



BOROUGH OF HIGHLANDS
COUNCIL REGULAR MEETING
151 Navesink Ave., Highlands, NJ 07732
Wednesday, January 17, 2024 at 7:00 PM

AGENDA

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

PLEDGE OF ALLEGIANCE

ROLL CALL: Councilmember Cervantes | Councilmember Chelak | Councilmember Melnyk

Council President Olszewski | Mayor Broullon

PROCLAMATIONS/AWARDS/OATH OF OFFICE

1. Proclamation for Russell Karshmer

APPROVAL OF MINUTES

2. January 1, 2024 Meeting Minutes

PUBLIC HEARING ON PROPOSED ORDINANCES

3. O-24-01 Amending Chapter 21 (Zoning and Land Use Regulations), Part VII (Flood Damage Prevention), Article XXIV (Flood Damage Prevention), Section 21-111.1 (Floodplain Administrator Designation)

RESOLUTIONS

4. R 24-050 Authorizing Execution of Municipal Services Agreement with Twin Lights Condominium Association

CONSENT AGENDA

5. R 24-051 Authorizing Refund of Tax Overpayment
6. R 24-052 Authorizing the Refund of Certified Copy Application Fee
7. R 24-053 Approval to Submit a Grant Application to the NJ Department of Agriculture 2024-2026 Spotted Lanternfly Population Reduction/Chemical Control Treatment Grant
8. R 24-054 Approving Request for Waiver of Alcohol Ban for Community Center Rental
9. R 24-055 Authorizing the Retroactive Correction of Joe Walling's Salary

[10.](#) R 24-056 Authorizing Payment of Bills

[11.](#) R 24-057 Approving a Membership Application for the Highlands Fire Department

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:

12. Potential Litigation

13. Attorney-Client Privilege: Tree Removal Regulations

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

ADJOURNMENT

If you have any questions regarding this agenda, please contact the Borough Clerk at (732) 872-1224 ext. 201 or email clerk@highlandsborough.org.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE O-24-01

AMENDING CHAPTER 21 (ZONING AND LAND USE REGULATIONS), PART VII (FLOOD DAMAGE PREVENTION), ARTICLE XXIV (FLOOD DAMAGE PREVENTION), SECTION 21-111.1 (FLOODPLAIN ADMINISTRATOR DESIGNATION)

WHEREAS, Chapter 21 (Zoning And Land Use Regulations), Part VII (Flood Damage Prevention), Article XXIV (Flood Damage Prevention), Section 21-111.1 (Floodplain Administrator Designation) sets forth the duties and powers of the Floodplain Administrator; and

WHEREAS, the governing body desires to amend the Floodplain Administrator designation.

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 VII (Flood Damage Prevention), Article XXIV (Flood Damage Prevention), Section 21-111.1 (Floodplain Administrator Designation) shall be amended as follows: (additions are shown in underlines, deletions are shown as ~~strikeovers~~.)

§ 21-111.1

The ~~Borough Engineer~~ Construction Official is designated as the Floodplain Administrator. The Floodplain Administrator shall have the authority to delegate performance of certain duties to other employees.

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

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

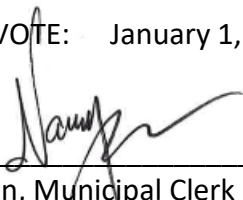
SECTION IV. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

First Reading and Set Hearing Date for O-24-01:

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

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

DATE OF VOTE: January 1, 2024



Nancy Tran, Municipal Clerk
Borough of Highlands

Public Hearing for O-24-01:

	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: January 17, 2023

Carolyn Broullon, Mayor

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-050

AUTHORIZING EXECUTION OF AN AGREEMENT FOR SNOW REMOVAL AND STREET LIGHTING REIMBURSEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND TWIN LIGHTS TERRACE CONDOMINIUM ASSOCIATION

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

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

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

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

WHEREAS, the Borough has prepared a written agreement, with an effective date of January 1, 2024, to reimburse the Twin Lights Terrace Condominium Association for snow removal and the cost of street lighting as set forth in the Agreement, and wishes to enter into such an Agreement with Twin Lights Terrace Condominium Association.

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

BE IT FURTHER RESOLVED, that the Agreement for Reimbursement for Municipal Services shall become effective upon being fully executed, for the dates contained therein, with an effective date of January 1, 2024.

Motion to Approve R 24-050:

	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: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-051
AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, the Tax Collector of the Borough of Highlands has reviewed the rolls and determined that certain monies are due and payable by the Borough of Highlands to certain residents and property owners within the Borough of Highlands, as a result of an overpayment of taxes, and

WHEREAS, the Tax Collector recommends the immediate reimbursement of the excess funds currently collected by the Borough of Highlands to certain enumerated individuals,

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 Tax Collector is authorized to immediately refund and pay the overpayment of taxes to the individuals and property owners of the specific properties listed below, and attached hereto:

BLOCK	LOT	YEAR	AMOUNT	NAME
120	10.05	2022	\$3,046.67	Corelogic
1.04	10	2024	\$1,505.84	Corelogic

Motion to Approve R 24-051:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

RESOLUTION 24-052

AUTHORIZING THE REFUND OF CERTIFIED COPY APPLICATION FEE

WHEREAS, the Finance Officer of the Borough of Highlands has received a request to refund a Certified Copy Application Fee.

WHEREAS, the Finance Officer has confirmed with the Clerk and determined that the fee is to be refunded and is due and payable by the Borough of Highlands; and

WHEREAS, the Finance Officer recommends the immediate refund of the Certified Copy Application Fee 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 Finance Officer is authorized to immediately refund the Certified Copy Application Fee to the individual property owner listed below:

<u>PAYMENT</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>ADDRESS</u>
Certified Copy (Ck# 7324)	\$30.00	Cathleen Sullivan	41 E Bergen Pl., Red Bank, NJ 07701

Motion to Approve R 24-052:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-053

**APPROVAL TO SUBMIT A GRANT APPLICATION TO THE NJ DEPARTMENT OF AGRICULTURE
2024-2026 SPOTTED LANTERNFLY POPULATION REDUCTION/CHEMICAL CONTROL
TREATMENT GRANT**

WHEREAS, the New Jersey Department of Agriculture (NJDA) announced the 2024-2026 Spotted Lanternfly Programs – Population Reduction/Chemical Control Treatment Opportunity Grant, that provides funding to reduce the spread and population of Spotted Lanternfly in the State of New Jersey;

WHEREAS, the grant monies is on a first-come, first-served basis, the Mayor and Council of the Borough of Highlands desires to apply for and obtain a grant from the New Jersey Department of Agriculture for up to \$20,000.00 for municipalities;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Highlands does hereby authorize the application for such a grant for the above stated project, and

BE IT FURTHER RESOLVED that the Mayor and Council recognizes and accepts, if approved, that grant payments will be paid as a reimbursement for actual costs incurred by the Borough of Highlands in providing the treatment services, without profit and therefore, does further authorize the execution of any such grant agreement; and also does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Highlands and the New Jersey Department of Agriculture.

BE IT FURTHER RESOLVED that the Mayor and Borough Administrator are hereby authorized to sign the application on behalf of the Borough of Highlands, and that they or their successors are authorized to sign the agreement, and any other documents necessary in connection therewith.

Motion to Approve R 24-053:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-054

APPROVING REQUEST FOR WAIVER OF ALCOHOL BAN FOR COMMUNITY CENTER RENTAL

WHEREAS, the Borough of Highlands has received an application for rental of the Community Center from the Highlands Elementary School PTO to host a Sip & Paint fundraising event; and

WHEREAS, the organization has requested a waiver of the alcohol prohibition in order to serve alcohol to the guests of this event; and

WHEREAS, the organization has obtained the necessary insurance coverage required to allow alcohol at the event.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Highlands, that the HES PTO’s request for a waiver of the alcohol prohibition is approved for the fundraising event to be hosted on February 10, 2024, with set up starting at 12pm and cleaned up by 11pm;

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

Motion to Approve R 24-054:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-055

AUTHORIZING THE RETROACTIVE CORRECTION OF JOE WALLING'S SALARY

WHEREAS, Joe Walling was hired as a Borough employee in 2021 for an annual salary in the amount of \$46,000.00; and

WHEREAS, due to an error inputting salary data into the Borough's payroll system Walling's salary through the years of 2021-2023 was incorrect and he was underpaid; and

WHEREAS, it is necessary that the Borough retroactively corrects Walling's salary to the following amounts due to the above-noted error with effective dates as follows

\$46,000 effective 7/1/2021
\$47,380 effective 1/1/2022
\$49,000 effective 1/1/2023
\$50,450 effective 12/30/2023; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that the salary for Joe Walling shall be retroactively corrected to reflect the above noted values and effective dates.

BE IT FURTHER RESOLVED, that the Borough Administrator and the Chief Financial Officer are authorized to issue payment to Joe Walling to correct the salary discrepancies due to the payroll error.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer, the Borough Administrator and Joe Walling.

Motion to Approve R 24-055:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-056
AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated January 17, 2024, which totals as follows:

Current Fund	\$ 1,066,047.73
Sewer Account	\$ 733.39
Capital Fund	\$ 142,906.35
Trust-Other	\$ 44,725.07
Federal/State Grants	\$ -
Total	\$ 1,254,412.54

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$1,254,412.54** be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is posted on the borough website at www.highlandsborough.org and on file in the Municipal Clerk's office for reference.

Motion to Approve R 24-056:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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DATE OF VOTE: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands

RECAP OF PAYMENT OF BILLS

01/17/2024

Item 10.

CURRENT:		\$	1,066,047.73
Payroll	(01/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
SEWER ACCOUNT:		\$	733.39
Payroll	(01/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
CAPITAL/GENERAL		\$	142,906.35
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	44,725.07
Payroll	(01/15/2023)	\$	
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND			
Payroll	(01/15/2023)	\$	
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: A11
Range: First to Last
Format: Detail without Line Item Notes
Vendors: A11 Include Non-Budgeted: Y
Rcvd Batch Id Range: First to Last

Vendor #	Name	Contract	PO Type	Acct Type	Description	Stat	Chk	Enc	Date	Date	chk/Void	Invoice	1099
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BEACON BEACON AWARDS & SIGNS													
23-01378	11/21/23	Plaque for Matt Chesek	85.00	3-01-20-110-000-294	B Mayor/Council: Misc. Expenses	R	11/21/23	01/15/24				1121-CHESEK	N
Vendor Total: 85.00													

CATHLEEN SULLIVAN													
24-00021	01/15/24	REFUND OF CERTIFIED COPY FEES	30.00	4-01-99-999-000-286	B Refund Fees	R	01/15/24	01/15/24					N
Vendor Total: 30.00													

CHRISTIANA TC/F CEL/FIRSTTRUST													
24-00013	01/15/24	1ten redemption	398.16	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	01/15/24	01/15/24				854/L3.01	N
		2 premium btd	16,900.00	T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	01/15/24	01/15/24				854/L3.01	N
			17,298.16										
Vendor Total: 17,298.16													

CME ASSOCIATES													
23-01063	09/07/23	Environmental consulting	10,661.00	C-04-23-101-000-204	B ORD#23-10 Overlook Park(Grant-MCOSG-LRIG	R	09/07/23	01/15/24				0343880	N
Vendor Total: 10,661.00													

COLLIERS ENGINEERING/DESIGN													
23-01254	10/20/23	Engineer Bayside/Marie Avenue	52.90	C-04-23-101-000-201	B ORD#23-10 Bayside/Marie Ave (NJDOT)	R	10/20/23	01/15/24				910964	N
Vendor Total: 52.90													

24-00007	01/15/24	Bay avenue ev charging	130,769.44	C-04-23-101-000-211	B Ord#23-10 Electric Vehicle Charging	R	01/15/24	01/15/24				901927	N
Vendor Total: 130,769.44													

July 15, 2024
PM

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/chk	First Rcvd	chk/Void	Invoice	1099
Item Description							Enc Date Date	Date		Excl

COLLIERS ENGINEERING/DESIGN

24-00007 01/15/24 Bay avenue ev charging

2 Bay avenue ev charging	5,958.56	T-03-56-856-800-050	B TRUST: UNKNOWN-Miscellaneous	R	01/15/24	01/15/24			901927	N
	136,728.00									

Vendor Total: 136,780.90

COMCAST

24-00009 01/15/24 22 snug harbor avenue

1 22 snug harbor avenue	393.35	4-01-31-450-000-213	B Telecommunications	R	01/15/24	01/15/24			22 SNUG HARBOR	N
2 17-1 shore dr	94.90	4-01-31-450-000-213	B Telecommunications	R	01/15/24	01/15/24			17-1 SHORE DR	N
3 151 navesink avenue	214.88	4-01-31-450-000-213	B Telecommunications	R	01/15/24	01/15/24			151 NAVESINK	N
4 40 shore dr	211.43	4-05-55-502-000-213	B Sewer: Telephone	R	01/15/24	01/15/24			40 SHORE DR	N
	914.56									

24-00023 01/15/24 FIRST AID BUILDING

1 FIRST AID BUILDING

Vendor Total: 1,134.99

CORELOGIC TAX SERVICE

24-00017 01/15/24 tax overpayment

1 tax overpayment	3,046.67	4-01-99-999-000-205	B Tax Overpayments	R	01/15/24	01/15/24			8120/L10.05	N
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24-00018 01/15/24 tax overpayment

1 tax overpayment	1,505.84	4-01-99-999-000-205	B Tax Overpayments	R	01/15/24	01/15/24			81.04/L10	N
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Vendor Total: 4,552.51

DAVISON, EASTMAN, MUNOZ, LEDERMAN

23-00016 01/09/23 Borough Attorney

79 retainer	5,500.00	4-01-20-155-000-242	B Legal Services: Consultants -Boro Attny	R	01/15/24	01/15/24			410352	N
80 hourly	4,991.85	4-01-20-155-000-252	B Legal Services: Consultants Hourly	R	01/15/24	01/15/24			410353	N
81 agate construction	300.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	01/15/24	01/15/24			410357	N
82 captains cove	15.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	01/15/24	01/15/24			410354	N
83 Nina Conway	210.00	3-01-20-155-000-251	B Legal Services: Consultants -Litigation	R	01/15/24	01/15/24			410355	N

[illegible]

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		Excl
BUTLER JAMES BUTLER, ESQ.															
23-00022	01/09/23	Municipal	Prosecutor				1,270.00	3-01-25-275-000-201	B	Contract Cost	R	01/15/24	01/15/24	DECEMBER 2023	N
12	Municipal	Prosecutor													
24-00002	01/15/24	Municipal	prosecutor				1,270.00	4-01-25-275-000-201	B	Contract Cost	R	01/15/24	01/15/24	JANUARY 2024	N
1	Municipal	prosecutor													
Vendor Total:							2,540.00								
WIGG01 KEVIN P. WIGENTON, ESQ															
23-00023	01/09/23	Borough	Public Defender				625.00	4-01-43-495-000-011	B	Public Defender: Salaries & wages	R	01/15/24	01/15/24	KPM0323	N
10	Borough	Public Defender					625.00	4-01-43-495-000-011	B	Public Defender: Salaries & wages	R	01/15/24	01/15/24	KPM0723	N
11	Borough	Public Defender					1,250.00								
Vendor Total:							1,250.00								
MARME005 MARMERO LAW, LLC															
23-00025	01/09/23	Tax Appeal	Council				12,727.15	4-01-20-155-000-294	B	Legal Services: Other	R	01/15/24	01/15/24	29527	N
11	Tax Appeal	Council					1,560.00	4-01-20-155-000-294	B	Legal Services: Other	R	01/15/24	01/15/24	29849	N
12	Tax Appeal	Council					14,287.15								
Vendor Total:							14,287.15								
MM01F MONMOUTH MUNICIPAL JOINT															
24-00006	01/15/24	liability	insurance				105,032.00	4-01-23-210-000-251	B	Current: Insurance - other	R	01/15/24	01/15/24	JMON148-2024	N
1	liability	insurance					88,138.00	4-01-23-215-000-252	B	Current: workers Comp Insurance	R	01/15/24	01/15/24	JMON148-2024	N
2	liability	insurance					34,516.00	4-01-23-210-000-251	B	Current: Insurance - other	R	01/15/24	01/15/24	JMON148-2024	N
3	liability	insurance					227,686.00								
Vendor Total:							227,686.00								

July 15, 2024
PM

BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor # Name	PO # PO Date Description	Contract PO Type	Charge Account	Acct Type Description	First Rcvd	Chk/Void	Invoice	1099
Item Description	Amount				Strat/Chk	Enc Date Date	Date	Excl

REG ASSO NEW JERSEY REGISTRARS ASS.

24-00019 01/15/24 membership dues	25.00	4-01-20-120-000-227	B	Municipal Clerk: Dues	R	01/15/24 01/15/24	11993	N
1 membership dues	25.00							
Vendor Total:	25.00							

ONE CALL ONE CALL CONCEPTS, INC.

24-00012 01/15/24 Mark outs	61.13	3-05-55-502-000-154	B	Sewer: Equipment Maintenance	R	01/15/24 01/15/24	3125088	N
1 Mark outs	61.13							
Vendor Total:	61.13							

PC8FI005 PC8 FIRSTTRUST BANK

24-00022 01/15/24 LIEN REDEMPTION	1,197.19	T-03-56-851-000-003	B	Trust: Redemption O/S Liens	R	01/15/24 01/15/24	872/L22	N
1 LIEN REDEMPTION	2,100.00	T-03-56-851-000-001	B	Trust: Tax Sale Premiums	R	01/15/24 01/15/24	872/L22	N
2 PREMIUM BID	3,297.19							
Vendor Total:	3,297.19							

PHOENIX FUNDING, INC.

24-00015 01/15/24 Lien redemption	1,550.07	T-03-56-851-000-003	B	Trust: Redemption O/S Liens	R	01/15/24 01/15/24	865/L13	N
1 Lien redemption	5,300.00	T-03-56-851-000-001	B	Trust: Tax Sale Premiums	R	01/15/24 01/15/24	865/L13	N
2 premium bid	6,850.07							
Vendor Total:	6,850.07							

PORZIO005 PORZIO, BRONBERG & NEWMAN, PC

24-00008 01/15/24 Feasibility Study	482.37	4-01-20-110-000-251	B	Mayor/Council: Consultants	R	01/15/24 01/15/24	3309341	N
1 Feasibility Study	7,302.29	4-01-20-155-000-294	B	Legal Services: Other	R	01/15/24 01/15/24	3301754	N
2 Feasibility Study	7,945.03	4-01-20-155-000-294	B	Legal Services: Other	R	01/15/24 01/15/24	3286971	N
3 Feasibility Study	15,729.69							
Vendor Total:	15,729.69							

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BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/chk	First Rcvd	Chk/Void	Invoice	1099
	Item Description					Enc Date Date	Date	Exc]	
PROCA005 PRO CAP 8 FBO FIRSTTRUST BANK									
	24-00014 01/15/24 lien redemption								
	1 lien redemption		261.67	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	01/15/24 01/15/24	863/L25	N
	2 premium bid		200.00	T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	01/15/24 01/15/24	863/L25	N
			461.67						
	Vendor Total:		461.67						
RUDER005 RUDERMAN & ROTH, LLC									
	23-00021 01/09/23 Borough Labor Council								
	7 Borough Labor Council		1,200.00	3-01-20-155-000-294	B Legal Services: Other	R	01/09/23 01/15/24	11/1-12/31/23	N
	8 Borough Labor Council		1,372.50	4-01-20-155-000-294	B Legal Services: Other	R	01/15/24 01/15/24	11/1-12/31/23	N
			2,572.50						
	Vendor Total:		2,572.50						
SEABO005 SEABOARD WELDING SUPPLY, INC.									
	24-00024 01/15/24 ACETYLENE								
	1 ACETYLENE		69.25	3-01-26-310-000-170	B B&G: Leased Equipment	R	01/15/24 01/15/24	961817	N
	Vendor Total:		69.25						
SISTE005 SISTER CITIES INTERNATIONAL									
	24-00016 01/15/24 2024 membership dues								
	1 2024 membership dues		190.00	4-01-20-110-000-219	B Mayor/Council: Dues	R	01/15/24 01/15/24	12350	N
	Vendor Total:		190.00						
SPECTR005 SPECTROTEL, INC.									
	23-00593 05/08/23 Internet connectivity service								
	8 Internet connectivity service		1,423.01	C-04-21-101-000-202	B ORD#21-28 NEW BOROUGH HALL- SOFT COST	R	05/08/23 01/15/24	12015580	N
	Vendor Total:		1,423.01						
SUBUR005 SUBURBAN DISPOSAL INC.									
	24-00025 01/15/24 DECEMBER 2023								
	1 DECEMBER 2023		34,000.00	3-01-26-306-000-284	B Sanitation Contract: Solid Waste	R	01/15/24 01/15/24	10168	N
	2 DECEMBER 2023		13,382.70	3-01-26-309-000-220	B Mon Cty Rec: Tipping Fees	R	01/15/24 01/15/24	10168	N

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BOROUGH OF HIGHLANDS
Bill List By Vendor Name

Page No: 7

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		Exc]

SUBURBAN DISPOSAL INC.

24-00025 01/15/24 DECEMBER 2023

3 DECEMBER 2023

Continued
4,967.46 3-01-26-306-000-283
52,350.16

B Sanitation Contract: Co-Mingled Disposal R

01/15/24 01/15/24

10168

N

Vendor Total: 52,350.16

T&M ASSOCIATES

24-00011 01/15/24 32 shrewsbury avenue

1 32 shrewsbury avenue	26.00	T-03-56-875-000-159	B TRUST: LUB2021-07 Farrell B43 L7	R		01/15/24 01/15/24		SE454501	N
2 general services	98.00	3-01-21-180-000-244	B Mun Land Use Law: Consultants - Engineer	R		01/15/24 01/15/24		SE454500	N
3 2023 lub meeting	425.00	3-01-21-180-000-244	B Mun Land Use Law: Consultants - Engineer	R		01/15/24 01/15/24		SE454780	N
4 17 locust st	392.00	T-03-56-875-000-182	B LUB2023-02 Catcher B101 L27.04	R		01/15/24 01/15/24		SE454503	N
5 9 shrewsbury avenue	2,997.75	T-03-56-875-000-185	B TRUST: LUB2023-05 Sharkey B42 L2	R		01/15/24 01/15/24		SE453009	N
6 357 shore dr	26.00	T-03-56-875-000-184	B LUB2023-04: Florit 357 Shore B103 L8	R		01/15/24 01/15/24		SE453008	N
7 honorable plant	479.00	T-03-56-875-000-177	B TRUST: LUB2022-08 Honorable Plant	R		01/15/24 01/15/24		SE455533	N
8 14th real estate	245.00	T-03-56-875-000-142	B TRUST: LUB2021-01 49 Miller B54 L7.01	R		01/15/24 01/15/24		SE455532	N
9 2023 lub meetings	425.00	3-01-21-180-000-244	B Mun Land Use Law: Consultants - Engineer	R		01/15/24 01/15/24		SE456430	N
10 2023 general services	392.00	3-01-21-180-000-244	B Mun Land Use Law: Consultants - Engineer	R		01/15/24 01/15/24		SE455530	N
	5,505.75								

24-00020 01/15/24 honorable plant

1 honorable plant	1,372.42	T-03-56-875-000-177	B TRUST: LUB2022-08 Honorable Plant	R		01/15/24 01/15/24		SE454502	N
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Vendor Total: 6,878.17

TARGETED TECHNOLOGIES LLC

24-00026 01/15/24 SET UP COMPUTER PANIC ROOM

1 SET UP COMPUTER PANIC ROOM	218.75	4-01-31-450-000-213	B Telecommunications	R		01/15/24 01/15/24		120838	N
2 PREP INSTALL 2 COURT COMPUTER	2,833.25	4-01-43-490-000-294	B Municipal Court: Other	R		01/15/24 01/15/24		120839	N
3 AP INSTALL PROCESSING ROOM	457.00	4-01-31-450-000-213	B Telecommunications	R		01/15/24 01/15/24		120840	N
	3,509.00								

Vendor Total: 3,509.00

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Charge Account	Acct Type	Description	Stat/chk	First Rcvd	chk/Void	1099	
Item	Description	Amount								Enc	Date	Date	Invoice	Excl
TYLER005 TYLER CATHCART														
24-00027	01/15/24 DAMAGE REFUND ROMAN WORK													
1	DAMAGE REFUND ROMAN WORK	460.83	3-05-55-502-000-294	B Sewer: Other	R	01/15/24	01/15/24	12/26/23	N					
Vendor Total:		460.83												
VERIZON1 VERIZON														
24-00010	01/15/24 17-1 shore dr													
1	17-1 shore dr	275.80	4-01-31-440-000-213	B Telephone	R	01/15/24	01/15/24	1/1/24	N					
Vendor Total:		275.80												
Total Purchase Orders:		37	Total P.O. Line Items:	70	Total List Amount:	1,254,412.54	Total Void Amount:	0.00						

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	3-01	59,639.41	0.00	59,639.41	0.00	0.00	59,639.41
	3-05	<u>521.96</u>	<u>0.00</u>	<u>521.96</u>	<u>0.00</u>	<u>0.00</u>	<u>521.96</u>
Year Total:		60,161.37	0.00	60,161.37	0.00	0.00	60,161.37
	4-01	1,006,408.32	0.00	1,006,408.32	0.00	0.00	1,006,408.32
	4-05	<u>211.43</u>	<u>0.00</u>	<u>211.43</u>	<u>0.00</u>	<u>0.00</u>	<u>211.43</u>
Year Total:		1,006,619.75	0.00	1,006,619.75	0.00	0.00	1,006,619.75
CAPITAL PROJECTS	C-04	142,906.35	0.00	142,906.35	0.00	0.00	142,906.35
TRUST NON BUDGET-TWO RIVER	T-03	44,725.07	0.00	44,725.07	0.00	0.00	44,725.07
Total of All Funds:		<u>1,254,412.54</u>	<u>0.00</u>	<u>1,254,412.54</u>	<u>0.00</u>	<u>0.00</u>	<u>1,254,412.54</u>



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-057

APPROVING A MEMBERSHIP APPLICATION FOR THE HIGHLANDS FIRE DEPARTMENT

WHEREAS, Spencer Patrick Branin of Highlands, has submitted a Membership Application to the Highlands Fire Department; and

WHEREAS, Spencer Patrick Branin meets the requirements of Code Section 2-11.4; and

WHEREAS, William Caizza, Chief of the Fire Department has approved the Membership Application; and

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the Fire Department Membership Application of Spencer Patrick Branin is hereby approved.

Motion to Approve R 24-057:

	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: January 17, 2024

Nancy Tran, Municipal Clerk
Borough of Highlands