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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, 2026. 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**

### **APPROVAL OF MINUTES**

1. 05-20-2026 Meeting Minutes

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

2. **O-26-12** Amending Ordinance No. O-26-08 Designating Restricted Parking in Front of Residence Occupied by a Person with Disabilities
3. **O-26-13** Designating Restricted Parking in Front of a Residence Occupied by a Person with Disabilities for a Previously Removed Parking Space Identified in Ordinance No. 26-07

### **INTRODUCTION OF PROPOSED ORDINANCES**

4. **O-26-14** Amending Chapter 2 (Administration), Section 2-32 (Department of Public Works), Section 2-32.6 (Appointment of Superintendent) of the Borough Code
5. **O-26-15** Designating Restricted Parking in Front of a Residence Occupied by a Person with Disabilities
6. **O-26-16** Adding Chapter 7-3.6C of the Borough Code Designating Restricted Parking for Persons with Disabilities

### **RESOLUTIONS**

7. **R 26-128** Approving Renewal of Liquor Licenses for the 2026-2027 Term

### **CONSENT AGENDA**

- [8.](#) **R 26-129** Approving Closeout Change Order No. 1 and Declaring Acceptance of Contract for the South Peak Drainage Improvements Project
- [9.](#) **R 26-130** Awarding a Contract to Hutchins HVAC, Inc. for HVAC Maintenance for the 2026 Calendar Year
- [10.](#) **R 26-131** Appointing Deputy Municipal Clerk
- [11.](#) **R 26-132** Authorizing the Mayor and Municipal Clerk to Execute the FY2027-FY2029 Cooperation Agreement with Monmouth County for Cooperative Participation in the Community Development Program Pursuant to the Uniform Shared Services and Consolidation Act
- [12.](#) **R 26-133** Authorizing Tree Removal Refund
- [13.](#) **R 26-134** Authorizing Payment of Bills

#### **OTHER BUSINESS**

14. Municipal Alliance Presentation
15. Public Hearing on License 1317-33-008-006 Place-to-Place Transfer Application

#### **REPORTS**

16. Mayor's Report

#### **PUBLIC PORTION**

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

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

**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@highlandsnj.gov](mailto:clerk@highlandsnj.gov).

**Next meeting:** June 17, 2026



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE O-26-12

### AMENDING ORDINANCE NO. O-26-08 DESIGNATING RESTRICTED PARKING IN FRONT OF RESIDENCE OCCUPIED BY A PERSON WITH DISABILITIES

**WHEREAS**, N.J.S.A. 39:4-197.6 provides that any municipality may, by ordinance, establish a restricted parking zone in front of a residence occupied by a person with a disability provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic; and

**WHEREAS**, Chapter 7, Section 3.6B of the Borough Code governs applications for restricted parking in front of residences occupied by persons with disabilities; and

**WHEREAS**, the Borough of Highlands previously adopted Ordinance No. 26-08, designating a restricted parking space for a resident of 121 Waterwitch Avenue; and

**WHEREAS**, upon further inspection, the approved signage location identified in Section I of O-26-08 was determined to have been misidentified; and

**WHEREAS**, the governing body of the Borough of Highlands desires to amend Ordinance O-26-08 to correct the location associated with the designated parking space in accordance with the recommendation of the Chief of Police.

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

#### **SECTION I.**

Ordinance No. 26-08 "Designating Restricted Parking in Front of Residence Occupied by Person with Disabilities," is hereby amended as follows: (Additions are shown in **bold italics with underlines** and deletions are shown as ~~***strikethrough in bold italics.***~~)

A parking space on Waterwitch Ave., twenty-five (25) feet northwest of utility pole ~~***BT40056HB***~~ **BT40090HB**, is hereby designated as a space for residential parking for persons with disabilities. This space shall be available to a resident of 121 Waterwitch Avenue, Unit C3. A sign shall be installed specifically identifying the parking space in accordance with Chapter 7-3.6B(d).

#### **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 the 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.**

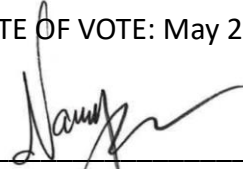
This Ordinance shall take effect after final passage as provided by law.

First Reading and Set Hearing Date for O-26-12:

	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: May 20, 2026



Nancy Tran, Municipal Clerk  
Borough of Highlands

Public Hearing for O-26-12:

	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 3, 2026

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

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **ORDINANCE O-26-13**

### **DESIGNATING RESTRICTED PARKING IN FRONT OF A RESIDENCE OCCUPIED BY A PERSON WITH DISABILITIES FOR A PREVIOUSLY REMOVED PARKING SPACE IDENTIFIED IN ORDINANCE NO. 26-07**

**WHEREAS**, N.J.S.A. 39:4-197.6 provides that any municipality may, by ordinance, establish a restricted parking zone in front of a residence occupied by a person with a disability provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic; and

**WHEREAS**, Chapter 7, Section 3.6B of the Borough Code governs applications for restricted parking in front of residences occupied by persons with disabilities; and

**WHEREAS**, the Borough previously adopted Ordinance No. 26-07, removing a restricted parking space at 121 Waterwitch Avenue, Unit C6 that had been associated with a former tenant/applicant; and

**WHEREAS**, the Highlands Police Department has now received an application for on-street resident parking for persons with disabilities from a resident of 121 Waterwitch Avenue, Unit C6; and

**WHEREAS**, the governing body of the Borough of Highlands wishes to designate a new restricted parking space for persons with disabilities in accordance with the recommendation of the Chief of Police.

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

#### **SECTION I.**

A parking space on Waterwitch Ave., twenty-five (25) feet northwest of utility pole BT40056HB, is hereby designated as a space for residential parking for persons with disabilities. This space shall be available to a resident of 121 Waterwitch Avenue, Unit C6. A sign shall be installed specifically identifying the parking space in accordance with Chapter 7-3.6B(d).

#### **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 the 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.**

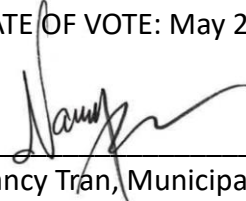
This Ordinance shall take effect after final passage as provided by law.

First Reading and Set Hearing Date for O-26-13:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK	X		X			
MELNYK			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: May 20, 2026



Nancy Tran, Municipal Clerk  
Borough of Highlands

Public Hearing for O-26-13:

	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 3, 2026

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

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE O-26-14

### AMENDING CHAPTER 2 (ADMINISTRATION), SECTION 2-32 (DEPARTMENT OF PUBLIC WORKS), SECTION 2-32.6 (APPOINTMENT OF SUPERINTENDENT) OF THE BOROUGH CODE

**WHEREAS**, the governing body of the Borough of Highlands has determined that it is in the best interest of the Borough to amend the appointment provision for the Superintendent of Public Works that is contained within Section 2-32.6 of the Borough Code to include a provision which allows for tenure in accordance with N.J.S.A. 40A:9-154.6, wherein said provision contains an expiration date.

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

#### SECTION I.

Chapter 2, (Administration), Section 2-32 (Department of Public Works), Section 2-32.6 (Appointment of Superintendent) of the Code of the Borough of Highlands shall be amended as follows (All additions are shown in **bold with underlines**. The deletions are shown as ~~strikeovers in bold~~). Code sections 2-32.1 through 2-32.5 and 2-32.7 shall remain unchanged and are omitted below:

#### Section 2-32.6 (Appointment of Superintendent and Tenure of Office.)

The superintendent shall be appointed by the governing body. **Any person holding the office, position or employment as full-time superintendent of public works who has held the office, position or employment continuously for five (5) years or more shall continue to hold the office, position or employment, notwithstanding that he/she is serving for a fixed term, during good behavior and efficiency and shall not be removed therefrom for political or other reasons except for good cause, upon written charges filed with the municipal clerk and after a public, fair and impartial hearing. The person may be retired when he/she shall have attained 70 years of age. This provision affording tenure to the superintendent of public works after five (5) years or more of continuous service shall expire on May 31, 2030. This expiration date is not intended to affect tenure rights acquired by an employee prior to this provision's expiration.**

**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-26-14:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: June 3, 2026

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Nancy Tran, Municipal Clerk  
Borough of Highlands

Public Hearing for O-26-14:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: June 17, 2026

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Carolyn Broullon, Mayor

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE O-26-15

### DESIGNATING RESTRICTED PARKING IN FRONT OF RESIDENCE OCCUPIED BY PERSON WITH DISABILITIES

**WHEREAS**, N.J.S.A. 39:4-197.6 provides that any municipality may, by ordinance, establish a restricted parking zone in front of a residence occupied by a person with a disability provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic.

**WHEREAS**, Chapter 7-3.6B of the Borough Code governs applications for restricted parking in front of residences occupied by persons with disabilities; and

**WHEREAS**, the Highlands Police Department has received an application for on-street resident parking for persons with disabilities, which has been reviewed and approved by the Chief of Police; and

**WHEREAS**, the governing body of the Borough of Highlands wishes to designate an appropriate space for resident parking for persons with disabilities in accordance with the recommendation of the Chief of Police.

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

#### SECTION I.

A parking space in front of 22 Valley St., two (2) feet West of utility pole #JC323HLB, is hereby designated as a space for resident parking for persons with disabilities. This space shall be available to a resident of 22 Valley St. A sign shall be installed specifically identifying the parking space in accordance with Chapter 7-3.6B(d).

**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-26-15:

	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 3, 2026

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

Public Hearing for O-26-15:

	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 17, 2026

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Carolyn Broullon, Mayor

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE O-26-16

### ADDING CHAPTER 7-3.6C OF THE BOROUGH CODE DESIGNATING RESTRICTED PARKING FOR PERSONS WITH DISABILITIES

**WHEREAS**, N.J.S.A. 39:4-197(1)(f) provides that any municipality may, by ordinance, regulate the parking of vehicles on streets and portions thereof; and

**WHEREAS**, N.J.S.A. 39:4-197.5 provides that any municipality may, by ordinance, resolution or regulation, establish restricted parking spaces in front of residences, schools, hospitals and other public buildings and in shopping and business districts for use by persons who have been issued special vehicle identification cards by the Division of Motor Vehicles for persons with disabilities pursuant to N.J.S.A. 39:4-205 et seq.

**WHEREAS**, the Chief of Police has recommended the designation of a restricted parking space for persons with disabilities on Shrewsbury Avenue adjacent to Veterans Park near Bay Avenue; and

**WHEREAS**, the Chief of Police has also recommended the designation of a restricted parking space for persons with disabilities on Shore Drive adjacent to Huddy Park near Waterwitch Avenue; and

**WHEREAS**, the governing body of the Borough of Highlands has determined that it is in the best interest of the residents to establish appropriate restricted parking spaces for persons with disabilities in accordance with the recommendation of the Chief of Police.

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

#### SECTION I.

The following Sections of Chapter 7, Section 3.6C entitled “Restricted Parking For Persons With Disabilities” of the Borough Code shall be added to provide as follows:

#### 7-3.6C Restricted Parking For Persons With Disabilities.

- a. The following parking spaces shall be restricted for persons with disabilities:
  - 1. The first parking stall located on Shrewsbury Avenue at the corner of Shrewsbury Avenue and Bay Avenue adjacent to Veterans Park is hereby designated as a restricted parking space for persons with disabilities. A sign shall be installed specifically identifying the parking space as restricted for persons with disabilities.
  - 2. The first parking stall located on Shore Drive at the corner of Shore Drive and Waterwitch Avenue adjacent to Huddy Park is hereby designated as a restricted parking space for persons with disabilities. A sign shall be installed specifically identifying the parking space as restricted for persons with disabilities.
- b. Penalty. Any person improperly parking in a properly designated restricted parking space for persons with disabilities shall be subject to the penalty provisions of N.J.S.A. 39:4-197(3)(c). Law enforcement officers are also authorized to arrange for the removal and storage of a vehicle unlawfully parked in a restricted parking space if requested by an eligible person with a disability pursuant to N.J.S.A. 39:4-207.7. The

assessment of removal and storage costs shall be imposed in addition to all other penalties.

**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 the 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 as provided by law.

First Reading and Set Hearing Date for O-26-16:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: June 3, 2026

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

Public Hearing for O-26-16:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: June 17, 2026

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

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 26-128

## APPROVING RENEWAL OF LIQUOR LICENSES FOR THE 2026-2027 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, and a Tax Clearance Certificate has been received for the following licensees; and,

**WHEREAS**, the applicants are qualified to be licensed per standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, 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 Licenses for the 2026-2027 license term be and are hereby authorized:

License Number	Licensee	Establishment
1317-33-001-005	Bahrs Restaurant Inc	Active
1317-33-004-014	Bay Avenue Entertainment LLC	Inactive
1317-33-005-005	Sandy Hook Holdings LLC	Active
1317-33-006-006	Harbor Pointe Yacht Club LLC	Active
1317-33-007-004	Inlet Café Inc	Active
1317-33-010-012	181 Hospitality LLC	Inactive
1317-44-011-003	Monir Inc	Active
1317-33-012-006	SmokeNMirrors LLC	Active
1317-32-018-005	DDS Enterprise LLC	Active
1317-33-019-013	Atlantic Street Innkeepers LLC	Active
1317-33-022-011	M & D Inc	Active
1317-31-028-001	Highlands Post 6902 VFW of US	Active
1317-33-030-011	Et Al Fine Food & Events Inc.	Active

Motion to Approve R 26-128:

	INTRODUCED	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 3, 2026

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 26-129

### APPROVING CLOSEOUT CHANGE ORDER NO. 1 AND DECLARING ACCEPTANCE OF CONTRACT FOR THE SOUTH PEAK DRAINAGE IMPROVEMENTS PROJECT

**WHEREAS**, by way of Resolution 25-219 duly adopted on December 17, 2025, SDW Construction, Inc. was awarded a contract for the South Peak Drainage Improvements Project; and

**WHEREAS**, by way of correspondence dated May 22, 2026, the Project Engineer advised that the project is complete at this time and recommends the approval of Closeout Change Order No. 1, decreasing the contract amount by \$7,100.00, resulting in a total and final contract amount of \$117,900.00; and

**WHEREAS**, in accordance with the requirements of the aforesaid contract, SDW Construction, Inc. has submitted a two (2) year Maintenance Bond in the amount of \$17,685.00, which is 15% of the final contract amount; and

**WHEREAS**, the Project Engineer has recommended authorizing the aforesaid Change Order No. 1, releasing the Performance Bond and accepting the project.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Highlands, that based on the above recommendation from the Project Engineer, that Closeout Change Order No. 1 decreasing the contract amount by \$7,100.00, resulting in a total contract amount of \$117,900.00, be and is hereby approved; and

**BE IT FURTHER RESOLVED**, by the Governing Body of the Borough of Highlands, that it hereby acknowledges that this Project has been satisfactorily completed and accepts same.

**BE IT FURTHER RESOLVED**, that any lien claims filed more than sixty (60) days after the adoption of this Resolution shall be ineffective pursuant to N.J.S.A. 2A:44-132.

**BE IT FURTHER RESOLVED**, that the Borough of Highlands shall release Performance Bond No. 1344500, issued by Selective Insurance Company of America in the amount of \$125,000.00.

**BE IT FURTHER RESOLVED**, that upon expiration of said sixty (60) day period, if no lien claim notices have been filed, a voucher authorizing final payment of any sums due to the contractor may be listed upon the bill list for action.

**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 SDW Construction, Inc.

Motion to Approve R 26-129:

	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 3, 2026

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 26-130

### AWARDING A CONTRACT TO HUTCHINS HVAC, INC. FOR HVAC MAINTENANCE FOR THE 2026 CALENDAR YEAR

**WHEREAS**, the Borough of Highlands has a need for preventative maintenance services for various Borough HVAC systems for the 2026 calendar year; and

**WHEREAS**, N.J.S.A. 40A:11-6.1 permits the award of a contract less than the bid threshold after soliciting at least two (2) competitive quotations; and

**WHEREAS**, the Borough has received at least two (2) competitive quotations, as Hutchins HVAC, Inc. has submitted a proposal in the amount of \$17,860.00 and Trane U.S., Inc. has submitted a proposal in the amount of \$24,922.00; and

**WHEREAS**, the Borough Engineer recommends awarding the contract to Hutchins HVAC, Inc. in the amount of \$17,860.00; and

**WHEREAS**, Hutchins HVAC, Inc.'s proposal will not exceed the Borough's bid threshold; and

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

I hereby certify that funds are available as follows:

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

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

1. Hutchins HVAC, LLC is hereby awarded a contract for various Borough HVAC systems for the 2026 calendar year for an amount not to exceed \$17,860.00, subject to compliance with all terms contained in the specifications for the project.
2. The Mayor and Borough Clerk are hereby authorized to sign a contract in accordance with this Resolution.
3. This contract is awarded through the competitive quotation process in accordance with the Local Public Contracts Law, N.J.S.A. 40:11-6.1.

- 4. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.

Motion to Approve R 26-130:

	INTRODUCED	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 3, 2026

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

**RESOLUTION 26-131**  
**APPOINTING DEPUTY MUNICIPAL CLERK**

**WHEREAS**, pursuant to the provisions of N.J.S.A. 40A:9-135, during the absence or disability of the municipal clerk, the deputy municipal clerk shall have all the powers of the municipal clerk and shall perform the functions and duties of such office.

**WHEREAS**, the Mayor and Council of the Borough of Highlands have determined that they wish to appoint Mary Annthipie Bane as Deputy Municipal Clerk.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Highlands that Mary Annthipie Bane shall serve as Deputy Municipal Clerk for the term ending 12/31/2026.

Motion to Approve R 26-131:

	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 3, 2026

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 26-132

**AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE THE FY2027-FY2029 COOPERATION AGREEMENT WITH MONMOUTH COUNTY FOR COOPERATIVE PARTICIPATION IN THE COMMUNITY DEVELOPMENT PROGRAM PURSUANT TO THE UNIFORM SHARED SERVICES AND CONSOLIDATION ACT**

**WHEREAS**, certain Federal funds are potentially available to Monmouth County under Title I of the Housing and Community Development Act of 1974, as amended, commonly known as the Community Development Block Grant Program; and

**WHEREAS**, it is necessary to establish a legal basis for the County and its residents to benefit from this program; and

**WHEREAS**, a Cooperation Agreement has been adopted under which the Borough of Highlands and the County of Monmouth in cooperation with other municipalities will establish a Shared Services Program pursuant to N.J.S.A. 40A:65-1 et seq.; and; and

**WHEREAS**, it is in the best interest of the Borough of Highlands to enter into the cooperation agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highlands, that the Cooperation Agreement between the County of Monmouth and Certain Municipalities located herein for the establishment of a Cooperative Means of Conducting certain Community Development Activities, a copy of which is attached, thereto, be and same is hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor and Municipal Clerk be and same are hereby authorized to execute said agreement in accordance with the provisions of law; and

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon its enactment.

Motion to Approve R 26-132:

	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 3, 2026

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Nancy Tran, Municipal Clerk  
Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

**RESOLUTION 26-133**

**AUTHORIZING REFUND OF TREE REMOVAL FEE**

**WHEREAS**, the Cashier 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 payment of a tree removal fee; and

**WHEREAS**, the Borough has determined that the application for the tree removal was made to the wrong municipality; and

**WHEREAS**, the Cashier recommends the immediate reimbursement of the funds currently collected by the Borough of Highlands to certain enumerated individuals or entities;

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Cashier is authorized to immediately refund and pay the tree removal fee to the individual and property owner of the specific property listed below, and attached hereto:

<u>ADDRESS</u>	<u>TOTAL AMOUNT</u>	<u>NAME</u>
260 Sleepy Hollow Rd., Red Bank, NJ 07701	\$50.00	Daniel Martinez

Motion to Approve R 26-133:

	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 3, 2026

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



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 26-134

### 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 3, 2026, which totals as follows:

Current Fund	\$	53,476.14
Sewer Account	\$	7,174.95
Capital Fund	\$	117,900.00
Trust-Other	\$	15,581.63
Federal/State Grants	\$	0.00
<b>TOTAL</b>	<b>\$</b>	<b>194,132.72</b>

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$ 194,132.72** 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.highlandsnj.gov](http://www.highlandsnj.gov) and on file with the Municipal Clerk’s Office for reference.

Motion to Approve R 26-134:

	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 3, 2026

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

**RECAP OF PAYMENT OF BILLS**  
**06/03/ 2026**

Item 13.

<b>CURRENT:</b>		\$	53,476.14
Payroll	(05/30/2026)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	7,174.95
Payroll	(05/30/2026)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	117,900.00
<b>CAPITAL-MANUAL CHECKS</b>		\$	
Voided Checks		\$	
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	15,581.63
Payroll	(05/30/2026)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	
<b>GRANT FUND</b>		\$	
Payroll	(05/30 /2026)	\$	
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.**

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	Amount	Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/void Date	Invoice	1099 Excl
<b>ACEWA005 ACE WALCO TERMITE CONTROL</b>														
	26-00669	05/29/26	pest control-firehouse											
			1 pest control-firehouse	70.99	6-01-26-310-000-297			B B&G: Fire House	R	05/29/26	05/29/26		1171448	N
			Vendor Total:	70.99										
<b>ACEK9005 ACEK9</b>														
	26-00359	03/16/26	K9											
			1 AWD-RENEW 5/2026-5/2027	168.00	6-01-25-240-000-290			B Police: K-9 Unit	R	03/16/26	05/28/26		298810	N
			Vendor Total:	168.00										
<b>ACTION01 ACTION UNIFORM CO., LLC</b>														
	26-00369	03/19/26	Initial Outfitting											
			2 Draw Down - Uniforms	95.00	6-01-25-240-000-235			B Police: Initial Outfitting	R	03/19/26	05/27/26		88574	N
			3 Draw Down - Uniforms	20.00	6-01-25-240-000-235			B Police: Initial Outfitting	R	03/19/26	05/28/26		88868	N
				115.00										
			Vendor Total:	115.00										
<b>ALLIED12 Allied Fire &amp; Safety</b>														
	26-00636	05/27/26	labor/tightened leaking nipple											
			1 labor/tightened leaking nipple	185.00	6-01-26-310-000-178			B B&G: Building Maintenance	R	05/27/26	05/27/26		021942	N
			Vendor Total:	185.00										
<b>AMAZO005 AMAZON CAPITAL SERVICES</b>														
	25-00252	02/24/25	Patrol Equipment											
			1 CKPART 20pack wire clips	14.50	5-01-25-240-000-269			B Police: Patrol Equipment	R	02/24/25	03/11/25		11N19N6JFGTD	N
	26-00589	05/13/26	Office Furniture											
			1 Nekmit Large Desk Calendar	23.99	6-01-25-240-000-295			B Police: Office Equipment/Furniture	R	05/13/26	05/29/26		1HWJM3TN63WR	N

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
<b>AMAZO005 AMAZON CAPITAL SERVICES</b>								
Continued								
26-00589	05/13/26 Office Furniture							
Continued								
	2 6x8 Mahogany Frame		37.59 6-01-25-240-000-295	B Police: Office Equipment/Furniture	R	05/13/26	05/29/26	1HWJM3TN63WR N
	3 11x14 Diploma Frame - Navy		32.29 6-01-25-240-000-295	B Police: Office Equipment/Furniture	R	05/13/26	05/29/26	1HWJM3TN63WR N
	4 11x14 Diploma Frame - Black		31.32 6-01-25-240-000-295	B Police: Office Equipment/Furniture	R	05/13/26	05/29/26	1YDGV3VRMCKG N
	5 thumb drive		44.69 6-01-20-152-000-201	B Central Services: Office Supplies	R	05/13/26	05/29/26	1YDGV3VRMCKG N
			169.88					
26-00627 05/20/26 items for spring activities								
	1 items for spring activities		272.63 6-01-28-360-000-240	B Community Ctr: Spring Programs	R	05/20/26	05/28/26	1H99P9CVYYRM N
	2 items for spring activities		39.98 6-01-28-360-000-240	B Community Ctr: Spring Programs	R	05/20/26	05/28/26	16C4P41C4RYQ N
	3 items for spring activities		128.10 6-01-28-360-000-240	B Community Ctr: Spring Programs	R	05/20/26	05/28/26	1HW1GJY31TF6 N
	4 items for spring activities		7.21 6-01-28-360-000-240	B Community Ctr: Spring Programs	R	05/28/26	05/28/26	16C4P41C7K1R N
	5 items for spring activities		7.57 6-01-28-360-000-240	B Community Ctr: Spring Programs	R	05/28/26	05/28/26	1HPPY3R6MK17 N
	6 items for spring activities		3.12 6-01-28-360-000-240	B Community Ctr: Spring Programs	R	05/28/26	05/28/26	16DYKYQD3KW9 N
	7 items for spring activities		4.54 6-01-28-360-000-240	B Community Ctr: Spring Programs	R	05/28/26	05/28/26	1JMNH37L9LDH N
			418.27					
	Vendor Total:		602.65					
<b>ATLAN010 ATLANTIC SECURITY &amp; FIRE</b>								
26-00614	05/14/26 quarterly monitoring							
	1 quarterly monitoring		300.00 6-01-28-360-000-154	B Community Ctr: Equipment Maintenance	R	05/14/26	05/27/26	43249 N
	Vendor Total:		300.00					
<b>BAYSH010 BAYSHORE SINGLE STREAM SOLUTIO</b>								
26-00645	05/27/26 commingled 5/1/26-5/10/26							
	1 commingled 5/1/26-5/10/26		80.37 6-01-26-306-000-283	B Sanitation Contract: Co-Mingled Disposal	R	05/27/26	05/27/26	22466 N
	Vendor Total:		80.37					
<b>BOROU005 BOROUGH OF ATLANTIC HIGHLANDS</b>								
26-00660	05/28/26 SOUND RECORDING							
	1 SOUND RECORDING		157.68 6-01-43-490-000-294	B Municipal Court: other	R	05/28/26	05/28/26	4/7-4/21/26 N

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
<b>BOROU005 BOROUGH OF ATLANTIC HIGHLANDS</b>												
Continued												
	26-00660	05/28/26	SOUND RECORDING									
			2 SOUND RECORDING	157.68	6-01-43-490-000-294	B Municipal Court: Other	R	05/28/26	05/28/26		5/5-5/19/26	N
				315.36								
			Vendor Total:	315.36								
<b>BRO01 BROWN &amp; BROWN BENEFIT ADVISORS</b>												
	26-00639	05/27/26	consulting fee-may 2026									
			1 consulting fee-may 2026	1,250.00	6-01-23-220-000-253	B Current: Group Insurance	R	05/27/26	05/27/26		24748263	N
			Vendor Total:	1,250.00								
<b>COLLI005 COLLIERS ENGINEERING/DESIGN</b>												
	26-00363	03/17/26	2026 HVAC MAINTENANCE CONTRACT									
			1 2026 HVAC MAINTENANCE CONTRACT	180.00	6-01-20-165-000-244	B Engineering:General Engineering	R	03/17/26	05/28/26		1171053	N
	26-00671	05/29/26	49 MILLER STREET									
			1 49 MILLER STREET	1,827.50	T-03-56-875-000-142	B TRUST: LUB2021-01 49 Miller B54 L7.01	R	05/29/26	05/29/26		1170576	N
			2 T-MOBILE HOMETOWN GRANT APP	2,771.25	6-01-20-165-000-244	B Engineering:General Engineering	R	05/29/26	05/29/26		1166983	N
			3 CONGRESSIONAL DIRECTED SPENDIN	778.75	6-01-20-165-000-244	B Engineering:General Engineering	R	05/29/26	05/29/26		1166984	N
				5,377.50								
			Vendor Total:	5,557.50								
<b>COMCAST COMCAST</b>												
	26-00656	05/28/26	SPC VIDEO ACCT FIREHOUSE									
			1 SPC VIDEO ACCT FIREHOUSE	112.25	6-01-31-450-000-213	B Telecommunications	R	05/28/26	05/28/26		5/9/26	N
			2 42 SHORE DRIVE	562.09	6-01-31-450-000-213	B Telecommunications	R	05/28/26	05/28/26		5/12/26	N
				674.34								
			Vendor Total:	674.34								
<b>DANIE015 DANIEL MARTINEZ</b>												
	26-00657	05/28/26	TREE REMOVAL REFUND									
			1 TREE REMOVAL REFUND	50.00	6-01-99-999-000-286	B Refund Fees	R	05/28/26	05/28/26			N
			Vendor Total:	50.00								

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>DELTA005 DELTA DENTAL OF NJ, INC.</b>											
26-00635 05/27/26 dental active members											
1 dental active members	2,198.16	6-01-23-220-000-253	B Current: Group Insurance	R	05/27/26	05/27/26			1286943		N
2 dental retiree members	1,847.07	6-01-23-220-000-254	B Current: Retirees Group Insurance	R	05/27/26	05/27/26			1286945		N
	4,045.23										
Vendor Total:	4,045.23										
<b>EDMUN010 Edmunds Govtech</b>											
26-00568 05/08/26 validator paper											
1 validator paper	150.00	6-01-20-145-000-201	B Tax Collection: office Supplies	R	05/08/26	05/27/26			26-IN5647		N
2 validator paper	150.00	6-05-55-502-000-101	B Sewer: Office Supplies	R	05/08/26	05/27/26			26-IN5647		N
	300.00										
Vendor Total:	300.00										
<b>FILEB005 FILEBANK</b>											
26-00658 05/28/26 storage-june 2026											
1 storage-june 2026	507.25	6-01-20-152-000-294	B Central Services: Other	R	05/28/26	05/28/26			0138920		N
Vendor Total:	507.25										
<b>FIRST010 FIRST AID &amp; CPR LLC</b>											
26-00666 05/29/26 aha bls usb video											
1 aha bls usb training video	111.95	6-01-25-260-000-254	B First Aid: Schooling/Training	R	05/29/26	05/29/26			5193		N
Vendor Total:	111.95										
<b>FRANNY01 FRANNY'S PIZZA</b>											
26-00486 04/17/26 Community Policing											
3 Draw Down - Explorer Events	21.00	6-01-25-240-000-288	B Police: Crime Prevention	R	04/17/26	05/28/26			20098		N
Vendor Total:	21.00										

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
<b>GLOBE GLOBE PETROLEUM</b>								
	26-00643 05/27/26 diesel exhaust fluid,gulfpride							
	1 diesel exhaust fluid,gulfpride	1,445.50	6-01-26-300-000-294	B Mech Garage: Other	R	05/27/26	05/27/26	33073 N
	Vendor Total:	1,445.50						
<b>GRAINGER GRAINGER</b>								
	26-00620 05/18/26 parts for water pump							
	1 parts for water pump	222.29	6-01-26-290-000-181	B Streets: General Hardware - Minor Tools	R	05/18/26	05/27/26	9921020138 N
	Vendor Total:	222.29						
<b>HUTCH005 HUTCHINS HVAC INC.</b>								
	26-00550 05/01/26 trouble shoot sallyport unit							
	1 trouble shoot sallyport unit	500.00	6-01-26-310-000-154	B B&G: Equipment Maintenance	R	05/01/26	05/27/26	I-19921 N
	Vendor Total:	500.00						
<b>KANE JACQUELINE KANE</b>								
	26-00640 05/27/26 items for senior event							
	1 items for senior event	103.93	6-01-28-360-000-235	B Community Ctr: Senior Citizens	R	05/27/26	05/27/26	5/20/26 N
	Vendor Total:	103.93						
<b>JANIC005 JANICE SWAGGERTY</b>								
	26-00662 05/28/26 SOUND RECORDING							
	1 SOUND RECORDING	75.00	6-01-43-490-000-294	B Municipal Court: Other	R	05/28/26	05/28/26	5/19/26 N
	Vendor Total:	75.00						
<b>JANIT005 Janitor Supply Corp</b>								
	26-00429 04/07/26 55 gallon drums							
	1 55 gallon drums	2,778.00	6-05-55-502-000-118	B Sewer: Chemicals	R	04/07/26	05/28/26	11743 N
	2 5 gallon pails	699.95	6-05-55-502-000-118	B Sewer: Chemicals	R	04/07/26	05/28/26	11743 N
		3,477.95						
	Vendor Total:	3,477.95						

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
<b>JASPAN JASPAN</b>								
	26-00672 05/29/26 clamp spreader,screws							
	1 misc bolts,washers	35.28	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	A20209225 N
	2 gallon paint	51.99	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	A20210419 N
	3 sprayer	29.99	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	A20210600 N
	4 hardware	7.96	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	A20213612 N
	5 hardware	1.98	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	A20213743 N
	6 single keys	8.40	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	A20215321 N
	7 bit insert torx	6.99	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	A20213282 N
	8 screwdriver ratchet	13.99	6-01-26-310-000-181	B B&G: General Hardware - Minor Tools	R	05/29/26	05/29/26	B20106834 N
		156.58						
	Vendor Total:	156.58						

<b>JCPL JCP &amp; L</b>								
	26-00652 05/28/26 master bill							
	1 master bill	394.32	6-01-31-430-000-215	B Electric	R	05/28/26	05/28/26	95149932869 N
	2 master bill mua	509.19	6-01-31-430-000-215	B Electric	R	05/28/26	05/28/26	95149932849 N
	3 street lighting	3,141.71	6-01-31-435-000-217	B Street Lighting	R	05/28/26	05/28/26	95778100604 N
	4 street lighting	1,902.92	6-01-31-435-000-217	B Street Lighting	R	05/28/26	05/28/26	95778100603 N
	5 CEDAR STREET	18.00	6-01-31-430-000-215	B Electric	R	05/28/26	05/28/26	95778100605 N
		5,966.14						
	Vendor Total:	5,966.14						

<b>LANGU005 LANGUAGE LINE SERVICES</b>								
	26-00638 05/27/26 interpreter service							
	1 interpreter service	44.20	6-01-43-490-000-151	B Municipal Court: Consultants - Other	R	05/27/26	05/27/26	11908214 N
	Vendor Total:	44.20						

<b>MAINS005 MAINSTREET DESIGNS</b>								
	26-00567 05/07/26 18X38 CUSTOM 22OZ VINYL BANNER							
	1 18X38 CUSTOM 22OZ VINYL BANNER	55.00	6-01-20-110-000-294	B Mayor/Council: Misc. Expenses	R	05/07/26	05/28/26	39526 N

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
<b>MAINS005 MAINSTREET DESIGNS</b>										
Continued										
	26-00567 05/07/26 18X38 CUSTOM 22OZ VINYL BANNER									
	2 SHIPPING	19.76	6-01-20-110-000-294	B Mayor/Council: Misc. Expenses	R	05/07/26	05/28/26		39526	N
		74.76								
	Vendor Total:	74.76								
<b>MCMANIMO MCMANIMON SCOTLAND &amp; BAUMANN</b>										
	26-00134 01/28/26 2026 redevelopment attorney									
	7 2026 redevelopment attorney	1,106.00	6-01-20-155-000-294	B Legal Services: Other	R	01/28/26	05/29/26		261474	N
	Vendor Total:	1,106.00								
<b>MITCH005 MITCHELL HUMPHREY COMPANY</b>										
	26-00533 04/30/26 fast trackgov user license									
	1 fast trackgov user license	1,371.50	6-01-21-180-000-294	B Municipal Land Use Law: Other	R	04/30/26	05/27/26		1268	N
	Vendor Total:	1,371.50								
<b>SPCA MONMOUTH COUNTY SPCA</b>										
	26-00343 03/13/26 2026 ANIMAL CONTROL CONTRACT									
	4 2026 ANIMAL CONTROL CONTRACT	1,732.50	6-01-27-340-000-152	B Dog Control: Contractual Service	R	03/13/26	05/27/26		051631	N
	Vendor Total:	1,732.50								
<b>NJAMERIC NEW JERSEY AMERICAN WATER</b>										
	26-00668 05/29/26 123 hydrants									
	1 123 hydrants	8,251.22	6-01-31-463-000-193	B Fire Hydrants	R	05/29/26	05/29/26		123 HYDRANTS	N
	2 gravelly pt hydrants	80.15	6-01-31-463-000-193	B Fire Hydrants	R	05/29/26	05/29/26		GRAV PT HY DRAN	N
		8,331.37								
	Vendor Total:	8,331.37								
<b>VETERINA NJ STATE DEPT. OF HEALTH</b>										
	26-00633 05/27/26 dog report for April 2026									
	1 dog report for April 2026	10.20	T-12-99-999-000-002	B DOG TRUST: DUE STATE OF NEW JERSEY	R	05/27/26	05/27/26		APRIL 2026	N
	Vendor Total:	10.20								

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
<b>POORJ005 POOR JOHNS PORTABLE TOILETS</b>								
	26-00637 05/27/26 kavoojian field							
	1 kavoojian field		195.00 6-01-28-375-000-181	B Parks: Restroom rental	R	05/27/26	05/27/26 24783	N
	2 veterans park		195.00 6-01-28-375-000-181	B Parks: Restroom rental	R	05/27/26	05/27/26 24782	N
	3 miller beach		195.00 6-01-28-375-000-181	B Parks: Restroom rental	R	05/27/26	05/27/26 24781	N
	4 snugharbor beach		320.00 6-01-28-375-000-181	B Parks: Restroom rental	R	05/27/26	05/27/26 24780	N
			905.00					
	Vendor Total:		905.00					
<b>PRINCLIF PRINCIPAL LIFE GROUP</b>								
	26-00634 05/27/26 life insurance							
	1 life insurance		1,045.92 6-01-23-220-000-253	B Current: Group Insurance	R	05/27/26	05/27/26 JUNE 2026	N
	Vendor Total:		1,045.92					
<b>PROCA005 PRO CAP 8 FBO FIRSTTRUST BANK</b>								
	26-00654 05/28/26 LIEN REDEMPTION							
	1 LIEN REDEMPTION		1,329.23 T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	05/28/26	05/28/26 B54/L9.011	N
	2 PREMIUM		1,000.00 T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	05/28/26	05/28/26 B54/L9.011	N
	3 LIEN REDEMPTION		873.97 T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	05/28/26	05/28/26 B63/L11	N
	4 PREMIUM		1,000.00 T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	05/28/26	05/28/26 B63/L11	N
	5 PREMIUM		1,000.00 T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	05/28/26	05/28/26 B75/L13	N
	6 LIEN REDEMPTION		867.53 T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	05/28/26	05/28/26 B75/L13	N
			6,070.73					
	26-00663 05/28/26 lien redemption							
	1 lien redemption		868.46 T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	05/28/26	05/28/26 B10127.02QC0603	N
	2 premium		900.00 T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	05/28/26	05/28/26 B10127.02QC0603	N
			1,768.46					
	Vendor Total:		7,839.19					
<b>PUMPING PUMPING SERVICES, INC.</b>								
	26-00346 03/13/26 autocoupling/bracket							
	1 autocoupling/bracket		3,547.00 6-05-55-502-000-190	B Sewer: Station Repairs	R	03/13/26	05/27/26 1157860	N
	Vendor Total:		3,547.00					

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
<b>ROBER060 ROBERTS ENGINEERING GROUP, LLC</b>										
	26-00664 05/28/26 misc. planning board-2026									
	1 misc. planning board-2026	200.00	6-01-21-180-000-244	B Mun Land Use Law: Consultants - Engineer	R	05/28/26	05/28/26		18513	N
	26-00665 05/28/26 149 portland road									
	1 149 portland road	540.00	T-03-56-875-000-152	B TRUST:LUB2021-05 149 Portland B12L4.01/2	R	05/28/26	05/28/26		18514	N
	2 ross builders-bay street	1,460.00	T-03-56-875-000-196	B LUB24-06 Ross Builders - B26 L9.03	R	05/28/26	05/28/26		18515	N
		2,000.00								
	Vendor Total:	2,200.00								
<b>RTLFN005 RTLF-NJ II LLC</b>										
	26-00655 05/28/26 LIEN REDEMPTION									
	1 LIEN REDEMPTION	2,594.74	T-03-56-851-000-003	B Trust: Redemption O/S Liens	R	05/28/26	05/28/26		B70/L12	N
	2 PREMIUM	1,100.00	T-03-56-851-000-001	B Trust: Tax Sale Premiums	R	05/28/26	05/28/26		B70/L12	N
		3,694.74								
	Vendor Total:	3,694.74								
<b>RUDER005 RUDERMAN &amp; ROTH, LLC</b>										
	26-00166 01/30/26 2026 labor attorney									
	5 2026 labor attorney	8,750.50	6-01-20-155-000-294	B Legal Services: Other	R	02/09/26	05/27/26		APRIL 2026	N
	Vendor Total:	8,750.50								
<b>RUTHS005 RUTHSELVI GONZALEZ</b>										
	26-00661 05/28/26 SOUND RECORDING									
	1 SOUND RECORDING	100.00	6-01-43-490-000-294	B Municipal Court: Other	R	05/28/26	05/28/26		4/22/26	N
	2 SOUND RECORDING	100.00	6-01-43-490-000-294	B Municipal Court: Other	R	05/28/26	05/28/26		5/27/26	N
		200.00								
	Vendor Total:	200.00								
<b>RYSER005 RYSER'S LANDSCAPE SUPPLY</b>										
	26-00563 05/07/26 drawdown									
	2 drawdown	168.00	6-01-26-290-000-294	B Streets: Other	R	05/07/26	05/27/26		0069639-00	N
	Vendor Total:	168.00								

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	
<b>SDWCO005 SDW CONSTRUCTION, INC.</b>									
	25-01563 12/18/25 CONTRACT SOUTH PEAK DRAINAGE								
	1 CONTRACT SOUTH PEAK DRAINAGE	117,900.00	C-04-25-102-000-201	B ORD#25-25 South Peak Drainage Improv	R	12/18/25	05/27/26	PAYMENT #1-FINA N	
	Vendor Total:	117,900.00							
<b>NAYLORS SHORE AUTO SUPPLY, INC.</b>									
	26-00673 05/29/26 rags in a box								
	1 rags in a box	51.48	6-01-26-300-000-294	B Mech Garage: Other	R	05/29/26	05/29/26	313103 N	
	2 air filter	28.63	6-01-26-300-000-294	B Mech Garage: Other	R	05/29/26	05/29/26	313317 N	
	3 engine oil drain plug	4.85	6-01-26-300-000-294	B Mech Garage: Other	R	05/29/26	05/29/26	313530 N	
	4 fastener kit	19.50	6-01-26-300-000-203	B Mech Garage: Motor Vehicle - Police	R	05/29/26	05/29/26	313681 N	
	5 ignition coil	137.40	6-01-26-300-000-203	B Mech Garage: Motor Vehicle - Police	R	05/29/26	05/29/26	314759 N	
	6 fuel pump	773.88	6-01-26-300-000-203	B Mech Garage: Motor Vehicle - Police	R	05/29/26	05/29/26	315254 N	
	7 spark plug, ignition coil	83.69	6-01-26-300-000-203	B Mech Garage: Motor Vehicle - Police	R	05/29/26	05/29/26	315839 N	
		1,099.43							
	Vendor Total:	1,099.43							
<b>SPECTROL SPECTROTEL</b>									
	26-00651 05/28/26 fire department								
	1 fire department	134.42	6-01-31-440-000-213	B Telephone	R	05/28/26	05/28/26	13768100 N	
	Vendor Total:	134.42							
<b>TARGE005 TARGETED TECHNOLOGIES LLC</b>									
	26-00588 05/13/26 Computer Maintenance								
	1 OpitPlex 7010 - 1year Support	70.00	6-01-25-240-000-254	B Police: Equipment Maintenance	R	05/13/26	05/28/26	125326 N	
	26-00659 05/28/26 EMAIL ESSENTIALS								
	1 EMAIL ESSENTIALS	468.00	6-01-35-410-000-201	B Contingent	R	05/28/26	05/28/26	125292 N	
	2 OFFICE 365	1,624.35	6-01-31-450-000-213	B Telecommunications	R	05/28/26	05/28/26	125287 N	
	3 DATTO MONTHLY SUBSCRIPTION	715.83	6-01-31-450-000-213	B Telecommunications	R	05/28/26	05/28/26	125274 N	
	4 DATTO MONTHLY-POLICE	715.83	6-01-31-450-000-213	B Telecommunications	R	05/28/26	05/28/26	125275 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 Date Invoice	1099 Excl
<b>TARGE005 TARGETED TECHNOLOGIES LLC</b>							
Continued							
	26-00659 05/28/26 EMAIL ESSENTIALS		Continued				
	5 PHISHING TRAINING	168.72	6-01-31-450-000-213	B Telecommunications	R	05/28/26 05/28/26	125293 N
		<u>3,692.73</u>					
	Vendor Total:	3,762.73					
<b>THINK005 THINK BOATING, LLC</b>							
	26-00667 05/29/26 boater safety course						
	1 boater safety course	210.00	T-03-56-850-000-022	B Trust: Recreation Camp	R	05/29/26 05/29/26	6/7/26 N
	Vendor Total:	210.00					
<b>ULINE005 ULINE, INC.</b>							
	26-00520 04/28/26 Patrol Equipment						
	1 s-26577 Energizer Alkaline 9V	29.00	6-01-25-240-000-269	B Police: Patrol Equipment	R	04/28/26 05/27/26	207848979 N
	2 s-7644 Letter Size Laminating	32.00	6-01-25-240-000-269	B Police: Patrol Equipment	R	04/28/26 05/27/26	207848979 N
	3 s-11150 Index Card Size	12.00	6-01-25-240-000-269	B Police: Patrol Equipment	R	04/28/26 05/27/26	207848979 N
	4 shipping	24.47	6-01-25-240-000-269	B Police: Patrol Equipment	R	05/27/26 05/27/26	207848979 N
		<u>97.47</u>					
	Vendor Total:	97.47					
<b>VERWIRE VERIZON WIRELESS</b>							
	26-00650 05/28/26 cellphone						
	1 cellphone	2,248.04	6-01-31-440-000-213	B Telephone	R	05/28/26 05/28/26	6143128047 N
	Vendor Total:	2,248.04					
<b>VSP VISION SERVICE PLAN</b>							
	26-00642 05/27/26 vision care active members						
	1 vision care active members	574.47	6-01-23-220-000-253	B Current: Group Insurance	R	05/27/26 05/27/26	JUNE 2026 N
	2 vision care retired members	584.25	6-01-23-220-000-254	B Current: Retirees Group Insurance	R	05/27/26 05/27/26	JUNE 2026 N
		<u>1,158.72</u>					
	Vendor Total:	1,158.72					

May 29, 2026  
02:05 PM

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 Enc Date	Rcvd Date	Chk/void Date	Invoice	1099 Excl
<b>WEBAL005 WEB ALLIANCE INTERNATIONAL</b>															
		26-00402	03/25/26	monthly maintenance website											
				3 monthly maintenance website	199.00	6-01-20-152-000-294			B Central Services: Other	R	03/25/26	05/28/26		JUNE 2026	N
				Vendor Total:	199.00										

Total Purchase Orders: 56 Total P.O. Line Items: 113 Total List Amount: 194,132.72 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	5-01	14.50	0.00	14.50	0.00	0.00	14.50
	6-01	53,461.64	0.00	53,461.64	0.00	0.00	53,461.64
	6-05	7,174.95	0.00	7,174.95	0.00	0.00	7,174.95
Year Total:		<u>60,636.59</u>	<u>0.00</u>	<u>60,636.59</u>	<u>0.00</u>	<u>0.00</u>	<u>60,636.59</u>
CAPITAL PROJECTS	C-04	117,900.00	0.00	117,900.00	0.00	0.00	117,900.00
TRUST NON BUDGET-TWO RIVER	T-03	15,571.43	0.00	15,571.43	0.00	0.00	15,571.43
	T-12	10.20	0.00	10.20	0.00	0.00	10.20
Year Total:		<u>15,581.63</u>	<u>0.00</u>	<u>15,581.63</u>	<u>0.00</u>	<u>0.00</u>	<u>15,581.63</u>
Total Of All Funds:		<u><u>194,132.72</u></u>	<u><u>0.00</u></u>	<u><u>194,132.72</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>194,132.72</u></u>