



**BOROUGH OF HIGHLANDS**  
**COUNCIL REGULAR MEETING**  
22 Snug Harbor Avenue, Highlands NJ 07732  
Wednesday, June 21, 2023 at 7:00 PM

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## **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

### **OTHER BUSINESS**

1. Public Hearing: Community Energy Plan

### **APPROVAL OF MINUTES**

2. June 7, 2023 Meeting Minutes
3. June 7, 2023 Executive Session Minutes

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

4. O-23-11 Amending Chapter 7A (Traffic Schedules), Section 7A-1 (Schedule I: No Parking) of the Code of the Borough of Highlands Relating to Parking Restrictions on Matthews Street

### **RESOLUTIONS**

5. R 23-150 Approving Renewal of Liquor Licenses for the 2023-2024 Term
6. R 23-151 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Portland Road and Grand Tour Drainage and Roadway Improvements Project

### **CONSENT AGENDA**

7. R 23-152 Authorizing the Award of a Contract to BridgeConnex Communications for Phone System Services
8. R 23-153 Awarding a Fair and Open Contract to Downtown Network Company for the Community Rating System (CRS) Coordinator

9. R 23-154 Authorizing Execution of a Settlement Agreement and Release Between the Borough of Highlands and Cintas Corporation

10. R 23-155 Authorizing the Refund of Summer Camp Fees

11. R 23-156 Authorizing the Execution of a Shared Services Agreement Between the Borough of Highlands and the Highlands Board of Education

12. R 23-157 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Shore Drive Pedestrian Safety Improvements Project

13. R 23-158 Approving First Aid Squad Application

14. R 23-159 Authorizing Payment of Bills

15. R 23-160 Approving Change Order No. 2 for Improvements to Waterwitch Wastewater Pump Station

## **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:

16. 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](mailto:clerk@highlandsborough.org).



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

**ORDINANCE O-23-11**

**AMENDING CHAPTER 7A (TRAFFIC SCHEDULES), SECTION 7A-1 (SCHEDULE I: NO PARKING) OF  
THE CODE OF THE BOROUGH OF HIGHLANDS RELATING TO PARKING RESTRICTIONS  
ON MATTHEWS STREET**

**WHEREAS**, Chapter 7A (Traffic Schedules), Section 7A-1 (Schedule I: No Parking) of the Borough Code establishes parking restrictions on certain streets; and

**WHEREAS**, the Chief of Police and Municipal Engineer have analyzed and evaluated the Borough Code and recommended certain changes; and

**WHEREAS**, Matthews Street has approximately a 15 foot wide roadway width, where the Residential Site Improvement Standards requires that a neighborhood street with parking on one side should have a minimum of 23 feet of roadway width, thereby necessitating no parking on Matthews Street; and

**WHEREAS**, the governing body finds that these recommendations should be adopted for the general safety, health and welfare of the Borough; and

**WHEREAS**, the Borough of Highlands is authorized to control parking on local roads pursuant to N.J.S.A. 39:4-8(b)(1) and N.J.S.A. 39:4-197(1)(f).

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

**SECTION I.** Borough Code Section 7A-1 entitled "Schedule 1: No Parking" is hereby amended by adding the following street:

Name of Street	Sides	Locations
Matthews Street	Both	North of its intersection with Shore Drive to its terminus

**ALL OTHER STREETS CONTAINED IN SCHEDULE I: NO PARKING REMAIN UNCHANGED.**

**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.

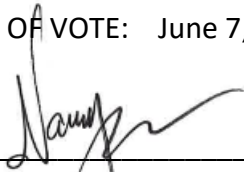
**SECTION IV. EFFECTIVE DATE.** This Ordinance shall take effect after final passage and publication as provided by law.

First Reading and Set Hearing Date for O-23-11:

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

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

DATE OF VOTE: June 7, 2023

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

Public Hearing for O-23-11:

	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: June 21, 2023

\_\_\_\_\_  
Carolyn Broullon, Mayor

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



BRUCE M. KOCH, PE, PP, CME  
LOUIS J. PLOSKONKA, PE, CME  
TREVOR J. TAYLOR, PE, PP, CME  
BEHRAM TURAN, PE, LSRP  
LAURA J. NEUMANN, PE, PP  
DOUGLAS ROHMEYER, PE, CFM, CME  
ROBERT J. RUSSO, PE, PP, CME  
JOHN J. HESS, PE, PP, CME  
KEITH CHIARAVALLO, PE, CME

May 24, 2023

**Sent via Electronic Mail**

Borough of Highlands  
42 Shore Drive  
Highlands, NJ 07732

Attn: Michael Muscillo – Borough Administrator

**Re: Matthews Street Parking Restriction  
Borough of Highlands, Monmouth County, NJ  
Our File: HHI00003.23**

Dear Mr. Muscillo:

As requested by the chief of police, our office has reviewed a request to modify parking restrictions on Matthews Street from the north side of the Shore Drive intersection to the terminus at Matthews Street Beach. Matthews Street has approximately a 15-foot wide roadway width. In accordance with the Residential Site Improvement Standards, a Neighborhood Street with Parking on one side should have a minimum of 23 feet of roadway width. Therefore, our office takes no exception to restricting parking on this street. The proposed modification is as follows:

Name of Street	Sides	Locations
Matthews Street	Both	North of its intersection with Shore Drive to its terminus

The above modification to section 7A-1 of the ordinance should be placed on the next agenda for review by the council.

Should you have any questions or require additional information, please do not hesitate to contact this office.

Very truly yours,

**CME Associates**

Bennett A. Matlack, PE, CME, CFM  
Borough Engineer's Office

cc: Brian J. Chabarck, Esq. – Borough Attorney  
Robert Burton – Chief of Police



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-150

### APPROVING RENEWAL OF LIQUOR LICENSES FOR THE 2023-2024 TERM

**WHEREAS**, renewal applications have been filed or submitted through POSSE ABC portal as directed by the ABC; and,

**WHEREAS**, the submitted, renewal applications have been accepted via POSSE ABC, the Municipal Fees have been paid, a Tax Clearance Certificate has been received, and, if necessary, a 12.39 Special Ruling was submitted and received approval from the State Alcohol Beverage Control Director, for the following licensee[s]; and,

**WHEREAS**, the applicants are qualified to be licensed per standards established by Title 33 of the New Jersey Statutes, regulations promulgated there under, and pertinent Borough Ordinances; and

**NOW, THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Highlands, County of Monmouth, State of New Jersey, that the renewal of the following Liquor License[s] for the 2023-2024 license term be and are hereby authorized:

License Number	Licensee	Establishment
1317-33-006-005	Harbor Pointe Yacht Club	Inactive
1317-33-010-012	181 Hospitality LLC	Inactive
1317-33-024-017	La Bise LLC	Inactive
1317-31-027-001	American Legion	Active
1317-33-030-011	Et Al Fine Foods & Events	Active

Motion to Approve R 23-150:

	INTRODUCE	SECOND	AYE	NAY	RECUSE	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: June 21, 2023

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-151

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE  
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE PORTLAND ROAD AND GRAND  
TOUR DRAINAGE AND ROADWAY IMPROVEMENTS PROJECT**

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Highlands formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor, Borough Administrator, and Borough Clerk are hereby authorized to submit an electronic grant application identified as MA-2024-Portland Road and Grand Tour Drainage-00033 to the New Jersey Department of Transportation on behalf of the Borough of Highlands.

**BE IT FURTHER RESOLVED** that the Mayor, Borough Administrator, and Borough Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Highlands and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Motion to Approve R 23-151:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: June 21, 2023

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

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

\_\_\_\_\_  
Nancy Tran, Borough Clerk

\_\_\_\_\_  
Mayor Carolyn Broullon





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-152

### AUTHORIZING THE AWARD OF A CONTRACT TO BRIDGECONNEX COMMUNICATIONS FOR PHONE SYSTEM SERVICES

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

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

**WHEREAS**, the Borough has solicited quotations from at least two (2) service providers for voice, data, transmission and/or switching services ; and

**WHEREAS**, BridgeConnex Communications provided a quotation in the amount of \$19,438.66 for the first year and \$11,279.16 for each of the next two (2) years, by way of a three (3) year contract; and

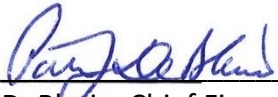
**WHEREAS**, the Borough desires to retain the services of BridgeConnex Communications; and

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

**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 #3-01-31-440-000-213 & #3-01-31-450-000-213

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

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

1. BridgeConnex Communications is hereby retained to provide phone system services, including voice, data, transmission and/or switching services. for a term of three (3) years, in an amount not to exceed \$19,438.66 for the first year and \$11,279.16 for each of the next two (2) years in accordance with the terms of the contract to be entered into between the Borough and BridgeConnex Communications.
2. The Mayor and Borough Clerk are hereby authorized to sign a contract with BridgeConnex Communications in accordance with this Resolution.
3. This contract is awarded without competitive bidding through the competitive quotation process in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11:6.1.

## Motion to Approve R 23-152:

	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: June 21, 2023

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-153

### AWARDING A FAIR AND OPEN CONTRACT TO DOWNTOWN NETWORK COMPANY FOR THE COMMUNITY RATING SYSTEM (CRS) COORDINATOR

**WHEREAS**, on May 25, 2023, the Borough of Highlands solicited bids for a Community Rating System (CRS) Coordinator, due on June 13, 2023; and

**WHEREAS**, Downtown Network Company was the only bidder and has set forth its proposed services in a written proposal dated June 7, 2023, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the governing body of the Borough of Highlands has made the determination that it is in the best interest of the Borough to award the contract to Downtown Network Company in connection with joining the CRS program; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$38,000 as stated on the Downtown Network Company's proposal dated June 7, 2023; and

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

I hereby certify funds are available as follows: Acct #C-04-21-101-000-202

A handwritten signature in blue ink, appearing to read "Patrick DeBlasio", written over a horizontal line.

Patrick DeBlasio, Chief Financial Officer

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

1. Downtown Network Company is hereby awarded the contract in an amount not to exceed \$38,000.
2. The Mayor, Borough Administrator, and Borough Clerk are hereby authorized to take all steps necessary to engage the services of Downtown Network Company, including executing a contract.
3. A copy of this Resolution as well as the contract/proposal shall be placed on file with Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

## Motion to Approve R 23-153:

	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: June 21, 2023

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-154

### AUTHORIZING EXECUTION OF A SETTLEMENT AGREEMENT AND RELEASE BETWEEN THE BOROUGH OF HIGHLANDS AND CINTAS CORPORATION

**WHEREAS**, the Borough of Highlands entered into a Facilities Solutions Agreement with Cintas Corporation dated January 28, 2021 for cleaning products and services related to the Public Works Department; and

**WHEREAS**, the Public Works Department was dissatisfied with the services provided by Cintas Corporation and wished to terminate the contract; and

**WHEREAS**, Cintas Corporation demanded payment of \$7,993.10 pursuant to the termination clause set forth in the Facilities Solutions Agreement; and

**WHEREAS**, the parties engaged in settlement discussions concerning the aforesaid termination of contract and tentatively agreed to a settlement payment by the Borough in a total amount of \$2,386.00 in exchange for a full release of all claims by Cintas Corporation.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Highlands that the appropriate Borough officials, including the Mayor and Borough Administrator, be and are hereby authorized to execute a Settlement Agreement between Cintas Corporation and the Borough of Highlands pursuant to the terms set forth above and in a form to be reviewed and approved by the Borough Attorney.

Motion to Approve R 23-154:

	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: June 21, 2023

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-155

### AUTHORIZING THE REFUND OF SUMMER CAMP FEES

**WHEREAS**, the Recreation Director, of the Borough of Highlands has received a request to refund summer camp fees.

**WHEREAS**, the Recreation Director has determined that the fee is to be refunded and is due and payable by the Borough of Highlands; and

**WHEREAS**, the Recreation Director recommends the immediate refund of the Summer Camp Fees by the Borough of Highlands,

**NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED** by the Mayor and Council of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Recreation Director is authorized to immediately refund the Summer Camp Fees to the individual listed below:

<u>INVOICE#</u>	<u>AMOUNT</u>	<u>NAME</u>
68680851	\$270.00	Amanda Devine-Nickerson

Motion to Approve R 23-155:

	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: June 21, 2023

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-156

### AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND THE HIGHLANDS BOARD OF EDUCATION

**WHEREAS**, the New Jersey Uniform Shared Services and Consolidation Act (C.40A:65-1 et. seq.) authorizes local units such as this Municipality to enter into Shared Services Agreements with other local units; and

**WHEREAS**, the Highlands Board of Education has requested that the Borough provide snow plowing and sanding/salting services as well as trash removal services for the Highlands Elementary School; and

**WHEREAS**, the term of the Agreement shall be for a period of one (1) year, effective July 1, 2023 through June 30, 2024, with the ability to renew the said Agreement upon mutual consent of the parties and the passage of appropriate Resolutions; and

**WHEREAS**, it is in the best interest of the Borough of Highlands to enter into the proposed Shared Services Agreement with the Highlands Board of Education.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Highlands hereby authorizes the Mayor and Borough Clerk to execute a Shared Services Agreement with the Highlands Board of Education, effective July 1, 2023 through June 30, 2024, with the ability to renew the said Agreement upon mutual consent of the parties and the passage of appropriate Resolutions.

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

**BE IT FURTHER RESOLVED** that the Borough Clerk shall forward a certified copy of this Resolution to the Highlands Board of Education.

## Motion to Approve R 23-156:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: June 21, 2023

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Nancy Tran, Municipal Clerk  
Borough of Highlands





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-157

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE SHORE DRIVE PEDESTRIAN SAFETY IMPROVEMENTS PROJECT**

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Highlands formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor, Borough Administrator, and Borough Clerk, are hereby authorized to submit an electronic grant application identified as SST-2024-Highlands Borough-0003 to the New Jersey Department of Transportation on behalf of the Borough of Highlands.

**BE IT FURTHER RESOLVED** that Mayor, Borough Administrator, and Borough Clerk, are hereby authorized to sign the grant agreement on behalf of the Borough of Highlands and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Motion to Approve R 23-157:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: June 21, 2023

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

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

\_\_\_\_\_  
Nancy Tran, Borough Clerk

\_\_\_\_\_  
Mayor Carolyn Broullon



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

**RESOLUTION 23-158**  
**APPROVING FIRST AID SQUAD APPLICATIONS**

**WHEREAS**, the following individuals have submitted a Membership Application to be a Member of the Highlands First Aid Squad:

Taylor Redmond  
Maria Kovalev  
Frank Calandra

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

Pedro Morales Herrera

**WHEREAS**, Warren "Jay" Terwilliger, Captain of the First Aid Squad, has approved the aforesaid Membership Applications;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands that the First Aid Squad Membership Applications of the above listed individuals be and is hereby approved.

Motion to Approve R 23-158:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: June 21, 2023

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

**RESOLUTION 23-159**  
**AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated June 19, 2023, which totals as follows:

Current Fund	\$ 189,173.05
Sewer Account	\$ 70,765.77
Capital Fund	\$ 74,864.96
Trust-Other	\$ 119,900.20
Federal/State Grants	\$ -
<b>Total</b>	<b>\$ 454,703.98</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$ 454,703.98** be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is posted on the borough website at [www.highlandsborough.org](http://www.highlandsborough.org) and on file in the Municipal Clerk's office for reference.

Motion to Approve R 23-159:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: June 21, 2023

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

**RECAP OF PAYMENT OF BILLS**  
**06/21/2023**

Item 14.

<b>CURRENT:</b>		\$	188,748.05
Payroll	(06/15/2023)	\$	
Manual Checks		\$	425.00
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	70,765.77
Payroll	(06/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	74,864.96
<b>CAPITAL-MANUAL CHECKS</b>		\$	
Voided Checks		\$	
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	119,900.20
Payroll	(06/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	
<b>GRANT FUND</b>		\$	
Payroll	(06/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>DEVELOPER'S TRUST</b>		\$	
Manual Checks		\$	
Voided Checks		\$	

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

June 19, 2023  
01:16 PM

BOROUGH OF HIGHLANDS  
Bill List By Vendor Name

Page No Item 14.

P.O. Type: All  
Range: First to Last  
Format: Detail without Line Item Notes  
Vendors: All Include Non-Budgeted: Y  
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

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		
<b>ALLIED12 Allied Fire &amp; Safety</b>						
23-00508 04/21/23 Fire Safety						
1 Fire Safety	181.80 3-01-28-360-000-296 B Community Ctr: Machinery & Equipment R	04/21/23 06/15/23	SM 103320	N		
2 Fire Safety	649.00 3-01-28-360-000-296 B Community Ctr: Machinery & Equipment R	04/21/23 06/15/23	SM 102559	N		
	830.80					
23-00754 06/15/23 Fire alarm inspection						
1 Fire alarm inspection	540.00 3-01-25-263-000-201 B Fire Dept: Building and grounds R	06/15/23 06/15/23	SM 103854	N		
Vendor Total:	1,370.80					
<b>AMAND015 AMANDA DEVINE-NICKERSON</b>						
23-00768 06/19/23 REFUND SUMMER CAMP/MEALS						
1 REFUND SUMMER CAMP/MEALS	270.00 T-03-56-850-000-022 B Trust: Recreation Camp R	06/19/23 06/19/23	2023	N		
Vendor Total:	270.00					
<b>APCER005 AP CERTIFIED TESTING LLC</b>						
23-00664 05/30/23 backflow device testing						
1 backflow device testing	840.00 3-05-55-502-000-294 B Sewer: Other R	05/30/23 06/14/23	AP7095	N		
Vendor Total:	840.00					
<b>BARRY010 BARRY M. PACKIN</b>						
23-00514 04/24/23 Me & Bobby D band						
1 Me & Bobby D band	450.00 3-01-28-360-000-244 B Community Ctr: Special Events R	04/24/23 06/14/23	2023	N		
Vendor Total:	450.00					

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PO #	PO Date	Description	Contract	PO Type	First	Rcvd	chk/Void									Excl
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice							
ATHIGH - BOROUGH OF ATLANTIC HIGHLANDS																
23-00739 06/13/23 Transcription of 5/18/23 mtg																
1 Transcription of 5/18/23 mtg	162.00	3-01-20-120-000-294	B	Municipal Clerk: Other	R	06/13/23	06/19/23		5/18/23							N
Vendor Total:	162.00															
BOUND01 BOUND TREE MEDICAL LLC																
23-00775 06/19/23 First aid supplies																
1 First aid supplies	39.12	3-01-25-260-000-210	B	First Aid: First Aid Supplies	R	06/19/23	06/19/23		84955232							N
2 First aid supplies	317.97	3-01-25-260-000-210	B	First Aid: First Aid Supplies	R	06/19/23	06/19/23		84952115							N
3 First aid supplies	158.99	3-01-25-260-000-210	B	First Aid: First Aid Supplies	R	06/19/23	06/19/23		84982539							N
	516.08															
Vendor Total:	516.08															
BRANIN BRANIN'S CONTRACTING CO.																
23-00345 03/10/23 Replace air release valves																
1 Replace air release valves	1,950.00	3-05-55-502-000-189	B	Sewer: Line Repairs	R	03/10/23	06/14/23		820							N
Vendor Total:	1,950.00															
WELLS CHARLIE WELLS																
23-00735 06/08/23 REIMB. NJEMA MEMBERSHIP FEE																
1 REIMB. NJEMA MEMBERSHIP FEE	75.00	3-01-25-252-000-227	B	Emergency Mgmt: Dues	R	06/08/23	06/14/23		2023							N
23-00736 06/08/23 Splashtop desk top remote																
1 Splashtop desk top remote	60.00	T-03-56-855-000-000	B	Trust: Storm Recovery Trust	R	06/08/23	06/14/23		2023							N
Vendor Total:	135.00															
CME01 CME ASSOCIATES																
22-00445 04/19/22 Phase I sanitary improvements																
28 Phase I sanitary improvements	31,653.75	C-06-18-001-000-201	B	ORD#18-23 Storm Water-Soft Costs	R	04/19/22	06/19/23		0330081							N
23-00017 01/09/23 Borough Engineer																
30 Borough Engineer	3,693.00	3-01-20-165-000-244	B	Engineering:General Engineering	R	06/19/23	06/19/23		0330379							N

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Item	Description	Amount	Charge	Account	Acct	Type	Description	Enc Date	Date	Date	Invoice	Excl
<b>CME01 CME ASSOCIATES</b>												
Continued												
23-00017	01/09/23 Borough Engineer				Continued							
31 Rogers Avenue		569.50		3-01-20-165-000-244	B Engineering:General Engineering	R	06/19/23	06/19/23		0330079	N	
		4,262.50										
23-00726	06/08/23 Improv. Bayside/Marie Avenue											
1 Improv. Bayside/Marie Avenue		684.00		3-01-20-165-000-244	B Engineering:General Engineering	R	06/08/23	06/19/23		0330082	N	
Vendor Total:		36,600.25										
<b>COAST010 COASTAL METAL RECYCLING CORP</b>												
23-00760	06/15/23 A/C and refrigerators											
1 A/C and refrigerators		132.00		3-01-26-305-000-294	B Sanitation: Other	R	06/15/23	06/15/23		12777	N	
Vendor Total:		132.00										
<b>COLLI005 COLLIERS ENGINEERING/DESIGN</b>												
22-00266	03/03/22 Prof. services/skate park											
15 Prof. services/skate park		2,488.75		2-01-20-165-000-244	B Engineering:General Engineering	R	03/03/22	06/19/23		851664	N	
23-00225	02/10/23 Jones Creek dredging											
4 Jones Creek dredging		4,540.84		3-01-20-165-000-244	B Engineering:General Engineering	R	06/19/23	06/19/23		851661	N	
23-00250	02/17/23 Construction observation											
4 Construction observation		2,972.20		3-01-20-165-000-244	B Engineering:General Engineering	R	02/17/23	06/19/23		851658	N	
Vendor Total:		10,001.79										
<b>COMCAST COMCAST</b>												
23-00757	06/15/23 40 Shore Drive											
1 40 Shore Drive		192.72		3-05-55-502-000-213	B Sewer: Telephone	R	06/15/23	06/15/23		40 SHORE DR	N	
2 first aid building		216.38		3-01-31-450-000-213	B Telecommunications	R	06/15/23	06/15/23		FIRST AID	N	
		409.10										
Vendor Total:		409.10										

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Item Description	Amount Charge Account Acct Type Description	Enc Date Date	Date Invoice	Exc1		
DAV02 DAVISON, EASTMAN, MUNOZ, LEDERMAN						
23-00016 01/09/23 Borough Attorney						
28 Borough attorney	5,500.00 3-01-20-155-000-242	B Legal Services: Consultants -Boro Attny	R	06/15/23 06/15/23	401895	N
29 Borough attorney	6,875.00 3-01-20-155-000-252	B Legal Services: Consultants Hourly	R	06/15/23 06/15/23	401897	N
30 Captains Cove	2,258.50 3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	06/15/23 06/15/23	401896	N
31 Nina Conway v Gail Mayron	735.00 3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	06/15/23 06/15/23	401828	N
32 10 Hillside Avenue	30.00 3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	06/15/23 06/15/23	401829	N
33 Catcherman sale of property	685.52 3-01-20-155-000-294	B Legal Services: Other	R	06/15/23 06/15/23	401830	N
34 Adams, Davis, healy and Brown	195.00 3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	06/15/23 06/15/23	401831	N
	16,279.02					
Vendor Total:	16,279.02					
FOODTOWN FOODTOWN OF ATLANTIC HIGHLANDS						
23-00717 06/07/23 summer camp						
1 summer camp	75.81 T-03-56-850-000-022	B Trust: Recreation Camp	R	06/07/23 06/15/23	011097361313	N
Vendor Total:	75.81					
GANNE005 GANNETT NJ						
23-00732 06/08/23 0-23-10						
1 0-23-10	97.04 3-01-20-120-000-220	B Municipal Clerk: Advertising	R	06/08/23 06/14/23	5675990	N
Vendor Total:	97.04					
GLE01 GLENCO SUPPLY, INC						
23-00667 05/30/23 Signage for Snug Beach Parking						
1 Signage for Snug Beach Parking	90.00 3-01-26-290-000-191	B Streets: Signs	R	05/30/23 06/14/23	30955	N
Vendor Total:	90.00					
GRANT005 GRANT RITE MANAGEMENT CORP.						
22-01012 09/12/22 GRANT CONSULTING SERVICES						
7 GRANT CONSULTING SERVICES	990.00 T-03-56-855-000-000	B Trust: Storm Recovery Trust	R	09/12/22 06/14/23	1601	N
Vendor Total:	990.00					



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Item Description	Amount Charge Account Acct Type Description	Stat/Chk	Enc Date Date	Date Invoice	Excl
<b>H2MAS005 H2M ASSOCIATES, INC.</b>					
23-00026 01/09/23 Sanitary Engineer					
6 Sanitary Engineer	6,080.28 3-05-55-502-000-151 B Sewer: Consultants - Other	R	06/14/23 06/14/23	247684	N
Vendor Total:	6,080.28				
<b>MERID005 HACKENSACK MERIDIAN HEALTH</b>					
23-00777 06/19/23 Pysical for Jeanette Cuppler					
1 Pysical for Jeanette Cuppler	265.00 3-01-25-260-000-294 B First Aid: Other	R	06/19/23 06/19/23	502696	N
Vendor Total:	265.00				
<b>HOL01 HOLMAN, FRENIA, ALLISON PC</b>					
23-00018 01/09/23 Borough Auditor					
3 Borough Auditor	15,000.00 3-05-55-502-000-157 B Sewer: Audit	R	01/09/23 06/15/23	56620	N
4 Borough Auditor	7,500.00 3-01-20-135-000-257 B Audit Services: Audit	R	06/15/23 06/15/23	56620	N
	22,500.00				
Vendor Total:	22,500.00				
<b>GARDENFL IN THE GARDEN FLORIST</b>					
23-00701 06/01/23 Wreaths					
1 Wreaths	650.00 3-01-20-100-000-294 B Admin: Other	R	06/01/23 06/14/23	08705	N
Vendor Total:	650.00				
<b>JAMES010 JAMES &amp; PATRICIA DAVIS</b>					
23-00762 06/15/23 medicare reimbursment					
1 medicare reimbursment	1,038.90 3-01-36-472-000-000 B Statutory: Social Security	R	06/15/23 06/15/23	JULY-SEPT 2023	N
Vendor Total:	1,038.90				
<b>BUTLER JAMES BUTLER, ESQ.</b>					
23-00022 01/09/23 Municipal Prosecutor					
5 Municipal Prosecutor	1,270.00 3-01-25-275-000-201 B Contract Cost	R	06/14/23 06/14/23	MAY 2023	N

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Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
BUTLER JAMES BUTLER, ESQ. Continued									
23-00022 01/09/23 Municipal Prosecutor		Continued							
6 Municipal Prosecutor	1,270.00	3-01-25-275-000-201	B Contract Cost	R	06/14/23	06/14/23		JUNE 2023	N
	2,540.00								
Vendor Total:	2,540.00								

JCPL JCP & L									
23-00761 06/15/23 2 Miller Street									
1 2 Miller Street	3.25	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95257939127	N
2 streetscape	55.45	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759622	N
3 42 Shore Drive	412.36	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759623	N
4 North St	419.72	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759624	N
5 27 s 2nd st	536.51	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759619	N
6 27a 2nd st	280.11	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759620	N
7 Firehouse	585.51	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759618	N
8 Waterwitch Ave	11.49	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759617	N
9 Waterwitch Ave receptacles	22.78	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759616	N
10 Linden Ave	8.46	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759615	N
11 Waterwitch Ave/Bay Ave	9.64	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95108759614	N
12 201-203 Bay Avenue	46.52	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95796816058	N
13 1 Shore Drive	100.75	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95158139336	N
14 22 Snug Harbor Ave	872.60	3-01-31-430-000-215	B Electric	R	06/15/23	06/15/23		95039255442	N
15 40 Shore Drive	2,828.14	3-05-55-502-000-214	B Sewer: Gas & Electric	R	06/15/23	06/15/23		95108759621	N
	6,193.29								
Vendor Total:	6,193.29								

JERSE005 JERSEY AUTO SPA CAR WASH									
23-00745 06/13/23 Car Wash									
1 Full Service Wash - April	165.00	3-01-25-240-000-265	B Police: Car Wash	R	06/13/23	06/19/23		1037	N
Vendor Total:	165.00								

JFKEM005 JFK EMS									
23-00048 01/10/23 professional emergency service									
5 professional emergency service	15,000.00	3-01-42-737-000-299	B Shared Service EMS/JFK Medical Center	R	06/15/23	06/15/23		MAY 2023	

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Item Description	Amount	Charge Account	Acct Type	Description				Enc Date	Date	Date Invoice	Exc1
JFKEM005 JFK EMS Continued											
23-00048 01/10/23 professional emergency service	Continued										
6 professional emergency service	15,000.00	3-01-42-737-000-299	B Shared Service	EMS/JFK Medical Center	R	06/15/23	06/15/23		JUNE 2023		N
	30,000.00										
Vendor Total:	30,000.00										
JOHNG005 JOHN GUIRE LLC											
23-00505 04/20/23 Parts 4 repair small equipment											
1 Parts 4 repair small equipment	693.23	3-01-26-290-000-183	B Streets: Machinery	Parts	R	04/20/23	06/14/23		128028		N
23-00716 06/07/23 2 String Trimmers											
1 2 String Trimmers	799.98	3-01-26-290-000-296	B Streets: Machinery & Equipment		R	06/07/23	06/15/23		135286		N
Vendor Total:	1,493.21										
KEVIN030 KEVIN E. ROAKE											
23-00753 06/14/23 Medicare reimbursement											
1 Medicare reimbursement	164.90	3-01-36-472-000-000	B Statutory: Social Security		R	06/14/23	06/14/23		MAY 2023		N
2 Medicare reimbursement	164.90	3-01-36-472-000-000	B Statutory: Social Security		R	06/14/23	06/14/23		JUNE 2023		N
	329.80										
Vendor Total:	329.80										
GLU01 LAW OFFICES GLUCK WALRATH LLP											
23-00734 06/08/23 BOND NOTE SERIES 2023A											
1 BOND NOTE SERIES 2023A	8,279.00	3-01-20-130-000-252	B Finance: Bonding Expenses		R	06/08/23	06/14/23		5/11/23		N
Vendor Total:	8,279.00										
MASTE005 MASTER MAINTENANCE OF RED BANK											
23-00770 06/19/23 Cleaning of boro buildings											
1 Cleaning of boro buildings	840.00	3-01-26-310-000-178	B B&G: Building Maintenance		R	06/19/23	06/19/23		6049		N
Vendor Total:	840.00										

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Item Description	Amount	Charge Account	Acct Type	Description	Enc Date	Date	Date	Invoice	Excl		
MATTH005 MATTHEW FERNICOLA											
23-00656 05/22/23 Summer concert series											
1 Summer concert series	500.00	3-01-28-360-000-244	B	Community Ctr: Special Events	R	05/22/23	06/14/23	2023			N
Vendor Total:	500.00										
MON02 MONMOUTH COUNTY TREASURER											
23-00715 06/06/23 Hauled st sweepings											
1 Hauled st sweepings	4,089.93	3-01-26-305-000-284	B	Sanitation: Brush & Bulk	R	06/06/23	06/15/23	006-2023-1			N
2 Hauled brush	2,522.02	3-01-26-305-000-284	B	Sanitation: Brush & Bulk	R	06/06/23	06/15/23	007-2023-1			N
	6,611.95										
Vendor Total:	6,611.95										
MOTOR001 MOTOROLA SOLUTIONS											
22-01255 11/22/22 Communications Equipment											
1 APX 8000 Series	6,098.40	2-01-25-240-000-293	B	Police: Telecommunications	R	11/22/22	06/15/23	8281523462			N
2 APX 8000 Series	114.09	2-01-25-240-000-293	B	Police: Telecommunications	R	11/22/22	06/15/23	8281631504			N
3 APX 8000 Series	73.76	2-01-25-240-000-293	B	Police: Telecommunications	R	11/22/22	06/15/23	8281542941			N
	6,286.25										
Vendor Total:	6,286.25										
NJAMERIC NEW JERSEY AMERICAN WATER											
23-00759 06/15/23 123 hydrants											
1 123 hydrants	7,244.70	3-01-31-463-000-193	B	Fire Hydrants	R	06/15/23	06/15/23	123 HYDRANTS			N
Vendor Total:	7,244.70										
NJNG NEW JERSEY NATURAL GAS											
23-00755 06/15/23 151 Navesink Avenue											
1 151 Navesink Avenue	458.89	3-01-31-446-000-218	B	Natural Gas	R	06/15/23	06/15/23	151 NAVESINK AV			N
2 s 2nd st	51.64	3-01-31-446-000-218	B	Natural Gas	R	06/15/23	06/15/23	S 2ND ST			N
3 shore dr	120.49	3-01-31-446-000-218	B	Natural Gas	R	06/15/23	06/15/23	SHORE DR			N
4 22 snugharbor ave	193.47	3-01-31-446-000-218	B	Natural Gas	R	06/15/23	06/15/23	22 SNUGHARBOR			N

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Item Description	Amount Charge Account Acct Type Description	Enc Date Date	Date Invoice	Excl		
<hr/>						
NJNG	NEW JERSEY NATURAL GAS	Continued				
23-00755 06/15/23 151 Navesink Avenue	Continued					
5 public works	42.00 3-01-31-446-000-218 B Natural Gas	R	06/15/23	06/15/23	PUBLIC WORKS	N
	866.49					
Vendor Total:	866.49					
<hr/>						
NEWPO005	NEWPORT MEDIA HOLDINGS, LLC					
23-00733 06/08/23 Clerk & LUB						
1 Clerk & LUB	56.11 3-01-20-120-000-220 B Municipal Clerk: Advertising	R	06/08/23	06/14/23	MULTIPLE	N
	4.96 3-01-21-180-000-220 B Municipal Land Use Law: Advertising					
	61.07					
23-00738 06/13/23 Notice of Award 4/19/23						
1 Notice of Award 4/19/23	13.33 3-01-20-120-000-220 B Municipal Clerk: Advertising	R	06/13/23	06/15/23	19005	N
Vendor Total:	74.40					
<hr/>						
VETERINA	NJ STATE DEPT. OF HEALTH					
23-00772 06/19/23 Dog report-May 2023						
1 Dog report-May 2023	27.60 T-12-99-999-000-002 B DOG TRUST: DUE STATE OF NEW JERSEY	R	06/19/23	06/19/23	MAY 2023	N
Vendor Total:	27.60					
<hr/>						
NJLM	NJ STATE LEAG. OF MUNICIPALITIE					
23-00731 06/08/23 Annual subscription						
1 Annual subscription	75.00 3-01-20-100-000-229 B Admin: Books & Publications	R	06/08/23	06/14/23	23M-8930	N
Vendor Total:	75.00					
<hr/>						
OSWALD	OSWALD SEWER SERVICE					
23-00714 06/06/23 Broke blockage sewer line						
1 Broke blockage sewer line	800.00 3-05-55-502-000-189 B Sewer: Line Repairs	R	06/06/23	06/19/23	IN000013956	N
Vendor Total:	800.00					

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PORZIO, BROMBERG & NEWMAN, PC												
	23-00349	03/10/23	Feasibility study									
			4 Feasibility study	8,060.52	3-01-20-155-000-294	B Legal Services: Other	R	06/14/23	06/14/23		3298915	N
Vendor Total:				8,060.52								
POWERHOUSE SIGNWORKS												
	23-00451	04/06/23	volunteer wanted flags									
			1 volunteer wanted flags	2,600.00	3-01-25-252-000-294	B Emergency Mgmt: Other	R	04/06/23	06/14/23		24-060703	N
			2 volunteer wanted lawn flags	400.00	3-01-25-252-000-294	B Emergency Mgmt: Other	R	04/06/23	06/14/23		24-060703	N
				3,000.00								
Vendor Total:				3,000.00								
PROTOTYPE DESIGN GROUP												
	23-00094	01/18/23	PROFESSIONAL LANDSCAPE ARCHITE									
			5 PROFESSIONAL LANDSCAPE ARCHITE	13,300.00	C-04-22-102-000-201	B ORD#22-14 Various Capital Improvements	R	01/18/23	06/15/23		005	N
Vendor Total:				13,300.00								
PULTE HOMES												
	23-00776	06/19/23	RELEASE MAINTENANCE BOND									
			1 RELEASE MAINTENANCE BOND	112,851.00	T-13-58-902-000-372	B Perf > \$5,000 Harbor Side/Pulte Homes	R	06/19/23	06/19/23			N
Vendor Total:				112,851.00								
RESERVE ACCOUNT												
	23-00766	06/15/23	Adding money to postage machin									
			1 Adding money to postage machin	2,000.00	3-01-20-152-000-222	B Central Services: Postage	R	06/15/23	06/15/23		6/21/23	N
Vendor Total:				2,000.00								
RICOH USA, INC.												
	23-00721	06/07/23	Monthly maintenance									
			1 Monthly maintenance	367.30	3-01-26-310-000-170	B B&G: Leased Equipment	R	06/07/23	06/19/23		5067414495	N
Vendor Total:				367.30								

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Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Exc]
Item Description	Amount	Charge Account	Acct Type Description					
<b>ROBER040 ROBERT CAVALLO</b>								
23-00641 05/16/23 Sound Guy for concerts								
2 Sound Guy for concerts	425.00	3-01-28-360-000-244	B Community Ctr: Special Events	R	05/16/23	06/15/23	6/22/23	N
Vendor Total:	425.00							
<b>RUBBE010 RUBBER RECYCLE</b>								
21-00489 05/07/21 RUBBER MULCH FOR PARKS								
3 RUBBER MULCH FOR PARKS	8,204.21	C-04-17-101-000-201	B Ord#17-03 Various Improv-Open Space	R	06/19/23	06/19/23	165435	N
4 RUBBER MULCH FOR SnugHarbor	3,865.79	T-03-56-854-000-000	B Trust: Open Space	R	06/19/23	06/19/23	165435	N
	12,070.00							
Vendor Total:	12,070.00							
<b>SEABO005 SEABOARD WELDING SUPPLY, INC.</b>								
23-00756 06/15/23 Acetylene								
1 Acetylene	69.25	3-01-26-310-000-170	B B&G: Leased Equipment	R	06/15/23	06/15/23	953390	N
Vendor Total:	69.25							
<b>SKIP SKIP'S SPORTS</b>								
23-00623 05/11/23 Summer staff uniforms								
1 Summer staff uniforms	390.00	T-03-56-850-000-022	B Trust: Recreation Camp	R	05/11/23	06/14/23	48138	N
Vendor Total:	390.00							
<b>SNAP0005 Snapology of Monmouth County</b>								
23-00635 05/15/23								
1	250.00	T-03-56-850-000-024	B Trust: Recreation Activities	R	05/15/23	06/14/23	2023143	N
Vendor Total:	250.00							
<b>SPECTROL SPECTROTOL, INC.</b>								
23-00758 06/15/23 42 Shore drive								
1 42 Shore drive	169.22	3-01-31-440-000-213	B Telephone	R	06/15/23	06/15/23	11617607	N

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Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description	Amount Charge Account	Acct Type Description						
<b>SPECTROL SPECTROTEL, INC. Continued</b>								
23-00758 06/15/23 42 Shore drive	Continued							
2 Police department	432.40 3-01-31-440-000-213	B Telephone	R	06/15/23	06/15/23		11602383	N
	601.62							
Vendor Total:	601.62							
<b>STAPLES STAPLES ADVANTAGE</b>								
22-00867 08/03/22 Office supplies								
1 Office supplies	257.18 2-01-20-130-000-201	B Finance: Office Supplies	R	08/03/22	06/14/23		3514579089	N
23-00296 02/28/23 Cleaning supplies								
1 Cleaning supplies	415.74 3-01-26-310-000-116	B B&G: Janitorial Supplies	R	02/28/23	06/14/23		3532156617	N
23-00315 03/07/23 ink and batteries								
1 ink and batteries	130.47 3-05-55-502-000-101	B Sewer: Office Supplies	R	03/07/23	06/14/23		3532560570	N
23-00319 03/08/23 CLEANING SUPPLIES								
1 CLEANING SUPPLIES	349.58 3-01-26-310-000-116	B B&G: Janitorial Supplies	R	03/08/23	06/14/23		3532625171	N
23-00365 03/15/23 Office supplies								
1 Office supplies	429.91 3-01-25-263-000-101	B Fire Dept: Office Supplies	R	03/15/23	06/14/23		3533193445	N
2 Office supplies	57.07 3-01-20-152-000-201	B Central Services: Office Supplies	R	03/15/23	06/14/23		3533193445	N
	486.98							
23-00373 03/16/23 Toners								
1 Toners	209.78 3-01-20-120-000-201	B Municipal Clerk: Office Supplies	R	03/16/23	06/14/23		3533441805	N
23-00383 03/22/23 Office supplies								
1 Office supplies	1,120.00 T-03-56-850-000-011	B Trust: Recreation	R	03/22/23	06/14/23		3533958876	N
2 Office supplies	348.11 3-01-28-360-000-295	B Community Ctr: Office Equipment/Furnitur	R	03/22/23	06/14/23		3533958876	N
	1,468.11							
23-00410 03/29/23 Cleaning supplies								
1 Cleaning supplies	334.21 3-01-26-310-000-116	B B&G: Janitorial Supplies	R	03/29/23	06/14/23		3535002110	N
23-00692 06/01/23 Janitorial supplies								
1 Janitorial supplies	638.06 3-01-26-310-000-116	B B&G: Janitorial Supplies	R	06/01/23	06/14/23		3539660894	N



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Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description	Amount	Charge Account	Acct Type Description								
<b>STAPLES STAPLES ADVANTAGE Continued</b>											
23-00692 06/01/23 Janitorial supplies		Continued									
2 office supplies	185.38	3-01-20-152-000-201	B Central Services: Office Supplies	R		06/01/23	06/14/23			3539660894	N
3 envelopes	129.88	3-01-25-260-000-294	B First Aid: Other	R		06/01/23	06/14/23			3539660894	N
	953.32										
Vendor Total:	4,605.37										
<b>STEPH005 STEPHEN RUSSO</b>											
23-00779 06/19/23 Concert-6/29/23											
1 Concert-6/29/23	450.00	3-01-28-360-000-244	B Community Ctr: Special Events	R		06/19/23	06/19/23			6/29/23	N
Vendor Total:	450.00										
<b>SUBUR005 SUBURBAN DISPOSAL INC.</b>											
23-00773 06/19/23 May 2023											
1 May 2023	34,000.00	3-01-26-306-000-284	B Sanitation Contract: Solid Waste	R		06/19/23	06/19/23			9630	N
2 May 2023	18,852.77	3-01-26-309-000-220	B Mon Cty Rec: Tipping Fees	R		06/19/23	06/19/23			9630	N
3 May 2023	655.83	3-01-26-305-000-284	B Sanitation: Brush & Bulk	R		06/19/23	06/19/23			9630	N
	53,508.60										
Vendor Total:	53,508.60										
<b>TOMSA T.O.M.S.A.</b>											
23-00751 06/14/23 Sewer May 2023											
1 Sewer May 2023	42,944.16	3-05-55-502-000-196	B Sewer: TOMSA	R		06/14/23	06/14/23			MAY 2023	N
Vendor Total:	42,944.16										
<b>TARGE005 TARGETED TECHNOLOGIES LLC</b>											
23-00744 06/13/23 Equipment Maintenance											
1 MDT set up - 1710	412.50	3-01-25-240-000-254	B Police: Equipment Maintenance	R		06/13/23	06/15/23			119589	N
23-00774 06/19/23 SFP tranceiver/new boro hall											
1 SFP tranceiver/new boro hall	12,590.00	C-04-23-101-000-210	B ORD#23-10 Pick Up/Lawnmower-Pub Works	R		06/19/23	06/19/23			119841	N
2 monthly datto back up	669.00	3-01-20-100-000-294	B Admin: Other	R		06/19/23	06/19/23			119842	N
3 wifi new boro hall	4,992.00	C-04-23-101-000-210	B ORD#23-10 Pick Up/Lawnmower-Pub Works	R		06/19/23	06/19/23			119838	N

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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	
TARGE005 TARGETED TECHNOLOGIES LLC Continued						
23-00774	06/19/23 SFP tranceiver/new boro hall	Continued				
	4 Firewall new boro hall	4,125.00 C-04-23-101-000-210	B ORD#23-10 Pick Up/Lawnmower-Pub Works	R 06/19/23 06/19/23	119837	N
		22,376.00				
Vendor Total:		22,788.50				
THOMA030 THOMAS B. GRASSO						
23-00661	05/23/23 2023 Summer Concert Series					
	1 2023 Summer Concert Series	450.00 3-01-28-360-000-244	B Community Ctr: Special Events	R 05/23/23 06/14/23	2023	N
23-00778	06/19/23 Concert-6/22/23					
	1 Concert-6/22/23	450.00 3-01-28-360-000-244	B Community Ctr: Special Events	R 06/19/23 06/19/23	6/22/23	N
Vendor Total:		900.00				
RECLAMAT TREASURER, COUNTY OF MONMOUTH						
23-00771	06/19/23 Reclamation					
	1 Reclamation	754.96 3-01-26-309-000-220	B Mon Cty Rec: Tipping Fees	R 06/19/23 06/19/23	MAY 2023	N
	2 Reclamation	27.42 3-01-26-308-000-285	B Recycling Tax	R 06/19/23 06/19/23	MAY 2023	N
		782.38				
Vendor Total:		782.38				
VERIZ005 VERIZON						
23-00737	06/12/23 Fios					
	1 Fios	139.00 3-01-31-450-000-213	B Telecommunications	R 06/12/23 06/14/23	6/4/23	N
Vendor Total:		139.00				
VERIZ011 VERIZON						
23-00752	06/14/23 17-1 Shore Drive					
	1 17-1 Shore Drive	262.66 3-01-31-450-000-213	B Telecommunications	R 06/14/23 06/14/23	6/1/23	N
Vendor Total:		262.66				

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Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	1099
Item Description	Amount Charge Account Acct Type Description	Enc Date Date	Date Invoice	Excl		
<b>VERWIRE VERIZON WIRELESS</b>						
23-00769 06/19/23 CELL PHONE						
1 CELL PHONE	87.34 3-01-31-440-000-213 B Telephone	R	06/19/23 06/19/23	9936677135	N	
Vendor Total:	87.34					
<b>VIKIN005 VIKING PEST CONTROL</b>						
23-00723 06/07/23 Pest control-42 Shore Drive						
1 Pest control-42 Shore Drive	30.00 3-01-26-310-000-178 B B&G: Building Maintenance	R	06/07/23 06/14/23	16781933	N	
2 Pest control-27 Shore Drive	30.00 3-01-26-310-000-178 B B&G: Building Maintenance	R	06/07/23 06/14/23	16781677	N	
3 Pest control-22 Snugharbor Ave	40.00 3-01-26-310-000-178 B B&G: Building Maintenance	R	06/07/23 06/14/23	16781934	N	
	100.00					
Vendor Total:	100.00					
<b>TIMMERMA W.E. TIMMERMAN CO., INC.</b>						
23-00718 06/07/23 Side Brooms Sweeper						
1 Side Brooms Sweeper	1,096.52 3-01-26-290-000-183 B Streets: Machinery Parts	R	06/07/23 06/19/23	0229535-IN	N	
Vendor Total:	1,096.52					
<b>Total Purchase Orders: 81 Total P.O. Line Items: 132 Total List Amount: 454,278.98 Total Void Amount: 0.00</b>						

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	2-01	9,032.18	0.00	9,032.18	0.00	0.00	9,032.18
	3-01	179,715.87	0.00	179,715.87	0.00	0.00	179,715.87
	3-05	70,765.77	0.00	70,765.77	0.00	0.00	70,765.77
Year Total:		250,481.64	0.00	250,481.64	0.00	0.00	250,481.64
CAPITAL PROJECTS	C-04	43,211.21	0.00	43,211.21	0.00	0.00	43,211.21
	C-06	31,653.75	0.00	31,653.75	0.00	0.00	31,653.75
Year Total:		74,864.96	0.00	74,864.96	0.00	0.00	74,864.96
TRUST NON BUDGET-TWO RIVER	T-03	7,021.60	0.00	7,021.60	0.00	0.00	7,021.60
	T-12	27.60	0.00	27.60	0.00	0.00	27.60
	T-13	112,851.00	0.00	112,851.00	0.00	0.00	112,851.00
Year Total:		119,900.20	0.00	119,900.20	0.00	0.00	119,900.20
Total Of All Funds:		454,278.98	0.00	454,278.98	0.00	0.00	454,278.98

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BOROUGH OF HIGHLANDS  
Check Payment Batch Verification Listing

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-01	425.00	0.00	0.00	425.00
Total of All Funds:		<u>425.00</u>	<u>0.00</u>	<u>0.00</u>	<u>425.00</u>

G/L Posting Summary

Account	Description	Debits	Credits
3-01-101-01-000-002	Cash - Clearing - Valley	0.00	425.00
3-01-201-20-000-000	Current Appropriations	<u>425.00</u>	<u>0.00</u>
	Grand Total:	<u>425.00</u>	<u>425.00</u>

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BOROUGH OF HIGHLANDS  
Check Payment Batch Verification Listing

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Batch Id: JORGI Batch Type: C Batch Date: 06/15/23 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					
	06/15/23	ROBER040	ROBERT CAVALLO		21 HIGHLAND AVENUE					
23-00641	05/16/23	1	Sound Guy for concerts	425.00	3-01-28-360-000-244	Budget	Aprv	1	1	
				425.00	Community Ctr: Special Events					

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	1	425.00

There are NO errors or warnings in this listing.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-160

### APPROVING CHANGE ORDER NO. 2 FOR IMPROVEMENTS TO WATERWATCH WASTEWATER PUMP STATION

**WHEREAS**, by way of Resolution 22-152 duly adopted on June 15, 2022, Shorelands Construction, Inc. was awarded a contract for Improvements to Waterwatch Wastewater Pump Station; and

**WHEREAS**, in accordance with the aforesaid contract award, the amount of the contract that was awarded to Shorelands Construction, Inc. was \$861,000.00; and

**WHEREAS**, by letter dated May 10, 2023, Shorelands Construction, Inc. advised that it was necessary to supply and install one additional Sump Pump and Alarm tied to the Control Panel Alarm System; and

**WHEREAS**, Change Order No. 2 reflects no change in the contract amount, but an extension on the original contract time placing an additional 195 days onto the contract; and

**WHEREAS**, in accordance with the aforesaid letter, the Project Engineer recommended that the Borough approve Change Order No. 2 in order to allow for the Waterwatch Wastewater Pump Station to be completed.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Highlands, Change Order No. 2 changing the Contract time from the original 148 days to a total of 343 days, resulting in a new contract finish date of December 4, 2023, be and is hereby approved.

**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 Shorelands Construction, Inc.

Motion to Approve R 23-160:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: June 21, 2023

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