing greenhouse gas emissions, and this Plan identifies specific strategies we wish to pursue.

A group of stakeholders was convened, and considered dozens of initiatives for the Borough to undertake in this effort, looking 3 to 5 years into the future, targeting community needs, and taking advantage of existing opportunities. Under the guidance and direction of Colliers Engineering & Design, seven priorities that aligned with our local interests, capacity, and realistic timeline were chosen:

- Adopt Supportive Zoning and Regulations for EV Infrastructure
- Train First Responders on EVs and EVSE
- Install Public EV Charging Infrastructure
- Adopt Supportive Zoning and Permitting for Solar
- Train First Responders on Solar
- Upgrade Energy Efficiency for Municipal Facilities
- Construct New Municipal Buildings as Model Green Buildings

We note that this report is consistent with the Borough's 2016 Master Plan Reexamination Report and Amendments, wherein sustainable development and resiliency is recommended:

In an effort to promote resiliency in Borough of Highlands, it is also recommended that the Borough update its zoning policies to promote sustainable development and resilience to future storms. This should be done through the promotion of green building and infrastructure techniques. (pg. 56).

It is our recommendation that the Municipal Council adopt this document, which not only demonstrates our commitment to a sustainable future but will position us favorably to receive future funding and technical assistance.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-194

**ADOPTING COMMUNITY ENERGY PLAN PREPARED BY COLLIERS ENGINEERING & DESIGN,
DATED JUNE 23, 2023**

WHEREAS, the Borough of Highlands is committed to addressing climate change and reducing greenhouse gas emissions for current and future generations; and

WHEREAS, Colliers Engineering & Design prepared a report entitled The Borough of Highlands Community Energy Plan, dated June 23, 2023, to bring the Borough into partnership with the State's New Jersey Energy Master Plan goal of achieving 100% clean energy by 2050; and

WHEREAS, many initiatives were considered for the Borough to undertake, looking forward three (3) to five (5) years in the future, targeting community needs and taking advantage of existing opportunities; and

WHEREAS, the following priorities aligning with the Borough's interests, capacity and realistic timeframe were chosen:

- Adopt supportive zoning and regulations for EV infrastructure
- Train first responders on EVs and EVSE
- Install public EV charging infrastructure
- Adopt supportive zoning and permitting for solar
- Train first responders on solar
- Upgrade energy efficiency for municipal facilities
- Construct new municipal buildings as model green buildings; and

WHEREAS, the Community Energy Plan is consistent with the Borough's 2016 Master Plan Reexamination Report and Amendments, wherein sustainable development and resiliency is recommended.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that it hereby adopts the Community Energy Plan prepared by Colliers Engineering & Design dated June 23, 2023 demonstrating the Borough's commitment to a sustainable future.

Motion to Approve R 23-194:

	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 20, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands

The Borough of Highlands Community Energy Plan



June 2023

Prepared by:
Kristin J. Russell
Kristin J. Russell, PP, AICP
License No. 585300
CED project 22002028A



This report was made possible through a grant from New Jersey's Clean Energy Program™. New Jersey's Clean Energy Program is brought to you by the New Jersey Board of Public Utilities.

ABOUT THE NEW JERSEY BOARD OF PUBLIC UTILITIES (NJBPU)

The New Jersey Board of Public Utilities ("NJBPU" or "Board") is the state agency with authority to oversee the regulated utilities, which provide critical services such as natural gas, electricity, water, telecommunications, and cable television. The law requires the Board to ensure safe, adequate, and proper utility services at reasonable rates for customers in New Jersey.

ABOUT THE NEW JERSEY CLEAN ENERGY PROGRAM (NJCEP)

NJCEP, established on January 22, 2003, in accordance with the Electric Discount and Energy Competition Act (EDECA), provides financial and other incentives to the State's residential customers, businesses and schools that install high-efficiency or renewable energy technologies, thereby reducing energy usage, lowering customers' energy bills and reducing environmental impacts. The program is authorized and overseen by the New Jersey Board of Public Utilities (NJBPU).

ABOUT SUSTAINABLE JERSEY

Sustainable Jersey is a certification program for municipalities in New Jersey. Launched in 2009, Sustainable Jersey is a nonprofit, nonpartisan organization that supports community efforts to reduce waste, cut greenhouse gas emissions, and improve environmental equity. It provides tools, training and financial incentives to support and reward communities as they pursue sustainability programs. Sustainable Jersey is one hundred percent voluntary and each town can choose whether it wants to get certified and the actions it wants to do in order to achieve enough points to get certified.

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I. Introduction

Borough of Highlands is committed to addressing climate change and reducing greenhouse gas emissions. This Community Energy Plan details the specific strategies Highlands will pursue in the coming years to reduce greenhouse gas emissions from the local energy system. The Plan covers public policies and programs designed to support the community in reducing emissions.

In November 2022, a Community Energy Plan kickoff was held with municipal staff to set a timeline and big-picture goals for the project. In January 2023, a Planning Team was assembled and met to review the Sustainable Jersey [Guide for Sustainable Energy Communities](#) and [Community Energy Plan Workplan Template](#) to determine how to prioritize and implement the initiatives. Relevant community data was gathered from the [Sustainable Jersey Data Center](#).

A public hearing was held on February 16, 2022, at which time the desire to broaden clean energy opportunities borough-wide was discussed. As a result of that discussion, the Borough Council decided to pursue the Community Energy Planning Grant, discussed and approved at a March 2, 2022, public hearing. A third public hearing was held on September 7, 2022, when the authorization to execute the grant was approved, specifically addressing the need for community-level action to achieve New Jersey state goals.

The final community Energy Plan was adopted by municipal resolution at a public hearing with an additional opportunity for public comment on June 21, 2023.

Highlands' Community Energy Plan establishes how the municipality will promote the transition to sustainable energy over the next several years. Initiatives were selected based on demonstrated effectiveness, unique local opportunities, community co-benefits, and streamlining the permitting processes through zoning amendments.

As a shore community, climate change is one of the greatest threats to our future prosperity in Highlands, and globally. New Jersey is both a significant source of greenhouse gas (GHG) emissions and a state particularly vulnerable to climate change. Increasing heat waves, intense storms, and sea-level rise caused by climate change will dramatically alter our coastal state for many years to come (NJDEP, *Scientific Report on Climate*

Co-benefits of Sustainable Energy

The sustainable energy transition offers an opportunity to realize various co-benefits in our community and beyond. Besides reducing GHG emissions, implementing this plan will improve:

- Public health
 - Lower concentrations of ground-level outdoor air pollutants
 - Removal of indoor air pollution sources
- Social equity
 - Better affordable transportation
 - More affordable renewable energy
- Resiliency
 - More dependable electric grid
 - Decreased reliance on imported energy

Change). According to the New Jersey Department of Environmental Protection’s [NJ Greenhouse Gas Emissions Inventory Report](#), New Jersey adds almost 100 million metric tons of CO2e to the atmosphere annually. New Jersey can mitigate the local and global impacts of climate change with a rapid transition from the current GHG-intensive energy system to one that optimizes energy use and produces energy with minimal GHG emissions.

Recognizing New Jersey’s role in climate change mitigation, the State of New Jersey has established a goal of 100% clean energy in the state by 2050. [The New Jersey Energy Master Plan: Pathway to 2050](#) outlines the state’s strategies for achieving that goal while also addressing issues of social and economic inequity. To promote action at the local level in support of the state’s goals, the New Jersey Board of Public Utilities (NJBPU) launched the Community Energy Plan Grant Program, offering support and funding for municipalities to develop a Community Energy Plan. Borough of Highlands received the Community Energy Plan Grant and completed this Plan as a participant of the grant program.



Photo 1: Aerial view of Highlands.
Source: Highlands Borough, Code_zero_drone

II. Community Overview

Highlands Borough is a 0.9-square mile suburban community of 2,671 households located in Monmouth County. According to the 2020 US Census American Community Survey, the racial composition of Highlands’ 4,746 residents is 91% White, 1% Black, 4% Asian or Pacific Islander, and 4% “other”; 3% of the population is Hispanic/Latinx.

Highlands’ median household income is \$76,263, with 5.3% of households below the U.S. poverty threshold. Highlands’ Municipal Revitalization Index (MRI) score, a measure of a municipality’s economic conditions, is 34 out of a possible 100, which ranks 156th of New Jersey’s 564 municipalities (Sustainable Jersey Community Profile Data by Municipality). In other words, Highlands’ overall economic conditions are in the top third relative to other New Jersey municipalities.

Population Characteristics for Highlands, NJ

Population	Households	Median Household Income	Percent of Population in Poverty	NJ DCA MRI Score*	NJ DCA MRI Rank*
4,746	2,671	\$76,263	5.3%	34	156

Table 1. 2020 Population Characteristics

Source: Sustainable Jersey. Community Profile Data by Municipality

*MRI = Municipal Revitalization Index (MRI)

Electricity and Natural Gas Usage Data

Most electricity and natural gas use is currently associated with buildings. Utility companies generally organize electricity and natural gas use into four sectors – residential, commercial, industrial, and street lighting. The commercial sector includes nonprofits and government entities such as schools and municipal buildings, as well as businesses.

As illustrated in the charts on the next page, the residential sector accounts for the majority of electricity and natural gas use in Highlands. In other words, residential buildings present the greatest opportunity for energy use reductions.

Amount of Electricity Purchased by Sector (kWh)

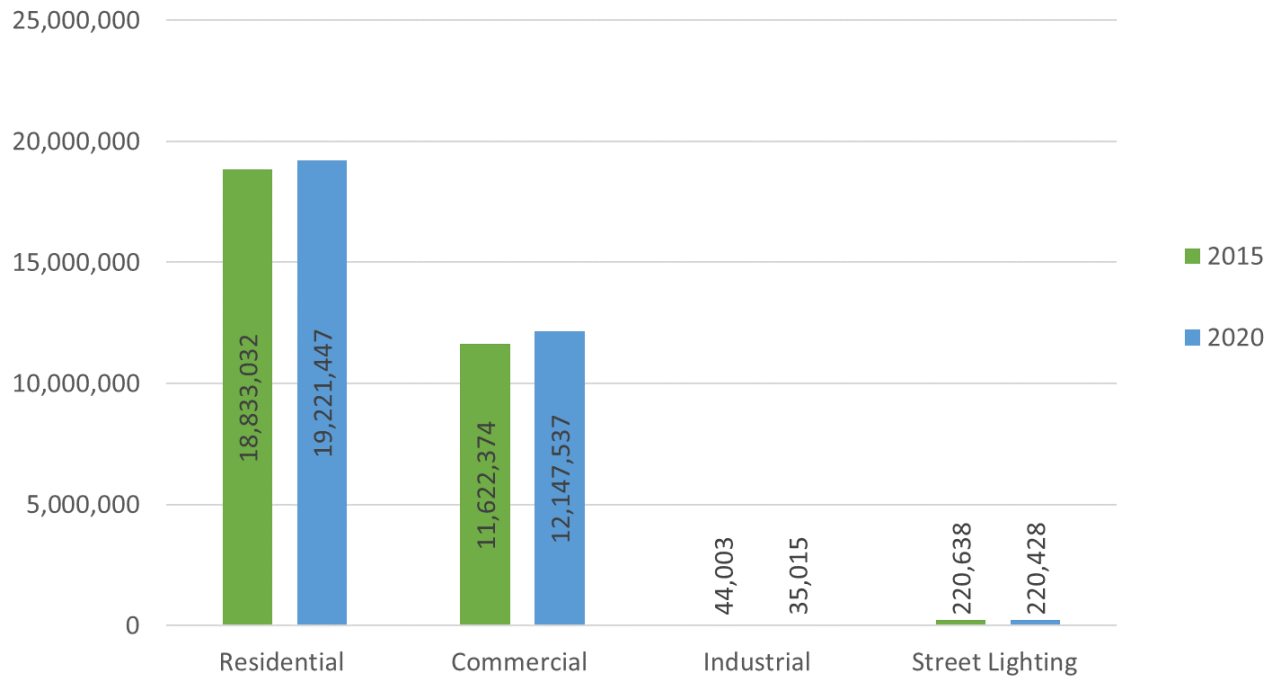


Chart 1. Amount of Electricity Purchased by Sector (kWh)

Source: Sustainable Jersey. Aggregated Community-Scale Utility Energy Data

Note: electricity values represent purchased electricity and do not include customer-generated electricity, such as from rooftop solar.

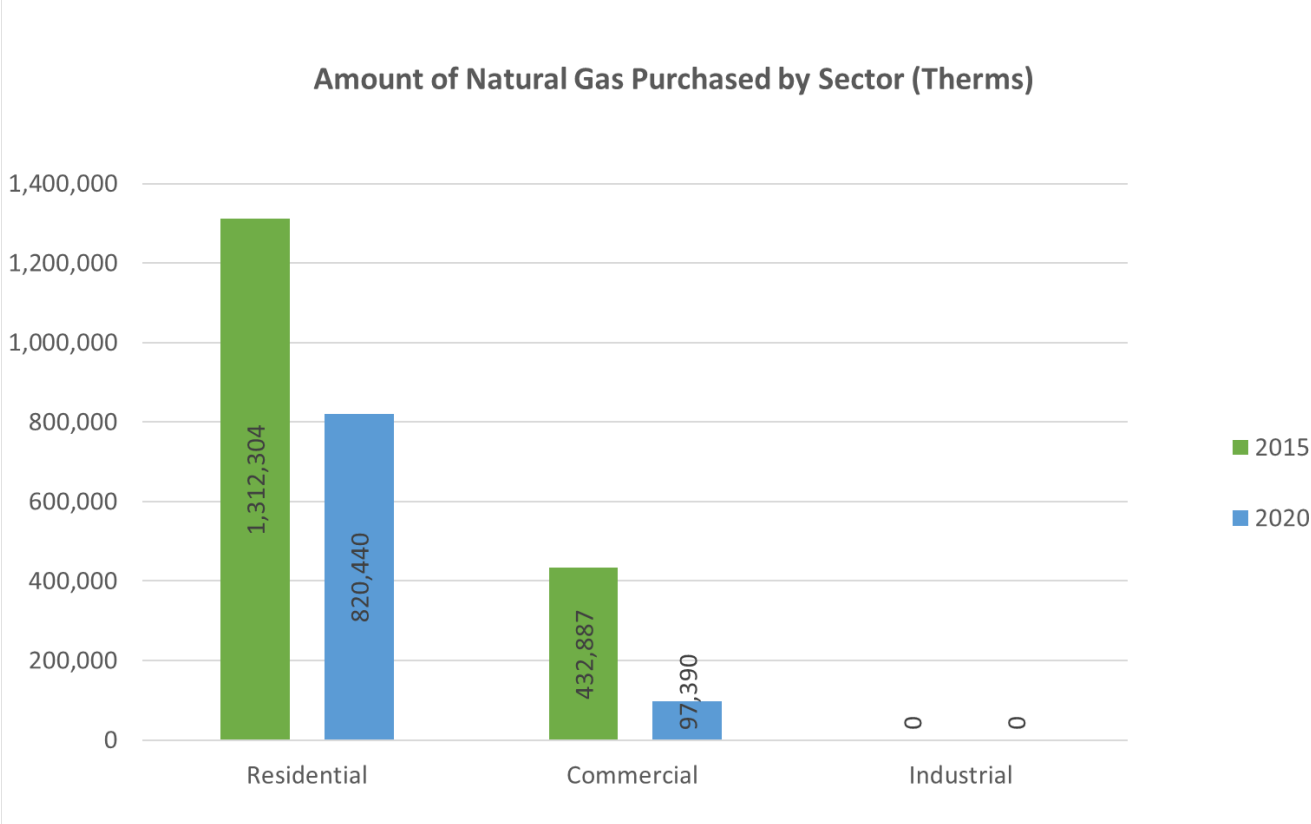


Chart 2. Amount of Natural Gas Purchased by Sector (Therms)
Source: Sustainable Jersey. Aggregated Community-Scale Utility Energy Data

Community GHG Emissions from Energy Use

In 2020, the total community-wide greenhouse gas emissions from electricity, natural gas/heating fuel, and transportation energy use in Highlands was **30,270 metric tons CO₂e**. The largest share of community emissions came from On-Road Vehicles, followed by Residential Natural Gas use.

2020 Community-Scale Energy-Related GHG Emissions by Sector and Energy Type (MT CO2e)

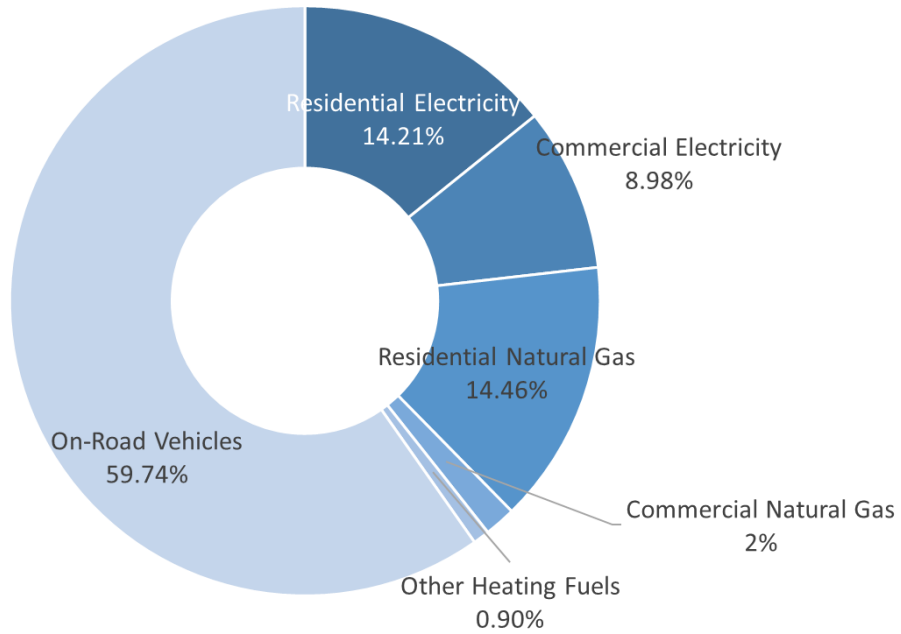


Chart 3. Overall GHG Emissions of Highlands by Subsector

Source: Sustainable Jersey. Community-Scale Greenhouse Gas (GHG) Emissions Data

III. Work Plan

The Highlands Community Energy Plan is primarily an implementation and action plan. This section details all of the initiatives selected as borough priorities for the next four years (2023-2027). These initiatives will make energy-efficient development within Highlands more streamlined, safe, and straightforward, providing numerous local co-benefits, such as improved air quality and creation of local jobs.

The initiatives are organized by the Strategies of the [New Jersey Energy Master Plan: Pathway to 2050](#). Each Strategy section includes one or more initiatives. Implementation details are provided for each initiative, including the initiative lead person/entity, the time frame for implementation, and any significant obstacles to successful implementation.

Strategy 1: Reduce Energy Consumption and Emissions from the Transportation Sector

- 1.1 Adopt Supportive Zoning and Regulations for EV Infrastructure
- 1.2 Train First Responders on EVs and EVSE
- 1.6 Install Public EV Charging Infrastructure

Strategy 2: Accelerate Deployment of Renewable Energy and Distributed Energy Resources

- 2.1 Adopt Supportive Zoning and Permitting for Solar
- 2.4 Train First Responders on Solar

Strategy 3: Maximize Energy Efficiency and Conservation and Reduce Peak Demand

- 3.1 Upgrade Energy Efficiency for Municipal Facilities

Strategy 4: Reduce Energy Consumption and Emissions from the Building Sector

- 4.1 Construct New Municipal Buildings as Model Green Buildings

Strategy 1: Reduce Energy Consumption and Emissions from the Transportation Sector

Transportation accounts for over 40% of New Jersey’s greenhouse gas emissions, primarily due to on-road gasoline consumption (NJDEP, “Transportation & Emissions”). Fossil fuel-powered transportation also produces local air pollution that significantly harms the health and quality of life of residents. Highlands can promote transportation electrification in the community to lessen the negative impact of our transportation system on our community and the world.



Photo 2: Existing EV infrastructure

Initiative 1.1: Adopt Supportive Zoning and Regulations for EV Infrastructure

Description: Pass NJDCA’s Model Statewide Municipal EV Ordinance specifying electric vehicle charging stations as a permitted accessory use, establishing the permitting process for charging stations, and requiring Make-Ready and EVSE (Electric Vehicle Supply Equipment) parking in new multifamily developments and parking lots. Modify the model ordinance standards for safety, signage, etc. as needed.

Lead	Start Date	Priority	Anticipated Length	Funding Sources
Municipal Planner	immediate	High	6 Months	N/A

Departments involved:

- Code Enforcement
- Planning
- Legal Department

Obstacles/Barriers:

- No significant barriers were identified

Community notes:

The Model Statewide Municipal EV Ordinance went into effect in September 2021 as specified by state law, but the policies in the ordinance are not integrated into Highlands’s municipal code. Code Enforcement currently requires applications for new developments to comply with the Model Ordinance.

Vehicles and Electric Vehicles in Highlands			
Year Updated	Estimated Total Passenger Vehicles	# of EVs	% Electric
2015	3,394	17	.5%
2019	3,519	35	1%

Table 2. Vehicles and Electric Vehicles in Highlands
Source: Sustainable Jersey. Community Profile Data by Municipality

As of 2019, 1% of passenger vehicles in Highlands were electric. As EV adoption accelerates, demand for charging infrastructure will also accelerate.

Measures of Success:

The goals for this initiative are new regulations regarding EVSE site design, such as accessibility and signage, and integration of the Model Statewide Municipal EV Ordinance into Highlands’s land-use code and permitting documents.

Next steps:

1. Highlands-specific information to be added to the Model Statewide Municipal EV Ordinance, and “Reasonable Standards” section made to fit municipal needs.
2. Governing body to review and approve.

Initiative 1.2: Train First Responders on EVs and EVSE

Description: Require training for local first responders on electric vehicles and associated infrastructure, furthering public confidence and maintaining emergency preparedness.

Lead	Start Date	Priority	Anticipated Length	Funding Sources
Deputy Fire Marshal	May 2023	Medium	Ongoing, annually	N/A

Departments involved:

- First Aid Squad
- Fire Department
- Police Department

Obstacles/Barriers:

- NJ State Fire Code (NJAC 5:70), NJ PEOSH (NJAC 12:100-8), and Federal Regulations (CFR 29) do not mandate required repetitive training for firefighters on EVs.
- Municipal staff may perceive additional training as an unnecessary burden.
 - The Police Chief will build support for EV safety training by creating awareness that EVs have unique first-response protocols.

Community notes:

To be done collectively with Initiative 2.4. Free online training resources are available.

As of 2020, there were 17 passenger electric vehicles in Highlands; the number of EVs in town has likely increased since then (Sustainable Jersey, Electric Vehicle Ownership Data). There are also two public EV charging stations in the township (NJDEP, Charging Map).

Measures of Success:

The goal of this initiative is that all first responders will be regularly trained in how to deal with emergencies involving electric vehicles and EV infrastructure.

Next steps:

1. Lead will compile list of available training courses
2. Lead will coordinate with departments involved, distribute training resources or options
3. A list of all participating (trained) members will be compiled
4. At the 6-month mark, lead will evaluate participation of members and make recommendations going forward.

Initiative 1.6: Install Public EV Charging Infrastructure

Description: Install electric vehicle charging infrastructure, including chargers, signage, and safety and accessibility features, for public use.

Lead	Start Date	Priority	Anticipated Length	Funding Sources
DPW	October 2022	Medium	Q2 2023	Municipal budget, NJBPU EV Tourism grant

Departments involved:

- Department of Public Works
- Finance Department
- Borough Administrator
- Governing Body
- Mayor’s Office

Obstacles/Barriers:

- Choice of parking space was limited in order to connect to electricity (where are existing poles and lines, access with angled spaces, etc.)
- Attention must be paid to risk of flooding

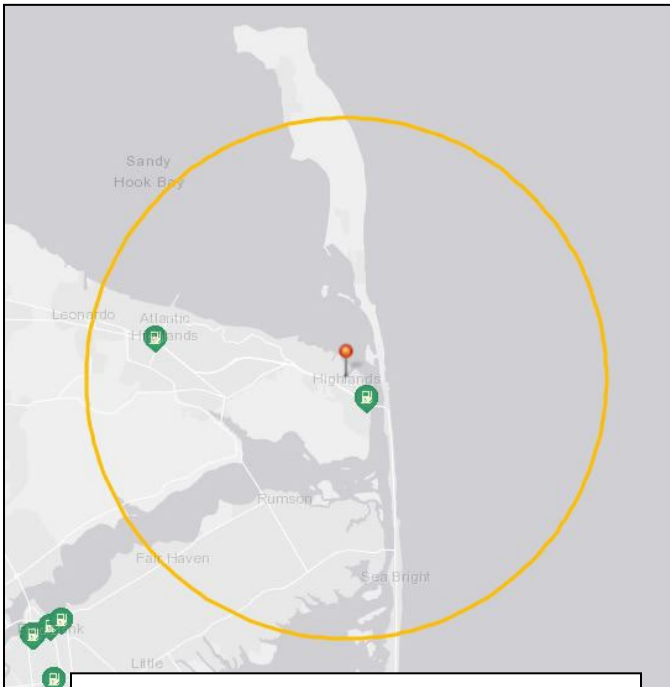
Community notes:

There are two Level 4 public EV charging stations within Highlands and two within a five-mile radius. There are no Level 3/DCFC public charging stations within five miles of Highlands.

Public EV Charging Station Locations:

1. Bahrs Landing Station 01. 12 Bay Avenue, Highlands, NJ. (2)
2. Bahrs Landing Station 01. 12 Bay Avenue, Highlands, NJ. (2)
3. Starbucks. 999 NJ-36, Atlantic Highlands, NJ. (2)

Map Legend.
Light green tags (not shown) – Level 1
Medium green – Level 2
Dark green (not shown) – Level 3/DCFC



Map 1. Public EV Charging Stations in Highlands Area
 Source: NJDEP. Public EV Charging Locator Map

Measures of Success:

The goal of this initiative is to install an additional public charging station in Highlands. Use of EV stalls will demonstrate success.

Next steps:

1. Installation at parking lot opposite 171 Bay Avenue.

Strategy 2: Accelerate Deployment of Renewable Energy and Distributed Energy Resources

Expanding renewable energy generation is necessary to eliminate greenhouse gas emissions from our energy system. New Jersey’s most readily available renewable resource is sunlight, which more and more utility customers can now access thanks to declining prices and new systems like community solar. Highlands can continue to refine local policies regarding solar and other renewable resources to promote local growth of renewable generation capacity.



*Photo 3: examples of solar installations in Highlands.
Source: Google Aerial*

Initiative 2.1 Adopt Supportive Zoning and Permitting for Solar

Description: Provide clear guidance/standards for solar developers and limit barriers to solar adoption such as lengthy permitting and multiple reviews.

Lead	Start Date	Priority	Anticipated Length	Funding Sources
Municipal planner	Q3 2023	High	Q1 2024	N/A

Departments involved:

- Code Enforcement
- Planning
- Legal Department

Obstacles/Barriers:

- None at present.

Community notes:

The borough does not currently regulate solar energy systems. A new solar ordinance will allow for building-integrated, roof mounted, canopy, and ground-mounted solar. Solar in all zones may be considered as accessory uses.

Measures of Success:

The goals for this initiative are new regulations regarding solar regulations, such as accessibility and signage, and integration of the Model Statewide Municipal EV Ordinance into Highlands’s land-use code and permitting documents.

Next steps:

1. Solar ordinance to be drafted by law office and/or municipal planner.
2. Governing body to review and approve.

Initiative 2.4 Train First Responders on Solar

Description: To further public confidence and maintain emergency preparedness, require training on solar infrastructure for first responders.

Lead	Start Date	Priority	Anticipated Length	Funding Sources
Deputy Fire Marshal	May 2023	Medium	Ongoing, annually	N/A

Departments involved:

- First Aid Squad
- Fire Department
- Police Department

Obstacles/Barriers:

- NJ State Fire Code (NJAC 5:70), NJ PEOSH (NJAC 12:100-8), and Federal Regulations (CFR 29) do not mandate required repetitive training for firefighters on EVs.
- Municipal staff may perceive additional training as an unnecessary burden.
 - The Police Chief will build support for EV safety training by creating awareness that EVs have unique first-response protocols.

Community notes:

To be done collectively with Initiative 1.2. Free online training resources are available. As of 2020, there were 46 solar installations in Highlands.

Measures of Success:

The goal of this initiative is that all first responders will be regularly trained in how to deal with emergencies involving solar infrastructure.

Next steps:

1. Lead will compile list of available training courses
2. Lead will coordinate with departments involved, distribute training resources or options
3. A list of all participating (trained) members will be compiled
4. At the 6-month mark, lead will evaluate participation of members and make recommendations going forward.

Strategy 3: Maximize Energy Efficiency and Conservation and Reduce Peak Demand

Energy efficiency and conservation are the most cost-effective methods of reducing greenhouse gas emissions from the energy system. Improving energy efficiency also generates local jobs, reduces local pollution, improves health and comfort, and adds resiliency to the energy system. Highlands can utilize energy efficiency to lower costs in municipal operations and encourage the community to follow suit to realize these many benefits.



Figure 1 Highlands

Source: EQ Roy, Shutterstock 1788844139

Initiative 3.1 Upgrade Energy Efficiency for Municipal Facilities

Description: Upgrade municipal facilities to be more energy efficient. New Jersey's Clean Energy Program and electric and natural gas utilities offer incentive programs that guide municipalities through the upgrade process, starting with free audits to establish the most effective measures to reduce energy use. Following implementation, showcase upgrades in energy efficiency outreach to local businesses.

Lead	Start Date	Priority	Anticipated Length	Funding Sources
DPW	Q3 2023	Medium	3-5 years	NJ Natural Gas

Departments involved:

- DPW

Obstacles/Barriers:

- Navigating programs and funding.

Community notes:

The Green Team is happy to consider all programs to help the Borough become more "green." Improving energy efficiency is already a priority of the Green Team so seeing those goals become a reality is their mission.

The Green Team will look into technical assistance through Sustainable Jersey to determine next steps for improving energy efficiency in municipal facilities.

Measures of Success:

The goal of this initiative is for the Borough to familiarize itself more thoroughly on programs offered, with the assistance of Sustainable Jersey. This may lead to assessments for all municipal buildings.

Next steps:

1. Coordinate with Sustainable Jersey to receive Technical Assistance, identifying meter discrepancies, billing inconsistencies, etc.
2. Consider NJ Natural Gas' SaveGreen Project initiatives (<https://savegreenproject.com/businesses>)

Strategy 4: Reduce Energy Consumption and Emissions from the Building Sector

According to New Jersey’s Energy Master Plan, 62% of the state’s total end-use energy consumption is associated with buildings, with space heating, water heating, appliances, and industrial uses accounting for 28% of New Jersey’s greenhouse gas emissions. Decisions made during new construction and building retrofits have significant and long-lasting impacts on this energy use. Highlands can reduce energy use and emissions from buildings by prioritizing green design in new construction and utilizing municipal buildings as models for the community.



Figure 2: Welcome to the Highlands

Initiative 4.1 Construct New Municipal Buildings as Model Green Buildings

Description: Implement a policy encouraging or requiring consideration of green building practices for any new municipal construction project. Highlight incentives from NJCEP’s New Construction Energy Efficiency program. Following construction, showcase green building features with on-site kiosks and digital webpages to encourage others to follow suit.

Lead	Start Date	Priority	Anticipated Length	Funding Sources
DPW	Q3 2023	Medium	ongoing	N/A

Departments involved:

- Department of Public Works

Obstacles/Barriers:

- Cost

Community notes:

Highlands is looking to repurpose the Police Department trailers into a permanent raised structure. In addition to the resiliency benefits of doing so, a variety of green initiatives including Energy Star will be considered. This is a mid- to long-term project.

Highlands is also looking to start using green products in cleaning and janitorial services, switch to LED lights in all municipal buildings, etc. This can be done in the short- to mid-term.

Measures of Success:

The goal of this initiative is to upgrade existing municipal facilities and build new municipal facilities that have improved efficiency over aging buildings.

Next steps:

1. Coordination with Sustainable Jersey where appropriate.
2. Inventory buildings to target for improvements (recreation building, etc.).

IV. References

- EIA (U.S. Energy Information Administration). 2021. *New Jersey State Profile and Energy Estimates*. <https://www.eia.gov/state/analysis.php?sid=NJ>.
- NJDEP (New Jersey Department of Environmental Protection). 2020. *New Jersey Scientific Report on Climate Change At-A-Glance*. <https://www.nj.gov/dep/climatechange/pdf/scientific-report-on-climate-change-at-a-glance.pdf>.
- NJDEP. 2020. "Transportation and Emissions." <https://www.nj.gov/dep/ages/opea-trans-emissions.html>.
- NJDEP. 2021. *New Jersey Environmental Justice Mapping Tool*. <https://njdep.maps.arcgis.com/apps/webappviewer/index.html?id=34e507ead25b4aa5a5051dbb85e55055>.
- NJDEP. 2022. *NJ Greenhouse Gas Emissions Inventory Report Years 1990-2019*. https://dep.nj.gov/wp-content/uploads/ghg/2022-ghg-inventory-report_final-1.pdf
- NREL (National Renewable Energy Laboratory). 2018. "Research and Analysis Demonstrate the Lack of Impacts of Glare from Photovoltaic Modules." <https://www.nrel.gov/state-local-tribal/blog/posts/research-and-analysis-demonstrate-the-lack-of-impacts-of-glare-from-photovoltaic-modules.html>.
- SEIA (Solar Energy Industries Association). 2022. "Top 10 Solar States." <https://www.seia.org/research-resources/top-10-solar-states-0>.
- State of New Jersey. 2018. *New Jersey's Railroad Network*. <https://www.state.nj.us/transportation/refdata/gis/maps/RailRoadlines.pdf>.
- State of New Jersey. 2020. *2019 New Jersey Energy Master Plan: Pathway to 2050*. State of New Jersey. https://nj.gov/emp/docs/pdf/2020_NJBPU_EMP.pdf.

Appendix. Data Sources

Almost all data used in this plan is sourced from the [Sustainable Jersey Data Center](#).

Community Overview Data		
Section, Map, or Table	Original Source(s)	Link to data
General Information Section	U.S. Census American Community Survey (ACS)	SJ Community Profile Data by Municipality
Current Housing Units by Year Built Chart	U.S. Census ACS	SJ Community Profile Data by Municipality
Number of Units by Structure Type Chart	U.S. Census ACS SJ Community Profile Data by Municipality	SJ Community Profile Data by Municipality
Commercial & Industrial Properties Map	NJ MOD IV Tax Data	SJ Commercial & Industrial Properties Map
Commercial & Industrial Properties Data	NJ MOD IV Tax Data	SJ Commercial & Industrial Properties Data

Energy Use Data		
Section, Map, or Table	Original Source(s)	Link to data
Amount of Electricity Used by Sector (kWh) Chart	NJ Investor-Owned Utilities	SJ Aggregated Community-Scale Utility Energy Data
Amount of Natural Gas Used by Sector (Therms) Chart	NJ Investor-Owned Utilities	SJ Aggregated Community-Scale Utility Energy Data
Number of Occupied Housing Units by Primary Heating Fuel	U.S. Census ACS	SJ Community Profile Data by Municipality
Greenhouse Gas (GHG) Emissions Charts	SJ GHG Emissions by Municipality	SJ Community-Scale Greenhouse Gas (GHG) Emissions Data

Energy Efficiency and Renewable Energy Data		
Section, Map, or Table	Original Source(s)	Link to data
Solar Installations Chart	NJCEP Solar Installation Data	SJ Solar Installation Data
Commercial Energy Efficiency Program Participation Data	New Jersey Clean Energy Program (NJCEP) Data	SJ Energy Efficiency Program Participation (2008-2021) Data - Lifetime Commercial Participation
Residential Program Participation Data	NJCEP Data	SJ Energy Efficiency Program Participation (2008-2021) - Lifetime Commercial Participation
Energy Efficiency Projects Completed by Municipality Data	NJCEP Data	SJ NJCEP Local Government Projects 2008-2021



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-195

AWARDING LEASE OF MUNICIPAL PROPERTY DESIGNATED AS BLOCK 56, LOT 13 ON THE TAX MAP OF THE BOROUGH OF HIGHLANDS

WHEREAS, the Borough owns property designated as Block 56, Lot 13 on the Tax Map of the Borough of Highlands; and

WHEREAS, N.J.S.A. 40A:12-14 sets forth, in relevant part, that a municipality may lease any real property not needed for public use; and

WHEREAS, N.J.S.A. 40A:12-14(a) sets forth, in relevant part, that in the case of a lease to a private person, said lease shall be made to the highest bidder by open public bidding at auction or by the submission of sealed bids; and

WHEREAS, by way of Resolution 18-118, duly adopted on May 16, 2018, the Borough authorized a lease with The Proving Ground for Block 56, Lot 13 and said lease shall expire on October 31, 2023; and

WHEREAS, by way of Resolution 23-173, duly adopted August 16, 2023, the Borough authorized advertisement for and the solicitation of sealed bids for the lease of the property designated as Block 56, Lot 13 on the Tax Map of the Borough of Highlands on a non-exclusive basis for the purpose of operating a parking lot; and

WHEREAS, on September 13, 2023, the Borough of Highlands accepted bids for the lease of Block 56, Lot 13 for an initial term of one (1) year with the option to continue the lease for up to four (4) consecutive additional one (1) year terms at the option of the Borough; and

WHEREAS, the Borough received one (1) response from SmokeNMirrors LLC dba The Proving Ground for the lease of Block 56, Lot 13 in the amount of \$2,000 per month for a total of \$24,000 per year for years 1 through 5; and

WHEREAS, the Borough wishes to accept the proposal, which exceeded the minimum bid requirements contained in the public notice to bidders, and award a lease to SmokeNMirrors LLC dba The Proving Ground.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Highlands, that the Borough hereby accepts the proposal dated September 11, 2023 from SmokeNMirrors LLC dba The Proving Ground, for the lease of Borough owned property located at Block 56, Lot 13 on the Tax Map of the Borough of Highlands on a non-exclusive

basis for the purpose of operating a parking lot for an amount of \$2,000.00 per month for a total of \$24,000.00 per year.

BE IT FURTHER RESOLVED, by the governing body of the Borough of Highlands, that the Borough Attorney be and is hereby directed to prepare a Lease Agreement in accordance with the aforesaid terms, wherein the said lease will be for an initial term of one (1) year with the option to continue the said lease for up to four (4) consecutive additional one (1) year terms at the option of the Borough.

Motion to Approve R 23-195:

	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 20, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-196

AUTHORIZING MEMBERSHIP IN THE NEW JERSEY ASSOCIATION OF FLOODPLAIN MANAGERS FOR HIGHLANDS BOROUGH

WHEREAS, Highlands Borough has undertaken a FEMA National Flood Insurance Program CRS Community Rating System initiative to provide credits and credit criteria of the CRS Community activities and programs that go above and beyond the minimum requirement for participation in FEMA's National Flood Insurance Program NFIP; and

WHEREAS, the New Jersey Association of Floodplain Managers, NJAFM, provides training and certification as a Floodplain Manager and Highlands Borough has identified a CRS Team to implement flood mitigation activities; and

WHEREAS, training and certifications will reduce and avoid flood damage to insurable property; strengthen and support the insurance aspects of the National Flood Insurance Program NFIP and foster comprehensive floodplain management; and

WHEREAS, Annual Membership in the New Jersey Association of Floodplain Managers, NJAFM, will facilitate training and educational sessions at an annual conference and with online testing for certifications; and

NOW, THEREFORE BE IT RESOLVED, that membership in the New Jersey Association of Floodplain Managers, NJAFM, is required to meet the goals of the FEMA Community Rating System CRS and the National Flood Insurance Program NFIP; and

BE IT FURTHER RESOLVED, that two members of the Highlands Administration – Kevin Rooney and Spencer Carpenter are authorized to become members of the New Jersey Association of Floodplain Managers NJAFM and to utilize all training, networking and certification activities in concert with the Association of State Floodplain Managers which has established a national program for certifying floodplain managers. This program recognizes continuing education and professional development that enhances the knowledge and performance of local state, federal and private-sector floodplain management professionals.

Motion to Approve R 23-196:

	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 20, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-197
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 18, 2023, which totals as follows:

Current Fund	\$	909,063.98
Sewer Account	\$	63,597.08
Capital Fund	\$	628,115.88
Trust-Other	\$	5,813.97
<u>Federal/State Grants</u>	<u>\$</u>	<u>720.25</u>
Total	\$	1,607,311.16

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$ 1,607,311.16** 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 23-197:

	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 20, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands

RECAP OF PAYMENT OF BILLS
09/20/2023

Item 9.

CURRENT:		\$	909,063.98
Payroll	(09/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
SEWER ACCOUNT:		\$	63,597.08
Payroll	(09/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
CAPITAL/GENERAL		\$	628,115.88
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	5,813.97
Payroll	(09/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND		\$	720.25
Payroll	(09/15/2023)	\$	
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.**

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

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

Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
----------	------	------	---------	-------------	----------	---------	----------	----------------	-----------	---------------	---------	-----------

ACTION01 ACTION UNIFORM CO., LLC												
23-01005 08/23/23 Initial Outfitting												
	1 S/S 5.11 HI VIZ w/Class 1 R/S	128.00	3-01-25-240-000-235	B Police: Initial Outfitting	R	08/23/23	09/11/23				54002	N
	2 Elbeco BDU Pant Black	170.00	3-01-25-240-000-235	B Police: Initial Outfitting	R	08/23/23	09/11/23				54002	N
		298.00										
	Vendor Total:	298.00										

AMAZO005 AMAZON CAPITAL SERVICES												
23-00977 08/11/23 Computer Supplies												
	1 Arzopa Portable monitor 15.6"	149.99	3-01-25-240-000-203	B Police: Computer Supplies/Maint	R	08/11/23	09/12/23				176G-6WWF-MHTQ	N
	2 Highwings 8K 10K HDMI Cable	8.99	3-01-25-240-000-203	B Police: Computer Supplies/Maint	R	08/11/23	09/12/23				176G-6WWF-MHTQ	N
	3 Amazon Basics 15.6 Laptop Case	24.09	3-01-25-240-000-203	B Police: Computer Supplies/Maint	R	08/11/23	09/12/23				176G-6WWF-MHTQ	N
	4 Samsung Galaxy Tab S8 Cover	29.59	3-01-25-240-000-203	B Police: Computer Supplies/Maint	R	08/11/23	09/12/23				176G-6WWF-MHTQ	N
		212.66										
	23-01028 08/29/23 Office Supplies											
	1 Office Supplies	41.60	3-01-20-152-000-201	B Central Services: Office Supplies	R	08/29/23	09/12/23				1WC-4THPC-YFKL	N
	23-01068 09/08/23 Official study guide											
	1 Official study guide	162.42	3-01-28-360-000-136	B Community Ctr: Schooling/Training	R	09/08/23	09/13/23				1PM9-RWTC-1WR9	N
	Vendor Total:	416.68										

BAYSH010 BAYSHORE SINGLE STREAM SOLUTIO												
23-01085 09/13/23 COMMINGLING												
	1 COMMINGLING	93.53	3-01-26-306-000-283	B Sanitation Contract: Co-Mingled Disposal	R	09/13/23	09/13/23				16056	N
	Vendor Total:	93.53										

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type	Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
CME01 CME ASSOCIATES													
	23-00728	06/08/23	Engineering/Overlook Park										
	6		Engineering/Overlook Park	655.00		3-01-20-165-000-244	B Engineering:General Engineering	R	09/14/23	09/14/23		0336073	N
	Vendor Total:			655.00									
COAST010 COASTAL METAL RECYCLING CORP													
	23-01086	09/13/23	A/C REMOVAL										
	1		A/C REMOVAL	198.00		3-01-26-305-000-294	B Sanitation: Other	R	09/13/23	09/13/23		12822	N
	Vendor Total:			198.00									
COLLI005 COLLIERS ENGINEERING/DESIGN													
	22-00266	03/03/22	Prof. services/skate park										
	17		Prof. services/skate park	384.00		2-01-20-165-000-244	B Engineering:General Engineering	R	03/03/22	09/14/23		878898	N
	22-01164	10/21/22	Community energy master plan										
	7		Community energy master plan	350.00		2-01-21-180-001-299	B Mun Land Use: Master Plan - Consultants	R	10/21/22	09/14/23		876165	N
	23-00925	08/02/23	Jones Creek dredging										
	2		Jones Creek dredging	5,000.00		3-01-20-165-000-299	B Engineering- Misc Engineering	R	08/02/23	09/14/23		878895	N
	3		Jones Creek dredging	593.75		3-01-26-294-000-294	B Stormwater: Other	R	09/14/23	09/14/23		878895	N
				<u>5,593.75</u>									
	Vendor Total:			6,327.75									
COMCAST COMCAST													
	23-01090	09/13/23	first aid building										
	1		first aid building	216.91		3-01-31-450-000-213	B Telecommunications	R	09/13/23	09/13/23		FIRST AID	N
	2		40 shsore drive	192.72		3-05-55-502-000-213	B Sewer: Telephone	R	09/13/23	09/13/23		40 SHORE DR	N
				<u>409.63</u>									
	Vendor Total:			409.63									
DAV02 DAVISON, EASTMAN, MUNOZ, LEDERMAN													
	23-00016	01/09/23	Borough Attorney										
	49		BOROUGH ATTORNEY	5,500.00		3-01-20-155-000-242	B Legal Services: Consultants -Boro Attny	R	09/13/23	09/13/23		405813	N
	50		HOURLY	10,380.54		3-01-20-155-000-252	B Legal Services: Consultants Hourly	R	09/13/23	09/13/23		405814	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date Date	Chk/Void	Invoice	1099
	Item Description							Date		Excl
DAV02	DAVISON, EASTMAN, MUNOZ, LEDERMAN		Continued							
	23-00016 01/09/23 Borough Attorney		Continued							
	51 ADAMS/DAVIS V BORO OF HIGHLAND		60.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	09/13/23	09/13/23	405818	N
	52 CAPTAINS COVE		45.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	09/13/23	09/13/23	405815	N
	53 NINA CONWAY		45.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	09/13/23	09/13/23	405816	N
	54 HIGHLANDER DEVELOPMENT GROUP		330.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	09/13/23	09/13/23	405817	N
	55 SEASTREAK LLC		300.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	09/13/23	09/13/23	405820	N
	56 NEAL TABER		150.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	09/13/23	09/13/23	405819	N
			<u>16,810.54</u>							
	Vendor Total:		16,810.54							
DILW005	DILWORTH PAXSON									
	23-01094 09/13/23 BOND COUNCIL									
	1 BOND COUNCIL		450.00	3-01-20-155-000-246	B Legal Services: Consultants - Bonding At	R	09/13/23	09/13/23	0-23-13	N
	Vendor Total:		450.00							
EASTP010	EASTPOINTE CONDOMINIUM ASS.									
	23-01079 09/13/23 street lighting reimbursement									
	1 street lighting reimbursement		1,194.87	3-01-26-325-000-217	B Condo Services: Street Lighting	R	09/13/23	09/13/23	6/30-8/1/23	N
	Vendor Total:		1,194.87							
FILEB005	FILEBANK									
	23-01104 09/18/23 repacking storage									
	1 repacking storage		505.19	3-01-26-310-000-103	B B&G: Consumable Supplies	R	09/18/23	09/18/23	0119741	N
	Vendor Total:		505.19							
FORER005	FORERUNNER									
	23-01058 09/05/23 forerunner annual license									
	1 forerunner annual license		7,500.00	3-01-22-195-000-260	B Construction: Computer Services	R	09/05/23	09/13/23	1134	N
	2 repetitive loss property track		1,500.00	3-01-22-195-000-260	B Construction: Computer Services	R	09/05/23	09/13/23	1134	N
			<u>9,000.00</u>							
	Vendor Total:		9,000.00							

Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description	Amount Charge Account Acct Type Description		Enc Date Date	Date Invoice	Exc1
FRANNY01 FRANNY'S PIZZA						
	23-01049 09/01/23 basketball tournament					
	1 basketball tournament	89.00 3-01-28-360-000-240	B Community Ctr: Spring Programs	R	09/01/23 09/11/23	57360 N
	Vendor Total:	89.00				
GEORGE GEORGE WALL						
	23-01050 09/01/23 TURBO SENSORS PD 17-15					
	1 TURBO SENSORS PD 17-15	281.65 3-01-26-300-000-203	B Mech Garage: Motor Vehicle - Police	R	09/01/23 09/18/23	232870 N
	Vendor Total:	281.65				
GRANT005 GRANT RITE MANAGEMENT CORP.						
	22-01012 09/12/22 GRANT CONSULTING SERVICES					
	10 GRANT CONSULTING SERVICES	3,918.75 T-03-56-855-000-000	B Trust: Storm Recovery Trust	R	09/12/22 09/13/23	1632 N
	Vendor Total:	3,918.75				
GROWI005 GROWING CONCERN INC.						
	23-00649 05/17/23 Irrigation System Repair-ELD					
	1 Irrigation System Repair-ELD	827.00 3-01-26-290-000-294	B Streets: Other	R	05/17/23 09/12/23	R44223-IN N
	2 Irrigation System Repair-ELD	248.58 3-01-26-290-000-294	B Streets: Other	R	09/06/23 09/12/23	R44323-IN N
	3 Irrigation System Repair-ELD	854.63 3-01-26-290-000-294	B Streets: Other	R	09/12/23 09/12/23	R54823-IN N
		<u>1,930.21</u>				
	Vendor Total:	1,930.21				
H2MAS005 H2M ASSOCIATES, INC.						
	23-00026 01/09/23 Sanitary Engineer					
	9 Sanitary Engineer	5,197.50 3-05-55-502-000-151	B Sewer: Consultants - Other	R	09/12/23 09/12/23	251891 N
	Vendor Total:	5,197.50				
HALET005 HALE TRAILER						
	23-00170 02/03/23 20 FOOT CONTAINER					
	8 20 FOOT CONTAINER	95.00 T-03-56-855-000-000	B Trust: Storm Recovery Trust	R	02/03/23 09/13/23	1681196 N
	Vendor Total:	95.00				

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
	Item Description					Enc Date Date	Date		Excl
HENRY HENRY HUDSON REGIONAL HIGH SCH									
23-01080	09/13/23 School Taxes-September 2023								
1	School Taxes-September 2023		347,948.00	3-01-99-999-002-206	B Regional School Taxes Payable	R	09/13/23 09/13/23	SEPTEMBER 2023	N
Vendor Total:			347,948.00						
HIGHBDED HIGHLANDS BOARD OF EDUCATION									
23-01081	09/13/23 School Taxes-September 2023								
1	School Taxes-September 2023		369,943.00	3-01-99-999-001-206	B Local School Taxes Payable	R	09/13/23 09/13/23	SEPTEMBER 2023	N
Vendor Total:			369,943.00						
HOL01 HOLMAN, FRENIA, ALLISON PC									
23-00018	01/09/23 Borough Auditor								
7	Borough Auditor		2,000.00	3-01-20-135-000-257	B Audit Services: Audit	R	09/13/23 09/13/23	57269	N
Vendor Total:			2,000.00						
IMPAC005 IMPAC									
23-01078	09/13/23 Fuel								
1	Fuel		7,956.73	3-01-31-460-000-192	B Fuel	R	09/13/23 09/13/23	SQLCD-867283	N
Vendor Total:			7,956.73						
ISABE005 ISABELLA MCMAHON									
23-01096	09/14/23 REIMBURSMENT BACKGROUND CHECK								
1	REIMBURSMENT BACKGROUND CHECK		20.00	3-01-28-360-000-294	B Community Ctr: Other	R	09/14/23 09/14/23	9/6/23	N
Vendor Total:			20.00						
BUTLER JAMES BUTLER, ESQ.									
23-00022	01/09/23 Municipal Prosecutor								
8	Municipal Prosecutor		1,270.00	3-01-25-275-000-201	B Contract Cost	R	09/14/23 09/14/23	AUGUST 2023	N
9	Municipal Prosecutor		1,270.00	3-01-25-275-000-201	B Contract Cost	R	09/14/23 09/14/23	SEPTEMBER 2023	N
			2,540.00						
Vendor Total:			2,540.00						

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Exc1
JASPAN JASPAN								
	23-01099 09/14/23 screws							
	1 screws		3.76 3-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	09/14/23	09/14/23	A1405517 N
	2 cable tie heavy duty		46.04 3-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	09/14/23	09/14/23	A1406581 N
	3 pin shower curtain		4.49 3-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	09/14/23	09/14/23	A1406864 N
	4 shutoff hose		47.18 3-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	09/14/23	09/14/23	A1408438 N
	5 can gas epa		21.99 3-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	09/14/23	09/14/23	A1412207 N
	6 screw		14.32 3-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	09/14/23	09/14/23	A1413156 N
			<u>137.78</u>					
	Vendor Total:		137.78					

JCPL JCP & L								
	23-01091 09/13/23 27a shore drive							
	1 27a shore drive		338.58 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103827 N
	2 2 miller street		3.25 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103831 N
	3 waterwitch avenue/bay avenue		14.27 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103823 N
	4 firehouse		745.80 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103824 N
	5 27 shore drive		85.53 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103826 N
	6 linden avenue		8.81 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103821 N
	7 waterwitch avenue		56.01 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103822 N
	8 waterwitch		46.89 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103820 N
	9 streetscape		448.05 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103829 N
	10 42 shore drive		390.47 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103830 N
	11 north street		437.74 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95238103832 N
	12 201-203 bay avenue		49.52 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95337823205 N
	13 22 snugharbor avenue		1,087.77 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95228129708 N
	14 public works		54.16 3-01-31-430-000-215	B Electric	R	09/13/23	09/13/23	95188181614 N
	15 40 shore drive		3,536.37 3-05-55-502-000-214	B Sewer: Gas & Electric	R	09/13/23	09/13/23	95238103828 N
	16 valley st pump station		12.34 3-05-55-502-000-214	B Sewer: Gas & Electric	R	09/13/23	09/13/23	95238103825 N
			<u>7,315.56</u>					
	Vendor Total:		7,315.56					

Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description	Amount Charge Account Acct Type Description		Enc Date Date	Date Invoice	Excl
JOHNG005 JOHN GUIRE LLC						
	23-00104 01/23/23 Draw Down-Small equip repairs					
	4 Draw Down-Small equip repairs	359.89 3-01-26-290-000-154	B Streets: Equipment Maintenance	R	01/23/23 09/13/23	148314 N
	Vendor Total:	359.89				
KAPPA005 KAPPA CONSTRUCTION CORP.						
	22-00587 05/16/22 CONTRACTOR NEW BORO COMPLEX					
	6 CONTRACTOR NEW BORO COMPLEX	450,176.69 C-04-16-101-000-201	B ORD#16-7 Pre1 Const New Borough Hall	R	05/16/22 09/12/23	PAYMENT #14 N
	Vendor Total:	450,176.69				
KEVIN030 KEVIN E. ROAKE						
	23-01070 09/11/23 Medicare reimbursement					
	1 Medicare reimbursement	164.90 3-01-36-472-000-000	B Statutory: Social Security	R	09/11/23 09/11/23	SEPTEMBER 2023 N
	Vendor Total:	164.90				
LAWES005 LAWES OUTDOOR POWER EQUIPMENT						
	23-00498 04/18/23 DrawDown Lawn Equipment Repair					
	3 DrawDown Lawn Equipment Repair	191.94 3-01-26-290-000-154	B Streets: Equipment Maintenance	R	04/18/23 09/13/23	76032 N
	Vendor Total:	191.94				
MALLC005 MALL CHEVROLET						
	23-00581 05/04/23 front & rear brake pads pd					
	1 front & rear brake pads pd	637.15 3-01-42-717-000-203	B Interlocal: Motor Vehicle - Police	R	05/04/23 09/14/23	90970 N
	Vendor Total:	637.15				
MASTE005 MASTER MAINTENANCE OF RED BANK						
	23-01071 09/11/23 cleaning of boro buildings					
	1 cleaning of boro buildings	840.00 3-01-26-310-000-178	B B&G: Building Maintenance	R	09/11/23 09/11/23	6155 N
	Vendor Total:	840.00				

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
MFSCO005 MFS CONSTRUCTION										
	21-01275 11/16/21 Construction management servic									
	18 Construction management servic		11,115.45	C-04-16-101-000-201	B	ORD#16-7 Pre] Const New Borough Hall	R	11/16/21 09/13/23	1221014.000-18	N
	Vendor Total:		11,115.45							
MICHA075 MICHAEL & CAROLINE HELLER										
	23-01093 09/13/23 TAX OVERPAYMENT									
	1 TAX OVERPAYMENT		1,722.72	3-01-99-999-000-205	B	Tax Overpayments	R	09/13/23 09/13/23	B1.03/L3	N
	Vendor Total:		1,722.72							
MONMO045 MONMOUTH TELECOM										
	23-01077 09/13/23 data and voice									
	1 data and voice		531.46	3-01-31-440-000-213	B	Telephone	R	09/13/23 09/13/23	344712	N
	Vendor Total:		531.46							
MOTOROLA MOTOROLA SOLUTIONS										
	23-00207 02/09/23 Patrol Equipment									
	1 WGP02798B		276.00	3-01-25-240-000-269	B	Police: Patrol Equipment	R	02/09/23 09/14/23	8281678986	N
	Vendor Total:		276.00							
MOTOR010 MOTOROLA SOLUTIONS, INC.										
	22-00709 06/21/22 Radio Repair/Equip.Maintenance									
	4 APX 8000 Series Portable		135.65	2-01-25-240-000-273	B	Police: Radio Repair	R	09/14/23 09/14/23	8281578846	N
	Vendor Total:		135.65							
NAYLORS NAYLORS AUTO PARTS										
	23-01100 09/14/23 napa 5 quart									
	1 napa 5 quart		32.49	3-01-42-717-000-204	B	Interlocal: Motor Vehicle - Other	R	09/14/23 09/14/23	237514	N
	2 break pad/rotor		282.06	3-01-42-717-000-204	B	Interlocal: Motor Vehicle - Other	R	09/14/23 09/14/23	239350	N
	3 3 year warranty battery		309.99	3-01-42-717-000-204	B	Interlocal: Motor Vehicle - Other	R	09/14/23 09/14/23	239352	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description				Enc Date Date	Date Invoice	Excl
NAYLORS NAYLORS AUTO PARTS Continued							
23-01100	09/14/23 napa 5 quart 4 napa oil filter	Continued					
		3-01-42-717-000-204	B Interlocal: Motor Vehicle - Other	R	09/14/23 09/14/23	239425	N
		32.94					
		657.48					
	Vendor Total:	657.48					

NJAMERIC NEW JERSEY AMERICAN WATER							
23-01089	09/13/23 42 SHORE DRIVE						
1	42 SHORE DRIVE	21.27	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	42 SHORE DRIVE N
2	LINDEN AVENUE	21.27	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	LINDEN AVENUE N
3	S BAY AVENUE	21.27	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	S BAY AVE N
4	BORO GARAGE	30.03	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	BORO GARAGE N
5	BAY AVENUE PARK	893.91	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	BAY AVE PARK N
6	27 SHORE DRIVE	30.03	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	27 SHORE DRIVE N
7	22 SNUGHARBOR AVENUE	105.76	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	22 SNUGHARBOR N
8	17-1 SHORE DRIVE	205.42	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	17-1 SHORE DRIV N
9	WATERWITCH AVENUE	100.09	3-01-31-445-000-219	B Water	R	09/13/23 09/13/23	WATERWITCH AVE N
10	17-1 SHORE DR HYDRANT	119.42	3-01-31-463-000-193	B Fire Hydrants	R	09/13/23 09/13/23	17-1 SHORE DR N
11	151 NAVESINK HYDRANT	242.39	3-01-31-463-000-193	B Fire Hydrants	R	09/13/23 09/13/23	151 NAVESINK N
12	123 HYDRANTS	7,244.70	3-01-31-463-000-193	B Fire Hydrants	R	09/13/23 09/13/23	123 HYDRANT N
13	GRAVELLY HYDRANT	242.39	3-01-31-463-000-193	B Fire Hydrants	R	09/13/23 09/13/23	GRAV HYDRANT N
14	40 SHORE DRIVE	132.03	3-05-55-502-000-219	B Sewer: Water	R	09/13/23 09/13/23	40 SHORE DR N
		9,409.98					
	Vendor Total:	9,409.98					

NJNG NEW JERSEY NATURAL GAS							
23-01072	09/11/23 22 snug harbor avenue						
1	22 snug harbor avenue	94.15	3-01-31-446-000-218	B Natural Gas	R	09/11/23 09/11/23	22 SNUGHARBOR N
2	151 navesink avenue	771.13	3-01-31-446-000-218	B Natural Gas	R	09/11/23 09/11/23	151 NAVESINK AV N
3	s 2nd street	51.60	3-01-31-446-000-218	B Natural Gas	R	09/11/23 09/11/23	S 2ND STREET N
4	public works	42.00	3-01-31-446-000-218	B Natural Gas	R	09/11/23 09/11/23	PUBLIC WORKS N
5	shore drive	85.91	3-01-31-446-000-218	B Natural Gas	R	09/11/23 09/11/23	SHORE DR N
		1,044.79					
	Vendor Total:	1,044.79					

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
NEXTR005 NEXTREQUEST								
	23-01083 09/13/23 OPRA SOFTWARE							
	1 OPRA SOFTWARE		6,615.00 3-01-20-120-000-252 B Municipal Clerk: Contractual Service	R	09/13/23	09/13/23	273850	N
	Vendor Total:		6,615.00					
ABC NJ DIVISION OF ABC								
	23-01009 08/23/23 23-24 ABC Renewal							
	1 23-24 ABC Renewal		66.00 3-01-20-120-000-252 B Municipal Clerk: Contractual Service	R	08/23/23	09/13/23	TAXID 216000928	N
	Vendor Total:		66.00					
NJLM NJ STATE LEAG.OF MUNICIPALITIE								
	23-01084 09/13/23 LEGISLATIVE MAGAZINE							
	1 LEGISLATIVE MAGAZINE		49.00 3-01-20-100-000-229 B Admin: Books & Publications	R	09/13/23	09/13/23	2388930	N
	Vendor Total:		49.00					
ONE CALL ONE CALL CONCEPTS, INC.								
	23-01095 09/14/23 Mark Outs for August 2023							
	1 Mark Outs for August 2023		62.92 3-05-55-502-000-154 B Sewer: Equipment Maintenance	R	09/14/23	09/14/23	3085088	N
	Vendor Total:		62.92					
PORZI005 PORZIO,BROMBERG & NEWMAN,PC								
	23-00349 03/10/23 Feasibility study							
	6 Feasibility study		89.82 2-01-20-155-000-294 B Legal Services: Other	R	09/18/23	09/18/23	3255848	N
	7 Feasibility study		134.75 2-01-20-155-000-294 B Legal Services: Other	R	09/18/23	09/18/23	3259873	N
			<u>224.57</u>					
	Vendor Total:		224.57					
PROTO005 PROTOTYPE DESIGN GROUP								
	23-00094 01/18/23 PROFESSIONAL LANDSCAPE ARCHITE							
	8 PROFESSIONAL LANDSCAPE ARCHITE		2,187.50 C-04-22-102-000-201 B ORD#22-14 Various Capital Improvements	R	01/18/23	09/18/23	008	N
	Vendor Total:		2,187.50					

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl	
RICOH005 RICOH USA, INC.										
	23-01097 09/14/23 monthly maintenance									
	1 monthly maintenance		367.30	3-01-26-310-000-170	B B&G: Leased Equipment	R	09/14/23	09/14/23	5068037270	N
	Vendor Total:		367.30							
ROMAN005 ROMAN E&G CORPORATION										
	22-00497 04/28/22 PHASE I SANITARY SEWER									
	7 PHASE I SANITARY SEWER		146,689.34	C-06-18-001-000-202	B ORD#18-23 Storm Water Improv-Contracts	R	04/28/22	09/14/23	PAYMENT #7	N
	Vendor Total:		146,689.34							
RUDER005 RUDERMAN & ROTH, LLC										
	23-00021 01/09/23 Borough Labor Council									
	4 Borough Labor Council		1,627.50	3-01-20-155-000-294	B Legal Services: Other	R	01/09/23	09/13/23	7/1-8/31/23	N
	Vendor Total:		1,627.50							
SEABO005 SEABOARD WELDING SUPPLY, INC.										
	23-01088 09/13/23 ACETYLENE/OXYGEN									
	1 ACETYLENE/OXYGEN		69.25	3-01-26-310-000-170	B B&G: Leased Equipment	R	09/13/23	09/13/23	957038	N
	Vendor Total:		69.25							
SET01 SETTEMBRINO ARCHITECTS										
	23-00265 02/22/23 New Boro Hall architect									
	3 New Boro Hall architect		5,343.75	C-04-21-101-000-202	B ORD#21-28 NEW BOROUGH HALL- SOFT COST	R	09/12/23	09/12/23	2955-16	N
	4 New Boro Hall architect		1,133.56	C-04-21-101-000-202	B ORD#21-28 NEW BOROUGH HALL- SOFT COST	R	09/12/23	09/12/23	2955-17	N
	5 New Boro Hall architect		5,343.75	C-04-21-101-000-202	B ORD#21-28 NEW BOROUGH HALL- SOFT COST	R	09/12/23	09/12/23	3694-8	N
	6 New Boro Hall architect		1,133.56	C-04-21-101-000-202	B ORD#21-28 NEW BOROUGH HALL- SOFT COST	R	09/12/23	09/12/23	3694-9	N
			<u>12,954.62</u>							
	Vendor Total:		12,954.62							

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
SHAWN005 SHAWN O'TOOLE												
	23-01055	09/05/23	REIMBURSEMENT/PHYSICAL									
	1		REIMBURSEMENT/PHYSICAL	100.00	3-01-25-263-000-294	B Fire Dept: Other	R	09/05/23	09/13/23		8/1/23	N
			Vendor Total:	100.00								
SKIP SKIP'S SPORTS												
	23-00853	07/17/23	Cleaning of boro buildings									
	1		Cleaning of boro buildings	840.00	3-01-26-310-000-178	B B&G: Building Maintenance	R	07/17/23	07/17/23		6084	N
			Vendor Total:	840.00								
SPECTROL SPECTROTEL, INC.												
	23-00593	05/08/23	Internet connectivity service									
	3		Internet connectivity service	4,992.28	C-04-21-101-000-202	B ORD#21-28 NEW BOROUGH HALL- SOFT COST	R	05/08/23	09/11/23		11789029	N
	23-01073	09/11/23	Police department									
	1		Police department	449.72	3-01-31-440-000-213	B Telephone	R	09/11/23	09/11/23		11773658	N
			Vendor Total:	5,442.00								
STAPLES STAPLES ADVANTAGE												
	23-01051	09/05/23	KOM									
	1		KOM	388.03	3-01-28-360-000-242	B Community Ctr: Fall Programs	R	09/05/23	09/13/23		3547297858	N
	2		office supplies	4.75	3-01-20-152-000-201	B Central Services: Office Supplies	R	09/05/23	09/13/23		3547297858	N
				392.78								
	23-01062	09/07/23	Office supplies for oem									
	1		Office supplies for oem	373.29	3-01-25-252-000-201	B Emergency Mgmt: Office Supplies	R	09/07/23	09/12/23		3547083223	N
			Vendor Total:	766.07								
SUBUR005 SUBURBAN DISPOSAL INC.												
	23-01087	09/13/23	AUGUST 2023									
	1		AUGUST 2023	34,000.00	3-01-26-306-000-284	B Sanitation Contract: Solid Waste	R	09/13/23	09/13/23		9868	N
	2		AUGUST 2023	15,647.68	3-01-26-309-000-220	B Mon Cty Rec: Tipping Fees	R	09/13/23	09/13/23		9868	N

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	Item Description				Enc Date Date	Date Invoice	Excl
SUBUR005 SUBURBAN DISPOSAL INC.							
	23-01087 09/13/23 AUGUST 2023	Continued					
	3 AUGUST 2023	Continued	5,350.24 3-01-26-305-000-284	B Sanitation: Brush & Bulk	R	09/13/23 09/13/23	9868 N
			54,997.92				
	Vendor Total:		54,997.92				
TM T&M ASSOCIATES							
	23-01098 09/14/23 Chia						
	1 Chia		98.00 T-03-56-875-000-155	B TRUST: CHIA B41 L13.01 Perf Guarantee	R	09/14/23 09/14/23	SE449454 N
	23-01102 09/14/23 Mattina-149 Portland Road						
	1 Mattina-149 Portland Road		49.00 T-03-56-875-000-152	B TRUST:LUB2021-05 149 Portland B12L4.01/2	R	09/14/23 09/14/23	SE449455 N
	2 14&32 North Peak Street		245.00 T-03-56-875-000-179	B TRUST: LUB2022-10 Home&Land B35 L&&9	R	09/14/23 09/14/23	SE449456 N
			294.00				
	Vendor Total:		392.00				
TOMSA T.O.M.S.A.							
	23-01082 09/13/23 August service						
	1 August service		54,463.20 3-05-55-502-000-196	B Sewer: TOMSA	R	09/13/23 09/13/23	AUGUST 2023 N
	Vendor Total:		54,463.20				
TARGE005 TARGETED TECHNOLOGIES LLC							
	23-00933 08/03/23 Computer upgrade						
	1 Computer upgrade		504.00 3-01-28-360-000-296	B Community Ctr: Machinery & Equipment	R	08/03/23 09/11/23	120226 N
	Vendor Total:		504.00				
TOWNS010 TOWNSHIP OF MIDDLETOWN							
	23-01067 09/08/23 3rd quarter building dept.						
	1 3rd quarter building dept.		49,568.75 3-01-42-735-000-299	B Shared Service Middletown UCC	R	09/08/23 09/12/23	19 N
	Vendor Total:		49,568.75				

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
RECLAMAT TREASURER, COUNTY OF MONMOUTH												
	23-01074	09/11/23	Reclamation August 2023									
	1		Reclamation August 2023	705.40	3-01-26-309-000-220	B Mon Cty Rec: Tipping Fees	R	09/11/23	09/11/23		AUGUST 2023	N
	2		Reclamation August 2023	25.62	3-01-26-308-000-285	B Recycling Tax	R	09/11/23	09/11/23		AUGUST 2023	N
				<u>731.02</u>								
			Vendor Total:	731.02								
ULINE005 ULINE, INC.												
	23-00784	06/21/23	winter program and summer camp									
	1		winter program and summer camp	1,408.22	T-03-56-850-000-011	B Trust: Recreation	R	06/21/23	09/11/23		165106071	N
			Vendor Total:	1,408.22								
US FOOD US FOODS, INC.												
	23-01060	09/06/23	summer camp									
	1		summer camp	602.21	G-02-41-807-133-202	B Summer Food 2023	R	09/06/23	09/12/23		968959	N
	2		summer camp	59.48	G-02-41-807-133-202	B Summer Food 2023	R	09/06/23	09/12/23		932948	N
	3		summer camp	39.89	G-02-41-807-133-202	B Summer Food 2023	R	09/06/23	09/12/23		778124	N
	4		summer camp	18.67	G-02-41-807-133-202	B Summer Food 2023	R	09/06/23	09/12/23		778123	N
				<u>720.25</u>								
			Vendor Total:	720.25								
VARAKIYU VARAKIYU ENTERPRISES LLC												
	23-00918	08/01/23	janitorial supplies									
	1		janitorial supplies	393.70	3-01-26-310-000-116	B B&G: Janitorial Supplies	R	08/01/23	09/14/23		2568	N
	2		janitorial supplies	629.26	3-01-26-310-000-116	B B&G: Janitorial Supplies	R	08/01/23	09/14/23		2635	N
				<u>1,022.96</u>								
			Vendor Total:	1,022.96								
VCI VCI EMERGENCY VEHICLE												
	23-00496	04/17/23	2022 ambulance									
	1		2022 ambulance	347.50	3-01-25-260-000-204	B First Aid: Vehicle Parts & Repairs	R	04/17/23	09/14/23		0012073	N
	23-01101	09/14/23	Parts for ambulance									
	1		Parts for ambulance	1,035.80	3-01-25-260-000-204	B First Aid: Vehicle Parts & Repairs	R	09/14/23	09/14/23		0012698	N

September 18, 2023
09:34 AM

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description	Amount Charge Account	Acct Type Description						
VCI VCI EMERGENCY VEHICLE								
Continued								
23-01101 09/14/23 Parts for ambulance	Continued							
2 Parts for ambulance	638.40	3-01-25-260-000-204	B	First Aid: Vehicle Parts & Repairs	R	09/14/23 09/14/23	0013533	N
	1,674.20							
Vendor Total:	2,021.70							
VERIZON1 VERIZON								
23-01092 09/13/23 17-1 shore drive								
1 17-1 shore drive	263.60	3-01-31-450-000-213	B	Telecommunications	R	09/13/23 09/13/23	9/1/23	N
Vendor Total:	263.60							
VIKIN005 VIKING PEST CONTROL								
23-01075 09/11/23 Pest Control								
1 Pest Control	40.00	3-01-26-310-000-178	B	B&G: Building Maintenance	R	09/11/23 09/11/23	16807443	N
2 Pest Control	30.00	3-01-26-310-000-178	B	B&G: Building Maintenance	R	09/11/23 09/11/23	16807193	N
3 Pest Control	30.00	3-01-26-310-000-178	B	B&G: Building Maintenance	R	09/11/23 09/11/23	16840080	N
4 Pest Control	30.00	3-01-26-310-000-178	B	B&G: Building Maintenance	R	09/11/23 09/11/23	16807442	N
5 Pest Control	30.00	3-01-26-310-000-178	B	B&G: Building Maintenance	R	09/11/23 09/11/23	16840446	N
	160.00							
Vendor Total:	160.00							
Total Purchase Orders: 75 Total P.O. Line Items: 150 Total List Amount: 1,607,311.16 Total Void Amount: 0.00								

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	2-01	1,094.22	0.00	1,094.22	0.00	0.00	1,094.22
	3-01	907,969.76	0.00	907,969.76	0.00	0.00	907,969.76
	3-05	63,597.08	0.00	63,597.08	0.00	0.00	63,597.08
Year Total:		971,566.84	0.00	971,566.84	0.00	0.00	971,566.84
CAPITAL PROJECTS	C-04	481,426.54	0.00	481,426.54	0.00	0.00	481,426.54
	C-06	146,689.34	0.00	146,689.34	0.00	0.00	146,689.34
Year Total:		628,115.88	0.00	628,115.88	0.00	0.00	628,115.88
	G-02	720.25	0.00	720.25	0.00	0.00	720.25
TRUST NON BUDGET-TWO RIVER	T-03	5,813.97	0.00	5,813.97	0.00	0.00	5,813.97
Total Of All Funds:		1,607,311.16	0.00	1,607,311.16	0.00	0.00	1,607,311.16



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-198
PROPERTY TAX CANCELLATION AND REFUND

WHEREAS, Block 3, lot 11.01 has been sub-divided and is currently tax exempt, and

WHEREAS, this property was billed taxes for the 2022 and 2023 tax years, and

WHEREAS, the Tax Collector is recommending that taxes be cancelled as follows:

2022 \$ 312.47
2023 \$ 688.06

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

Motion to Approve R 23-198:

	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 20, 2023

Nancy Tran, Municipal Clerk
Borough of Highlands