

BOROUGH OF HIGHLAND PARK  
REGULAR MEETING  
JANUARY 19, 2021 – 7:00 PM

The Borough is using the telephone meeting format in an effort to mitigate the chance of exposure to COVID-19, as a part of the Borough's ongoing effort to slow the rate of transmission and avoid overwhelming our treatment centers.

The public is invited to attend and participate by way of a call-in number and password:

Dial-in: 1-929-205-6099

Webinar ID: 955 2835 8183

By Computer, Smart Phone or Tablet:

Web Link: <https://zoom.us/j/95528358183>

MISSION STATEMENT OF THE BOROUGH OF HIGHLAND PARK:

The Mission of the Highland Park Borough Council is to establish a government based upon the principles of good government: ethics, efficiency and the effective provision of services.

The Borough Council is committed to creating a thriving community, which is sustainable economically, environmentally and socially.

The Borough Council is further committed to creating a community which values its unique and diverse populations and encourages direct public participation in the governing process.

**AGENDA**

\* Denotes Consent Agenda Posted Items. Ordinarily, consent agenda items, pursuant to Ordinance No. 920, are not read nor debated unless there is a request by a member of Council or the public. Furthermore, unless requested by a member of Council for a separate vote, all consent agenda items, as per Council's Rules of Order, Article IV, shall be considered in the form of one **MOTION**.

1. Call to Order and Open Public Meetings Statement.
2. Pledge of Allegiance.
3. Roll Call.
4. Agenda Questions by Council Members.
5. Honors and Awards.
6. Approval of Minutes.
  - 6.a **MOTION** to approve minutes of the Adjourned and Organization Meetings

held January 5, 2021, as distributed.

7. Council Reports.
8. Borough Administrator's Report.
9. Borough Attorney's Report.
10. Mayor's Report.
11. Public Participation.  
*(21 minutes total; 3 minutes each speaker limited to items on this Agenda, including Work Session).*
12. Ordinances Requiring a Second Reading.
13. Ordinances Requiring a First Reading.
  - 13.a Clerk reports introduction of Ordinance to Amend Administration of Government Ordinance for consideration of passage on first reading by title.
    - a. **MOTION** to adopt/reject and advertise ordinance on first reading by title.  
(Resolution No. 1-21-19)

**ROLL CALL VOTE**

14. Consent Agenda Items - Resolutions.

**ROLL CALL VOTE**

- 14.a \*1-21-20 Resolution Authorizing Execution of Agreement for Risk Management Services - Balken Risk Management Consulting Services, LLC.
- 14.b \*1-21-21 Resolution to Approve Professional Services Agreement - Borough Attorney - Edwin Schmierer - Mason, Griffin & Pierson, P.C.
- 14.c \*1-21-22 Resolution to Approve Professional Services Agreement - Tax Appeal Attorney - Martin Allen - DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.
- 14.d \*1-21-23 Resolution to Approve Professional Services Agreement - Labor Attorney - Arthur Thibault - Apruzzese, McDermott, Mastro & Murphy, P.C.
- 14.e \*1-21-24 Resolution to Approve Professional Services Agreement - Bond Counsel - Lisa Gorab - Wilentz, Goldman & Spitzer.
- 14.f \*1-21-25 Resolution to Approve Professional Services Agreement - Borough Engineer - David Samuel - CME Associates.

- 14.g \*1-21-26 Resolution to Approve Professional Services Agreement - Borough Planner - James Constantine - LRK Inc.
- 14.h \*1-21-27 Resolution to Approve Professional Services Agreement - Special COAH Attorney - Jeffrey Surenian - Surenian, Edwards & Nolan LLC.
- 14.i \*1-21-28 Resolution to Approve Professional Services Agreement - Borough Auditor - Gerard Stankiewicz - Samuel Klein and Company.
- 14.j \*1-21-29 Resolution to Approve Professional Services Agreement - Special Redevelopment Attorney - Joseph Baumann - McManimon, Scotland & Baumann, LLC.
- 14.k \*1-21-30 Resolution to Approve Professional Services Agreement - Borough Prosecutor - Robert Janzekovich, Esq. - Law Office of Robert J. Janzekovich, LLC.
- 14.l \*1-21-31 Resolution to Approve Professional Services Agreement - Public Defender - Frederick Roselli, Esq. - Roselli & Roselli.
- 14.m \*1-21-32 Resolution to Award 2021 and 2022 Annual Tree Maintenance Contract - Rich Tree Service, Inc.
- 14.n \*1-21-33 Resolution to Approve 2021 Financial Software Maintenance Contract with Edmunds & Associates.
- 14.o \*1-21-34 Resolution to Approve Taxi Owners - 2021.
- 14.p \*1-21-35 Resolution to Approve Taxi Operator - 2021.
- 14.q \*1-21-36 Resolution to Amend Annual Salary Resolution.
- 14.r \*1-21-37 Resolution to Amend Holiday Schedule.
- 14.s \*1-21-38 Resolution Authorizing the Award of a Master Performance Agreement with Hartz Solar LLC.
- 14.t \*1-21-39 Resolution to Advertise for Receipt of Bids for Spring 2021 Tree Planting Project.
- 14.u \*1-21-40 Resolution Amending Professional Services Agreement for Special

Environmental Counsel - McManimon, Scotland & Baumann, LLC.

14.v \*1-21-41 Resolution to Approve 2021 Radio Maintenance Contract with Tactical Public Safety for Police Department Radios.

14.w \*1-21-42 Resolution to Authorize 2021 Maintenance Contract with Gold Type Business Machines for the E-Ticketing System.

14.x \*1-21-43 Resolution to Authorize Purchase of Police Ballistic Vests from Lawman Supply Company.

14.y \*1-21-44 Resolution to Approve Service and Maintenance Contract with Axon Enterprise, Inc. for Digital Evidence Storage.

14.z \*1-21-45 Resolution to Appoint Tax Collector.

14.aa \*1-21-46 Resolution to Approve Bills List.

15. Resolutions requiring a Separate Reading.

15.a 1-21-47 Resolution to Establish a Highland Park Mental Health Commission.  
**MOTION** adopt/reject **ROLL CALL VOTE**

15.b 1-21-48 Resolution to Condemn Violence and Destruction Perpetrated at the United States Capital Building on January 6, 2021.  
**MOTION** adopt/reject **ROLL CALL VOTE**

16. Appointments.

Special Planner (COAH) Brian Slaugh

Safety Coordinator Lt. Thomas Hammill

**MOTION TO CONFIRM**

**ROLL CALL VOTE**

17. Second Public Participation.

*(3 minutes per speaker on any items; subject to 9PM conclusion prior to Work Session)*

18. Recess (5 minutes).

19. Work Session Items: No formal action to be taken.

a. Rules of Order - Amendments (ES).

b. Water/Sewer Update (TJ).

20. Goals.

21. Executive Session (if necessary).
22. MOTION to adjourn.
23. Next Scheduled Meeting: February 2, 2021

BOROUGH OF HIGHLAND PARK  
NO. 1-21-19

RESOLUTION: Council as a Whole

WHEREAS, an Ordinance entitled, "AN ORDINANCE TO AMEND AND SUPPLEMENT THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHLAND PARK, CHAPTER 3, "ADMINISTRATION OF GOVERNMENT", 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, February 2, 2021, 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.

ADOPTED: January 19, 2021

ATTEST:

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Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
ORDINANCE NO. 21-

AN ORDINANCE TO AMEND AND SUPPLEMENT THE REVISED GENERAL ORDINANCES OF THE  
BOROUGH OF HIGHLAND PARK, CHAPTER 3, "ADMINISTRATION OF GOVERNMENT"

BE IT ORDAINED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, as follows:

SECTION I. Chapter 3, "Administration of Government", Article IV, **§3-18** "Responsibilities of Mayor and Council", is hereby amended to read as follows with the [bracketed] material to be deleted, and the underlined material to be added:

**ARTICLE IV Governing Body (§3-18)**

- A. The Mayor shall preside at all meetings of the Borough Council and shall have principal responsibility for all public celebrations and events. He or she shall serve, ex officio, on all committees of Council.
- B. The following officers shall report directly to the Mayor: Borough Administrator, Borough Attorney, Borough Auditor, Borough Engineer and Borough Planner, provided that nothing contained herein shall be deemed to prevent any of said officials from reporting to, communicating with or performing services for the Borough at the direction of the Borough Council.
- C. The Council, at its organization meeting in January of each year, shall organize into the following standing committees, each of which shall bear primary responsibility for matters within designated areas:
  - (1) Recreation and Arts. Cultural and civic activities, Arts Commission, [Celebration of Public Events], Council on Aging, Department on Aging, Municipal Alliance, Recreation Advisory Committee, Recreation Department and Safe Walking & Cycling Committee.
  - (2) Economic Development and Planning. Zoning Board of Adjustment, Planning Board, Code Enforcement, County Transportation Committee, Rehabilitation and Redevelopment Screening Committee, [Safe Walking and Cycling Committee], and Main Street Liaison.
  - (3) Finance. Budget preparation and monitoring, execution of annual plan, audits, capital project review, Tax Assessment and Collection, investment oversight, insurance, purchasing, Federal and State aid, Community Development Block Grant (CDBG) Advisory Committee and Ethics Board Liaison.
  - (4) Health and Human Services. Board of Health, Commission for Universal Access, [Commission on Immigrant and Refugee Affairs], Community Food Pantry, [HP Equity Commission], HP Gives a Hoot, Housing Authority, Human Relations Commission, Mayor's Wellness Campaign, Mental Health Commission.
  - (5) Public Safety. Fire Department, Police Department, First Aid Squad, Office of Emergency Management, Municipal Court, and Community Emergency Response Team.
  - (6) Public Works and Public Utilities Committee. Clean Communities, Department of Public Works, Public Utilities, [Water & Sewer Department], Environmental Commission, Shade Tree Advisory Committee, Sustainable Highland Park, and Sidewalks.

SECTION II. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions of the Ordinance and to this end the provisions of this Ordinance are declared to be severable.

SECTION III. This Ordinance shall take effect immediately upon final passage and publication in accordance with law.

Introduced and passed on first  
reading: January 19, 2021

ADOPTED:  
ATTEST:

APPROVED:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

\_\_\_\_\_  
Gayle Brill Mittler, Mayor

BOROUGH OF HIGHLAND PARK  
NO. 1-21-20

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR RISK MANAGEMENT  
CONSULTING SERVICES WITH BALKEN RISK MANAGEMENT SERVICES, LLC.

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park desires to use Balken Risk Management Consulting Services, LLC for risk management consulting services;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the agreement for aforesaid services, attached to the original of this resolution, is hereby approved.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Borough Administrator, the Garden State Municipal Joint Insurance Fund and Balken Risk Management Services, LLC forthwith.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



BOROUGH OF HIGHLAND PARK  
NO. 1-21-21

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR BOROUGH ATTORNEY

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Municipal Attorney for the calendar year of 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Edwin Schmierer, Esq., is an Attorney at Law of the State of New Jersey with experience in municipal law and has heretofore been appointed as Borough Attorney for 2021;

WHEREAS, the Mayor and Council desire to provide a written agreement providing for the compensation of the Borough Attorney; and

WHEREAS, funds for this purpose are not to exceed the amount of \$170,000.00, without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$170,000.00 in Account No. 1-01-20-155-233, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Edwin Schmierer, Esq., a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$170,000.00 ACCOUNT NO. 1-01-20-155-233 P.O. NO. 21-00049 BY:  FINANCE DIRECTOR
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I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-22

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR TAX APPEAL ATTORNEY

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Tax Appeal Counsel for the calendar year 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Martin Allen of the Law firm of Di Francesco, Bateman, Kunzman, Davis, Lehrer & Flaum is an Attorney at Law of the State of New Jersey with extensive experience in tax appeal matters and has heretofore been appointed as Tax Appeal Counsel for 2021; and

WHEREAS, the Mayor and Council desire to provide compensation for the Tax Appeal Counsel; and

WHEREAS, funds for this purpose are not to exceed the amount of \$25,000.00 without further resolution of Council; and

WHEREAS, funds for this purpose will be available in the amount of \$25,000.00 in Account No. 1-01-20-155-245, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Martin Allen, a copy of which is attached hereto and made a part of hereof, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$25,000.00 ACCOUNT NO. 1-01-20-155-245 P.O. NO. 21-00050 BY:  FINANCE DIRECTOR
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I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-23

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR LABOR ATTORNEY

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Labor Consultant for the calendar year of 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Arthur Thibault, Esq., is an Attorney at Law of the State of New Jersey with extensive experience in labor relations matters and has heretofore been appointed as Labor Consultant for 2021; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation of said Labor Consultant; and

WHEREAS, funds for this purpose are not to exceed the amount of \$40,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$40,000.00 in Account No. 1 -01-20-155-234, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

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 on behalf of the Borough an Agreement for professional services with Arthur Thibault, Esq., Apruzzese, McDermott, Mastro & Murphy, 25 Independence Boulevard, Liberty Corner, NJ 07938, a proposed copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$40,000.00 ACCOUNT NO. 1-010-20-155-234 P.O. NO. 21-00051 BY:  FINANCE DIRECTOR
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I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-24

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR BOND COUNSEL

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of Bond Counsel for bonding and related matters the calendar year of 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Wilentz, Goldman & Spitzer, Esqs., is a firm of attorneys at law of the State of New Jersey with extensive experience in bonding and related matters and has heretofore been appointed as Borough Bond Counsel for 2021; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation of Bond Counsel; and

WHEREAS, funds for this purpose are not to exceed the amount of \$40,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$40,000.00 in Account No. 1-01-20-130-233, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Wilentz, Goldman & Spitzer, Esqs., a proposed copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-25

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR BOROUGH ENGINEER

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Municipal Engineer for the calendar year of 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, David J. Samuel, of CME Associates, is a licensed engineer of the State of New Jersey with extensive experience in municipal engineering and has heretofore been appointed Borough Engineer for 2021; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation for the Borough Engineer; and

WHEREAS, funds for this purpose are not to exceed \$20,000.00 or the amount specified in agreements for specific projects; and

WHEREAS, funds will be available for this purpose in the amount of \$20,000.00 in Account No. 1-01-20-165-233, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with David J. Samuel, CME Associates, a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$20,000.00 ACCOUNT NO. 1-01-20-165-233 P.O. NO. 21-00053 BY:  FINANCE DIRECTOR
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I, Joan Hullings, Borough Clerk of the Borough of Highland Park, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-26

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR BOROUGH PLANNER

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Planning Consultant for the calendar year of 2021 and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, James Constantine, PP of LRK, Inc. is a licensed professional planner of the State of New Jersey with extensive experience in municipal land use and planning matters and has heretofore been appointed as Borough Planner for 2021; and

WHEREAS, the Mayor and Council desire to provide compensation for the Planning Consultant; and

WHEREAS, funds for this purpose are available in Account No. 1-01-21-180-233 in an amount not to exceed \$70,000.00, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below, and in various escrow accounts now or hereafter established pursuant to Chapter 17-10.12 of the Revised General Ordinances of the Borough of Highland Park.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Jim Constantine, a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$70,000.00 ACCOUNT NO. 1-01-21-180-233 P.O. NO. 21-00054 BY:  FINANCE DIRECTOR
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I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-27

PROFESSIONAL SERVICES RESOLUTION

RESOLUTION: Economic Development & Planning Committee

WHEREAS, the Borough of Highland Park has need of the services of a Special Counsel for Affordable Housing for 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A.: 40A:11-1 et seq.; and

WHEREAS, Surenian, Edwards & Nolan, LLC, is an Attorney at Law Firm of the State of New Jersey with experience in municipal law and has heretofore been appointed as Special Counsel for the above mentioned period; and

WHEREAS, the Mayor and Council desire to provide compensation for the Special Counsel; and

WHEREAS, funds for this purpose are not to exceed the amount of \$15,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$15,000.00 in Account No. 1-01-20-155-250, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Surenian, Edwards & Nolan, LLC, a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$15,000.00 ACCOUNT NO. 1-01-20-155-250 P.O. NO. 21-00055 BY:  FINANCE DIRECTOR
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I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-28

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR BOROUGH AUDITOR

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Municipal Auditor for the calendar year of 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Gerard Stankiewicz of Samuel Klein and Company, is a certified Public Accountant and Registered Municipal Accountant of the State of New Jersey with extensive experience in municipal auditing and has heretofore been appointed Borough Auditor for 2021; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation for the Borough Auditor; and

WHEREAS, funds for this purpose are not to exceed the amount of \$48,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$48,000.00 in Account No. 1-01-20-135-249, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Gerard Stankiewicz of Samuel Klein and Company, a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$48,000.00 ACCOUNT NO. 1-01-20-135-249 P.O. NO. 21-00056 BY:  FINANCE DIRECTOR
--

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



BOROUGH OF HIGHLAND PARK  
NO. 1-21-29

PROFESSIONAL SERVICES RESOLUTION

RESOLUTION: Economic Development & Planning Committee

WHEREAS, the Borough of Highland Park has need of the services of a Special Counsel for Redevelopment for 2021; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A.: 40A:11-1 et seq.; and

WHEREAS, McManimon, Scotland & Baumann, LLC, is an Attorney at Law Firm of the State of New Jersey with experience in municipal law and has heretofore been appointed as Special Counsel for Redevelopment for the above mentioned period; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation of the Special Counsel; and

WHEREAS, funds for this purpose are not to exceed the amount of \$70,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$70,000.00 in Account No. 1 -01-20-170-233, upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with McManimon, Scotland, Baumann, LLC, a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

VERIFIED AND ENCUMBERED AS TO:  
AVAILABILITY OF FUNDS \$70,000.00  
ACCOUNT NO. 1-01-20-170-233  
P.O. NO. 21-00057  
BY:  
  
FINANCE DIRECTOR

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-30

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR MUNICIPAL PROSECUTOR

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Municipal Prosecutor for the calendar year of 2021 pursuant to the provisions of N.J.S.A. 2B:12-27; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Robert Janzekovich, Esq., is an Attorney at Law of the State of New Jersey with experience as a Municipal Prosecutor and has heretofore been appointed as the Municipal Prosecutor for 2021; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation of said Municipal Prosecutor; and

WHEREAS, funds are available for this purpose and are not to exceed the amount of \$34,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$34,000.00 in Account No. 1-01-25-275-235 upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

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 on behalf of the Borough an Agreement for professional services with Robert J. Janzekovich, LLC, 6 Julia Drive, Monroe Township, NJ 08831, a proposed copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-31

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENT FOR PUBLIC DEFENDER

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Public Defender for the calendar year of 2021 pursuant to the provisions of N.J.S.A. 2B:12-28; and

WHEREAS, such services are professional services as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Roselli & Roselli, are Attorneys at Law in the State of New Jersey with experience as Public Defenders and have heretofore been appointed as the Public Defender for 2021; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation of said Public Defender; and

WHEREAS, funds are available for this purpose and are not to exceed the amount of \$9,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$9,000.00 in Account No. 1-01-43-495-235 upon adoption of the 2021 municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

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 on behalf of the Borough an Agreement for professional services with Roselli & Roselli, 11 Stephen Street, South River, NJ 08882, a proposed copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the office of the Borough Clerk.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-32

RESOLUTION TO AWARD 2021-2022 ANNUAL TREE MAINTENANCE CONTRACT

RESOLUTION: Public Works & Public Utilities Committee

WHEREAS, advertisement was made for receipt of bids on December 10, 2020, for the 2021-2022 Annual Maintenance Contract for Tree Pruning, Tree Removal, Stumps Removal and/or Root Grinding; and

WHEREAS, one (1) bid was received as follows:

1. Rich Tree Service, Inc.: \$183,750.00

WHEREAS, following the receipt of the above-referenced bid, said bid was 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, Rich Tree Service, Inc. in the amount of \$183,750.00; and

WHEREAS, funds for said contract shall be made available in Account No. 1-01-26-290-237 in an amount not to exceed \$91,875.00, pending the adoption of the 2021 Municipal Budget, as reflected by the certification of funds of by the Finance Department, shown below;

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 Rich Tree Service, Inc. 325 Bergen Street, South Plainfield, NJ 07080, in an amount not to exceed \$183,750.00 without further resolution of Council for pruning, tree and stump removal as described above, said contract to cover period beginning January 1, 2021 and ending December 31, 2022. Said contract shall be in accordance with the specifications and bid documents and in a form approved by the Borough Attorney.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-33

RESOLUTION TO APPROVE 2021 FINANCIAL SOFTWARE  
MAINTENANCE CONTRACT WITH EDMUNDS & ASSOCIATES

RESOLUTION: Finance Committee

WHEREAS the Highland Park Finance Department is in need of a maintenance contract for the financial software and hardware for 2021; and

WHEREAS, the Borough may purchase said maintenance contract from Edmunds & Associates, 301A Tilton Road, Northfield, NJ 08225 for an amount not to exceed \$11,800.00; and

WHEREAS, funds for this purpose are available in Account No. 0-01-20-130-235 in the amount of \$11,800.00, 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 Chief Financial Officer is hereby authorized and directed to execute said maintenance contract for the financial software and hardware from Edmunds & Associates, 301A Tilton Road, Northfield, NJ 08225, for a total amount not to exceed \$11,800.00; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Finance Director, forthwith.

ADOPTED: January 19, 2021

ATTEST:

---

Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-34

RESOLUTION AUTHORIZING ISSUANCE OF TAXI OWNER LICENSES FOR THE PURPOSE  
OF OWNING A TAXI CAB IN THE BOROUGH OF HIGHLAND PARK

RESOLUTION: Public Safety Committee

WHEREAS, JJCKEC, LLC (James Coyle) and Robert Hala have filed with the Clerk of this Borough an application for an Owners License to operate taxicabs in this Borough under the provisions of the Ordinance providing for such licenses for the year 2021; and

WHEREAS, the Chief of Police and/or his designee has investigated said applicant sand has reported favorably upon said applications;

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

BE IT FURTHER RESOLVED that the Borough Clerk shall be and is hereby authorized and directed to issue an Owner License to the aforesaid applicants.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Fine				
Foster				
George				
Hale				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-35

RESOLUTION AUTHORIZING ISSUANCE OF TAXI OPERATOR LICENSES FOR THE  
PURPOSE OF OPERATING TAXI CABS IN THE BOROUGH OF HIGHLAND PARK

RESOLUTION: Public Safety Committee

WHEREAS, James Coyle has filed with the Clerk of this Borough an application for a License to operate taxicabs under the provisions of the Ordinance providing for such Licenses for the year 2021; and

WHEREAS, the Chief of Police and/or his designee has investigated said applicant and has reported favorably upon said application;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that said applicants are qualified and that public necessity and convenience would be served by the issuance of said License.

BE IT FURTHER RESOLVED that the Borough Clerk be and is hereby authorized and directed to issue an Operator Licenses to the aforesaid applicant.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Fine				
Foster				
George				
Hale				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
No. 1-21-36

RESOLUTION AUTHORIZING AMENDMENT TO ANNUAL SALARY RESOLUTION

RESOLUTION: Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk be and is hereby authorized and directed to notify the Borough Finance Director that since the adoption of a resolution on January 5, 2021 showing the names of the officers and employees of the Borough of Highland Park whose salaries are on an annual basis, there have been the following changes, to wit:

Police Officer*	Bryant	Fitzgerald	78,017.00		1/1/21-11/23/21	78,017.00
	Bryant	Fitzgerald	86,409.00		11/24/21-12/31/21	86,409.00
Police Officer*	Joseph	Olarra, Jr.	78,017.00		1/1/21-11/23/21	78,017.00
	Joseph	Olarra, Jr.	86,409.00		11/24/21-12/31/21	86,409.00

\*effective January 1, 2021

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk be and is hereby authorized and directed to notify the Borough Finance Director that since the adoption of a resolution on January 5, 2021 showing the names of the officers and employees of the Borough of Highland Park whose salaries are on an hourly basis, there have been the following changes, to wit:

MARIA AUSTIN, Community Service Driver, at an hourly rate of \$19.11, effective January 1, 2021.

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.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



BOROUGH OF HIGHLAND PARK  
NO. 1-21-37

RESOLUTION: Council as a Whole

WHEREAS, the Mayor and Council have proposed an amendment to the Borough's Holiday Schedule which would exchange the 2021 Lincoln's Birthday Holiday (February 12, 2021) for the 2021 Juneteenth Holiday (June 18, 2021); and

WHEREAS, employees covered under collective bargaining units, Teamsters IBW 64 and the Department of Public Works Association (DPWA), have ratified said proposal for the year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the date of June 18, 2021, heretofore a normal day of employment, shall hence be taken and considered for all such purposes as a paid holiday for all non-union and administrative employees and all members of the Teamsters IBW 64 and Department of Public Works Association (DPWA) bargaining units; and

BE IT FURTHER RESOLVED that the date of Friday, February 12, 2021, heretofore a paid holiday, shall hence be taken and considered for all such purposes as a normal day of employment; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to all non-union and administrative employees and all members of the Teamsters IBW 64 collective bargaining unit and members of the DPWA bargaining unit.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
JOAN HULLINGS, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-38

RESOLUTION OF COUNCIL FOR THE BOROUGH OF HIGHLAND PARK  
AUTHORIZING THE AWARD OF A MASTER PERFORMANCE AGREEMENT IN  
ACCORDANCE WITH THE RECOMMENDATION SET FORTH IN THE EVALUATION  
REPORT DATED JANUARY 15, 2021, IN CONNECTION WITH HIGHLAND PARK'S  
COMMUNITY SOLAR RENEWABLE ENERGY PROGRAM

RESOLUTION: Public Works and Public Utilities Committee

WHEREAS, the Borough of Highland Park ("Borough") desires to undertake the development and implementation of a Community Solar Renewable Energy Program ("Program"); and

WHEREAS, under the Program, the Borough will select a firm to be a co-applicant in connection with the Board of Public Utilities ("BPU") Round Two Community Solar Pilot Program for the approval of a solar project to be designed, permitted, financed, owned and operated by the Successful Respondent at a remote location; and

WHEREAS, Successful Respondent will also be required to enter into a Master Performance Agreement with the Borough pursuant to which the Successful Respondent will be required to virtually provide low cost renewable energy to low and moderate income Borough residents; and

WHEREAS, the Borough issued a *Request for Proposals for a Developer of a Community Solar Renewable Energy Project to be a Co-Applicant on the Board of Public Utilities Year 2 Pilot Program and to Enter into a Master Performance Agreement with the Borough of Highland Park*, dated November 13, 2020 (the "RFP"); and

WHEREAS, on December 11, 2020, the Borough received one (1) proposal in response to the RFP from the following firm:

- Hartz Solar, L.L.C

WHEREAS, the Evaluation Team undertook a legal and technical review of the proposal received; and

WHEREAS, in accordance with N.J.S.A. 40A:11-4.5(d), the Evaluation Team has completed an Evaluation Report, dated January 15, 2020 and attached hereto as Exhibit A recommending a Successful Respondent to the Borough; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highland Park that:

1. The recommendation of the Evaluation Team contained in the Evaluation Report attached hereto as Exhibit A that Hartz Solar, L.L.C. be selected as the Successful Respondent and awarded a Master Performance Agreement is hereby accepted.

2. The Business Administrator is hereby authorized and directed to (1) work with legal counsel, and the energy consultant to develop an acceptable form of Master Service Agreement with Hartz Solar, L.L.C, (2) execute same along with any other ancillary documents necessary to effectuate the intent and purpose of this Resolution and the Master Performance Agreement; (3) submit a Round 2 application to the BPU with the Successful Respondent; and (4) following BPU award implement the Program which shall allow the development, ownership, and operation of an opt-out community solar project, contingent on the proposed rules being approved by the BPU.

3. Notice of this award shall be published in the Borough’s official newspapers.

4. This Resolution shall take effect immediately.

ADOPTED: January 19, 2021

ATTEST:

---

Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**DRAFT 1-4**  
**EVALUATION REPORT**

**Evaluation of Proposals Received on  
December 11, 2020 in Response to a Request for Proposals  
For a Developer of a Community Solar Renewable Energy  
Project to be a Co-Applicant on the Board of Public Utilities  
Year 2 Pilot Program and to Enter into a Master  
Performance Agreement with the Borough of Highland Park**



Prepared for:  
The Borough of Highland Park

By:  
The Borough of Highland Park Proposal Evaluation Team

Dated:  
January 15, 2020

Evaluation Report  
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DRAFT

## 1. Introduction and Executive Summary

On November 13, 2020, the Borough of Highland Park issued a Request for Proposals (RFP) for the purpose of retaining the services of a solar developer as a co-applicant into the New Jersey Board of Public Utilities' (BPU) Community Solar Pilot Program Year 2 (CSPP or the Program). If Highland Park and the Successful Respondent are selected by the BPU, the Successful Respondent will build and maintain a solar project to serve low-and-moderate income (LMI) residents of Highland Park.

The impetus for this RFP is the Borough's desire to participate in the CSPP. The Community Solar Pilot Program, which was established as part of New Jersey's 2018 Clean Energy Act, enables utility customers to participate in a solar energy project that is remotely located from their property. Historically, solar energy projects have only been feasible for customers who have the physical and financial capability to host solar projects at their site. The benefits of on-site solar energy have not been accessible to residential customers who are renters, have an older roof, live in an apartment, or have low credit. In fact, due to these and other disqualifying factors, the majority of residential customers in New Jersey have been blocked from direct access to solar benefits. These disqualifying conditions disproportionately apply to LMI customers, effectively preventing those most in-need of energy bill savings from saving through solar energy.

The benefits of solar energy are therefore out of reach for most low- and moderate-income residential customers. New Jersey's Community Solar Pilot Program establishes a pilot program that as a matter of policy and in line with the Governor's environmental justice priorities purposely favors providing LMI customers with access to low-cost solar energy produced at a remote site to residential customers.

The Borough seeks to participate in CSPP with the goal of advancing environmental justice to its' LMI community. Through its' participation the Borough will provide access to LMI residents who cannot install solar panels on their own roofs to achieve the savings and environmental benefits of solar energy from a remotely sited solar project.

By resolution November 10, 2020, the Borough issued an RFP to identify a solar vendor to develop the solar project at the developer's site, enter into a Master Performance Agreement (MPA), and be a co-applicant on the BPU's round 2 application process. The Borough desires a solar developer to fulfil these needs in accordance with N.J.S.A. 40A:11-4.1(j), N.J.S.A. 40A:11-15(44), and a fair and open process under the New Jersey Local Unit Pay-to-Play Law, N.J.S.A.19:44A-20.4 et seq.

The Successful Respondent will own the solar project. The Borough will take responsibility for establishing the subscriber group and managing the subscriber group for the life of the term of the Master Performance Agreement. The Successful Respondent is responsible for maintaining the solar project and for producing solar energy to the subscriber group.

The Borough has chosen to pursue a Project that will serve **exclusively LMI residents** (as opposed to the NJBPU's requirement of 51% LMI). The November 13<sup>th</sup> RFP was issued in order to secure the best savings to participating LMI customers with the highest chance of award by the BPU in its review process.

The BPU’s CSPP Rules provide for solar capacity of up to 150 MW for Program Year 2, with at least 40% of the annual capacity allocated to LMI residents. Each solar project is limited to 5 MW in size (5 MW can serve approximately 800 residential customers). We are anticipating that substantially more applications than the BPU capacity amount will be submitted and that there will be a highly competitive process at the BPU.

**The BPU’s evaluation of applications is dependent on many factors, with the leading factor being benefit to LMI customers.**

As set forth in the RFP, the Successful Respondent and the Borough will enter into a 15-year MPA under which the Borough would select and aggregate LMI customers, who will purchase solar energy from the Project.

Pursuant to the Community Solar Pilot Program Rules, the Borough will serve as the “Community Solar Subscriber Organization”. The Borough’s consultant in this matter, Gabel Associates, will act as the Administrator of the Program on behalf of the Borough and manage all activities that apply to a Subscriber Organization. Individually metered residential customers will be enrolled in the Program on an “opt-out” basis. These customers may withdraw at any time, and through the program design, another customer would be placed into the Program.

To evaluate proposals, the Borough organized an evaluation team comprised of Administration personnel and supporting legal and energy professionals (collectively, “Evaluation Team”) composed of Teri Jover, Borough Administrator, Emma Missey, Assistant to the Borough Administrator, and personnel of Gabel Associates: Steven Gabel, President, Pamela Frank, Vice President, Brian Bizjak, Senior Associate, and Belle Gabel, Associate.

Pursuant to N.J.S.A. 18A:18A-4.5(d), the Evaluation Team performed a collective evaluation and proposal ranking and drafted this consensus-based Evaluation Report for consideration by the Council in order to make an award decision. Evaluation of the proposals was based on point-ranking in a variety of categories, including financial benefits, technical design, and approach, Respondent experience, and other factors as defined in the Evaluation Matrix included in the RFP, as follows:

CATEGORY	EVALUATION FACTOR	WEIGHTING
Financial Benefits	Value of Benefits	33
Design & Approach	Design Strategy & Technical Approach	8
	Site Control	5
Respondent’s Experience & Capability	Proposal Team Experience	10
	Financial Capability	7

Commercial Factors	Commercial Terms	7
Improves BPU Application	Strength relative to BPU evaluation criteria	30
Total Proposal		100

RFP Results

The Evaluation Team recognizes that the approach contained in the RFP is an innovative approach intended to serve LMI community with solar energy. Innovation has its challenges, and the Community Solar Pilot Program provides the appropriate venue in which to innovate and learn. The MPA was drafted to serve this first of its kind community solar approach. While the solar development community understands PPAs as a standard form of agreement, this MPA approach is new to the solar development community.

The Borough received a strong proposal from one Respondent on December 11, 2020, in response to the RFP that will provide demonstrable savings to LMI customers and prove this innovative project form.

This proposal was submitted by Hartz Solar, LLC (Hartz). Hartz proposed a PPA Rate of \$0.07/kwh from a 2.14269 MW dc solar project to be developed at 20-30 Continental Drive, Wayne Township, New Jersey.

The Evaluation Team is recommending Hartz be selected as the Successful Respondent to the RFP. As described herein it the Evaluation Team has concluded that the Hartz proposal was found to be complete and legally compliant, is well positioned with respect to the BPU’s Community Solar Pilot Project criteria to maximize points, will provide demonstrated savings to Program participants, and has strong financial backing from an experienced developer with a solid reputation in the New Jersey solar market.

Respondent	Total Size (kW DC)	PPA Rate (\$/kWh)	Annual Escalation Rate
Hartz Solar, LLC	2142.69 kw DC	\$0.07/kWh	0%

The table above is a detailed summary of the key information from the Hartz proposal.

The Hartz proposal received as score of 98 based on the Evaluation Matrix provided in the RFP. Of significant note are the following four factors:

- Strong pricing from Hartz: its proposed rate of \$0.07 per kwh is approximately 50% below the solar credit established by the BPU for PSE&G’s residential customers. This means



that participating customers can expect savings of approximately 50% below the solar credit.

- The extensive experience and financial strength of Hartz, including the use of internal sources of funds.
- Acceptance by Hartz of the commercial terms provided for in the Master Performance Agreement.
- Hartz addresses the priorities in the BPU application including rooftop siting, high rate of savings for end-use customer, and multiple other benefits, namely job training and energy efficiency funding.

Based on the above considerations as further detailed in this Report, the Evaluation Team recommends that the Council issue a resolution that a) designates Hartz as the Successful Respondent, b) provides that the Borough enter into the MPA with Hartz, and c) directs the Borough staff and Gabel to work with Hartz to complete and submit the BPU Application on behalf of Highland Park and Hartz, and to otherwise implement a successful Community Solar program on behalf of the Borough.

**Evaluation of the Submitted Proposal**

The Borough received a proposal from one Respondent on December 11, 2020, in response to the RFP. This proposal was submitted by Hartz Solar, LLC (Hartz). The Respondent proposed a PPA Rate of \$0.07/kwh from a 2.14269 MW dc solar project to be developed at 20-30 Continental Drive, Wayne Township, New Jersey.

This Evaluation Report provides a review of the Hartz proposal relative to the Evaluation Criteria identified in the RFP. These criteria and associated point weightings are:

CATEGORY	EVALUATION FACTOR	WEIGHTING
Financial Benefits	Value of Benefits	33
Design & Approach	Design Strategy & Technical Approach	8
	Site Control	5
Respondent's Experience & Capability	Proposal Team Experience	10
	Financial Capability	7
Commercial Factors	Commercial Terms	7
Improves BPU Application	Strength relative to BPU evaluation criteria	30

Total Proposal	100
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## 2. Evaluation: Mandatory Elements

Submission of the following documents are mandatory, as provided for in the RFP. Failure by a Proposer to submit any of the following shall be deemed a fatal defect that cannot be cured and will result in mandatory rejection of the Proposal as unresponsive to the RFP.

- Appendix B-1 Proposal Option 1 – Quotation Form
- Appendix B-2 Respondent Information/Cover Letter
- Appendix B-3 Agreement for Proposal Security in Lieu of Proposal Bond
- Appendix B-4 Proposal Bond
- Appendix B-5 Ownership Disclosure Statement
- Appendix B-8 Statement of Respondent’s Qualifications
- Appendix B-9 Acknowledgement of Receipt of Addenda
- Appendix B-11 Disclosure of Investment Activities in Iran
- Appendix B-6 Non-Collusion Affidavit
- Appendix B-7 Consent to Investigation
- Appendix B-10 Affirmative Action Compliance/Mandatory EEO Language
- Appendix B-12 Proposal Checklist
- Appendix B-13 Political Contribution C. 271
- Business Registration Certificate

The Hartz Proposal satisfies these mandatory requirements.

## 3. Evaluation: Value of Benefits

Under the terms of the BPU Community Solar rules and the RFP, the solar price of the Successful Respondent will be paid by subscribers to the Program. Participating customers receive a “solar credit” set by the BPU on their monthly electric bill, which reflects the avoidance of certain utility costs by virtue of purchasing solar energy. Accordingly, the comparison of the solar price of the Successful Respondent relative to the solar credit determines the level of savings the customer will receive through participating in the Program. These savings to the subscriber are the focus of the “Value of Benefits” analysis.

To calculate the estimated savings for the Community Solar subscribers, Gabel Associates prepared an analysis of the Community Solar Bill Credit for the residential tariff class for PSE&G relative to the Hartz proposed price if \$0.07/kwh for the fifteen year term, based on the project’s guaranteed production described in the Respondent’s proposal. Analysis was performed for a subscriber group comprised of 100% individually metered residents on the residential PSE&G tariff.

Another group of customers who are potential applicants are those who reside in multi-family buildings with master meters. The BPU has set solar credits for master metered customers that are substantially less than the solar credit for individually metered residential customers. While

participation by these customers can be evaluated during program implementation, for purposes of this analysis the savings were calculated as if all participating customers are on the PSE&G residential tariff. If master metered customers are ultimately included in the Program, savings will be materially reduced. This determination can be made a later date.

The Community Solar Bill Credit for residential tariff class customers of PSE&G, as published on the New Jersey Clean Energy Program’s website, is \$0.1518/kWh during summer months (June through September) and \$0.1445/kWh during winter months (October through May).

The following tables provide the results of this analysis.

15-Year Community Solar NPV of Savings	
Proposer	15-Year NPV of Savings at 5%
Hartz Solar, LLC	\$1,990,053.26

Economic Analysis Summary Table

Summary of Community Solar Program Savings				
Year	System Size	Expected Output (kWh)	Total Annual Solar Credit	Total Annual Savings
1	2142.69	2,560,947	\$377,375.33	\$198,109.04
2	2142.69	2,547,118	\$375,337.52	\$197,039.26
3	2142.69	2,533,363	\$373,310.62	\$195,975.21
4	2142.69	2,519,683	\$371,294.76	\$194,916.95
5	2142.69	2,506,077	\$369,289.82	\$193,864.43
6	2142.69	2,492,544	\$367,295.62	\$192,817.54
7	2142.69	2,479,084	\$365,312.19	\$191,776.31
8	2142.69	2,465,697	\$363,339.51	\$190,740.72
9	2142.69	2,452,383	\$361,377.59	\$189,710.78
10	2142.69	2,439,140	\$359,426.13	\$188,686.33
11	2142.69	2,425,968	\$357,485.13	\$187,667.37
12	2142.69	2,412,868	\$355,554.75	\$186,653.99
13	2142.69	2,399,839	\$353,634.82	\$185,646.09
14	2142.69	2,386,880	\$351,725.22	\$184,643.62
15	2142.69	2,373,990	\$349,825.77	\$183,646.47
15-Year Total (in Nominal Dollars)			\$5,451,584.79	\$2,861,894.12
Total NPV of Savings				\$1,990,053.26
% Savings Below Total Solar Credit				52.5%

The Evaluation Criteria contains thirty-three points for Value of Benefits, which are awarded proportionally based on net present value of the savings to the subscriber as described above. The proposal with the highest NPV is awarded the full 33 points for Value of Benefits, and the remaining projects are awarded points in proportion to their savings NPV relative to the best

proposal in the group. Inasmuch as there is only one Proposal, and the Proposal provides substantial savings, 52.5% below the Solar Credit for individually metered residential customers, 33 points are awarded to the Hartz proposal in the Economic Benefits category.

**4. Evaluation: Design and Approach**

The evaluation of the Design and Approach section carries a total weighting of thirteen (13) points in the evaluation. There are two subsections to this section:

- Design Strategy and Technical Approach
- Site Control

Each of these areas will be discussed and reviewed with a rating to be given for the Respondent’s Proposal.

**a. Design Strategy and Technical Approach**

The evaluation of the Design Strategy and Technical Approach carries a weighting of eight (8) points in the evaluation.

The RFP required the solar system proposed was not to exceed 5MW and preferably be at least 2MW. The Respondent was evaluated on system size, system production, major system components, construction schedule, status of permitting, construction contractor, and operations and maintenance contractor.

Hartz proposed a roof mounted system size of 2,142.69 kW DC with a guaranteed output of 2,304,852.30 kWh which represents 90% of the expected system output in the first year of production. The Hartz proposal included the chart below for the expected vs guaranteed output for the proposed system over the fifteen (15) year term of the PPA.

YEAR	System Size: (kW DC)	Expected System Output: (kWh)	Guaranteed System Output: (kWh)
1	2,142.69	2,560,947	2,304,852.30
2	2,142.69	2,547,118	2,292,406.10
3	2,142.69	2,533,363	2,280,027.10
4	2,142.69	2,519,683	2,267,714.96
5	2,142.69	2,506,077	2,255,469.30
6	2,142.69	2,492,544	2,243,289.76
7	2,142.69	2,479,084	2,231,176.00
8	2,142.69	2,465,697	2,219,127.65
9	2,142.69	2,452,383	2,207,144.36
10	2,142.69	2,439,140	2,195,225.78
11	2,142.69	2,425,968	2,183,371.56
12	2,142.69	2,412,868	2,171,581.35

13	2,142.69	2,399,839	2,159,854.81
14	2,142.69	2,386,880	2,148,191.60
15	2,142.69	2,373,990	2,136,591.36

Hartz’s proposed equipment from the proposal and compliance to specifications are as follows:

**Hartz: Major System Components**

System Component	Manufacturer	Compliance with Project Technical Specifications
PV Modules	Hanwha – Q-Peak Duo L-G8 430– 430W	Yes
Inverters	Solectria – PVI-60TL	Yes
Racking System	Panel Claw – ClawFR 10° – Ballasted System	Yes

Hartz confirmed the use of Tier 1 materials, either those listed above or equivalent.

Hartz’s proposal included a letter from Kafrouni Engineering, Inc. indicating the roof structure has at least a five (5) pounds per square foot excess capacity that can be used for the solar modules.

Hartz has submitted its utility interconnection application. It has not yet submitted its construction permit for this project. Hartz controls the property where the project will be located and has substantial experience in obtaining permits and approvals for the Property.

Hartz provided a construction schedule of 183 days from BPU Approval to commercial operation. Hartz is planning on using Solar Energy Systems, LLC (SES) as the EPC company to provide a full turnkey installation, as well as provide the ongoing O&M of the solar array. SES has completed over 22 MWs on over 30 projects for Hartz. This includes four NJBPU Year 1 Pilot community solar projects currently under construction. SES as a company has installed over 50 MWs, with almost 35 MWs of that in New Jersey, and has over 16 MWs currently contracted in SES’s pipeline.

The Evaluation Team awarded Hartz Solar LLC’s eight points out of the eight possible points for the Design Strategy and Technical Approach portion of the evaluation, based on its highly achievable and effective design and technical approach.

**b. Site Control**

The evaluation of the Site Control carries a five (5) point weighting in the evaluation.

The Respondent was evaluated on the documentation provided in the proposal of location, site control, land ownership, system location, and confirm that the array is located and interconnected in the PSE&G territory.

The Hartz proposal indicates they will be using a facility located at block 601 lot 1 in Wayne Township, Passaic County, New Jersey, also known as 20-30 Continental Drive, Wayne Township, New Jersey 07470. This site has been confirmed to be located within the PSE&G service territory. Hartz's proposal contained documentation confirming that Hartz is the owner of the property and has site control to install a roof mounted solar renewable energy project.

The Evaluation Team awarded Hartz Solar LLC with five points out of the five possible points for the Site Control portion of the evaluation.

## **5. Evaluation: Respondent's Experience and Capability**

The evaluation of the Respondent's Experience & Capability section carries a total weighting of seventeen points (17) in the evaluation. There are two subsections to this section:

- Proposal Team Experience
- Financial Capability

### **a. Proposal Team Experience**

The evaluation of the Proposal Team Experience carries a weighting of ten (10) points in the evaluation.

The Respondent was on the team's management, supervisory, and key staff, along with successfully completing projects on time in New Jersey,

Hartz is planning on using Solar Energy Systems, LLC (SES) as the EPC company to provide a full turnkey installation, as well as provide the ongoing O&M of the solar array. SES has completed over 22 MWs on over 30 projects for Hartz. This includes 4 NJBPU Year 1 Pilot community solar projects currently under construction. SES as a company has installed over 50 MWs, with almost 35 MWs of that in New Jersey, and has over 16 MWs currently contracted in SES's pipeline. Below is a partial list of projects completed by the firm in New Jersey within the last three years:

- 1590 Lower Road, Linden – 754.0 kW DC
- 60 Metro Way, Secaucus – 309.5 kW DC
- 46 Meadowlands Parkway, Secaucus – 2,000.1 kW DC
- 1600 Lower Road, Linden – 239.8 kW DC
- 77 Metro Way Secaucus – 1,233.7 kW DC
- 201 Bay Avenue, Elizabeth – 999.8 kW DC
- 435 Bergen Avenue, Kearny – 1,899.2 kW DC
- 4 Emerson Lane, Secaucus – 999.0 kW DC

The Evaluation Team awarded Hartz Solar LLC's with ten points out of the ten possible points for the Proposal Team Experience portion of the evaluation, in light of the successful experience of the team in installing solar projects in New Jersey, supported by the longstanding experience of

the parent company of Hartz (Hartz Mountain Industries) in developing and constructing a wide array of commercial projects in New Jersey.

### **b. Financial Capability**

Pursuant to Section 3.9 of the RFP, the Respondents were required to provide complete financial statements of the current fiscal year to date and the prior fiscal year. The financial statements were to include a balance sheet, statement of operations and statement of cash flows. The Respondent was also to provide any other information it deems relevant to demonstrate its financial strength. In the case of a subsidiary or affiliate, statements must include information with respect to the operating entity.

The evaluation of the Financial Capability carries a weighting of seven (7) points in the evaluation.

Hartz provided updated financials for December 31, 2019 to September 30, 2020 and financials for the year 2019. Moreover, Hartz will be financing the project equity from internal sources.

Based on this strong plan of finance, the Evaluation Team awarded Hartz with seven points out of the seven possible points for the Financial Capability portion of the evaluation.

### **6. Evaluation: Commercial Factors**

The Commercial terms of the carries a weighting of seven points in the evaluation. This criterion is included to evaluate any exceptions or out-of-the-norm conditions that a Proposer might include in its Proposal.

Hartz included no exceptions to the Master Performance Agreement or to other requirements of the RFP. Accordingly, it is provided with seven points out of the seven possible points in the Commercial Factors portion of the evaluation.

### **7. Evaluation: Improves BPU Evaluation**

A key factor in the evaluation is how well the Proposal meets the criteria that the be BPU will use in its evaluation of applications its Round 2 application process. Accordingly, per the RFP, Respondents are evaluated with a thirty (30) point weighting on the degree to which the Respondent addresses the requirements of the BPU application, including the “Higher Preference” criteria provided for the BPU’s Round 2 Application.

Applications to the BPU will be evaluated on seven factors:

- i. Low- and Moderate-Income and Environmental Justice Inclusion (25 points),
- ii. Siting (20 points and 5 possible bonus points),
- iii. Community and Environmental Justice Engagement (15 points),
- iv. Product Offering (15 points),
- v. Other Benefits (10 points),
- vi. Geographic Limit within EDC service territory (5 points), and

vii. Project Maturity (5 points).

The BPU will use the above criterion to score each application out of 100 possible points. Awards are granted to the highest-scoring project and proceeding to the lowest-scoring project, until the 150 MW capacity is met.

The Borough's design (enrolling only LMI customers) and its high level of community engagement (item i and iii.) are not part of the Hartz proposal. Accordingly, only items ii, iv, v, vi, and vii, are addressed by the Hartz Proposal and are discussed below.

Regarding siting, Hartz proposes to build the system on a rooftop, which is the highest preferred site according to the BPU evaluation. The system proposed by Hartz would not gain any bonus points, as there are no proposed site enhancements. Bonus points are not possible given the project is on a rooftop, and the proposed project is not located in a redevelopment area nor an economic opportunity zone. These are the only two areas which earn bonus points in the BPU evaluation process.

The Hartz proposal would win the Borough full points in the BPU's "Product Offering" criteria, as the rates proposed by Hartz will enable the Borough to guarantee savings customers at a level above the BPU's higher preference amount of 20%.

In considering the Other Benefits criteria, Hartz proposed project would likely be given the highest score of 10 points, as the project doubly fulfills the highest preference by providing job training and co-benefits through funding local energy efficiency projects.

As far as job training, Hartz demonstrates their high degree of commitment and experience in this arena by including letters of support from three organizations: youth outreach non-profit All Star Project of New Jersey, the Ironbound Community Corporation, and "green education" not-for-profit SolarOne. Additionally, All Star Project included photos and quotes from interns that had participated in training from Hartz expressing their positive experience. The co-benefits criteria is fulfilled as well, as Hartz has agreed to the terms of the RFP in which the Proposer shall contribute \$50,000 to the Borough to use these funds for local energy efficiency and energy audits.

The proposed project would win 0 of 5 possible points in the BPU's category of Geographic Limit within EDC service territory, as the Project's proposed location, in Wayne Township, is not in a municipality or county that is adjacent to Highland Park.

With respect to the Project Maturity criteria, the Project has received all non-ministerial permits and has submitted an interconnection application to PSE&G. The site control and firm financing of the Project are also strong evidence of Project Maturity.

The Hartz proposal has additional, non-quantifiable features which we believe would boost the Borough's application: 1) the above-and-beyond product offering of 50% savings, versus the BPU's highest preference of at least 20% savings; 2) the impressive 100% LMI subscribers far exceeds the BPU's minimum of just 51%; and 3) the innovative project form that demonstrates cost efficiencies at serving LMI customers with strong savings and strong consumer protections



For the reasons above, the Evaluation Committee awards the Hartz Proposal with 28 of 30 possible points for how it addresses the BPU application criteria.

## **8. Recommendation**

The Hartz proposal received as score of 98 based on the Evaluation Matrix provided in the RFP. Of significant note are the following four factors:

- Strong pricing from Hartz: its proposed rate of \$0.07 per kwh is approximately 50% below the solar credit established by the BPU for customers in PSE&G's residential customers. This means that participating customers can expect savings of approximately 50% below the Solar Credit.
- The extensive experience and financial strength of Hartz, including the use of internal sources of funds.
- Acceptance by Hartz of the commercial terms provided for in the Master Performance Agreement.
- Hartz addresses the priorities in the BPU application including rooftop siting, high rate of savings for end-use customer, and multiple other benefits, namely job training and energy efficiency funding.

Based on the above considerations as further detailed in this Report, the Evaluation Team recommends that the Council issue a resolution that a) designates Hartz as the Successful Respondent, b) provides that that the Borough enter into the MPA with Hartz, and c) directs the Borough staff and Gabel to work with Hartz to complete and submit the BPU Application on behalf of Highland Park and Hartz and to otherwise implement the Program.

## Attachment 1: Proposal Ranking Evaluation

CATEGORY	EVALUATION FACTOR	WEIGHTING	HARTZ PROPOSAL
Financial Benefits	Value of Benefits	33	33
Design & Approach	Design Strategy & Technical Approach	8	8
	Site Control	5	5
Respondent's Experience & Capability	Proposal Team Experience	10	10
	Financial Capability	7	7
Commercial Factors	Commercial Terms	7	7
Improves BPU Application	Strength relative to BPU evaluation criteria	30	28
Total Proposal		100	98

DRAFT

DRAFT

BOROUGH OF HIGHLAND PARK  
NO. 1-21-39

RESOLUTION TO ADVERTISE FOR RECEIPT OF BIDS  
FOR SPRING 2021 TREE PLANTINGS

RESOLUTION: Public Works and Public Utilities Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk shall be and is hereby authorized and directed to advertise for receipt of bids for the following contract items:

1. Spring 2021 Tree Plantings

BE IT FURTHER RESOLVED that said bids will be received at a date and time to be determined by the Borough Clerk and the Superintendent of the Public Works Department, said bids to be in accordance with specifications prepared by the Public Works Department.

ADOPTED: January 19, 2021

ATTEST:

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Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
RESOLUTION NO. 1-21-40

RESOLUTION AMENDING PROFESSIONAL SERVICES AGREEMENT  
FOR SPECIAL ENVIRONMENTAL COUNSEL

RESOLUTION: Council as a Whole

WHEREAS, on March 3, 2020, the Borough of Highland Park engaged McManimon, Scotland & Baumann to serve as Special Environmental Counsel to assist the Borough in its representation in the matter known as JSM at Highland Park, LLC v. the Borough of Highland Park, Docket No. MID-L-4958-17; and

WHEREAS, there is a need to authorize an additional work on this case beyond the \$80,000 previously authorized by Borough Council and that additional amount is not to exceed \$70,000; and

WHEREAS, funds will be available for this purpose in Account No. 1-01-20-155-235 in the 2021 budget once adopted, as reflected by the Certification of Funds Available by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park in the County of Middlesex that the Council does hereby authorize an increase to the contract with McManimon, Scotland and Baumann, in accordance with the above stated limitations.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be forwarded to the Borough Administrator and Assistant Finance Officer.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-41

RESOLUTION TO APPROVE 2021 RADIO MAINTENANCE CONTRACT WITH  
TACTICAL PUBLIC SAFETY FOR POLICE DEPARTMENT RADIOS

RESOLUTION: Public Safety Committee

WHEREAS, under the terms and conditions of the Public Contracts Law of the State of New Jersey, a municipality may purchase items without competitive bidding from a firm or corporation currently under contract with the State of New Jersey; and

WHEREAS the Highland Park Police Department is in need of a maintenance contract for their portable radios, as more fully described on the attached quote; and

WHEREAS, under State Contract No. 83932, the Borough may purchase said maintenance contract from Tactical Public Safety, 1036 Industrial Way, West Berlin, NJ 08091, at the State contract prices; and

WHEREAS, funds for this purpose are available in Account No. 1-01-25-240-235 in the amount of \$13,215.00, 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 Chief of Police is hereby authorized and directed to execute said maintenance contract for the portable radios from Tactical Public Safety, 1036 Industrial Way, West Berlin, NJ 08091, for a total amount not to exceed \$13,215.00; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to Richard Abrams, Chief of Police and the Finance Director, forthwith.

ADOPTED: January 19, 2021

ATTEST:

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Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-42

RESOLUTION TO AUTHORIZE 2021 MAINTENANCE CONTRACT WITH  
GOLD TYPE BUSINESS MACHINES FOR THE E-TICKETING SYSTEM

RESOLUTION: Public Safety Committee

WHEREAS, under the terms and conditions of the Public Contracts Law of the State of New Jersey, a municipality may purchase items without competitive bidding from a firm or corporation currently under contract with the State of New Jersey; and

WHEREAS the Highland Park Police Department is in need of a maintenance contract for their E-Ticketing System; and

WHEREAS, under State Contract No. 83904, the Borough may purchase said maintenance contract from Gold Type Business Machines, 351 Paterson Avenue, East Rutherford, NJ 07073, at the State contract prices; and

WHEREAS, funds for this purpose are available in Account No. 1-01-25-240-235 in an amount not to exceed \$11,000.00 as reflected by the certification of funds by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Chief of Police is hereby authorized and directed to execute said maintenance contract with Gold Type Business Machines, 351 Paterson Avenue, East Rutherford, NJ 07073, at a total cost not to exceed \$11,000.00; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Chief of Police and Chief Financial Officer, forthwith.

ADOPTED: January 19, 2021

ATTEST:

---

Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-43

RESOLUTION TO AUTHORIZE PURCHASE OF POLICE  
BALLISTIC VESTS FROM LAWMAN SUPPLY COMPANY

RESOLUTION: Public Safety Committee

WHEREAS, under the terms and conditions of the Public Contracts Law of the State of New Jersey, a municipality may purchase items without competitive bidding from a firm or corporation currently under contract with the State of New Jersey; and

WHEREAS the Highland Park Police Department is in need of Police ballistic vests for new hires and replacement of expired vests; and

WHEREAS, under State Contract No. A81351, the Borough may purchase said vests from Lawman Supply Company, 7150 Airport Highway, Pennsauken, NJ 08109, at the State contract prices; and

WHEREAS, funds for this purpose are available in Account No. 1-01-25-240-219 in an amount not to exceed \$9,000.00 as reflected by the certification of funds by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Chief of Police is hereby authorized and directed to purchase said ballistic vests from Lawman Supply Company, 7150 Airport Highway, Pennsauken, NJ 08109, at a total cost not to exceed \$9,000.00; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Chief of Police and Chief Financial Officer, forthwith.

ADOPTED: January 19, 2021

ATTEST:

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Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



BOROUGH OF HIGHLAND PARK  
NO. 1-21-44

RESOLUTION TO APPROVE PAYMENT TO AXON ENTERPRISE, INC.

RESOLUTION: Public Safety Committee

WHEREAS, the Police Department of the Borough of Highland Park is in need of the services of Axon Enterprise, Inc. for their body camera footage storage, as more fully described on the attached Purchase Requisition; and

WHEREAS, Axon Enterprise Inc. is able to provide said evidence storage; and

WHEREAS, under State Contract No. 17-FLEET-00738, the Borough may purchase said evidence storage from Axon Enterprise, Inc. PO Box 29661, Department 2018, Phoenix, AZ, 85038-9661, at the State contract prices; and

WHEREAS, funds are available for this purpose in Account No. 1-01-25-240-235 in the amount of \$13,000.00, as reflected by the certification of funds by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Finance Director shall be and is hereby authorized and directed to issue payment in the amount of \$13,000.00 to Axon Enterprise, Inc., PO Box 29661, Department 2018, Phoenix, AZ, 85038-9661; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Police Chief and Finance Director forthwith.

ADOPTED: January 19, 2021

ATTEST:

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Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-45

RESOLUTION TO APPOINT TAX COLLECTOR

RESOLUTION: Administration Committee

BE IT RESOLVED, by the Borough Council of the Borough of Highland Park that Elsa Y. Diaz (License No. T-8542) is hereby appointed to the position of Tax Collector, effective January 1, 2021 and expiring January 1, 2024.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-46

RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST

RESOLUTION: Finance Committee

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 1/19/2021 can be found in the Bills List Journal Book No. 41.

ADOPTED: January 19, 2021

ATTEST:

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Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

---

Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-47

RESOLUTION TO ESTABLISH A HIGHLAND PARK MENTAL HEALTH COMMISSION

RESOLUTION: Health and Human Services Commission

WHEREAS, the Borough of Highland Park is dedicated to promoting the welfare and well-being of all its residents and recognizes that mental health disorders are a serious and prevalent concern, with the National Institute of Mental Health (a division of the National Institute of Health) reporting that nearly one fifth of U.S. adults live with some form of mental illness (<https://www.nimh.nih.gov/health/statistics/mental-illness.shtml>);

WHEREAS, the COVID-19 pandemic has exacerbated mental health concerns, with a recent CDC study reporting that “40.9% of 5,470 respondents who completed surveys during June reported an adverse mental or behavioral health condition” (<https://www.cdc.gov/mmwr/volumes/69/wr/mm6932a1.htm>);

WHEREAS, the Borough recognizes that mental health disorders, including depression and suicide ideation, may be particularly challenging to teens and young adults, whose sense of identity is still developing and who may lack the capability to adequately describe the struggles they face and/or determine the most effective means to handle their disorder. The World Health Organization reports that “Globally, depression is one of the leading causes of illness and disability among adolescents,” and that “suicide is the third leading cause of death in 15-19-year-olds” (<https://www.who.int/news-room/fact-sheets/detail/adolescent-mental-health>);

WHEREAS, the Borough recognizes that the parents of these young people, and adults facing their own mental health struggles, may be daunted by the challenge to find affordable, accessible, and effective mental health counseling, support, and resources. The unmet challenges faced by these individuals generate unfortunate ripple effects that negatively affect families, neighborhoods, schools, and the larger community;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council hereby establish a Highland Park Mental Health Commission (HPMHC), whose goal will be to support the mental health and welfare of all Borough of Highland Park residents;

BE IT FURTHER RESOLVED, that the HPMHC will facilitate the creation of a comprehensive mental health support system for the Highland Park community that promotes lifelong mental wellness, educates the public, and helps the public to access the resources available both in Highland Park and within the larger community area;

BE IT FURTHER RESOLVED, that for the betterment of the Borough of Highland Park, the HPMHC will develop recommendations for initiatives that educate and provide enhanced support and resources for improved mental health in the community. The HPMHC shall coordinate and align efforts among the various organizations that provide mental health services; create greater awareness for existing community resources; identify best practices for support and crisis prevention measures; and establish additional mental health programs and support for Highland Park residents.

BE IT FURTHER RESOLVED, that the Commission shall consist of up to twelve (12) members appointed by the Mayor with the advice and consent of the Borough Council.

The Commission shall be comprised of appointed members and representatives of interested groups in the Borough, as well as resident volunteers, as follows: Mayor’s representative, Borough Council representative, Highland Park schools representative, local private schools representative; Board of Health representative; Borough Social Worker, Highland Park Youth Officer; Highland Park Teen Center Coordinator; local mental health services provider; mental health professional; and two (2) residents to be selected from volunteer applications. Volunteers shall demonstrate a strong personal interest in making an impact in the community related to mental health. The members shall serve without compensation and must be residents of the Borough of Highland Park, except where they serve the Highland Park community as local service providers.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, Borough Clerk

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

BOROUGH OF HIGHLAND PARK  
NO. 1-21-48

RESOLUTION TO CONDEMN VIOLENCE AND DESTRUCTION PERPETRATED  
AT THE UNITED STATES CAPITOL BUILDING ON JANUARY 6, 2021

RESOLUTION: Council as a Whole

WHEREAS, on January 6, 2021, President Donald J. Trump incited supremacist groups and other extremist supporters to occupy the United States Capitol in an attempt to disrupt the final certification of the 2020 presidential election; and

WHEREAS, these violent insurgents threatened the safety and wellbeing of the Vice President of the United States, both chambers of Congress, Congressional staff members, and members local, state and federal law enforcement; and

WHEREAS, the violence resulted in the deaths of five people, including a United States Capitol Police officer, Brian D, Sicknick, who was a native of South River, Middlesex County, New Jersey; and

WHEREAS, the United States Capitol is the seat of the federal government, meeting place of the nation's legislature, and an enduring symbol of our representative democracy; and

WHEREAS, this desecration of the United States Capitol and everything it stands for is wholly unacceptable; and

WHEREAS, this unprecedented attack on the United States Capitol, the United States Constitution, and the democratic process of the United States of America will forever be a stain on our history.

NOW THEREFOR BE IT RESOLVED that the Mayor and Borough Council, as sworn defenders of the U.S. Constitution, take their oaths and the responsibilities of their elected positions with utmost seriousness, do hereby condemn the actions of the insurgents on January 6, 2021 at the United States Capitol and hope to see swift punishment for all the perpetrators pursued to the fullest extent of the law, without leniency or favor.

ADOPTED: January 19, 2021

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Council of said Borough on the 19<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				