

REGULAR MEETING – APRIL 7, 2020

A Regular Meeting of the Highland Park Mayor and Council was held via Zoom, on Tuesday, April 7, 2020, and was called to order by Mayor Brill Mittler at 7:04 PM. Mayor Brill Mittler read the Open Public Meetings Statement.

Present: Mayor Brill Mittler; Councilpersons Fine, Foster-Dublin, George, Hale, Kim-Chohan; Borough Attorney Schmierer; Borough Administrator Jover; Borough Clerk Hullings.

Absent: Councilperson Welkovits.

On motion made by Councilman George, seconded by Councilman Hale, the minutes of the Regular Meetings held on October 29, 2019, November 12, 2019, December 3, 2019 and December 17, 2019; the Adjourned Meeting of January 7, 2020, and the Organization Meeting of January 7, 2020; were approved, as distributed, by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hale, Kim-Chohan.

Opposed: None.

Absent: Councilperson Welkovits.

Abstain: Councilman George (November 12, 2019).

Mayor Brill Mittler asked the Council members to present their reports.

Councilman Fine wished everyone who celebrates a holiday, a healthy, safe and peaceful holiday.

Councilwoman Kim-Chohan reported that due to HP Gives a Hoot, the schools will be providing lunch for students during the spring break. There has been unbelievable generosity in the Highland Park community in both donations and people interested in volunteering. The Food Pantry received a donation of \$1,300.00 in Target gift cards from a Highland Park High School Teacher Adam Golds and the HP Model UN Congress Club. Many thanks for the support the Community Center Staff and the Department of Public Works staff for helping move food products and the Police Department for assisting with safety. You can visit the Food Pantry Facebook page for more information. Because of COVID-19, they had to make some changes. They had to remove the food donation box out of Stop and Shop. They are minimizing volunteers that have to go to the stores. The Food Pantry is asking for donations on their amazon wish list. The link is on their Facebook page. You can purchase gift cards that allow electronic delivery and send to highlandparkfoodpantry@gmail.com. You can mail gift cards to the Food Pantry at 235 Valentine Street. The Board of Health has been working with the Mayor on COVID-19 information, wellness advice and a document on testing and resources. She also wished the community a peaceful Passover and Easter. Stay safe.

Councilman Hale asked that everyone go to the Main Street Highland Park Website for a list of all the Highland Park businesses that are open in some fashion. Many of the restaurants have curbside or delivery options, as do some other businesses. These businesses are doing everything they can to stay in business and it is important as a community to support our businesses during this time. We hear reports that businesses are paying salaries to employees even though there is no money coming in. Anything you can do to support these businesses will be appreciated. The Main Street Highland Park Organization has done a tremendous job of getting information out. He encouraged Highland Park businesses to check out the Main Street Highland Park website, as there are a number of resources that are posted there in the form of grants and loans. There are a lot of economic issues coming and when we are through this, we are back to supporting Highland Park businesses. Wished everyone a Happy Holiday and to stay safe.

Councilwoman Foster Dublin reported that the bulk of her report will be covered by the Mayor. The meet every morning with their Public Safety team to go over what is new. This morning they heard about one remarkable Highland Park person who has gone above and beyond to get N-95 masks, 500 so far, and is hoping to provide another 1,000 masks. The Community and Emergency Response Team has put together a committee called COPE. This group will provide services to residents who are shut in. She encouraged residents to dispose of their masks and gloves properly. The weather is getting nicer and people are getting outside and congregating, but we are still in a pandemic and people should practice social distancing and follow the guidelines that are out there. There have been some changes at the First Aid Squad. The Loewenstein family have all resigned from the squad; however, the squad continues to run. She received an updated roster of the new leadership. They will closely monitor the squad membership to be able to provide the services necessary. Urged everyone to stay safe and follow the rules.

Councilman George extended best wishes for the holidays and that we come through this crisis with a newfound respect for each other and how we are all connected. He commended his colleagues and the administration for their efforts, which are significant, and contribute to our town making it through day to day. The Borough is closed for Good Friday this week so the collection schedule for the South Side is moved up a day. Recycling is tomorrow, April 8th, and trash will be collected on Thursday, April 9th. Next week, trash and recycling go back to their regular schedule. The Borough website information for Chometz collection is incorrect. Due to COVID-19, DPW drop off has been cancelled. The synagogues have arranged to have dumpsters available for Chometz disposal. The Department of Public Works will assist with Chometz disposal if the items are put out with the regular trash. They have seen almost double the amount of cardboard recycling as a result of the stay at home order. The streets are busy with deliveries from all of the online shopping and it has doubled recycling. The Department of Public Works asked that residents be more careful putting their cardboard out for recycling and suggested that it be tied up. Bulk trash pick for May 6th and May 13th is cancelled due to concerns about COVID-19. The staff is also providing additional services with the disinfecting of all borough buildings on a daily basis, disinfecting the Police cars and doing maintenance at the Library. They will announce the resumption of bulk trash pickup when they have a better handle on things. He encouraged everyone to wear masks, gloves and practice social distancing.

Borough Administrator Jover reported that they managed to make some progress on the deer management issue. They had a very productive zoom meeting with representatives from the Middlesex County Parks Department, the Township of Piscataway and the Division of Fish and Wildlife. They talked about how they work together to come up with a plan for deer management. She hopes to get some recommendations from DEP and hold the community forum that we have been hoping to have. She note that water and sewer bills are due in May. The Borough is not able to adjust tax collection rules, which has to be authorized by the legislation and State Government.

Borough Attorney Schmierer - No report.

Mayor Brill Mittler reported that the COVID-19 Task Force meets every day at 9:00 a.m. They go over updates from each department; protocols for emergency responders as it relates to multi-family dwellings; ensure that all first responder groups in town and all employees in public buildings have face masks and gloves; and established the new COPE program. Highland Park makes her proud to be the Mayor. In just a few short days since the outbreak of Coronavirus in New Jersey, so many of you have stepped up to help your neighbors with donations of money and time. The new COPE team, coordinated by trained CERT members, consists of 76 volunteers helping 60 residents with needs. That is amazing. She thanked the Police Department, Fire Department, First Aid Squad, CERT, OEM Coordinator Jim Polos, Public Safety Director Pat Renaldi, Councilwoman Foster-Dublin, Code Enforcement, the County Health Department, the Borough Administrator, Community Services, the Library Director, and Superintendent of Schools Scott Taylor. It is so wonderful to see so many of our volunteers and employees pulling together for all of us. She participates in conference call briefings nearly every day from the County, the Governor's Office, our Congress and Senate representatives and other government entities. We are making a concerted effort to make decisions in town based on the latest information, from reliable sources. Many of you have called or written me with questions about how to handle groceries; what scams are out there; getting their stimulus check; obtaining unemployment assistance; and many other topics. Our skilled and seasoned librarians at the library have answers for you. They can be reached at highlandparlib@gmail.com or by phone at 732-819-3781. Governor Murphy just closed all County Parks. That includes all areas of Johnson and Donaldson Parks. She is sorry for the inconvenience and discouragement this may be for residents. However, it is what we must do now, to flatten the curve. Please find new ways to get your exercise while staying at home. Walk up and down your stairs. Try jumping jacks. Yoga is great for inner strength and stretching. You can find free yoga lessons online or on Facebook. If you have a backyard or courtyard near your apartment, take walks around your home or street, of course, while wearing a mask. Simply put, stay home whenever possible. If you must go outside, keep 6' of distance from others and always wear a facemask outdoors. Wash your hands often. Do these things and we in Highland Park will get through this faster and stronger.

Mayor Brill Mittler opened the meeting for public discussion and called upon all those wishing to speak to identify themselves. The total time for this session is 21 minutes; three minutes maximum per speaker. Comments are limited to items on the agenda. If you want to speak on an item that is not listed, there will be an opportunity to do so later in the meeting.

Marlene Tarshish, 146 North 10th Avenue, commented about the COVID-19 card information being only available in English. She also noted that people are congregating and she has seen them using the high school track. Chief Abrams noted that the high school track should be locked and people are not supposed to be there. The Police Department is doing periodic patrols of the high school track and is also assisting the County with patrolling the County parks.

No one else appearing to be heard, the Mayor closed the public portion.

The following resolution, introduced by the Finance Committee, was duly adopted on motion made by Councilman George, seconded by Councilwoman Kim-Chohan, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hale, Kim-Chohan.

Opposed: None.

Absent: Councilperson Welkovits.

No. 4-20-124

WHEREAS, a need has arisen to provide adequate funds for certain budget items pending adoption of the Local Municipal Budget for 2020 and NJSA 40A:4-20 provides for the making of emergency appropriations in such cases; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2020 pursuant to the provisions of NJSA 40A:4-20 (Chapter 96, PL 1951), as amended, including this resolution, total \$11,630,099.00; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Highland Park (not less than two-thirds of all members thereof affirmatively concurring) that in accordance with NJSA 40A:4-20;

1. An emergency temporary appropriation be and the same is hereby made for the budgetary appropriations herein:

2020 TEMPORARY OPERATING BUDGET

DESCRIPTION	ACCOUNT NUMBER	2020 TEMPORARY BUDGET
GENERAL GOVERNMENT FUNCTIONS		
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	89,871.00
Other Expenses	20-100-2	11,875.00

MAYOR & COUNCIL		
Salaries & Wages	20-110-1	16,518.00
Other Expenses	20-110-2	5,994.00
MUNICIPAL CLERK		
Salaries & Wages	20-120-1	78,910.00
Other Expenses	20-120-2	13,188.00
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	19,600.00
Other Expenses	20-130-2	67,350.00
ANNUAL AUDIT		
Other Expenses	20-135-2	13,500.00
TAX COLLECTION		
Salaries & Wages	20-145-1	37,806.00
Other Expenses	20-145-2	8,200.00
TAX ASSESSMENT		
Salaries & Wages	20-150-1	27,956.00
Other Expenses	20-150-2	6,875.00
LEGAL SERVICES		
Other Expenses	20-155-2	175,000.00
ENGINEERING & PLANNING		
Other Expenses	20-165-2	10,000.00
COMMUNITY & ECONOMIC DEVELOPMENT		
Salaries & Wages		3,570.00
Other Expenses	20-170-2	52,500.00
INFORMATION TECHNOLOGY		
Other Expenses	20-140-2	54,750.00
CENTRAL SERVICES		
Other Expenses	20-316-2	42,250.00
LAND USE ADMINISTRATION		
PLANNING BOARD		
Salaries & Wages		3,570.00
Other Expenses	21-180-2	25,075.00
ZONING BOARD OF ADJUSTMENT		
Salaries & Wages	21-185-1	10,357.00
Other Expenses	21-185-2	6,075.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-195-2	525.00
INSURANCE		
GENERAL LIABILITY/WORKERS COMPENSATION		
Other Expenses	23-211-2	206,660.00
EMPLOYEE GROUP HEALTH		
Other Expenses	23-220-2	645,029.00
PUBLIC SAFETY FUNCTIONS		
POLICE		
Salaries & Wages	25-240-1	1,759,173.00

REGULAR MEETING – APRIL 7, 2020

Other Expenses	25-240-2	105,968.00
POLICE DISPATCH/911		
Salaries & Wages	25-250-1	119,361.00
Other Expenses	25-250-2	2,250.00
OFFICE OF EMERGENCY MANAGEMENT		
Salaries & Wages	25-252-1	10,000.00
Other Expenses	25-252-2	13,250.00
FIRST AID CONTRIBUTION		
Other Expenses	25-260-2	7,500.00
FIRE		
Salaries & Wages	25-265-1	117,325.00
Other Expenses	25-265-2	36,465.00
LOSAP		
Other Expenses	25-265-2	8,250.00
MUNICIPAL PROSECUTOR		
Other Expenses	25-275-2	17,500.00
PUBLIC WORKS FUNCTIONS		
STREETS & ROADS		
Salaries & Wages	26-290-1	569,798.00
Other Expenses	26-290-2	60,350.00
APARTMENT COLLECTION		
Other Expenses	26-305-2	112,500.00
PUBLIC BUILDINGS & GROUNDS		
Salaries & Wages	26-310-1	22,496.00
Other Expenses	26-310-2	85,500.00
MOTOR POOL		
Salaries & Wages	26-315-1	38,359.00
Other Expenses	26-315-2	69,500.00
HEALTH & HUMAN SERVICES FUNCTIONS		
BOARD OF HEALTH		
Other Expenses	27-330-2	525.00
ENVIRONMENTAL COMMISSION		
Other Expenses	27-335-2	275.00
COMMISSION ON IMMIGRANT & REFUGEE AFFAIRS		
Other Expenses	27-336-2	263.00
SAFE WALKING & CYCLING COMMITTEE		
Other Expenses	27-337-2	1,313.00
SUSTAINABLE HIGHLAND PARK		
Other Expenses	27-338-2	1,150.00
HISTORICAL COMMISSION		
Other Expenses	27-339-2	263.00
PARKS & RECREATION FUNCTIONS		
COMMUNITY SERVICES - RECREATION		
Salaries & Wages	28-370-1	35,460.00
Other Expenses	28-370-2	8,250.00
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	101,978.00

Other Expenses	28-371-2	14,603.00
ARTS COMMISSION		
Other Expenses	28-374-2	525.00
SHADE TREE ADVISORY COMMITTEE		
Other Expenses	28-375-2	302.00
TEEN CENTER		
Salaries & Wages	28-373-1	34,959.00
Other Expenses	28-373-2	-
CELEBRATION OF PUBLIC EVENTS		
Other Expenses	30-420-2	5,000.00
UTILITY EXPENSES & BULK PURCHASING		
ELECTRICITY		
Other Expenses	31-430-2	55,000.00
STREET LIGHTING		
Other Expenses	31-435-2	85,000.00
TELEPHONE		
Other Expenses	31-440-2	26,000.00
FUEL OIL/GASOLINE/NATURAL GAS		
Other Expenses	31-460-2	50,000.00
SANITARY LANFILL		
Other Expenses	32-465-2	159,548.00
UNIFORM CONSTRUCTION CODE		
Salaries & Wages	22-195-1	171,336.00
Other Expenses	22-195-2	6,675.00
UNCLASSIFIED		
CABLE TELEVISION		
Other Expenses	30-411-2	5,000.00
ACCUMULATED SICK LEAVE		
Salaries & Wages	30-415-1	40,000.00
COMMUNICATIONS		
Salaries & Wages	20-105-1	52,833.00
Other Expenses	20-105-2	11,591.00
CORONAVIRUS MITIGATION		
Other Expenses		25,000.00
MUNICIPAL COURT FUNCTIONS		
MUNICIPAL COURT		
Salaries & Wages	43-490-1	90,012.00
Other Expenses	43-490-2	6,325.00
PUBLIC DEFENDER		
Other Expenses	43-495-2	3,000.00
LIBRARY		
Salaries & Wages	29-390-1	328,256.00
Other Expenses	29-390-2	176,143.00
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS		
COUNTY HEALTH SERVICES		
Other Expenses	42-401-2	22,664.00
M.C.I.A. RECYCLING		

REGULAR MEETING – APRIL 7, 2020

Other Expenses	42-402-2	5,384.00
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	7,800.00
PUBLIC AND PRIVATE PROGRAMS		
NJDEP Radon Awareness	41-724-2	-
Art & History Grant		3,750.00
Township Match		938.00
Rivers Reforestation Grant		2,335.00
Middlesex County Census Grant		2,000.00
STATUTORY EXPENDITURES		
SOCIAL SECURITY SYSTEM		
Other Expenses	36-472-2	164,630.00
UNEMPLOYMENT COMPENSATION INSURANCE		
Other Expenses	23-225	15,000.00
PUBLIC EMPLOYEES RETIREMENT SYSTEM		
Other Expenses	36-471-2	489,601.00
POLICE AND FIREMAN'S RETIREMENT SYSTEM		
Other Expenses	36-475-2	837,812.00
DCRP		
Other Expenses	36-476-2	5,775.00
	SUBTOTAL	7,842,823.00
DEBT SERVICE		
BOND PRINCIPAL		
Other Expenses	45-920-2	625,000.00
INTEREST ON BONDS		
Other Expenses	45-930-2	242,369.00
M.C.I.A. LEASE/LOAN		
Other Expenses	45-950-2	291,704.00
DBIZ LOAN		
Other Expenses	45-925-2	-
	SUBTOTAL	1,159,073.00
	GRAND TOTAL	9,001,896.00

2020 TEMPORARY WATER AND SEWER BUDGET

DESCRIPTION	2020 TEMP
OPERATING	
Salaries & Wages	120,444.00
Other Expenses	1,239,409.00
Middlesex County Utilities Authority	740,900.00
STATUTORY EXPENDITURES	
Public Employee Retirement System	-
Social Security System	-
DEFERRED CHARGES	
Overexpenditure Budget Appropriation	-
	SUBTOTAL
	2,100,753.00
DEBT SERVICE	
Payment of Bond Principal	460,000.00
Interest on Bonds	67,450.00
	SUBTOTAL
	527,450.00
	GRAND TOTAL
	2,628,203.00

2. Said emergency temporary appropriations will be provided for in the 2020 budget under the various captions listed herein.
3. A certified copy of this Resolution will be filed with the Director of the Division of Local Government Services.

The Clerk reported advertising an ordinance entitled, ORDINANCE OF THE MUNICIPAL COUNCIL OF THE BOROUGH OF HIGHLAND PARK, COUNTY OF MIDDLESEX, NEW JERSEY, AUTHORIZING THE ADOPTION OF A REDEVELOPMENT PLAN FOR 433 CLEVELAND AVENUE PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1 *ET SEQ.*, for consideration of passage on final reading by title and that affidavits of publication thereto are on file. She also reported that the ordinance had been posted and made available to the public, as required by law.

On motion made by Councilman Hale, seconded by Councilman George, the ordinance entitled as above, was continued to the April 21, 2020 meeting. The motion was carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hale, Kim-Chohan.
Opposed: None.
Absent: Councilperson Welkovits.

The Clerk reported that an ordinance entitled, AN ORDINANCE TO REPLACE CHAPTER 388 OF THE "CODE OF THE BOROUGH OF HIGHLAND PARK, 2010" CONCERNING TREE REMOVAL AND PROTECTION, had been introduced in writing by the Public Works and Public Utilities Committee for consideration of passage on first reading by title.

On motion made by Councilman George, seconded by Councilman Hale, the ordinance entitled as above was duly adopted on first reading by title by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hale, Kim-Chohan.
Opposed: None.
Absent: Councilperson Welkovits.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted on motion made by Councilman George, seconded by Councilman Hale, and carried by unanimous affirmative voice vote:

No. 4-20-126

WHEREAS, an Ordinance entitled, AN ORDINANCE TO REPLACE CHAPTER 388 OF THE "CODE OF THE BOROUGH OF HIGHLAND PARK, 2010" CONCERNING TREE REMOVAL AND PROTECTION, has been introduced and duly passed on first reading;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that this Council meet at the Borough Hall, 221 South Fifth Avenue, Highland Park, New Jersey, on Tuesday, April 21, 2020, at 7:00 PM, for the purpose of considering said Ordinance on final passage after public hearing thereon.

BE IT FURTHER RESOLVED that said a Notice of Pending Ordinance and Summary of said Ordinance be published once at least one (1) week prior to the time fixed for further consideration of said Ordinance for final passage in the "Home News Tribune", of East Brunswick, New Jersey, a newspaper published in the County of Middlesex and circulating in this municipality, there being no newspaper published daily in this municipality, together with a notice of the introduction thereof and of the time and place when and where said Ordinance will be further considered for final passage as aforesaid.

BE IT FURTHER RESOLVED that a copy of said Ordinance shall be posted on the bulletin board at Borough Hall, 221 South Fifth Avenue, Highland Park, New Jersey, forthwith and that the Borough Clerk have available in her office for the members of the general public of Highland Park copies of said Ordinance for those members of the general public who may request the same.

Resolution Nos. 4-20-127 through 4-20-132 were duly adopted on motion made by Councilman George, seconded by Councilwoman Foster-Dublin, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hale, Kim-Chohan.
Opposed: None.
Absent: Councilperson Welkovits.

The following resolution, introduced by the Finance Committee, was duly adopted as above:

No. 4-20-127

WHEREAS, there is a need to replace the existing workstations in the Clerk's Office, the Finance Office, and the Tax Office; and

WHEREAS, Under State Contract No. 17/18-16 the Borough may purchase said workstations from Global Furniture Group; and

WHEREAS, funds are available in Account No. 0-01-20-120-231 (Clerk), #0-01-20-130-240 (Finance), and #0-01-20-145-241 (Tax) for a total amount not to exceed \$11,603.67, as reflected by the certification of funds by the Financial Director; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highland Park that the Borough Administrator is hereby authorized and directed to authorize the purchase and installation new workstations for the abovementioned offices for the total amount of \$11,603.67.

The following resolution, introduced by the Public Safety Committee, was duly adopted as above:

No. 4-20-128

WHEREAS, Coppa's service Center & Towing Inc., has filed with the Clerk of this Borough for a Wrecker/Towing License to operate heavy duty wreckers in this Borough under the provisions of the Ordinance providing for such license; and

WHEREAS, the Chief of Police has investigated said applicants and has reported favorably upon said application;

NOW, THEREFORE, BE IT RESOLVED that this Council hereby determines that said applicants are qualified and that public necessity and convenience would be served by the issuance of such License.

BE IT FURTHER RESOLVED that the Borough Clerk be and is hereby authorized and directed to issue Heavy Duty Wrecker/Towing Licenses to the aforesaid applicant.

The following resolution, introduced by the Council as a Whole, was duly adopted as above:
No. 4-20-129

WHEREAS, the President of the United States has declared a national state of emergency due to the spread of COVID-19; and

WHEREAS, FEMA offers public assistance to states, counties, and municipalities during a state of emergency at a 75 percent federal cost share in accordance with section 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highland Park that the Mayor and Borough Clerk are hereby authorized and directed to execute, on behalf of the Borough, a Request for Public Assistance (RPA) from FEMA via New Jersey Emergency Grants.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted as above:

No. 4-20-130

WHEREAS, advertisement was made for receipt of bids on March 20, 2020 for the 2020 Tree Planting Project; and

WHEREAS, four (4) bids were received as follows:

NAME	AMOUNT
Sunset Creations Inc., Belle Mead, NJ	\$66,718.00
Louis Barbato Landscaping Inc., Holbrook, NY	\$95,513.00
Balitano Contracting Co., Fort Lee, NJ	\$98,965.00
Ascape Landscape & Constr., Blauvelt, NY	\$117,750.00

And

WHEREAS, following the receipt of the above-referenced bids, said bids were reviewed by the Borough Attorney's office to ensure compliance with the terms and conditions of the Notice to Bidders and other bid documents; and

WHEREAS, as a result of the review, it has been recommended by the Borough staff that the bid be awarded to the lowest responsible bidder, Sunset Creations Inc., based on their low bid; and

WHEREAS, funds are available for tree planting in the amount of \$66,718.00 in Account Nos. G-02-41-714-001 and T-12-56-500-001, as reflected by the certification of funds by the Finance Director.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest a contract on behalf of the Borough with Sunset Creations Inc., 355 Route 601, Belle Mead, NJ 08502, in the amount of \$66,718.00, for the planting of trees as listed in the contract, said contract to be in accordance with the specifications and bid documents and in a form approved by the Borough Attorney.

The following resolution, introduced by the Finance Committee, was duly adopted as above:
No. 4-20-131

WHEREAS on March 11, 2020 the Borough of Highland Park entered into an Agreement with the P.B.A. Local No. 64 for the period of January 1, 2019 through December 31, 2022; and

WHEREAS the Agreement establishes a new wage scale for police officers covered by P.B.A. Local No. 64 for the period of January 1, 2019 through December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the salary resolution No. 01-19-14 and 01-20-14 are hereby amended as articulated below.

Title	Name		Salary	Effective Dates
Police Officer	Sean	Bibby	\$ 70,700.00	01/01/19 - 06/10/19
Police Officer	Sean	Bibby	\$ 77,328.00	06/11/19 - 12/31/19
Police Officer	Sean	Bibby	\$ 86,409.00	01/01/20 - 06/10/20
Police Officer	Sean	Bibby	\$ 94,801.00	06/11/20 - 12/31/20
Police Officer	Matthew	Buttermark	\$ 44,375.00	06/16/2019 - 12/31/19
Police Officer	Matthew	Buttermark	\$ 44,449.00	01/01/20 - 06/16/2020
Police Officer	Matthew	Buttermark	\$ 52,841.00	06/17/20 - 12/31/20
Police Officer	Caitlyn	Dean	\$ 44,375.00	03/19/2019 - 12/31/19
Police Officer	Caitlyn	Dean	\$ 44,449.00	01/01/20 - 03/18/2020
Police Officer	Caitlyn	Dean	\$ 52,841.00	03/19/20 - 12/31/2020
Police Officer	Christopher	DeCosta	\$ 77,328.00	01/01/19 - 06/04/19
Police Officer	Christopher	DeCosta	\$ 83,919.00	06/05/19 - 12/31/19
Police Officer	Christopher	DeCosta	\$ 94,801.00	01/01/20 - 06/04/20
Police Officer	Christopher	DeCosta	\$103,193.00	06/05/20 - 12/31/20
Police Officer	Sade	Edens	\$ 57,557.00	01/01/19 - 11/23/19
Police Officer	Sade	Edens	\$ 64,148.00	11/24/19 - 12/31/19
Police Officer	Brian	Fitzgerald	\$ 57,557.00	01/01/19 - 11/23/19
Police Officer	Brian	Fitzgerald	\$ 64,148.00	11/24/19 - 12/31/19
Police Officer	Brian	Fitzgerald	\$ 69,625.00	01/01/20 - 11/23/20
Police Officer	Brian	Fitzgerald	\$ 78,017.00	11/24/20 - 12/31/20
Police Officer	Sean	Garley	\$117,625.00	01/01/19 - 12/31/19
Police Officer	Sean	Garley	\$119,977.00	01/01/20 - 12/31/20
Police Officer	Kevin	Garrity	\$117,625.00	01/01/19 - 12/31/19
Police Officer	Kevin	Garrity	\$119,977.00	01/01/20 - 12/31/20
Police Officer	Alaina	Giles	\$ 83,919.00	01/01/19 - 08/17/19
Police Officer	Alaina	Giles	\$ 90,510.00	08/18/19 - 12/31/19
Police Officer	Alaina	Giles	\$103,193.00	01/01/20 - 08/17/20

REGULAR MEETING – APRIL 7, 2020

Police Officer	Alaina	Giles	\$111,585.00	08/18/20 - 12/31/20
Police Officer	Mohab	Hannout	\$117,625.00	01/01/19 - 12/31/19
Police Officer	Mohab	Hannout	\$119,977.00	01/01/20 - 12/31/20
Police Officer	Sean	McGraw	\$117,625.00	01/01/19 - 12/31/19
Police Officer	Sean	McGraw	\$119,977.00	01/01/20 - 12/31/20
Police Officer	Louis	Middleton	\$ 36,057.00	12/16/19 - 12/31/19
Police Officer	Louis	Middleton	\$ 36,057.00	01/01/20 - 12/15/20
Police Officer	Donald	Newton	\$122,024.00	01/01/19 - 12/31/19
Police Officer	Donald	Newton	\$124,464.00	01/01/20 - 12/31/20
Police Officer	Brian	O'Mara	\$117,625.00	01/01/19 - 12/31/19
Police Officer	Brian	O'Mara	\$119,977.00	01/01/20 - 12/31/20
Police Officer	Joseph	Olarra, Jr.	\$ 57,557.00	01/01/19 - 11/23/19
Police Officer	Joseph	Olarra, Jr.	\$ 64,148.00	11/24/19 - 12/31/19
Police Officer	Joseph	Olarra, Jr.	\$ 69,625.00	01/01/20 - 11/23/20
Police Officer	Joseph	Olarra, Jr.	\$ 78,017.00	11/24/20 - 12/31/20
Police Officer	Adalberto	Pacheco	\$ 57,557.00	02/11/2019 - 12/31/19
Police Officer	Adalberto	Pacheco	\$ 61,233.00	01/01/20 - 02/10/20
Police Officer	Adalberto	Pacheco	\$ 69,625.00	02/11/20 - 12/31/20
Police Officer	Gaetano	Palumbo	\$ 83,919.00	01/01/19 - 05/31/19
Police Officer	Gaetano	Palumbo	\$ 90,510.00	06/01/19 - 12/31/19
Police Officer	Gaetano	Palumbo	\$103,193.00	01/01/20 - 05/31/20
Police Officer	Gaetano	Palumbo	\$111,585.00	06/01/20 - 12/31/20
Police Officer	Theodore	Pardo	\$117,625.00	01/01/19 - 07/31/19
Police Officer	Michael	Puchacz	\$ 44,375.00	10/07/2019 - 12/31/19
Police Officer	Michael	Puchacz	\$ 44,449.00	01/01/20 - 10/06/20
Police Officer	Michael	Puchacz	\$ 52,841.00	10/07/20 - 12/31/20
Police Officer	Theo	Richards	\$ 44,449.00	03/16/20 - 12/31/20
Police Officer	Roland	Sams	\$ 44,449.00	03/16/20 - 12/31/20
Police Officer	Kevin	Shiffner	\$ 83,919.00	01/01/19 - 08/14/2019
Police Officer	Kevin	Shiffner	\$ 90,510.00	08/15/19 - 12/31/19
Police Officer	Kevin	Shiffner	\$103,193.00	01/01/20 - 08/14/20
Police Officer	Kevin	Shiffner	\$111,585.00	08/15/20 - 12/31/20
Police Officer	David	Soden	\$117,625.00	01/01/19 - 12/31/19
Police Officer	David	Soden	\$119,977.00	01/01/20 - 12/31/20
Sergeant of Police	Jason	Culver	\$130,933.00	01/01/19 - 12/31/19
Sergeant of Police	Jason	Culver	\$133,552.00	01/01/20 - 12/31/20
Sergeant of Police	Jose	Curbelo	\$126,791.00	01/01/19 - 04/16/19
Sergeant of Police	Theodore	Haas	\$131,232.00	01/01/19 - 12/31/19
Sergeant of Police	Theodore	Haas	\$133,857.00	01/01/20 - 12/31/20
Sergeant of Police	Ilan	Lancry	\$131,058.00	01/01/19 - 12/31/19
Sergeant of Police	Ilan	Lancry	\$133,679.00	01/01/20 - 12/31/20
Sergeant of Police	John	Sachau, Jr	\$126,791.00	01/01/19 - 07/07/19
Sergeant of Police	Derek	Wenskoski	\$131,142.00	01/01/19 - 12/31/19
Sergeant of Police	Derek	Wenskoski	\$133,765.00	01/01/20 - 12/31/20

BE IT FURTHER RESOLVED that the Finance Director be and is hereby directed to make the necessary changes in the payroll records of the Finance Department in accordance with the changes established by this resolution.

The following resolution, introduced by the Finance Committee, was duly adopted as above:
No. 4-20-132

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that all claims presented prior to this meeting as shown on a detailed list prepared by the Borough Treasurer, and which have been submitted and approved in accordance with Highland Park Ordinance No. 1004, shall be and the same are hereby approved; and

BE IT FURTHER RESOLVED that the Borough Clerk shall include in the minutes of this meeting a statement as to all such claims approved as shown in a Bills List Journal in accordance with said Ordinance.

The bills approved for payment at this meeting, Bills List 4/7/2020 can be found in the Bills List Journal Book No. 40.

The following resolution, introduced by the Finance Committee, was duly adopted on motion made by Councilwoman Foster-Dublin, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hale, Kim-Chohan.

Opposed: None.

Absent: Councilperson Welkovits.

No. 4-20-133

WHEREAS, DONALD NEWTON, Police Officer, has retired from the Borough of Highland Park effective April 1, 2020; and

WHEREAS, per the requirements of the Agreement between Borough of Highland Park and P.B.A. Local No. 64, Donald Newton is entitled to unused accrued time payments in the amount as calculated below.

2020 Accrual Balance	Hours	Per Hour	Total
SICK	326.93	65.03	\$21,259.89
VACATION	6.80	65.03	\$442.19
COMP	0.13	65.03	\$8.45
TOTAL			\$21,710.54

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Highland Park that the unused accrued time payment in an amount not to exceed \$21,710.54 be approved and distributed in the next available pay cycle.

Mayor Brill Mittler opened the meeting for public discussion and called upon all those wishing to speak to identify themselves. Speakers are limited to 3 minutes and the discussion to end at 9:00 PM.

No one appearing to be heard, the Mayor closed the public discussion.

Work Session:

2020-2021 School Budget Review – Superintendent of Schools Scott Taylor, Board of Education President Anne Gowen and Board Member Mark Krieger joined the zoom meeting to discuss the school budget for the coming year and the process. Mr. Krieger noted that in January, the Administration starts having meetings to decide what they need and the costs for the following year. They are on stringent controls and top out their budget increase at 2%, which means they can't raise the local taxes more than 2%. They do not know in January what aid they will receive from the State. This year it was reported that they got over \$100,000 from the State, but they only got \$80,000, which is slightly under 2%. They don't know what they will lose in Federal aid. By February/March, the Board Finance Committee meets with the Administration and go through every line in the budget. They look at the prior year, what was actually spent and what they will be able to increase. They look at the very small items that they have control over. They have contracts for the staff that are on union contracts and that is about half of their budget. The costs for medical insurance are fixed as the State advises on what the medical insurance will cost. The cost for medical has nearly doubled in the last 10 years and makes up 1/6th of the budget. They review their current state of the special education program. They are a small district and don't have a lot of classrooms and send a number of children out of district in consultation with their parents. Last year, they had 40 children that were sent out of district and the typical cost is about \$100,000. The cost includes, tuition, transportation and the summer programs and makes up 1/7th of their budget. The costs mentioned so far, encompass 80% of their budget. There are utility costs, food services, and providing free and reduced lunches to 40% of their students. They have a maintenance contract with a maintenance company. They have transportation costs, busing to parts of town where children can't walk; transportation for after school programs; and supplies, books, computers, etc. They did an initial budget that went to the State and increased their budget to about \$37 million. \$30 million of that will come from local tax levies; \$4 million is coming from the State; \$1.5 million is coming from the Federal Government and the rest comes from reserves not used this year. The 2% increase for the average home in Highland Park this year looks to be about \$7. That assumes the State gives them the funds they have set aside and assumes they do not have to borrow money. Mr. Krieger noted that their schools employees are covered by a different state health benefits plan than borough employees, the cost for that insurance is significantly higher than what the Borough, and their employees pay. The costs are extraordinary and put a great strain on the schools. Councilman Hale thanked them for coming and noted that this is the first time since he has been on Council that there has been this type of communication. He thinks it is important that we talk to each other about our budgets as all the money comes from taxpayers. Discussion ensued as it relates to fixed costs, COVID-19 costs, etc. Plan is to continue to work together going forward.

Revised 2020 Budget Timeline and Process – Borough Administrator Jover noted that the timeline to introduce the municipal budget has been extended. The plan is to introduce the budget at the May 5, 2020 meeting and adopt the budget at the June 9, 2020 meeting. There will be some changes to the budget, as a COVID-19 line item will be added to the budget for FEMA grant submissions. She will advise when a date is selected for the budget workshop. When the budget is introduced, she will do a presentation similar to what was done last year with power point slides. She will resend the budget document with all the changes prior to introduction.

Water & Sewer RFP Update – Borough Administrator Jover noted that the bids were rejected and the RFP will be reissued. The deadline for submission of the RFP's is after the next Council meeting.

There being no further business, on motion made by Councilwoman Foster-Dublin, seconded by Councilwoman Kim-Chohan, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 8:43 PM.

Respectfully submitted,

Joan Hullings
Borough Clerk