

BOROUGH OF HIGHLAND PARK
TUESDAY, JANUARY 5, 2121

An Organization Meeting of the Mayor and Council of the Borough of Highland Park was held in Borough Hall, 221 South 5th Avenue, on Tuesday, January 5, 2121, at 7:00 PM.

The Clerk reported that the Middlesex County Board of Elections had certified the election of Councilpersons-elect Elsie Foster, and Matthew Hersh as members of the Borough Council of the Borough of Highland Park, and that once they have subscribed to the Oath of Office and Allegiance, they are qualified to assume their duly elected positions on the Governing Body. The Clerk presented them with their Certifications of Election from the County Board of Elections.

Assemblyman Robert Karabinchak administered the Oath of Office and Allegiance to Councilperson-elect Elsie Foster.

Mayor Brill Mittler administered the Oath of Office and Allegiance to Councilperson-elect Matthew Hersh.

Mayor Brill Mittler called the meeting to order at 7:08 PM and read the Open Public Meetings Statement.

Rev. Stephanie Kaper-Dale delivered the invocation.

Present: Mayor Brill Mittler; Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan; Borough Attorney Schmierer; Borough Administrator Jover; Borough Clerk Hullings.
Absent: None.

The Mayor re-introduced newly sworn Councilpersons Foster and Hersh.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilman George, seconded by Councilwoman Canavera, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan.
Opposed: None.
Absent: None.

No. 1-21-01

WHEREAS, Section 3-20 of the "Code of the Borough of Highland Park" provides that at the annual reorganization of the Borough of Highland Park Council, Rules of Order to govern all Council proceedings are to be adopted; and

WHEREAS, the Borough of Highland Park Council wishes to update and adopt said Rules of Order.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highland Park, Middlesex County as follows:

1. The Council of the Borough of Highland Park hereby adopts on January 5, 2021, Rules of Order to govern the proceedings of Council during the calendar year 2021 or until said rules are further amended by the Council. The Rules of Order hereby adopted are on file in the Office of the Borough Clerk and may be inspected during regular office hours.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Canavera, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan.
Opposed: None.
Absent: None.

No. 1-21-02

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mission Statement attached to the original of this resolution and on file in the office of the Borough Clerk shall be and is hereby adopted as the Mission Statement for the Borough of Highland Park.

Mayor Brill Mittler called for nominations for President of Council for 2021. Councilman Hale nominated Councilman George to serve as Council President, and the nomination was seconded by Councilwoman Foster, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan.
Opposed: None.
Absent: None.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilman Fine, seconded by Councilwoman Kim-Chohan, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan.
Opposed: None.
Absent: None.

No. 1-21-03

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Standing Committees of said Council for the year 2020 shall be and are hereby established as follows:

RECREATION AND ARTS	Councilpersons HERSH, Kim-Chohan, Canavera.
ECONOMIC DEVELOPMENT & PLANNING	Councilpersons HALE, Hersh, Kim-Chohan.
FINANCE	Councilpersons KIM-CHOHAN, Hale, Foster.
HEALTH & HUMAN SERVICES	Councilpersons CANAVERA, Foster, George.
PUBLIC SAFETY	Councilpersons FOSTER, George, Hale.
PUBLIC WORKS & PUBLIC UTILITIES	Councilpersons GEORGE, Canavera, Hersh.

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BE IT FURTHER RESOLVED that the first Councilpersons listed above for each Committee shall serve as Chair of that Committee.

Mayor Brill Mittler delivered her State of the Borough Address and on motion made by Councilman George, seconded by Councilwoman Foster, and carried by unanimous affirmative voice vote; the Borough Clerk was directed to spread the Mayor's Address upon the official minutes of the meeting, as follows:

"What a wild year this was! It is easy to wallow in despair and sadness. There were plenty of reasons for this, but, as a community, Highland Parkers came together to support one another in many ways. Tonight, I want to concentrate on all the positive things we saw in Highland Park during 2020.

"This administration focuses its efforts in five key areas: tax stabilization, downtown redevelopment, infrastructure, quality of life goals, and transparency. Let us sort through the lens of these criteria.

"Tax Stabilization – Despite all of the fiscal challenges presented to local government by the shut downs over the past nine months, and the continuing challenges of very limited ratables in town, in 2020, the property tax rate was held flat. When Covid-19 caused lost jobs and income for many of our residents, I joined the Mayors of Metuchen and Edison in allowing the delayed receipts of 2nd Quarter real estate taxes to help ease the burdens felt by many of our residents.

"Though she is new to this position, I would like to thank Councilwoman Tara Canavera, Chair of the Council's Finance Committee, for working with me in monitoring our receipts of taxes and impacts throughout the second half of 2020.

"To help reduce our municipal taxes, the Governing Body, the Administration and our volunteer groups worked aggressively to secure grants offered by State or Federal agencies. In 2020, we were awarded over \$1 million dollars in federal and state funds. That includes nearly \$604,000 in grants for programming from senior services to child activities and much more, plus over \$478,000 in CARES Covid-19 related funding.

"As you can see, access to State and Federal funds and grants are critical to our tax stabilization. That is why a robust response by our residents to the 2020 Census was necessary. The census only comes around once every 10 years and Highland Park stands to benefit with \$3.5 million in federal and state funding from a complete count. This year, thanks to resident Udi Shorr and his amazing Complete Count team, we exceeded our 2010 count by 6.5% and had nearly 76% of residents self-reporting in the 2020 Census.

"Community benefits from development also generate revenue and opportunities to stabilize our local taxes. The relocation of a girls' parochial school to a property on Cleveland Avenue is a good example of this. First, the developer has agreed to a voluntary payment to the Borough of approximately \$200,000 over a 10-year period. Secondly, by locating the school here from its current home in Piscataway, the Highland Park schools should see a positive impact of at least \$50,000 per year as most of the students at this school are now being bussed from Highland Park to Piscataway at the expense of our public schools. Additionally, the developer has agreed on other community benefits including \$85,000 in renovations at our Community Center (with a much needed new Food Pantry storage unit) as well as bicycle and pedestrian infrastructure improvements in the neighborhood surrounding the school.

"We are exploring other opportunities for increased activity and ratables on the Cleveland Avenue corridor as two new developments have been completed and fully sold or rented out. This opens new possibilities for us in an area of town that has long been in need of rejuvenation. I have asked our planner to put together a creative redevelopment plan for this area of town for review in 2021.

"As we look at where we are today and where we can go in the years ahead, it is evident that Downtown Development is the key to Highland Park's economic future. So let us talk about Downtown Development.

"Our Main Street Highland Park organization has created a buzz for our downtown throughout Central New Jersey. When the pandemic closed down our indoor dining opportunities, we initiated our well-used Town Tables for outdoor dining. These tables are located on South 3rd Avenue and North 4th Avenue and have provided our restaurants and coffee shops much needed continued business during 2020.

"You have heard me talk about the importance of public art in the life of our residents before. Free public art warms the spirit and spurs new creativity and forms of expression. It also brings residents and visitors to our downtown.

"This year, we saw more murals decorate our downtown businesses on both Raritan and Woodbridge Avenues. "Art Benches" can now be found throughout town. In 2020, thanks to our Arts Commission and Arts Collective, a new Black Lives Matter street mural was painted outside Borough Hall as a reminder that public art can also make a strong statement.

"During 2020, we worked with developers and residents to identify mutually agreeable new downtown buildings and new community benefits. The developer interested in building a mixed use apartment building on Raritan Avenue, between South 2nd and South 1st Avenues, met with resident stakeholders and identified opportunities to update their plans in ways that will add comfort and improve safety for all residents in the area.

"In 2020, I asked our Economic Development team, chaired by Councilman Matt Hale and coordinated by Borough Administrator/Director of Redevelopment Teri Jover, to work with our Planner on a comprehensive downtown redevelopment concept. A very exciting vision focusing on four project areas along Raritan Avenue, a new public square, and a viable off-site parking lot was presented in several open public meetings. The input from these meetings is currently being reviewed and we will continue to move forward with an updated plan, market research, and community discussions in 2021.

"All of this new redevelopment goes hand-in-hand with our planning for update infrastructure needs.

"Like most municipalities in the Northeast, Highland Park's infrastructure dates back 100 years. During 2020, we began addressing some of these upgrades. Council President Phil George, Chair of the Council's Public Works Committee, worked closely with our Public Works Department to ensure that all of our community's infrastructure needs were properly addressed in 2020. Here is a sampling of the issues tackled:

"(1) PSE&G began an extensive project to replace the gas lines throughout town. She thanked all the residents who were inconvenienced by the construction for their understanding and patience. The good

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news is that once completed, our residents will enjoy a safer, more efficient distribution of gas from the utility company.

“(2) At the end of 2019, the Borough Council, after discussion, approved new rates for water and sewer service in Highland Park. The first bills with this new rate went out in 2020. The rate increase was an important step in the ongoing improvements to the Borough’s water and sewer system. It will support more efficient operations and maintenance, including compliance with ever-increasing state and federal regulatory requirements. The funds will also support important capital projects, such as replacement of old, Borough-owned water meters, sewer system repairs to reduce inflow and infiltration, and repairs to the emergency interconnections with neighboring water systems. All of these projects will stabilize the water and sewer operations and keeps costs down in the future.

“(3) In 2020, Highland Park contracted with Middlesex Water Company for the maintenance and operation of our water system. We held several open public meetings to explain the new relationship. The municipality maintained ownership of its water infrastructure (pipes). This agreement puts maintenance and operation of the water system in the hands of professionals. One of the first steps was replacement of old, malfunctioning water meters throughout town.

“(4) During the latter part of 2020, several residents saw unusually high waters bills. The Borough’s Water Sewer Department is committed to working with each resident who calls to investigate the cause of the increased bill. This is an ongoing project. If you have a significant concern with your 4th Quarter water bills, please contact our Water Sewer Department at 732-819-3788.

“(5) During 2020, 13 roads were repaved. This includes 3 roads repaired through DOT grants throughout town, plus 10 additional streets repaved by PSE&G as part of their gas line replacement program.

“Speaking of PSE&G, in 2020 we saw the results of our Solar for All public/private partnership project come to life. The solar field, constructed on a former landfill on Donaldson Street, not only provides research on battery storage, which will benefit all of New Jersey, but will also generate enough solar energy to power 100 homes. The green gas emissions savings from this project is equal to removing 70 vehicles from the roads per year. The project helped Highland Park and PSE&G earn the NJ Business and Industry’s 2020 Good Neighbor Award.

“Since the catastrophic pedestrian accident occurred a few years ago in the Upper Raritan Avenue area of Highland Park, I have been working closely with Senator Pat Diegnan and Department of Transportation Commissioner Diane Gutierrez-Scaccetti’s team on improved safety in the area. We developed a plan in 2019 and I am happy to say that the initial work on execution of that plan began in 2020. The “road diet” for the area includes a reduction in the lanes from four to two, plus left turn turning lanes, increased pedestrian signage and a reduction in the speed limit in the area.

“Covid-19 brought many challenges, not the least of which was the need for more places for our residents to get healthy, physical activity in the safer outdoors. Our Safe Walking and Cycling Committee worked with Administration, Police and Public Works Departments to create the Shared Streets program, connecting the North and South sides of town and enhancing access to downtown and our two County Parks (Johnson and Donaldson). It was a pleasure to see so many young people skateboarding or bicycling, along with adult walkers and runners. The Shared Streets are taking a break for the winter to allow for snow plowing, when necessary, and we will look into a new plan for the spring. This unique approach to new uses for our Borough streets is a good introduction to other quality of life improvements in 2020.

“Quality of Life: Needless to say, the world felt a bit out of control as the Coronavirus waxed and waned throughout 2020. That is why so much of our attention was focused on ways to improve quality of life during pandemic times.

“In March, I created our Covid-19 Task Force of key volunteers (including representation and advice from our Highland Park Board of Health), employees and public safety members to address issues that arose in response to lockdowns, pre-emptive policies to slow down the spread of Covid-19 in town, and overall community and Borough safety. The group, which initially met daily, continues to meet weekly by phone and address items such as obtaining necessary PPE, allowing the Farmer’s Market to continue in a safe, socially distanced manner, building safety policies, including how/when to open, staffing requirements, cleaning and maintenance needs, etc. This team continues to work with me even today. The work of the task force received statewide recognition in a glowing profile printed in the fall in the NJ League of Municipalities monthly magazine.

“With schools closed and then reopened in limited fashion, it became imperative to find ways to continue our Recreation Department’s youth activities. With guidance from Governor Murphy’s outdoor sports executive order, we held all outdoor summer camp and continued the operation of permitted outdoor sports programs. What a good thing that was! Particularly for our boys’ baseball leagues. Our 10 and under (10U) boys baseball team, newly formed in 2020, that finished the season with a 13-0 record. They won the league championship in two hard fought games, winning victories against strong opposing teams. She took a moment to thank outgoing Councilmember Josh Fine for his work with our Recreation department in 2020. Our programming for seniors also achieved acclaim in 2020 as Highland Park was named Middlesex County’s first municipality accepted into AARP’s Network of Age Friendly Cities and Communities. This program will provide Highland Park with the resources to become more age-friendly by tapping into national and global research, planning models, and best practices.

“Our Health and Human Services Council Committee, chaired by Councilwoman Stephany Kim-Chohan quickly activated existing and new services to aid residents most affected by Covid-19. We saw dramatic increases in our social services during the year.

“(1) Our dauntless volunteers for the Highland Park Food Pantry never missed a beat as the number of clients increased more than three-fold to nearly 600 in 2020.

“(2) Highland Park Gives a Hoot provided two-to-three dozen bags of groceries per week to additional families, who are associate with our Zone 6 Teen Center.

“(3) A new Mental Health Committee was formed to address these growing needs, especially amongst teenagers.

“(4) In late December, our Community Center held a flu shot clinic sponsored by Rite-Aid.

“(5) With help from the County, the Jewish Renaissance organization held free, one-day Covid-19 testing at the Community Center parking lot. 50 residents signed up to take the test there.

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“Councilwoman Elsie Foster, Chair of the Council’s Public Safety Committee, worked closely with her to improve communication and equity issues at the public safety departments throughout 2020.

“The leadership at our Police Department, Chief Abrams and Captain Curbelo completed their first year on their new jobs during 2020. She thanked Chief Quovella Spruill for her guidance in mentoring our new leadership this last year. This new leadership has embraced our commitment to updated and more equitable policing policies. Since they took office, the Highland Park Police Department leadership has instituted, among other things, annual training for all officers in crisis intervention, de-escalation, understanding implicit and explicit biases, and mental health first aid. They have held several open forums with the public, where they presented updates and took questions directly from residents on a wide range of issues. They have also expanded their commitment to body cams for all department personnel, which puts the Highland Park Police Department ahead of over half of all 537-law enforcement agencies in the State.

“Additionally, in an effort to create a Police Department that better reflects our community, new officer hires have helped to further diversify the department.

“She is happy to report that based on the recommendation of outside consultant DeLacy Davis, whose findings regarding stop analysis were presented to the public in 2019, we have signed an agreement with Rutgers University to do ongoing analysis of our police stop-data information so that we can address any ongoing issues.

“To help advise me on continuously improving the role of our Police Department in ensuring equity in our community, I formed the Mayor’s Equity Advisory Council. This group will work with me in identifying steps, which should be administratively implemented to address and eliminate bias issues in our town and improving police-community relations.

“In 2020, in order to address needs at our Fire Department and First Aid Squad, Highland Park hired its first Emergency Services Director. Mr. Pat Renaldi came to us with years of experience as a firefighter and fire chief, plus EMS experience in other municipalities. Under his guidance, the First Aid Squad reorganized and the Fire Department policies have been updated and improved.

“To address resident concerns regarding an increasing deer population in Highland Park, the Borough commissioned a drone survey to identify areas of high deer population throughout the municipality. We have been working closely with the NJ DEP’s Fish and Wildlife Division and taken a good deal of input from residents. Our Borough Administrator is in the process of drafting a deer management plan for presentation in 2021.

“The first peak period of Covid-19 in March and April brought a shut-down and shut-in for New Jersey. Our most at-risk residents, primarily seniors, were shut in without their regular activities at our Community Center or the ability to go grocery shopping. Once again, Highland Park volunteers came through in times of need. Our CERT Team created the COPES team of over 80 volunteers to shop for homebound residents and to provide welcome phone calls and safe social contact.

“No one knows more about needed improvements to our quality of life in Highland Park than our residents. That is why our 2020 Park Partners “give back” program was the most successful to date with 16 exhibitors, over 330 voters and 5 prizes of \$2000.00 each awarded to the projects YOU selected. Applications for 2021’s Park Partners program are now being accepted. You can find more information on this on our Facebook page or our website.

“Transparency: Over the last few years, we have placed a greater emphasis on open and transparent governing. The limitations imposed on all of us due to the pandemic certainly made this tricky in 2020.

“Zoom meetings for Council Meetings, committee/commission meetings, and forums on several different topics became the norm. We saw some meetings attended on Zoom by close to 100 participants and other meeting with less than 10 participants. At this point, until it is Covid-19 safe to hold meeting in person again, we will continue to operate remotely via Zoom. Additionally, our hpboro.com became a more crucial element of communications this last year and staff has been working hard to keep it updated on a regular basis. Our communications team is coming up with new media and strategies to keep residents informed in 2021.

“I should point out that some of the projects identified in this report were the result of the efforts of Councilwoman Susan Welkovits, who passed away mid-year. Susan was a friend and a dedicated Councilmember who worked selflessly for the benefit of all of us. She dedicated this State of the Borough Address to her tonight.

“Finally, she offered a heartfelt thank you to all the residents who have taken the pandemic seriously, who follow social distancing rules, who wear masks whenever they are in public, and who curtailed social engagements to keep us all safe. Help is on the way in the form of well-regarded vaccines. We are not out of the woods yet. Please keep up these practices for the benefit of our entire community. Get inoculated when it is your turn. If we bear with these requirements a bit longer, hopefully, you will be joining them in person for autumn street fairs and summer fireworks in 2021.

“Thank you and stay safe”.

Consent Agenda Resolution Nos. 1-21-04 through 1-21-15 were duly adopted on motion made by Councilman George, seconded by Councilwoman Kim-Chohan, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan.

Opposed: None.

Absent: None.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-21-04

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following schedule of meetings for the year 2021 be and the same is hereby adopted.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, and the Star Ledger and filed with the Borough Clerk.

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SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR 2021

January	5	2021 Adjourned Meeting	6:30	PM
		2021 Organization Meeting	7:00	PM
January	12	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
January	19	Regular Meeting/Work Session	7:00	PM
January	26	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	2	Regular Meeting/Work Session	7:00	PM
February	9	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	16	Regular Meeting/Work Session	7:00	PM
February	23	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	2	Regular Meeting/Work Session	7:00	PM
March	9	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	16	Regular Meeting/Work Session	7:00	PM
March	23	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
April	6	Regular Meeting/Work Session	7:00	PM
April	13	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
April	27	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
May	4	Regular Meeting/Work Session	7:00	PM
May	11	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
May	25	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
June	1	Regular Meeting/Work Session	7:00	PM
June	8	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
June	15	Regular Meeting/Work Session	7:00	PM
June	22	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
July	6	Regular Meeting/Work Session	7:00	PM
July	20	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
August	3	Regular Meeting/Work Session	7:00	PM
August	17	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
September	14	Regular Meeting/Work Session	7:00	PM
October	5	Regular Meeting/Work Session	7:00	PM
October	12	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
October	19	Regular Meeting/Work Session	7:00	PM
October	26	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
November	9	Regular Meeting/Work Session	7:00	PM
November	23	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
December	7	Regular Meeting/Work Session	7:00	PM
December	14	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
December	21	Regular Meeting/Work Session	7:00	PM

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December 28 Standing Committee Meeting / 7:00 PM
Special Meeting (if needed)

All Borough Council Meetings are held in Borough Hall, 221 South 5th Avenue, unless otherwise indicated. The Governing Body may take official action on matters at Special Meetings as well as Regular Meetings, as needed. The time the Work Session begins is dependent on Regular Meeting adjournment. Unless otherwise moved, Work Sessions are scheduled to be called to order by 9:00 P.M.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, the Star Ledger, and the Highland Park Planet and filed with the Borough Clerk.

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

No.1-21-05

WHEREAS, pursuant to the provisions of Section 6, of an ordinance entitled "AN ORDINANCE TO PROVIDE FOR THE COLLECTION OF REFUSE AND TRASH WITHIN THE BOROUGH OF HIGHLAND PARK, AND TO PROVIDE FOR MANDATORY RECYCLING OF SPECIFIED MATERIALS BY THE RESIDENTS AND COMMERCIAL ESTABLISHMENTS OF THE BOROUGH OF HIGHLAND PARK", adopted July 19, 1988, being known as Ord. No. 1146, the Borough Council shall adopt by resolution regulations governing the collection of all items;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the following revised regulations shall be and are hereby adopted, to wit:

a. There shall be no collections by the Department of Public Works on the following legal holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Good Friday
5. Memorial Day
6. Juneteenth
7. Fourth of July
8. Labor Day
9. Columbus Day
10. Veteran's Day
11. Thanksgiving Day and the Friday After
12. Christmas Day.

b. Regular Refuse Collection

Residents:

North Side and Triangle – Every Monday

South Side – Every Friday

Small amounts of yard debris, brush and branches, which are part of regular refuse will be collected on Friday on the South Side and on Monday on the North Side. If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

c. The Business District:

Business District:

Mondays and Fridays

If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

d. Bulk Items:

Bulk item pickup in 2021 will be by appointment as piloted in 2020. Pick-ups will occur on Wednesdays in April, May, June, September and October. Details on how to make a reservation will be included on the waste/recycling collection schedule delivered to each home, as well as the Borough's website, social media and email outlets throughout the year. Public Works anticipates being able to serve approximately 1,500 households through this schedule. An additional date in September or October will be announced to coincide with the town wide yard sale weekend, provided that the COVID-19 pandemic will permit scheduling the sale in 2021.

e. Mandatory Recyclables:

Business District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is every Tuesday.

Residential District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is as follows:

North Side and Triangle - Every Tuesday.

South Side - Every Thursday.

If your pickup falls on a borough holiday, pickup will be on Wednesday of the same week.

f. Leaves:

Leaves are collected for recycling in Biodegradable leaf bags in October, November and December only, on a weekly basis.

Placement and Removal of Containers - Containers of regular refuse and recyclables should be placed at curbside no sooner than 6:00 p.m. or one hour before sundown of the day prior to the scheduled pickup and no later than 6:30 a.m. on the day of collection. Containers shall be removed no later than one hour after sundown on the day of collection.

The Superintendent of Public Works and the Borough Administrator will designate who within the Department will enforce this ordinance.

BE IT FURTHER RESOLVED that these regulations shall take effect as of the 1st day of January, 2021.

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

No.1-21-06

WHEREAS, NJSA 40A:4-63 provides that money held in any separate fund shall be treated as moneys held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Unity Bank shall be the depository for the General Account and the Bail Account of the Borough of Highland Park for the period ending December 31, 2021 and the custodian shall be Judge Edward H. Herman, Municipal Court Judge.

BE IT FURTHER RESOLVED that all disbursements shall be made by check signed by Judge Edward H. Herman, Municipal Court Judge, or Tracey Horan, Municipal Court Administrator.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-21-07

WHEREAS, the Borough Council of the Borough of Highland Park has received requests from individual employees that personnel discussions involving them be held in open session; and

WHEREAS, the Borough Council desires to formulate a policy for use in such cases that is consistent with the Open Public Meetings Act, N.J.S. 10:4-6 et seq.,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following policy is hereby adopted with respect to possible closed sessions dealing with personnel matters:

1) except in cases of bona fide emergencies all closed sessions - personnel matters will be listed in the agenda for the Conference or Regular Meeting at which such matter may be discussed and will show the name or names of the personnel involved;

2) agendas for all Conference and Regular meetings will be prepared, posted on the Open Public Meetings Bulletin Board in Borough Hall and available for distribution by the Borough Clerk by no later than 3:00 p.m. on the day preceding the Conference or Regular meeting;

3) in situations where the need for closed session arises after preparation of the meeting agenda, the Borough Clerk will be notified and every reasonable effort will be made to notify the affected personnel as far in advance as possible of the meeting at which his, her or their personnel matter may be discussed;

4) motions for Closed Sessions, the procedures during such sessions and all other matters relating to such sessions and the matters discussed and decisions reached in such sessions will be governed by the Open Public Meetings Act;

5) requests for open personnel sessions will be submitted on the form available in the Borough Clerk's office or a similar form;

1) employees or their representatives will be afforded an opportunity to comment during open personnel sessions but no cross-examination or dialogue will be allowed;

2) notice of this policy will be given to Borough employees by inclusion with their paychecks and/or via email at least twice each year in January and July.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-21-08

BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

1. That The Home News Tribune, of Neptune, NJ, shall be designated as the official newspaper of the Borough of Highland Park.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-21-09

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures are hereby adopted for the year 2021, to wit:

1. That the following formula be used in those instances where the Governing Body agrees to reimburse residents for programs offered to the disabled by other municipalities upon request of the disabled individual or his or her guardian in order to insure access to Borough programs under the Americans with Disabilities Act:

$$\text{Difference of non-res. \& res. Fee} \times \frac{\text{\#of hrs. of Borough Program}}{\text{\# of hrs. of Outside Program}}$$

In no case shall the reimbursement be more than the difference between the non-resident and resident fee.

2. That the "Policy for Furnishing Public Information", pursuant to NJSA 47:1a-1 et seq., as subsequently amended, shall be adopted as official policy of the Borough for 2021.

3. That the "Policy Manual for the Use of Municipally Owned Buildings", as subsequently amended, shall be adopted as official policy of the Borough for 2021.

4. That upon seventy-two (72) hours' notice to the Borough Clerk, the Borough of Highland Park will consider requests for auxiliary aids by any individual with a disability as defined under the Americans with Disabilities Act, and that the individual's choice of auxiliary aid will be given primary consideration and will be honored, unless another effective means of communication exists or that the use of the means chosen creates an undue financial or administrative burden.

5. That the Façade Improvement Program Policy, including Associated A.D.A. & Awning Programs, shall be adopted for the year 2021, as subsequently amended.

6. That the Facility Use Alcohol Permit shall be required to be approved prior to the rental of the Senior/Youth Recreation Center.

7. That the Policy for Maintenance of Trees in the Borough Right-of-Way by Residents shall be adopted for the year 2021.

8. That the Mayor, Borough Administrator or Borough Engineer shall be authorized to sign any and all permits and applications with the State of New Jersey Department of Environmental Protection.

9. That the Borough Administrator shall be authorized to administer the Volunteer Tuition Credit Program.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads and the Borough Engineer forthwith.

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The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-21-10

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures concerning administrative and organization matters are hereby adopted for the year 2021, to wit:

1. That the Borough Administrator, Borough Attorney, Borough Auditor, and all Department Heads shall be required to attend the Council Meeting at which any public information session or public hearing on the budget is held and any meeting at which it is anticipated that the budget is to be adopted. Any person who may be required to attend and not so named will be given at least ten (10) calendar days' notice.
2. That the Borough Administrator, all Department Heads, Borough Attorney, Borough Engineer or Designee, Borough Auditor or Designee, and Borough Planner or Designee shall attend the Annual Reorganization Meeting of the Mayor and Council to be held during the first seven days of January of each year and that Department Heads be required to attend all Committee Meetings of the Governing Body.
3. That the Procedures to be Followed in Seeking and Accepting Grants from Governmental and Privately-Funded Sources of Support shall be adopted as official policy of the Borough for 2021.
4. That the Borough Council will not approve any expenditure of municipal funds, by either direct payment or reimbursement, when said funds are used for dinner meetings, gifts, or any other purposes not associated with the official function of any Board, Commission, Committee, Authority or Agency of the Borough of Highland Park.
5. That the "Personnel Manual and Handbook", as subsequently revised, shall be adopted as official policy of the Borough for 2021.
6. That police weapons, being public property, will not be given to members of the Borough of Highland Park Police Department upon their retirement, termination of employment, or under any other circumstances.
7. That the Co-Sponsorship Policy shall be adopted as official policy of the Borough for 2021.
8. That the Exposure Control Plan, a complete copy of which is filed in the office of the Borough Clerk, shall be and is hereby adopted for the year 2021.
9. That the Borough Administrator be directed to establish as a priority the exploration of new cooperative agreements in the areas of personnel, equipment purchases, and repair and maintenance.
10. That Borough Hall and the Senior/Youth Recreation Center will modify work hours on Tuesdays by remaining open until 6:00 PM, with Borough Hall closing on Friday at 1:00 PM.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads forthwith.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-21-11

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following are designated in the positions opposite their name for the year 2021:

<u>NAME</u>	<u>POSITION</u>
Teri Jover, Borough Administrator	Insurance Commissioner to the Garden State Municipal Joint Insurance Fund
Joan Hullings, Borough Clerk	Alternate Insurance Commissioners
Emma Missey	
Joan Hullings, Borough Clerk	Assessment Search Officer
Jennifer Santiago, Deputy Clerk	Affirmative Action Public Agency Compliance Officer
Frank Troy	Recycling Coordinator Clean Communities Coordinator

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

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-21-12

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following financial procedures are hereby established for the year 2021:

1. That the following banks shall be designated as official depositories for the Borough's accounts, and the custodian of these accounts shall be the Chief Financial Officer and the Borough Administrator. Two signatures are required on all checks. The Mayor, Borough Administrator and Borough Clerk are authorized to sign checks.

BANK

Bank of America
PNC Bank
Provident
Wachovia
Unity Bank

2. That withdrawals from the following accounts shall be made on forms provided and signed by Borough Administrator or Chief Financial Officer or Treasurer and the Mayor:

Current	Dog License	Payroll
Trust Other	General Capital	Payroll Agency
Claims Fund	Water & Sewer Operating	Recreation Trust
Assessment Trust	Grants	Unemployment Trust
Water & Sewer Capital	Tax Collector's Trust*	

*Tax Collector's Trust only can be signed by Tax Collector as well as above signatories.

3. That the Tax Collector shall be directed to collect interest at 8% per annum on the first \$1,500.00 of delinquency, and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date when any tax installment shall be payable and delinquent until the date said installment together with interest is paid, provided, however, that if any installment is paid within ten (10) days after the due date, then in that event there shall be no interest

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charged. The Governing Body may also fix a 6% penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency as billed, prior to the end of the fiscal year.

4. That a centralized petty cash fund in the amount of \$500.00 be established in the Administration Department with the Borough Administrator serving as custodian. Such petty cash funds are to be used for purchases not to exceed \$25.00.
5. That the Borough Administrator shall be and is hereby authorized and directed to make, negotiate or award all purchases, contracts, or agreements, the cost of which does not exceed \$8,000.00, without a further resolution of this Council, except those purchases, contracts or agreements approved by the Library Board of Trustees; and that the Borough Council will continue to approve by individual resolutions all purchases, contracts and agreements, the estimated cost of which is in excess of \$8,000.00, except those purchases, contracts or agreements approved by the Library Board of Trustees.
6. That cash drawers are hereby established in the following departments and amounts in order to make change for in-person cash payments:

<u>Department</u>		<u>Supervisor</u>
Tax Collection Department	\$150.00	Tax Collector
Water/Sewer Department	\$150.00	Tax Collector
Violations Bureau*	\$150.00	Court Administrator
Code Enforcement	\$200.00	Director of Code Enforcement
Police Department	\$ 40.00	Chief of Police
Borough Clerk's Office	\$100.00	Borough Clerk

*Violations Bureau – 3 drawers @ \$50.00 each per AOC recommendation.

7. That the Borough Tax Collector is hereby authorized and directed to schedule and conduct an electronic/on-line tax sale during December, 2021, for all taxes and municipal charges unpaid as of November 11, 2021.
8. That the "Cash Management Plan" as adopted by Resolution No. 4-98-154 on April 7, 1998 and attached to the original of that resolution shall be and is hereby adopted as policy to be utilized for the Borough of Highland Park for 2021, as required under NJSA 40A:5-14 of the Local Fiscal Affairs Law. Certified copies of this resolution shall be filed with the Director of the Division of Local Government Services, the Borough Auditor and the Chief Financial Officer of the Borough.
9. That the Borough Tax Assessor is hereby authorized to file counterclaims in tax appeals for certain properties that said Tax Assessor determines to be under assessed rather than over assessed, subject to the concurrence of the Tax Appeal Attorney.
10. That the Borough Tax Assessor is hereby authorized to file tax appeals, on behalf of the Borough, as it may become necessary from time to time, to correct, amend, or update the records of said Tax Assessor.
11. That the Borough Tax Collector is hereby authorized to process, without further action by the governing body, the cancellation of any property tax refund of less than \$10.00, or any property tax delinquency of less than \$10.00, or any water and sewer refund or delinquency of less than \$10.00, together with interest, per calendar year.
12. The Mayor and Council do hereby authorize the Tax Collector to make any necessary billing corrections to any property that was billed incorrectly as deemed incorrect by the Borough Administrator and issue correct billings.
13. That the Municipal Court is hereby authorized to accept credit card payment of Court fines subject to appropriate bank procedures.
14. That the Finance Department is authorized to process bills for payment, without signatures from the vendor, for State Agencies, County Agencies, Municipal Agencies, Utility Companies, and other agencies that utilize lock boxes for payments (examples: FedEx, UPS, Pitney Bowes, The Home News Tribune, The Star Ledger, USPS, etc.).

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the above departments.

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

No.1-21-13

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following certain fees are hereby established for the year 2020:

1. That copies of official records requested by members of the public and other non-Borough persons, offices and entities shall be available through the Borough Clerk or other custodian upon payment of the following fees, which shall be based upon the total number of pages or parts thereof for each document for which a page or pages are requested:

8 ½ " x 11" paper	\$.05	per page
8 ½" x 14" paper	.07	per page
11" x 19" paper	.07	per page
Election District Map	.75	
Zoning Map	1.50	
DVD/CD w/case	.90	
Blue burn Gramco CD	2.00	

2. That copies of police records maintained by the Police Department which are requested by members of the public and non-Borough offices and entities shall be available upon payment of the following fees for documents, pages or parts thereof:

Motor Vehicle Accident Reports and Investigation Reports

In person requests:

8 ½ " x 11" paper	\$.05	per page
8 ½" x 14" paper	.07	per page

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11" x 19" paper	.07	per page
Other Than In person requests	Flat fee of \$5.00; plus cost of mailing	
Discovery	per page charge plus cost of mailing when applicable	
Copying video tapes	requestor shall provide sealed tape	
Audio tape reproduction	requestor shall provide sealed tape	
Insurance Claims (in person or mailed)	per page charge plus cost of mailing when applicable	
Pistol Permits	2.00	
Firearms Identification Card	5.00	
Fingerprinting other than criminal	25.00	Resident
	25.00	non-resident
Verification Letter	50.00	
Photographs		
4 x 6	10.00	first 10 photos
	5.00	each additional photo
8 x 10	20.00	first 10 photos
	5.00	each additional photo

If records are requested in a medium other than paper, the fee shall be the cost of the medium and conversion costs when applicable.

3. That the following schedule of fees is hereby established for recreation activities conducted by the Community Services Department:

Program Fees	Participant Fees		
	HP	Non-resident	
Description			
<u>Programs</u>			
Late Fees	\$15.00	\$15.00	
Men's Basketball	\$30.00	\$40.00	(10 sessions)
Flag Football	\$95.00	\$120.00	
Adult Indoor Soccer	\$30.00	\$50.00	(10 sessions)
Adult Soccer on the turf	\$30.00	\$40.00	(10 sessions)
Soccer Clinics	\$50.00	\$70.00	(5 sessions)
Fall Soccer	\$75.00	\$90.00	
Youth Basketball	\$75.00	\$90.00	
Youth Baseball and Softball	\$75.00	\$90.00	
Men's Softball (per team)	\$300.00	\$300.00	
Women's Softball (per team)	\$300.00	\$300.00	
Tennis	\$80.00	\$96.00	(8 sessions)
Youth Track and Field	\$60.00	\$80.00	(8 sessions)
Volleyball - Adult	\$30.00	\$40.00	(10 sessions)
Israeli Dance	\$80.00	\$100.00	(10 sessions)
Fitness For All	\$80.00	\$100.00	(10 sessions)
Tai Chi	\$80.00	\$100.00	(10 sessions)
Adult Class 2X per week	\$130.00	\$160.00	(20 sessions)
Misc. Programs			
Summer Camp	\$200.00	\$250.00	(per week)
before care	\$25.00	\$30.00	
aftercare	\$50.00	\$60.00	
Table Tennis	\$40.00	\$48.00	(4 sessions)
Theater	\$150.00	\$200.00	
Chess	\$80.00	\$95.00	(8 sessions)
Art Class	\$30.00	\$36.00	(5 sessions)
Juggling Club	\$30.00	\$36.00	(5 sessions)
Engineering/Coding	\$60.00	\$80.00	(5 sessions)
Art Class – Painting	\$30.00	\$36.00	(5 sessions)
Art Class – Ceramics	\$60.00	\$80.00	(6 sessions)
Adult Classes	\$10.00	\$12.00	Per session

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Program Fees	Participant Fees	
	HP	Non-resident
Sports Sponsors	\$300	Supports a team in 1 sport
	\$600	Supports teams in 3 sports
Vendor Fees	\$150	Food Vendor
		Small Merchandise
	\$100	Vendor
	\$150	Large Merchandise
	\$50	Vendor Any Highland Park Business
In Town Yearly Membership	15.00	Per person
Out of Town Membership	85.00	Per person
Senior Holiday Party & Luncheon	10.00	Per person
Craft Programs	5.00	Per session
Jewelry Workshop	5.00	Per session
Atlantic City Trips	35.00	Per trip (3/4 times per year)
Columbus Market	5.00	Per trip
NYC Broadway Shows	TBA	Based on show
Peddler's Village	15.00	Per trip
Smithville	15.00	Per trip
Delicious Orchards	5.00	Per trip
Longwood Gardens	TBA	Per trip
Duke Farms	15.00	Per trip
Hunterdon Hills Playhouse	60-80.00	Based on show
Villa Roma Resort Trip	TBA	
Jackson & Jersey Shore Outlets	10.00	Per trip
Pottery Studio Trip	5.00	Per trip
Long Branch/Point Pleasant Beach	10.00	Per trip
NJ Flower & Garden Show	5.00	Per trip
Diamond Tours Trips	TBA	Based on location
Rendezvous Travel Trips	TBA	Based on location
Cornucopia Cruise Trips	\$60.00	Spring & Fall
Monday Movie Donations	\$1.00	Per movie
Donation Drive	TBA	Spring & Fall (for Community Center)
Senior Exercise Programs	1.00	Per class or payment plan on bundle
Turf Field		
Out-of-town groups	\$150/hour	Full field
	\$50/hour	½ field
Out-of-town groups (non-profit)	\$10/hour	Light charges
	\$100/hour	Full field
	\$34/hour	½ Field
	\$10/hour	Light charges
Running Track		
Out-of-town groups	\$100/hour	
Out-of-town groups (non-profit)	\$60/hour	

To be eligible for a scholarship, participant must submit application by the due date. Free and Reduced lunch would pay for 40% of the program fee and reduced lunch would pay for 60% of the program fee. The federal income eligibility guidelines may be used to determine eligibility. One coach per team does not pay a fee for his/her child (up to \$75.00)

REFUND POLICY

All refunds will be credited to a household account and funds may be used for payment of future registrations. No refunds will be given after the start of the program. A 50% refund (credit to your account) will be given if within two weeks of the start of the program. A refund

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credit will be given if withdrawal from a program occurs more than two weeks from the start of the program (credit to your account) with a \$10.00 Administrative Fee.

4. That the Borough Clerk shall charge a Five (\$5.00) Dollar administrative fee for all resolutions approving refunds for fees, licenses, and permits issued by the Borough Clerk's Office and paid to the Borough, which charge shall be deducted from the refund by the Finance Department.
5. That a fee of Twenty (\$20.00) Dollars shall be charged for all checks or credit cards presented to the Borough in payment of any tax, service, program, etc., that are returned by the bank for any reason, except that in cases where the check is returned in error by the bank, the Finance Director shall waive said fee.
6. That copies of the Highland Park Natural Resource Inventory prepared and published in its original state shall be available to the public at a cost of \$2.50 per copy. That copies of the Master Plan prepared and published in its original state shall be available to the public at a cost of \$4.50 per copy; and that copies of the Land Use Ordinance prepared and published in its original state shall be available to the public at a cost of \$17.50 per copy.
7. That the Community Services Department will charge an annual fee of \$85.00 to any non-resident senior seeking access to senior programs, events and services, excluding transportation costs to and from the Senior/Youth Recreation Center, in addition to any and all other fees for specific programs, events and services.
8.
 - a. That the Borough Tax Collector shall charge a fee of \$100.00 to prepare duplicate certificate of tax sale for a lost or destroyed tax sale certificate.
 - b. That the Borough Tax Collector shall charge a fee of \$50.00 to prepare a Certificate for Redemption of Certificate of Sale.
 - c. That the Borough Tax Collector shall charge a fee of \$25.00 per tax sale notice mailing to property owners, said mailings not to exceed two (2). Such fee shall be added to the cost of said tax sales.
 - d. That the Borough Tax Collector shall charge a fee of \$5.00 to prepare duplicate tax bill (first copy) and a fee of \$25.00 for each subsequent duplicate copy of the same tax bill in the same fiscal year.
9. That the Borough Clerk shall collect a fee for distribution of bid specifications in an amount to be determined by the Borough Engineer.
10. That Sustainable Highland Park shall collect a fee of \$75.00 for participants in Earth Day celebration.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the departments referenced above.

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

No.1-21-14

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that						
the Borough Clerk is hereby authorized and directed to notify the Finance Director that the following are						
the names of the officers and employees of the Borough of Highland Park whose salaries are on an						
annual basis:						
Title	Name		2121	Longevity		2121 Total
			Base	%	Amount	Salary
Mayor	Gayle	Brill Mittler	6,756.00			6,756.00
Council President	Philip	George	5,085.00			5,085.00
Council Member	Tara	Canavera	4,239.00			4,239.00
Council Member	Matthew	Hale	4,239.00			4,239.00
Council Member	Elsie	Foster	4,239.00			4,239.00
Council Member	Stephany	Kim-Chohan	4,239.00			4,239.00
Council Member	Matthew	Hersh	4,239.00			4,239.00
Borough Administrator	Josephine	Jover	110,160.00			110,160.00
Redevelopment Director	Josephine	Jover	15,300.00			15,300.00
Human Resources Coordinator	Leann	Cosley-Richardson	75,144.00			75,144.00
Assistant to the Borough Administrator	Emma	Missey	56,100.00			56,100.00
Borough Clerk	Joan	Hullings	98,619.00		2,500.00	101,119.00
Registrar of Vital Statistics	Joan	Hullings	2,725.00			2,725.00
Deputy Borough Clerk	Jennifer	Santiago	68,178.00			68,178.00
Planning Board, Redevelopment and Zoning Board of Adjustment Clerk	Jennifer	Santiago	22,285.00			22,285.00
Director of Code Enforcement & Construction Official	Scott	Brescher	107,590.00			107,590.00
Capital Projects Manager	Scott	Brescher	11,040.00			11,040.00

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Title	Name		2121	Longevity		2121 Total
			Base	%	Amount	Salary
Electrical Subcode Official/Inspector	Mario	Varone	21,180.00			21,180.00
Plumbing Subcode Official/Inspector	Michael	Rossi	21,182.00			21,182.00
Zoning Subcode Official	Michael	Mullin	14,121.00			14,121.00
Fire Subcode Official	Phillip	Langon	10,334.00			10,334.00
Building Inspector	Michael	Luthman	17,312.00			17,312.00
Master Code Enforcement Officer	Douglas	Sipos	77,061.00			77,061.00
Technical Assistant	Annette	Sorbino	50,436.00			50,436.00
Clerk Typist	Elizabeth	Chevy	38,802.00			38,802.00
Communications Liaison	Monica	Jackson	74,602.00			74,602.00
Public Information Officer/Confidential Aide to Mayor	Harry	Glazer	37,194.00			37,194.00
Teen Center Coordinator	Ashton	Burrell	51,000.00			51,000.00
Recreation Coordinator	Andrea	Costas-Baay	71,766.00			71,766.00
Senior Program Coordinator	Kim A.	McGraw	71,766.00			71,766.00
Municipal Alliance Coordinator	Kim A.	McGraw	5,306.00			5,306.00
Social Worker	Nicole	Huff	46,308.00			46,308.00
Clerk Typist	Janet	Molina	42,968.00		1,350.00	44,318.00
Community Services Assistant	Kimberly	McGraw	42,137.00			42,137.00
Municipal Court Administrator	Tracy	Horan	74,664.00			74,664.00
Deputy Court Administrator	Linda	Simons	52,030.00			52,030.00
Municipal Court Judge	Edward E	Herman	43,431.00			43,431.00
Supt. Public Works & Utility	Michael	Wieczorkiewicz	105,060.00			105,060.00
Foreman	Frank	Troy	90,586.00			90,586.00
Clean Communities Coordinator	Frank	Troy	1,250.00			1,250.00
Recycling Coordinator	Frank	Troy	2,000.00			2,000.00
Administrative Assistant	Linda	Monte	59,945.00		1,350.00	61,295.00
Director of Finance	Lori	Majeski	51,000.00			51,000.00
Chief Financial Officer	Lori	Majeski	66,300.00			66,300.00
Assistant Finance Officer	Nerea	LaFontaine	63,672.00			63,672.00
Library Director	Katherine	Jaggers	96,000.00			96,000.00
Master Circulations Coordinator	Valeri	Drach Weidman	60,939.00			60,939.00
Administrative Assistant	Renee	George	65,121.00			65,121.00
Senior Librarian	Sherry	Johnson	78,462.00			78,462.00
Senior Library Assistant	Indru	Udeshi	50,887.00			50,887.00
Senior Librarian	Karen	Jarzabski Mitchell	73,190.00			73,190.00
Tax Assessor	Thomas	Mancuso	45,164.00			45,164.00
Tax Assessor Clerk	Kathleen	Davies	16,646.00			16,646.00
Tax Collector	Elsa	Diaz	65,280.00			65,280.00
Tax Clerk Typist	Mary Ann	Autunnale	37,970.00			37,970.00
Director of Emergency Services	Patrick	Renaldi	40,800.00			40,800.00
Public Safety Telecommunicator	Patrick	Keogh	55,992.00			55,992.00

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Title	Name		2121	Longevity		2121 Total
			Base	%	Amount	Salary
Public Safety Telecommunicator	Janet	Marcik	55,992.00			55,992.00
Public Safety Telecommunicator	Kaitlyn	Cox	54,892.00			54,892.00
Public Safety Telecommunicator	Neena	Altomonte	44,342.00			44,342.00
Crossing Guard	Catherine	Ciorciari	11,549.00			11,549.00
Crossing Guard	Mary Ann	Kinsey	11,549.00			11,549.00
Crossing Guard	Kibby	May	11,549.00			11,549.00
Crossing Guard	Lucille	Morris	11,549.00			11,549.00
Crossing Guard	Charlene	Rayside	11,549.00			11,549.00
Crossing Guard	Beverly	Robinson	11,549.00			11,549.00
Crossing Guard	Michael	Stazeski	11,549.00			11,549.00
Crossing Guard	Margaret	Toman	11,549.00			11,549.00
Crossing Guard	Deborah	Riddick Smith	11,059.00			11,059.00
Crossing Guard	Jacqueline	Rhein	9,208.00			9,208.00
Crossing Guard	Elizabeth	Roesener	9,208.00			9,208.00
Administrative Assistant	Joann	Kopetsky	59,945.00		1,350.00	61,295.00
Principal Clerk Typist	Barbara	Fromhold	52,030.00			52,030.00
Police Records Clerk	Megan	Berry	42,968.00			42,968.00
Firefighter Supervisor	Andrew	Berardo	18,727.00			18,727.00
Firefighter	Norman	Shamy	55,141.00			55,141.00
Police Chief	Richard	Abrams	171,666.00			171,666.00
Police Captain	Jose	Curbelo	153,929.00			153,929.00
Lieutenant of Police	Thomas	Hammill	144,330.00			144,330.00
Lieutenant of Police	John	Sachau Jr.	140,085.00			140,085.00
Sergeant of Police	Jason	Culver	136,891.00			136,891.00
Sergeant of Police	Theodore	Haas	137,203.00			137,203.00
Sergeant of Police	Mohab	Hannout	132,560.00			132,560.00
Sergeant of Police	David	Soden	132,560.00			132,560.00
Sergeant of Police	Derek	Wenskoski	137,109.00			137,109.00
Police Officer	Sean	Bibby	94,801.00		1/1/21-6/10/21	94,801.00
	Sean	Bibby	111,585.00		6/11/21-12/31/21	111,585.00
Police Officer	Shakiyla	Brown	44,449.00		1/1/21-12/15/21	44,449.00
			52,841.00		12/16/21-12/31/21	52,841.00
Police Officer	Matthew	Buttermark	52,841.00		1/1/21-6/16/21	52,841.00
	Matthew	Buttermark	61,223.00		6/14/21-12/31/21	61,223.00
Police Officer	Caitlyn	Dean	52,841.00		1/1/21-3/18/21	52,841.00
	Caitlyn	Dean	61,223.00		3/19/21-12/31/21	61,223.00
Police Officer	Christopher	DeCosta	103,193.00		1/1/21-6/4/21	103,193.00
	Christopher	DeCosta	111,585.00		6/5/21-12/31/21	111,585.00
Police Officer	Bryant	Fitzgerald	69,625.00		1/1/21-11/23/21	69,625.00
	Bryant	Fitzgerald	78,017.00		11/24/21-12/31/21	78,017.00
Police Officer	Sean	Garley	122,977.00			122,977.00
Police Officer	Kevin	Garrity	122,977.00			122,977.00
Police Officer	Alaina	Giles	111,585.00		1/1/21-8/17/21	111,585.00
	Alaina	Giles	122,977.00		8/18/21-12/31/21	122,977.00
Police Officer	Sean	McGraw	122,977.00			122,977.00
Police Officer	Louis	Middleton	44,449.00		1/1/21-6/25/21	44,449.00
	Louis	Middleton	52,841.00		6/26/21-12/31/21	52,841.00

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Title	Name		2121	Longevity		2121 Total
			Base	%	Amount	Salary
Police Officer	Joseph	Olarra, Jr.	69,625.00		1/1/21-11/23/21	69,625.00
	Joseph	Olarra, Jr.	78,017.00		11/24/21-12/31/21	78,017.00
Police Officer	Brian	O'Mara	122,977.00			122,977.00
Police Officer	Adalberto	Pacheco	69,625.00		1/1/21-2/10/21	69,625.00
	Adalberto	Pacheco	78,017.00		2/11/21-12/31/21	78,017.00
Police Officer	Gaetano	Palumbo	111,585.00		1/1/21-5/31/21	111,585.00
	Gaetano	Palumbo	122,977.00		6/1/21-12/31/21	122,977.00
Police Officer	Michael	Puchacz	52,841.00		1/1/21-10/6/21	52,841.00
	Michael	Puchacz	61,233.00		10/7/21-12/31/21	61,233.00
Police Officer	Theo	Richards	44,449.00		1/1/21-3/15/21	44,449.00
	Theo	Richards	52,841.00		3/16/21-12/31/21	52,841.00
Police Officer	Roland	Sams	44,449.00		1/1/21-3/15/21	44,449.00
	Roland	Sams	52,841.00		3/16/21-12/31/21	52,841.00
Police Officer	Kevin	Shiffner	111,585.00		1/1/21-8/14/21	111,585.00
	Kevin	Shiffner	122,977.00		8/15/21-12/31/21	122,977.00
BE IT FURTHER RESOLVED by the Borough Council of the Borough of Highland Park						
following are the names of the officers and employees of the Borough of Highland Park whose salaries						
are on an hourly basis:						
Title	Name		2121	Longevity		2121 Total
			Hourly Rate	%	Amount	Hourly Rate
Community Service Receptionist	Maria	Austin	18.57			18.57
Community Service Receptionist	Symone	Banks	15.64			15.64
Recreation Assistant	Dvir	Ravee	16.86			16.86
Seasonal Recreation	Michael	Cederbaim	12.00			12.00
Seasonal Recreation	Sapir	Filharrt	12.00			12.00
Seasonal Recreation	Benjamin	Godish	12.00			12.00
Seasonal Recreation	Leah	Kaper-Dale	12.00			12.00
Seasonal Recreation	Sena	Kaper-Dale	12.00			12.00
Seasonal Recreation	Curtis	Morris	12.00			12.00
Seasonal Recreation	Faizon	Morris	12.00			12.00
Seasonal Recreation	Eliam	Nagel	12.00			12.00
Seasonal Recreation	Tyler	Trinh	13.00			13.00
Clean Communities	Xavier	Hudgins	12.00			12.00
Driver	Edward	Corson	36.63			36.63
Driver	Robert	Cahill	35.77			35.77
Driver	Michael	Milan	35.77			35.77
Driver	Dennis	Chekenian	28.94			28.94
Equipment Operator	Thomas	Kohler	37.51			37.51
Senior Laborer	Frederick	Long	25.26			25.26
Senior Laborer	James	Webb Sr.	25.26			25.26
Senior Laborer	Antonio	Avila	22.94			22.94
Senior Laborer	David	Baldwin	25.26			25.26
Master Laborer	Mark	Rohan	33.05			33.05
Master Laborer	Jeffrey	Reap	30.32			30.32

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Title	Name		2121	Longevity		2121 Total
			Hourly Rate	%	Amount	Hourly Rate
Master Laborer	John	Geoghan	27.97			27.97
Master Laborer	Rudolph	Rohan	33.05			33.05
Master Laborer	Jose	Gonzalez	35.77			35.77
On-Call Firefighter	Andrew	Berardo	21.36			21.36
On-Call Firefighter	Christopher	Inzano	21.36			21.36
On-Call Firefighter	Hector	Malave	21.36			21.36
On-Call Firefighter	Kevin	Meehan	21.36			21.36
On-Call Firefighter	Jeffrey	Morris	21.36			21.36
On-Call Firefighter	Lawrence	Thiel Jr	21.36			21.36
On-Call Firefighter	Douglas	Watt	21.36			21.36
On-Call Firefighter	Christopher	Ziobro	21.36			21.36
Part-Time Librarian	Carla	Herniter	32.69			32.69
Part-Time Librarian	Jennifer	Larsen	32.69			32.69
Library Assistant	Marta	Herrera	13.43			13.43
Library Assistant	Eleanor	Johnsen	13.00			13.00
Library Assistant	Talia Rose	Lapidus	13.00			13.00
Library Assistant	Finegan	Girvan	13.00			13.00
Library Assistant	Grace	McKenna	13.00			13.00
Library Assistant	Rose	Teixeira	13.00			13.00
Special Law Enforcement Officer II	James	Feaster	27.06			27.06
Public Safety Telecommunicator	Neena	Altomonte	22.01			22.01

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

The following resolution, introduced by the Finance Committee, was duly adopted as above.
No.1-21-15

WHEREAS, situations develop that require the appointment of special counsel to the Borough's Zoning Board of Adjustment and Planning Board; and

WHEREAS, the need for special counsel cannot always be anticipated and accordingly cannot be included in the budgets of the Borough and of the Boards; and

WHEREAS, while the Governing Body recognizes the independent authority of its local boards, efficient and financially responsible local government needs and requires the cooperation of and communication by and between the local boards and the Governing Body;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that prior to any local board of the Borough entering into an agreement for special counsel where the monetary amount exceeds that appropriated to the local board by the Governing Body, the Governing Body shall be notified of the following:

- (a) The reason said appointment is necessary;
- (b) The name of the special counsel;
- (c) The hourly rate to be received by the special counsel;
- (d) An anticipated budget for the services to be rendered by the special counsel;

and

BE IT FURTHER RESOLVED that no agreements for special counsel shall be entered into, until such time as the Governing Body has had an opportunity to review the requested information and approve the funds necessary to compensate special counsel; and

BE IT FURTHER RESOLVED that the Governing Body requests that, whenever possible, agendas be prepared so that matters requiring the attendance of both the appointed board attorney and the special counsel are not heard on the same evening; and

BE IT FURTHER RESOLVED that no compensation shall be paid to a board attorney who does not attend either a regular or special meeting of the board to which he or she is appointed; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the chairpersons, secretaries and attorneys of the Boards, and to the Borough's Finance Director.

Mayor Brill Mittler appointed the following to serve as Professionals for 2021:

<u>NAME</u>	<u>POSITION</u>
Edwin Schmierer, Esq.	Borough Attorney
Martin Allen, Esq.	Tax Appeal Attorney
Arthur Thibault, Esq.	Labor Attorney
Robert Janzekovich	Borough Prosecutor
Roselli & Roselli	Public Defender
Wilentz, Goldman & Spitzer	Bond Counsel
David J. Samuel	Borough Engineer
Gerard Stankiewicz	Borough Auditor
James Constantine	Borough Planner
Jeffrey Surenian	Special COAH Attorney
Joseph Baumann	Special Redevelopment Counsel
David Balken	Risk Manager

On motion made by Councilwoman Foster, seconded by Councilman George, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan.

Opposed: None.

Absent: None.

ORGANIZATION MEETING – JANUARY 5, 2021

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2021:

<u>NAME</u>	<u>POSITION</u>
Linda Simmons	Deputy Court Administrator
Jennifer Santiago	Deputy Borough Clerk
Scott Brescher	ADA Coordinator
Philip George	Council Rep., Library Board of Trustees
Lori Majeski	Qualified Purchasing Agent

On motion made by Councilman Hale, seconded by Councilwoman Foster, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim-Chohan.

Opposed: None.

Absent: None.

Abstained: None.

Mayor Brill Mittler appointed the following to serve for term to expire August 1, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
Maggie Dominick	Arts Commission

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Robert Holzapfel	Board of Adjustment
Robert Roesener	Board of Adjustment
Robert Fecter, Alt. #1	Board of Adjustment
Alvin Chin, Alt. #2	Board of Adjustment

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
Candace Feinberg	Board of Health
Diane Heimlich	Board of Health
Sara Kelly	Board of Health

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Stephany Kim-Chohan	CDBG Advisory Committee
Edward Prince	CDBG Advisory Committee
Sheila Highsmith	CDBG Advisory Committee
Deborah Morgan	CDBG Advisory Committee

Mayor Brill Mittler appointed the following to serve for terms to expire March 2, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
Kim Kershaw	Commission for Universal Access
Jan Verstraete	Commission for Universal Access
Michaele May, Alt. #1	Commission for Universal Access
Marlene Tarshish, Alt. #2	Commission for Universal Access

Mayor Brill Mittler appointed the following to serve for term to expire August 6, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
George Heibel	Cable Television Advisory Committee

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Joanna Joseph	Community Emergency Response Team
Elissa Kaplan	Community Emergency Response Team
Pamala Plastock	Community Emergency Response Team
Brian Douches	Community Emergency Response Team
Roberto Munoz	Community Emergency Response Team
Shari Larsen	Community Emergency Response Team
Paul Scharf	Community Emergency Response Team
Susan Winter	Community Emergency Response Team
David Larsen	Community Emergency Response Team
Bruce Nadler	Community Emergency Response Team
Ann-Sheryl White	Community Emergency Response Team
Nancy Wolf	Community Emergency Response Team
Rodolfo Juliani	Community Emergency Response Team

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Janice Ballou	Community Food Pantry
Monica Day	Community Food Pantry
Andrea Greenberg-Horowitz	Community Food Pantry
Laurel Kornfeld	Community Food Pantry
Lynne Platt	Community Food Pantry
Susan MacKinnon	Community Food Pantry
Deborah Convery	Community Food Pantry
Bruce Bush	Community Food Pantry
Evelyn Sedehi	Community Food Pantry
Nancy Lord	Community Food Pantry
Craige Ambroch	Community Food Pantry
Miriam Lefkowitz, Alt.	Community Food Pantry

ORGANIZATION MEETING – JANUARY 5, 2021

Kathi Lombardi, Alt.

Community Food Pantry

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
Dee Donnelly, Alt. #2	Council on Aging

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Thomas Hammill, Police Dept. Rep.	Emergency Management Council
Linda Hoefele	Emergency Management Council
Teri Jover	Emergency Management Council
Michael Wieczorkiewicz	Emergency Management Council
Scott Brescher	Emergency Management Council
Nancy Wolf	Emergency Management Council

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Leann Cosley Richardson	Employee Safety Committee
Rick Abrams	Employee Safety Committee
Michael Wieczorkiewicz	Employee Safety Committee
Edward Corson	Employee Safety Committee
Renee George	Employee Safety Committee
Brian O'Mara	Employee Safety Committee
Kim McGraw	Employee Safety Committee
Nicole Huff	Employee Safety Committee

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2026:

<u>NAME</u>	<u>COMMITTEE</u>
Linda Tondow	Ethics Board
Chris Rasmussen	Ethics Board

Mayor Brill Mittler appointed the following to serve for terms to expire April 20, 2022:

<u>NAME</u>	<u>COMMITTEE</u>
John Beetham	Historical Commission
Bernice Bernstein	Historical Commission
Donald Beetham	Historical Commission
Jeremy Gross	Historical Commission
Grazina Strolia	Historical Commission

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Monica Jackson	HP Gives a Hoot Committee
Sylvia Hove	HP Gives a Hoot Committee
Michael Buchman	HP Gives a Hoot Committee
Evelyn Sedehi	HP Gives a Hoot Committee
H. James Polos	HP Gives a Hoot Committee
Marilyn Pruce	HP Gives a Hoot Committee
Derek Gamble	HP Gives a Hoot Committee

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Cassandra Oliveras-Moreno	Library Board of Trustees

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2025:

<u>NAME</u>	<u>COMMITTEE</u>
Ghislaine Darden	Library Board of Trustees

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Cliff Lacy	Mayor's Wellness Campaign
David Seigman	Mayor's Wellness Campaign
Ptl. Gaetano Palumbo	Mayor's Wellness Campaign
Donald Corr	Mayor's Wellness Campaign
Michele Kornblum	Mayor's Wellness Campaign
Dr. Marc Scheiner	Mayor's Wellness Campaign

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Natalie Levine	Mayor's Equity Advisory Council
Franklin Moreno	Mayor's Equity Advisory Council
Pastor Antoinette Moss	Mayor's Equity Advisory Council
Jeffrey Vardaro	Mayor's Equity Advisory Council
Norma Vargas, HRC Rep.	Mayor's Equity Advisory Council
Carolyn Timmons	Mayor's Equity Advisory Council
Steven Allard, NAACP Rep.	Mayor's Equity Advisory Council
Kermit Moss, Jr.	Mayor's Equity Advisory Council
John Wenz, HRC Rep.	Mayor's Equity Advisory Council
Kevin Dougherty	Mayor's Equity Advisory Council

ORGANIZATION MEETING – JANUARY 5, 2021

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Ptl. Brian O'Mara	Municipal Alliance
Elizabeth Asamoah	Municipal Alliance
Austin Morreale	Municipal Alliance
Lara Arp	Municipal Alliance
Ashton Burrell	Municipal Alliance
Leann Cosley-Richardson	Municipal Alliance
Rev. Seth Kaper-Dale	Municipal Alliance
Irene Marx	Municipal Alliance
Wendy Yang	Municipal Alliance
Kimberly McGraw	Municipal Alliance

Mayor Brill Mittler appointed the following to serve for terms to expire May 1, 2023:

<u>NAME</u>	<u>COMMITTEE</u>
Valerie Drach Weidmann	Public Information Commission
Haim Cohen	Public Information Commission
Shelee Saal	Public Information Commission

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Micky Landis	Recreation Advisory Committee
Debbie Hehir	Recreation Advisory Committee
Kenneth Haskins	Recreation Advisory Committee
Kathie Pace	Recreation Advisory Committee
Jay Weinberg	Recreation Advisory Committee
Nick Kambitsis	Recreation Advisory Committee
Shawn Harrison	Recreation Advisory Committee
Andrea Alexander	Recreation Advisory Committee
Yudi Davis	Recreation Advisory Committee
Alex Duncan	Recreation Advisory Committee
Ryan Potter	Recreation Advisory Committee

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Wolfram Hoefer	Rehab. & Redevelopment Screening Comm.
Judy Richman	Rehab. & Redevelopment Screening Comm.
Robert Fechter	Rehab. & Redevelopment Screening Comm.
Randall Solomon	Rehab. & Redevelopment Screening Comm.
Kim Hammond	Rehab. & Redevelopment Screening Comm.
Rebecca Hersh	Rehab. & Redevelopment Screening Comm.
James Nichols	Rehab. & Redevelopment Screening Comm.

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
Peter Bilton	Safe Walking & Cycling Committee
Sean Meehan	Safe Walking & Cycling Committee
Jan Verstraete	Safe Walking & Cycling Committee
William Winfrey	Safe Walking & Cycling Committee
Aaron Coneen	Safe Walking & Cycling Committee

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Roseanne Baruh	Shade Tree Advisory Committee
Karen Swaine	Shade Tree Advisory Committee
Aileen Coffey	Shade Tree Advisory Committee
Carol Avelsgaard	Shade Tree Advisory Committee
Mary Denver	Shade Tree Advisory Committee
Mary Ann Allard	Shade Tree Advisory Committee
Marian Sackowitz	Shade Tree Advisory Committee
Paul Sauers	Shade Tree Advisory Committee

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Allan Williams	Sustainable Highland Park
Hagit Mano	Sustainable Highland Park
Irene Riegner	Sustainable Highland Park
Irene Chan Marx	Sustainable Highland Park
Wendy Rosen	Sustainable Highland Park
Paul Sauers	Sustainable Highland Park
Olivia Park	Sustainable Highland Park

On motion made by Councilwoman Foster, seconded by Councilman George, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim Chohan.

Opposed: None.

Absent: None.

ORGANIZATION MEETING – JANUARY 5, 2021

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
Jonathan Abrams	Environmental Commission
Karen Swaine	Environmental Commission
Allan Williams	Environmental Commission

Mayor Brill Mittler appointed Scott Brescher to serve as the Borough Official Member of the Planning Board for a term to expire January 1, 2022.

Mayor Brill Mittler appointed Padraic Millet to serve as the Mayor's Designee on the Planning Board for a term to expire December 31, 2021.

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Kim Hammond	Planning Board
Khalidra Hadhazy, Alt. #2	

Mayor Brill Mittler appointed Ronald Wong to serve as the Mayor's Alternate on the Library Board of Trustees for a term to expire December 31, 2021.

Mayor Brill Mittler appointed the following to serve for terms to expire April 17, 2024:

<u>NAME</u>	<u>COMMITTEE</u>
Ashton Burrell	Human Relations Commission
John Wenz	Human Relations Commission
Mary Denver	Human Relations Commission
Donald Beetham	Human Relations Commission
Norma Vargas-Greenberg	Human Relations Commission

NO CONFIRMATION NECESSARY

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Canavera, Foster, George, Hersh, Kim Chohan.
Opposed: None.
Absent: None.
Abstained: Councilperson Hale.

No. 1-21-16

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Matthew Hale be and is hereby appointed as Council member of the Planning Board for a term expiring December 31, 2021.

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

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh.
Opposed: None.
Absent: None.
Abstained: Councilperson Kim-Chohan.

No. 1-21-17

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Stephany Kim-Chohan shall be and is hereby appointed to represent the Highland Park Governing Body as a member of the Middlesex County Housing and Community Development Committee for a term expiring December 31, 2021.

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

Ayes: Councilpersons Canavera, Foster, George, Hale, Hersh, Kim Chohan.
Opposed: None.
Absent: None.

No. 1-21-18

WHEREAS, Section 19 of the Local Budget Law, NJSA 40A:4-19, provides that where contracts, commitments or payments are to be made prior to the final adoption of the 2021 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and the time therein provided, and

WHEREAS, the date of the adoption of this resolution is within the first thirty days of January, 2021; and

WHEREAS, 26.25 percent of the total appropriation in the 2020 General Operating and Water and Sewer Budgets exclusive of any appropriations made for debt service, capital improvement fund and public assistance is the sum of Three Million, Nine Hundred Eighty-Nine Thousand, Six Hundred Seventy-Six Dollars and Fifty-Six Cents (\$3,989,676.56); and

WHEREAS, 26.25% of the Water and Sewer Budget for 2020, excluding any appropriations made for debt service, capital improvement fund and public assistance is One Million, One Hundred Forty-Three Thousand, Eight Hundred, Ninety-Four Dollars and Twenty Cents (\$1,143,894.20); and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the attached temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer of the Borough.

ORGANIZATION MEETING – JANUARY 5, 2021

2021 Temporary Operating Budget

DESCRIPTION	ACCOUNT NUMBER	2021 TEMPORARY BUDGET
GENERAL GOVERNMENT FUNCTIONS		
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	70,000.00
Other Expenses	20-100-2	6,000.00
MAYOR & COUNCIL		
Salaries & Wages	20-110-1	8,500.00
Other Expenses	20-110-2	5,000.00
MUNICIPAL CLERK		
Salaries & Wages	20-121-1	44,000.00
Other Expenses	20-121-2	18,000.00
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	58,000.00
Other Expenses	20-130-2	6,000.00
ANNUAL AUDIT		
Other Expenses	20-135-2	7,000.00
TAX COLLECTION		
Salaries & Wages	20-145-1	50,000.00
Other Expenses	20-145-2	5,000.00
TAX ASSESSMENT		
Salaries & Wages	20-150-1	16,000.00
Other Expenses	20-150-2	3,500.00
LEGAL SERVICES		
Other Expenses	20-155-2	80,000.00
ENGINEERING & PLANNING		
Other Expenses	20-165-2	5,000.00
COMMUNITY & ECONOMIC DEVELOPMENT		
Salaries & Wages	20-170-1	6,000.00
Other Expenses	20-170-2	26,000.00
INFORMATION TECHNOLOGY		
Other Expenses	20-140-2	28,000.00
CENTRAL SERVICES		
Other Expenses	2-316-2	20,500.00
LAND USE ADMINISTRATION		
PLANNING BOARD		
Salaries & Wages	21-180-1	2,000.00
Other Expenses	21-180-2	12,500.00
ZONING BOARD OF ADJUSTMENT		
Salaries & Wages	21-185-1	5,500.00
Other Expenses	21-185-2	2,000.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-195-2	500.00
INSURANCE		
GENERAL LIABILITY/WORKERS COMPENSATION		
Other Expenses	23-211-2	200,000.00
EMPLOYEE GROUP HEALTH		
Other Expenses	23-221-2	400,000.00
PUBLIC SAFETY FUNCTIONS		
POLICE		
Salaries & Wages	25-240-1	1,000,000.00
Other Expenses	25-240-2	65,000.00
OFFICE OF EMERGENCY MANAGEMENT		
Salaries & Wages	25-250-1	10,000.00
Other Expenses	25-252-2	6,000.00
FIRST AID CONTRIBUTION		
Other Expenses	25-260-2	4,000.00
FIRE		
Salaries & Wages	25-265-1	65,000.00
Other Expenses	25-265-2	22,000.00

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MUNICIPAL PROSECUTOR		
Other Expenses	25-275-2	9,000.00
PUBLIC WORKS FUNCTIONS		
STREETS & ROADS		
Salaries & Wages	26-290-1	325,000.00
Other Expenses	26-290-2	32,000.00
APARTMENT COLLECTION		
Other Expenses	26-305-2	60,000.00
PUBLIC BUILDINGS & GROUNDS		
Salaries & Wages	26-310-1	12,000.00
Other Expenses	26-310-2	46,000.00
MOTOR POOL		
Salaries & Wages	26-315-1	25,000.00
Other Expenses	26-315-2	43,000.00
STORMWATER MAINTENANCE		
Other Expenses	26-1297-2	8,000.00
HEALTH & HUMAN SERVICES FUNCTIONS		
BOARD OF HEALTH		
Other Expenses	27-330-2	500.00
ENVIRONMENTAL COMMISSION		
Other Expenses	27-335-2	250.00
COMMISSION ON IMMIGRANT & REFUGEE AFFAIRS		
Other Expenses	27-336-2	250.00
SAFE WALKING & CYCLING COMMITTEE		
Other Expenses	27-337-2	500.00
SUSTAINABLE HIGHLAND PARK		
Other Expenses	27-338-2	275.00
UNIVERSAL ACCESS COMMISSION		
Other Expenses	27-334-2	500.00
HISTORICAL COMMISSION		
Other Expenses	27-339-2	250.00
PARKS & RECREATION FUNCTIONS		
COMMUNITY SERVICES - RECREATION		
Salaries & Wages	28-370-1	30,000.00
Other Expenses	28-370-2	4,000.00
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	55,000.00
Other Expenses	28-371-2	7,500.00
ARTS COMMISSION		
Other Expenses	28-374-2	500.00
SHADE TREE ADVISORY COMMITTEE		
Other Expenses	28-375-2	200.00
CELEBRATION OF PUBLIC EVENTS		
Other Expenses	30-420-2	1,250.00
TEEN CENTER		
Salaries & Wages	28-373-1	22,000.00
Other Expenses	28-373-2	
UTILITY EXPENSES & BULK PURCHASING		
ELECTRICITY		
Other Expenses	31-430-2	29,000.00
STREET LIGHTING		
Other Expenses	31-435-2	44,000.00
TELEPHONE		
Other Expenses	31-440-2	12,500.00
FUEL OIL/GASOLINE/NATURAL GAS		
Other Expenses	31-460-2	26,250.00
SANITARY LANFILL		
Other Expenses	32-465-2	95,000.00
UNIFORM CONSTRUCTION CODE		
Salaries & Wages	22-195-1	92,000.00
Other Expenses	22-195-2	2,100.00

ORGANIZATION MEETING – JANUARY 5, 2021

UNCLASSIFIED		
CABLE TELEVISION		
Other Expenses	30-411-2	2,500.00
ACCUMULATED SICK LEAVE		
Salaries & Wages	30-415-1	
COMMUNICATIONS		
Salaries & Wages	21-105-1	28,000.00
Other Expenses	21-105-2	6,000.00
MUNICIPAL COURT FUNCTIONS		
MUNICIPAL COURT		
Salaries & Wages	43-490-1	50,000.00
Other Expenses	43-490-2	3,200.00
PUBLIC DEFENDER		
Other Expenses	43-495-2	1,500.00
LIBRARY		
Salaries & Wages	29-390-1	200,000.00
Other Expenses	29-390-2	100,000.00
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS		
COUNTY HEALTH SERVICES		
Other Expenses	42-401-2	12,000.00
M.C.I.A. RECYCLING		
Other Expenses	42-402-2	4,000.00
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	4,500.00
PUBLIC AND PRIVATE PROGRAMS		
NJDEP Radon Awareness	41-724-2	
STATUTORY EXPENDITURES		
SOCIAL SECURITY SYSTEM		
Other Expenses	36-472-2	150,000.00
UNEMPLOYMENT COMPENSATION INSURANCE		
Other Expenses	23-225	
PUBLIC EMPLOYEES RETIREMENT SYSTEM		
Other Expenses	36-471-2	
POLICE AND FIREMAN'S RETIREMENT SYSTEM		
Other Expenses	36-475-2	
	SUBTOTAL	3,802,775.00
DEBT SERVICE		
BOND PRINCIPAL	45-920-2	650,000.00
NOTE PRINCIPAL	45-925-2	150,000.00
INTEREST ON BONDS	45-930-2	192,368.75
INTEREST ON NOTES	45-935-2	219,000.00
M.C.I.A. LEASE/LOAN	45-950-2	228,068.00
DBIZ LOAN	45-925-2	34,000.00
	SUBTOTAL	1,473,436.75

GRAND TOTAL	5,276,211.75
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2021 Temporary Water and Sewer Budget

		2021 TEMPORARY BUDGET
OPERATING		
Other Expenses		500,000.00
Middlesex County Utilities Authority		643,000.00
DEBT SERVICE		
Payment of Bond Principal		460,000.00
Interest on Bonds		30,450.00

ORGANIZATION MEETING – JANUARY 5, 2021

Interest on Notes

12,600.00

SUBTOTAL	503,050.00
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GRAND TOTAL	1,646,050.00
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Mayor Brill Mittler opened the meeting for public discussion and called upon all those wishing to speak to identify themselves.

Assemblywoman Nancy Pinkin congratulated the Mayor on her accomplishments this year in her report. It shows that amazing things are done in little tiny Highland Park every day, so you know you are doing a really great job and accomplished a lot not only in thinking outside the box, but bringing in resources from outside the town to help keep taxes stable for the residents. She congratulated Matt Hersh on returning to the Council. It is great to have him back with his enthusiasm and excitement and she is sure that he will do a great job. She congratulated Councilwoman Foster on her decades of service and contributions to the Borough. She thanked the Mayor for honoring Councilwoman Welkovits as she was certainly a big contributor and participated in many of the things that were accomplished over time. It is a big loss, especially during this pandemic. She wished everyone the best for a Happy New Year.

Assemblyman Robert Karabinchak congratulated Matt and Elsie on their election and re-election to the Borough Council. Everyone knows his cell number and he looks forward to working with them this year. He is an optimist that this year is going to be better than last year.

Senator Patrick Diegnan congratulated Matt and Elsie for being sworn in to serve on the Borough Council. As he listened to the invocation, he was moved by comments made by the pastor when she commented on how every voice matters in Highland Park, every point of view is respected, and what an inclusive community Highland Park is. It is tough to watch the news right now seeing what is going on in Washington DC, where the basis of our democracy is really being challenged. He thanked everyone for doing what they do and for being true Americans and standing up for what is right for this country. Keep up the good work. It is truly an honor to represent Highland Park.

John Valeri , 106 South 6th Avenue, commented about social distancing around town and masks not being worn and being tossed onto the streets/sidewalks. He wanted the Borough to pass legislation to require people to wear masks. Borough Attorney Schmierer advised that only the Governor could impose a regulation to require everyone to wear a mask when outside. He also asked when he could expect his road to be fixed. Borough Administrator Jover noted that his street is slated to be paved in spring of 2021.

Mary Forsberg, Denison Street, commented that she has a couple of issues about transparency. She appreciated the fact that the Borough Administrator announced the number of participants at the meeting as it has not been done at other meetings. She believes these meetings should be made as transparent as possible. She noticed that they have not done a good job of making minutes available for the Planning Board and Redevelopment Agency. It took a very long time for them to be produced, particularly when there was a rush to push through this development plan by December 15th. All zoom meetings that the Borough holds should be available to the public to listen to as people are getting very interested in this redevelopment plan that is being proposed. A lot of people have asked for background data information about this redevelopment plan and one of it is available. Borough Administrator Jover noted that all recordings are on the HPTV YouTube page. She noted that the redevelopment plan she refers to is not a plan, but a vision and is just the first step that will get them to a plan.

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

There being no further business, on motion made by Councilman George, seconded by Councilman Hale, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 8:14 PM.

Respectfully submitted,

Joan Hullings
Borough Clerk