

BOROUGH OF HIGHLAND PARK  
REGULAR MEETING  
DECEMBER 7, 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: 932 9877 0692

By Computer, Smart Phone or Tablet:

Web Link: <https://zoom.us/j/93298770692>

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.
  - 5.a Proclamation: 90th Birthday - Ellen Rebarber.
6. Approval of Minutes.

- 6.a **MOTION** to approve minutes of the Regular/Work Session Meeting held September 14, 2021, October 5, 2021, October 19, 2021 and November 9, 2021, as distributed.

**ROLL CALL VOTE**

- 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.
  - 12.a Clerk reports advertising Salary Ordinance Amendment, for consideration of passage on final reading by title.
    - a. MOTION to take up ordinance on final reading by title.
    - b. Public Hearing.
    - c. 12-21-289 Resolution to adopt/reject and advertise ordinance on final reading by title.

**MOTION adopt/reject**

**ROLL CALL VOTE**

- 13. Ordinances Requiring a First Reading.
  - 13.a Clerk reports introduction of Ordinance Amending the Highland Park Borough Code regarding Fair Share Affordable Housing to address the requirements of the New Jersey Superior Court, for consideration of passage on first reading by title.
    - a. **MOTION** to adopt/reject and advertise ordinance on first reading by title.  
(Resolution No. 12-21-290)

**ROLL CALL VOTE**

- 13.b Clerk reports introduction of Ordinance Amending Highland Park Borough Code Pursuant to N.J.S.A. 40:55D-53 Regarding Land Development Performance, Maintenance and Related Guarantees, for consideration of passage on first reading by title.
  - a. **MOTION** to adopt/reject and advertise ordinance on first reading by title.  
(Resolution No. 12-21-291)

**ROLL CALL VOTE**

14. Consent Agenda Items - Resolutions.

**ROLL CALL VOTE**

- 14.a \*12-21-292 Resolution to Schedule 2022 Adjourned and Reorganization Meetings.
- 14.b \*12-21-293 Resolution to Authorize Lease of Postage Machine.
- 14.c \*12-21-294 Resolution to Amend Annual Salary Resolution.
- 14.d \*12-21-295 Resolution to Award Bid for Relocation of Water Mains.
- 14.e \*12-21-296 Resolution Authorizing Cancellation of Taxes.
- 14.f \*12-21-297 Resolution to Purchase Street Sweeper.
- 14.g \*12-21-298 Resolution to Apply for Tree Planting Funds from TD Bank Foundation.
- 14.h \*12-21-299 Resolution to Issue RFP to Implement Downtown Redevelopment Plan for Tracts A-D.
- 14.i \*12-21-300 Resolution to Approve Taxi Operator - 2022.
- 14.j \*12-21-301 Resolution to Approve Taxi Owner - 2022.
- 14.k \*12-21-302 Resolution to Approve Bills List.

15. Resolutions requiring a Separate Reading.

- 15.a 12-21-303 Resolution to Approve Budget Transfers.  
**MOTION** adopt/reject

**ROLL CALL VOTE**

- 15.b 12-21-304 Resolution Requesting Approval of Items of Revenue and Appropriation for Coronavirus Local Fiscal Recovery Fund (LFRF).  
**MOTION** adopt/reject

**ROLL CALL VOTE**

16. Appointments.

Shade Tree Advisory Committee

Christy Van Horn

**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.
  - 19.a
    - a. Middlesex County Multi-Jurisdictional All-Hazards Mitigation Plan (TJ).
    - b. Revaluation Order (SKC).
    - c. Same Day Voter Registration (Hale).
20. Executive Session (if necessary).
21. MOTION to adjourn.
22. **Next Scheduled Meeting: December 21, 2021.**

BOROUGH OF HIGHLAND PARK  
No. 12-21-289

RESOLUTION: Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Ordinance entitled, AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF HIGHLAND PARK AND THE METHOD OF PAYMENT OF SUCH COMPENSATION, passed on final reading at this meeting be delivered to the Mayor for his/her approval, and if approved by him, that the same be recorded in full by the Borough Clerk in a proper book kept for that purpose, and be advertised by publishing the same by title in the "Home News Tribune", of Neptune, New Jersey, a newspaper published in the County of Middlesex and circulating in this municipality, there being no newspaper published in this municipality, in the manner prescribed by law.

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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  
Ordinance No. 21-2038

AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED, "AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF HIGHLAND PARK AND THE METHOD OF PAYMENT OF SUCH COMPENSATION"

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLAND PARK, AS FOLLOWS:

1. Section 1 of the Highland Park Salary Ordinance is amended and supplemented to read as follows:

- I. Personnel Policies and Procedures Handbook of the Borough of Highland Park, as may be amended by Resolution of the Mayor and Council, outlines those personnel policies and procedures for employees and supervisors, including but not limited to:
  - A. Salaries herein set forth, shall be paid twice monthly on the fifteenth day of each month and on the last day of each month. In the event either the fifteenth day or the last day of the month is a weekend or holiday, then payment shall be made on the last work day preceding such date. Nothing hereinafter set forth shall prevent payment for services of a special nature beyond the regular or routine business of the official or employed, or as otherwise specified by resolution of Council.
  - B. Paid Holidays for all non-uniform Borough employees shall be as outlined in the Personnel Policy and Procedures Handbook, or the appropriate collective bargaining agreement. If a holiday falls on a Sunday, it shall be observed on the following Monday. If a holiday falls on Saturday, it shall be observed on the preceding Friday.
  - C. The hereinafter established rate of compensation is intended to remunerate such officials and employees for their regular hours of work without intending to compensate in any way for overtime wages that may become due to them because of services, which they should be called upon to render. Eligibility for overtime is as specified in the ***Borough Personnel Policy and Procedures Handbook*** for non-union administrative employees, and in the appropriate collective bargaining agreement for union employees.
  - D. The Borough of Highland Park reserves the right to pay a salary to a new or old employee at any figure within the established range for such new and/or old employee's duties.
  - E. The adoption of this ordinance shall not operate so as to decrease the present rate of compensation to any official or employee.
  - F. The classified service shall consist of the following positions. The range scale refers to compensation range limits, which shall be paid as set forth herein:

<u>Range Scale</u>	<u>Position</u>
1	Clerk, Planning Board
1	Clerk, Zoning Board of Adjustment
1	Registrar of Vital Statistics
1	Deputy Registrar of Vital Statistics
1	Qualified Purchasing Agent
1	Public Defender
1	Recycling Coordinator
1	Municipal Alliance Coordinator
1	Clean Communities Coordinator
1	Communications Liaison
2	Mayor
2	Council President
2	Council Member
2	Fire Inspector
2	Capital Projects Manager
2	<u>Neighborhood Preservation Program Coordinator</u>
3	Tax Assessor Clerk
3	Policy Assistant to the Mayor
3	Fire Sub-code Official
4	Electrical Sub-code Official/Inspector
4	Plumbing Sub-code Official/Inspector
4	Building Inspector
4	Building Sub-code Official
4	Zoning Sub-code Official
4	Construction Official
5	Redevelopment Director
5	Planning Board, Redevelopment and Zoning Board of Adjustment Clerk
5	Zoning Officer
6	Public Information Officer
6	Public Information Officer/Confidential Aide to Mayor
7	Municipal Court Judge
7	Municipal Prosecutor

9	Assistant to Mayor & Council
9	Assistant to the Borough Administrator
9	Assistant to the Borough Administrator/Project Manager
9	Administrative Secretary
9	Administrative Assistant
9	Fire Inspector/Firefighter
9	Public Safety Director
9	Emergency Services Director
10	Deputy Borough Clerk
10	Human Resources Coordinator
10	Communications Coordinator
10	Recreation Program Coordinator
10	Senior Program Coordinator
10	Teen Center Coordinator
10	Deputy Superintendent, Public Works
10	Assistant Finance Officer
10	Fire Official
10	Firefighter Supervisor
10	Firefighter
10	Tax Assessor
10	IT Coordinator
10	Utility Accounts Manager
10	Payroll & Benefits Coordinator
<b>[10]</b>	<b>[Tax Collector]</b>
11	Director, Department of Code Enforcement
11	Building Inspector
11	Construction Official
12	Community and Economic Development Director
13	Municipal Court Administrator
14	Director of Fire Safety
14	Tax Collector
15	Foreman, Public Works
15	Planner
16	Borough Clerk
16	Director of Finance
17	Director of Community Services
17	Director of Code Enforcement and Construction Official
17	Superintendent of Public Works
18	Chief Financial Officer
18	Borough Administrator
19	Borough Attorney
21	Chief of Police
H-3	Farmers' Market Site Supervisor
H-3	Seasonal Laborer
H-3	Clean Communities Laborer
H-3	Seasonal Recreation
H-4	Miscellaneous Part-time Clerical Employee
H-4	On-Call Firefighter
H-14	Misc. Recreation Program Employee
H-14	Part-Time Administrative Assistant
H-16	Special Law Enforcement Officer II

G. Compensation Schedule for General Officials and Employees paid on an hourly basis:

<u>Range Scale</u>	<u>Minimum</u>	<u>Maximum</u>
H-1	NJ Minimum Wage	\$ 13.26
H-2	NJ Minimum Wage	14.28
H-3	NJ Minimum Wage	15.30
H-4	NJ Minimum Wage	25.50
H-5	9.84	17.34
H-6	10.63	19.38
H-7	11.00	21.42
H-8	12.00	22.44
H-9	13.00	23.46
H-10	14.00	24.48
H-11	15.00	25.50
H-12	16.00	26.52
H-13	18.00	27.54
H-14	19.00	40.80
H-15	20.00	32.64
H-16	21.00	34.68
H-17	22.00	35.70

**H. Compensation Schedule for Professional/Management/Administrative Employees paid on an annual basis:**

<u>Range Scale Number</u>	<u>Minimums</u>	<u>Maximums</u>
1	\$ 1	\$ 11,444
2	\$ 3,522	16,282
3	\$ 7,043	21,656
4	\$ 10,563	26,010
5	\$ 14,084	37,088
6	\$ 17,606	43,208
7	\$ 21,128	49,451
8	\$ 24,649	55,571
9	\$ 28,170	61,751
10	\$ 31,691	78,030
11	\$ 35,212	78,338
12	\$ 38,000	80,786
13	\$ 42,254	83,232
14	\$ 45,000	90,002
15	\$ 49,298	97,922
16	\$ 50,000	<u>115,000</u>
17	\$ 56,339	120,686
18	\$ 59,848	130,560
19	\$ 63,382	132,600
20	\$ 66,903	134,643
21	\$85,000	183,600

- I. Any non-union Borough employees will be paid according to the annual salary resolution adopted by the Mayor and Council.
- J. Employees in the Department of Public Works shall be paid as set forth in the adopted collective bargaining agreement.
- K. Employees in the Teamsters IBW 64 Bargaining Unit shall be paid as set forth in the adopted collective bargaining agreement.
- L. The Compensation Schedule for employees in the CWA Library Bargaining Unit shall be paid as set forth in the adopted collective bargaining agreement
- M. Police Department:
  - 1. Superior Officers shall be paid according to the adopted collective bargaining agreement.
  - 2. Sergeants and Police Officers shall be paid according to the adopted collective bargaining agreement.

Introduced on first reading  
by title: November 9, 2021

ADOPTED: December 7, 2021  
ATTEST:

APPROVED: December 7, 2021

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

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

Latest update 6/12/18; 12/3/19; 2/4/20; 8/18/20; 7/6/21; 12/7/21



BOROUGH OF HIGHLAND PARK  
NO. 12-21-290

RESOLUTION: Economic Development & Planning Committee

WHEREAS, an Ordinance entitled, AN ORDINANCE OF THE BOROUGH OF HIGHLAND PARK, COUNTY OF MIDDLESEX AND STATE OF NEW JERSEY AMENDING CERTAIN SECTIONS OF CHAPTER 86, ENTITLED, "FAIR SHARE AFFORDABLE HOUSING" OF THE CODE OF THE BOROUGH OF HIGHLAND PARK TO ADDRESS THE REQUIREMENTS OF THE NEW JERSEY SUPERIOR COURT, 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, December 21, 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: December 7, 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 7<sup>th</sup> day of December, 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  
ORDINANCE NO. 21-**

**AN ORDINANCE OF THE BOROUGH OF HIGHLAND PARK, COUNTY OF  
MIDDLESEX AND STATE OF NEW JERSEY AMENDING CERTAIN  
SECTIONS OF CHAPTER 86, ENTITLED, "FAIR SHARE AFFORDABLE  
HOUSING" OF THE CODE OF THE BOROUGH OF HIGHLAND PARK TO  
ADDRESS THE REQUIREMENTS OF THE NEW JERSEY SUPERIOR COURT.**

**WHEREAS**, on October 23, 2018, the Borough of Highland Park, Middlesex County, adopted Ordinance no. 18-1972, "Fair Share Affordable Housing" in order to comply with the requirements of the Mount Laurel doctrine and its approved Settlement Agreement with Fair Share Housing Center; and

**WHEREAS**, Ordinance no. 18-1972 is codified as Chapter 86 of the Borough Code; and

**WHEREAS**, the Borough desires to amend certain sections of Chapter 86 to enable it to recapture proceeds from non-restricted sales of affordable for-sale units in the Borough, and to re-establish its affordable housing trust fund.

**NOW, THEREFORE, BE IT ORDAINED** by the Borough Council of the Borough of Highland Park, County of Middlesex and State of New Jersey, that certain sections of Chapter 86 of the "Code of the Borough of Highland Park" ("Code") are hereby amended as follows<sup>1</sup>:

**Section I.** Section 86-14, "Price restrictions for restricted ownership units, homeowner association fees and resale prices", is hereby amended to read as follows:

**§86-14. Price restrictions for restricted ownership units, homeowner association fees and resale prices.**

- A. Price restrictions for restricted ownership units shall be in accordance with *N.J.A.C. 5:80-26.1*, as may be amended ~~and supplemented~~ or superseded, including:
- (1) The initial purchase price for a restricted ownership unit shall be approved by the Administrative Agent.
  - (2) The Administrative Agent shall approve all resale prices, in writing and in advance of the resale, to assure compliance with the foregoing standards.
  - (3) The method used to determine the condominium association fee amounts and special assessments shall be indistinguishable between the low- and moderate-income unit owners and the market unit owners.
  - (4) The owners of restricted ownership units may apply to the Administrative Agent to increase the maximum sales price for the unit on the basis of capital improvements. Eligible capital improvements shall be those that render the unit suitable for a larger household or the addition of a bathroom.
  - (5) Upon the resale of a restricted ownership unit, all items of property that are permanently affixed to the unit or were included when the unit was initially restricted (for example, refrigerator, range, washer, dryer, dishwasher, wall-to-wall carpeting) shall be included in the maximum allowable resale price. Other items may be sold to the purchaser at a reasonable price that has been approved by the Administrative Agent at the time of the signing of the agreement to purchase. The purchase of central air conditioning installed subsequent to the initial sale of the unit and not included in the base price may be made a condition of the unit resale provided the price, which shall be subject to 10-year, straight-line depreciation, has been approved by the Administrative Agent. Unless otherwise approved by the Administrative Agent, the purchase of any property other than central air conditioning shall not be made a condition of the unit resale. The owner and the purchaser must personally certify at the time of closing that no unapproved transfer of funds for the purpose of selling and receiving property has taken place at the time of or as a condition of resale.

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<sup>1</sup> - In this ordinance, strikethroughs [~~thus~~] are deletions in Chapter 86 and underlined portions [thus] are additions.

- B. At the time of the initial sale of the unit, the initial purchaser shall execute and deliver to the Administrative Agent a recapture note obliging the purchaser, as well as the purchaser's heirs, successors, and assigns, to repay, upon the first non-exempt sale after the unit's release from the restrictions set forth in Section 86-13, an amount equal to the difference between the unit's non-restricted fair market value and its restricted price, and the recapture note shall be secured by a recapture lien placed upon the unit by a duly recorded mortgage.

**Section II.** Section 86-32, "Affordable housing trust fund," is hereby amended to read as follows:

**§86-32. Affordable housing trust fund.**

- A. There is hereby created a separate, interest-bearing housing trust fund to be maintained by the Chief Financial Officer for the purpose of depositing development fees collected from nonresidential developers and proceeds from the sale of units with extinguished controls.
- B. The following additional funds shall be deposited in the affordable housing trust fund and shall at all times be identifiable by source and amount:
  - (1) Payments in lieu of on-site construction of affordable units;
  - (2) Developer-contributed funds to make 10% of the adaptable entrances in a townhouse or other multistory attached development accessible;
  - (3) Rental income from municipally operated units;
  - (4) Repayments from affordable housing program loans;
  - (5) Recapture funds;
  - (6) Proceeds from the sale of affordable units; and
  - (7) Any other funds collected in connection with Highland Park's affordable housing program.
- C. ~~Within seven days from the opening of the trust fund account, Highland Park will provide the Court~~ The Borough of Highland Park has previously provided COAH with written authorization, in the form of a three-party escrow agreement between the municipality, a bank of the municipality's choosing [name of bank that originally held the trust fund], and a Court-approved entity COAH, to permit that Court-approved entity COAH to direct the disbursement of the funds as provided for in N.J.A.C. 5:93-8. The Superior Court shall now have such jurisdiction to direct the disbursement of the Borough's trust funds per N.J.A.C. 5:93-8.
- D. All interest accrued in the housing trust fund shall only be used on eligible affordable housing activities approved by the Court.

**Section III. Repealer.** All ordinances or Code provisions or parts thereof inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

**Section IV. Severability.** If any section, subsection, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

**Section VI. Effective Date.** This ordinance shall take effect upon its passage and publication, as required by law.

Introduced on first reading  
by title: December 7, 2021

ADOPTED:  
ATTEST:

APPROVED:

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

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

BOROUGH OF HIGHLAND PARK  
NO. 12-21-291

RESOLUTION: Economic Development & Planning Committee

WHEREAS, an Ordinance entitled, ORDINANCE AMENDING THE HIGHLAND PARK BOROUGH CODE PURSUANT TO N.J.S.A. 40:55D-53 REGARDING LAND DEVELOPMENT PERFORMANCE, MAINTENANCE AND RELATED GUARANTEES, 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, December 21, 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: December 7, 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 7<sup>th</sup> day of December, 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-**

**ORDINANCE AMENDING THE HIGHLAND PARK BOROUGH CODE PURSUANT TO  
N.J.S.A. 40:55D-53 REGARDING LAND DEVELOPMENT PERFORMANCE, MAINTENANCE  
AND RELATED GUARANTEES**

**WHEREAS**, the New Jersey Legislature has amended N.J.S.A. 40:55D-53 so as to modify performance guarantees, maintenance guarantees, and municipal inspection protocols under the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), and to introduce the availability of guarantees for safety and stabilization and temporary certificates of occupancy; and

**WHEREAS**, the Mayor and Borough Council are authorized to enact and amend ordinances as deemed necessary for the preservation of the public health, safety, and welfare and as may be necessary to carry into effect the powers and duties conferred and imposed upon the Borough of Highland Park by law; and

**WHEREAS**, the Mayor and Borough Council have reviewed the existing provisions pertaining to performance guarantees, maintenance guarantees, and the reduction or release thereof in the Highland Park Borough Code, and have determined that it is in the best interest of the residents of the Borough of Highland Park to amend the Highland Park Borough Code in accordance with N.J.S.A. 40:55D-53.

**NOW, THEREFORE, BE IT ORDAINED**, by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that the Code of the Borough of Highland Park is hereby amended, revised, and/or supplemented as follows:

Sections 230-78 and 230-79 of the “Code of the Borough of Highland Park” concerning land development performance, maintenance and related guarantees as said sections currently appear in said Code are hereby deleted and replaced with the following NEW language and shall read as follows:

Chapter 230. Land Development

Part 2. Review Procedures and Requirements

Article XI. Guarantees and Inspections

**§ 230-78. Requirements**

In accordance with N.J.S.A. 40:55D-53.4, for the purpose of assuring the installation and maintenance of bondable land development improvements, as a condition of all final site plan, subdivision, and/or zoning permit approvals, the Board or Zoning Officer, as appropriate, shall require, and the Borough Council shall accept the following guarantees:

**A. Performance Guarantees**

The furnishing of a performance guarantee in favor of the Borough in an amount not to exceed 120% of the cost of installation of only those improvements required by an approval or developer's agreement, ordinance, or regulation to be dedicated to a public entity, and that have not yet been installed for the following improvements as shown on the approved plans or plat: streets, pavement, gutters, curbs, sidewalks, street lighting, street trees, surveyor's monuments, as shown on the final map, water mains, sanitary sewers, community septic systems, drainage structures, public improvements of open space, and any grading necessitated by the preceding improvements. The performance guarantee shall also cover the cost for privately-owned perimeter buffer landscaping in an approved phase or section of a development, either as a separate guarantee or as a line item of the performance guarantee.

The cost of the improvements covered by the performance guarantee shall be determined by the Borough Engineer.

The Borough Engineer shall prepare an itemized cost estimate of the improvements covered by the performance guarantee, which itemized cost estimate shall be appended to each performance guarantee posted by the obligor.

**B. Maintenance Guarantee**

In accordance with N.J.S.A. 40:55D-53.4, developer shall post with the Borough, a maintenance guarantee in an amount not to exceed 15% of the cost of the installation of the following private site improvements: storm water management basins, in-flow and water quality structures within the basins, and the out-flow pipes and structures of the storm water management system, if any, which cost shall be determined by the Borough Engineer.

The maintenance guarantee shall be furnished upon the inspection and issuance of final approval of the applicable private site improvements by the Borough Engineer.

The term of the maintenance guarantee shall be for a period not to exceed two years and shall automatically expire at the end of the established term.

**C. Temporary Certificate of Occupancy Guarantee**

Pursuant to N.J.S.A. 40:55D-53(1)(c), a developer shall furnish a Temporary Certificate of Occupancy Guarantee ("TCOG") whenever the developer seeks a temporary certificate of occupancy for a development, unit, lot, building, or phase of development. The TCOG shall be furnished in favor of the Borough in an amount equal to 120% of the cost of installation of any improvements which (1) remain to be completed or installed under the terms of the temporary certificate of occupancy; (2) are required to be completed or installed as a condition precedent to the issuance of a permanent certification of occupancy; and (3) are not covered by an existing performance guarantee.

The scope and amount of the TCOG shall be determined by the Borough Engineer.

The TCOG shall be released upon the issuance of a permanent certificate of occupancy.

**D. Safety and Stabilization Guarantee**

Pursuant to N.J.S.A. 40:55D-53(1)(d), a developer shall furnish a Safety and Stabilization Guarantee ("SSG") in favor of the Borough, either as a separate guarantee or as a line item of the performance guarantee.

The amount of the SSG for a development with bonded improvements in an amount not exceeding \$100,000 shall be \$5,000. The amount of the SSG for a development with bonded improvements exceeding \$100,000 shall be calculated as a percentage of the bonded improvement costs of the development or phase of development as follows:

\$5,000 for the first \$100,000 of bonded improvement costs, plus two and a half percent of bonded improvement costs in excess of \$100,000 up to \$1,000,000, plus one percent of bonded improvement costs in excess of \$1,000,000.

The Borough shall release a separate SSG to a developer upon the developer's furnishing of a performance guarantee which includes a line item for safety and stabilization in the amount required pursuant to this section.

**§ 230-79 Guarantee Reduction and/or Release**

**A. Request for List of uncompleted or unsatisfactory improvements.**

Upon substantial completion of all required street improvements (except for the top course) and appurtenant utility improvements and the connection of same to the public system, the obligor may request of the Borough Council in writing, by certified mail addressed in care of the Borough Clerk, that the Borough Engineer prepare, in accordance with the itemized cost estimate prepared by the Borough Engineer and appended to the performance guarantee pursuant to § 230-78A above, a list of all uncompleted or unsatisfactory completed improvements. If such a request is made, the obligor shall send a copy of the request to the Borough Engineer. The request shall indicate which improvements have been completed and which improvements remain uncompleted in the judgment of the obligor. Thereupon, the Borough Engineer shall inspect all improvements covered by the obligor's request and shall file a detailed list and report, in writing, with the Borough Council and shall simultaneously send a copy thereof to the obligor not later than 45 days after receipt of the obligor's request.

The list prepared by the Borough Engineer shall state, in detail, with respect to each improvement determined to be incomplete or unsatisfactory, the nature and extent of the incompleteness of each incomplete improvement or the nature and extent of and remedy for the unsatisfactory state of each completed improvement determined to be unsatisfactory. The report prepared by the Borough Engineer shall identify each improvement determined to be complete and satisfactory together with a recommendation as to the amount of reduction to be made in the performance guarantee relating to the completed and satisfactory improvement, in accordance with the itemized cost estimate prepared by the Borough Engineer and appended to the performance guarantee pursuant to § 230-78A above.

**B. Approval or rejection of improvements; application of partial reduction.**

The Borough Council, by resolution, shall either approve the improvements determined to be complete and satisfactory by the Borough Engineer, or reject any or all of these improvements upon the establishment in the resolution of cause for rejection, and shall approve and authorize the amount of reduction to be made in the performance guarantee relating to the improvements accepted, in accordance with the itemized cost estimate prepared by the Borough Engineer and appended to the performance guarantee pursuant to § 230-78A above. This resolution shall be adopted not later than 45 days after receipt of the list and report prepared by the Borough Engineer. Upon adoption of the resolution by the Borough Council, the obligor shall be released from all liability pursuant to its performance guarantee with respect to those approved improvements except for that portion adequately sufficient to secure completion or correction of the improvements not yet approved, provided that 30% of the amount of the performance guarantee posted may be retained to ensure completion and acceptability of all improvements.

**C. Inspection Fees**

(1) The obligor shall reimburse the Borough for all reasonable inspection fees paid to the Borough Engineer for the foregoing inspection of improvements; provided that the Borough may require of the developer a deposit for the inspection fees in an amount not to exceed, except for extraordinary circumstances, the greater of \$270 or 5% of the cost of improvements, which cost shall be determined pursuant to N.J.S.A. 40:55D-53.4.

(2) If the Borough determines that the amount in escrow for the payment of inspection fees is insufficient to cover the cost of additional required inspections, the Borough may require the developer to deposit additional funds in escrow.

(3) If additional funds are required, the Borough shall submit to the developer a written inspection escrow deposit request, signed by the Borough Engineer, which:

- (a) informs the developer of the need for additional inspections;
- (b) details the items or undertakings that require inspection;
- (c) estimates the time required for those inspections; and
- (d) estimates the cost of performing those inspections.

D. If the required improvements are not completed or corrected in accordance with the performance guarantee, the obligor and surety, if any, shall be liable thereon to the Borough for the reasonable cost of the improvements not completed or corrected and the Borough may, either prior to or after the receipt of the proceeds thereof, complete such improvements. Such completion or correction of improvements shall be subject to the public bidding requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

E. The time allowed for installation of the improvements for which the performance guarantee has been provided may be extended by the Borough Council by resolution. As a condition or as part of any such extension, the amount of any performance guarantee shall be increased or reduced, as the case may be, to an amount not to exceed 120% of the cost of the installation, which cost shall be determined by the Borough Engineer according to the method of calculation set forth in N.J.S.A. 40:55D-53.4 as of the time of the passage of the resolution.

This Ordinance shall be in full force and effect from and after its adoption and any publication as required by law.

Introduced on first reading  
by title: December 7, 2021

ADOPTED:  
ATTEST:

APPROVED:

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

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

BOROUGH OF HIGHLAND PARK  
NO. 12-21-292

RESOLUTION TO SCHEDULE 2022 ADJOURNED  
AND REORGANIZATION MEETINGS

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that an Adjourned Meeting of the Mayor and Borough Council will be held at Borough Hall, 221 South 5<sup>th</sup> Avenue, Highland Park, NJ on Tuesday, January 4, 2022, at 6:30 PM.

BE IT FURTHER RESOLVED that the Organization Meeting of the Borough Council for the Year 2022 will be held at Borough Hall, 221 South 5<sup>th</sup> Avenue, Highland Park, NJ on Tuesday, January 4, 2022 at 7:00 PM.

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-293

RESOLUTION TO AUTHORIZE LEASE OF POSTAGE MACHINE

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park is in need of replacing the postage machine in the Municipal Building, as more fully described on the attached proposal; and

WHEREAS, Pitney Bowes, Shelton, CT, quoted a per monthly charge of \$328.39 per month for the next 60 months for the lease of said equipment, including maintenance; and

WHEREAS, funds for this purpose are available in Account No. 1-01-20-121-202 in the amount of \$328.39, for the remainder of 2021 as reflected by the certification of funds by the Chief Financial Officer, shown below; and

WHEREAS, funds for this purpose shall be appropriated in each applicable budget year;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk is hereby authorized and directed to execute the agreement for the lease of the aforesaid postage machine from Pitney Bowes, 27 Waterview Dr., Shelton, CT 06484-4361 at the aforementioned monthly charge; and

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

ADOPTED: December 7, 2021

ATTEST:

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$328.39 ACCOUNT NO. 1-01-20-121-202 P.O. NO. _____ BY: _____  FINANCE DIRECTOR
--

\_\_\_\_\_  
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 7<sup>th</sup> day of December, 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. 12-21-294

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:

ANNMARIE SABOVICK, Community Services Assistant (Recreation), at an annual salary of \$43,839.00, effective January 3, 2022.

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:

JENIFER CALO, Public Safety School Crossing Guard, at an hourly rate of \$19.36, effective November 22, 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: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-295**

**RESOLUTION AWARDING CONTRACT FOR RELOCATION OF WATER MAINS**

RESOLUTION: Council as a Whole

**WHEREAS**, pursuant to a duly advertised Notice to Bidders, on November 4, 2021 the Borough received four (4) bids for the Relocation of Water Mains, as follows:

- |    |                                  |                   |
|----|----------------------------------|-------------------|
| 1. | Matina & Sons, Inc.              | \$103,200.66      |
| 2. | Crest Construction Group, Inc.   | \$155,970.00      |
| 3. | Your Way Construction, Inc.      | \$172,936.30      |
| 4. | B&W Construction Co. of NJ, Inc. | \$188,079.00; and |

**WHEREAS**, following the bid opening, by letter dated November 4, 2021, a copy of which is attached hereto, apparent low bidder Matina & Sons, Inc. made a formal request to the Clerk's Office for permission to withdraw its bid pursuant to N.J.S.A. 40A:11-23.3, based on three (3) clerical errors in Matina & Sons, Inc.'s submitted unit prices; and

**WHEREAS**, in its request, Matina & Sons, Inc. explained that its numerical errors would amount to a cost difference of over \$20,000.00 for completion of the project, which would be borne by Matina & Sons, Inc. and cause it a severe financial hardship; and

**WHEREAS**, the Borough Attorney's office has reviewed Matina & Sons, Inc.'s request and recommends that the Council authorize Matina & Sons, Inc. to withdraw its bid; and

**WHEREAS**, the second low bid was submitted by Crest Construction Group, Inc.; and

**WHEREAS**, the Borough Administrator has reviewed the bid submitted by Crest Construction Group, Inc., and in consultation with the Borough Attorney's office, recommends that a contract be awarded Crest Construction Group, Inc. for \$155,970.00 as the lowest responsive and responsible bidder; and

**WHEREAS**, the Chief Financial Officer has certified that the availability of sufficient funds for this contract is in Account No. U-06-55-603-001.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highland Park, County of Middlesex, State of New Jersey as follows:

1. The foregoing "Whereas" clauses are hereby incorporated herein as if fully restated.
2. The Council hereby authorizes Matina & Sons, Inc. to withdraw its bid pursuant to N.J.S.A. 40A:11-23.3.

3. The contract for the Relocation of Water Mains is hereby awarded to Crest Construction Group, Inc. for the contract amount of \$155,970.00.
4. The Mayor and Clerk are hereby authorized and directed to execute an Agreement consistent herewith.

ADOPTED: December 7, 2021

ATTEST:

VERIFIED AND ENCUMBERED AS TO:  
 AVAILABILITY OF FUNDS \$155,970.00  
 ACCOUNT NO. U-06-55-603-001  
 P.O. NO. \_\_\_\_\_  
 BY: \_\_\_\_\_  
  
 FINANCE DIRECTOR

\_\_\_\_\_  
 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 7<sup>th</sup> day of December, 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. 12-21-296

RESOLUTION AUTHORIZING CANCELLATION OF TAXES

RESOLUTION: Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Tax Collector shall be and is hereby authorized to cancel 4<sup>th</sup> quarter 2021 taxes for the following due to tax exempt status:

<u>BLOCK</u>	<u>LOT</u>	<u>AMOUNT</u>
3001	7	\$2,776.56

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

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-297

RESOLUTION AUTHORIZING PURCHASE OF STREET SWEEPER  
USING ESCNJ CONTRACT

RESOLUTION: Public Works and Public Utilities Committee

WHEREAS, N.J.S.A. 52:34-6.2 authorizes contracting units, including the Borough of Highland Park, to make purchases and contract for services through the use of nationally recognized and accepted cooperative purchasing agreements that have been developed utilizing a competitive bidding process by another contracting units within the State of New Jersey or within any other state; and

WHEREAS, by Resolution 5-09-166, adopted May 5, 2009, the Borough of Highland park entered into an agreement with a local cooperative called ESCNJ; and

WHEREAS, ESCNJ enters into contracts for a wide variety of goods and services; and

WHEREAS, the purpose of entering the contract with ESCNJ was to obtain better prices than the Borough would be able to obtain individually, and to save the Borough the expense of bidding; and

WHEREAS, the Superintendent of the Department of Public Works has done research and recommends that the Borough purchase the following piece of equipment from the following vendor through Contract with ESCNJ:

Item Description	Vendor	Amount	Contract No.
Odra MT4H Sweeper Mounted to 2022 Isuzu NRR Chassis	Sanitation Equipment Corporation	\$229,273.60	ESCNJ #20/21 – 55

WHEREAS, the Borough has \$215,000.00 in funds through the Middlesex County Improvement Authority's 2021 Pooled Capital Equipment and Improvement Financing Program and \$14,273.60 in Account No. 1-01-26-315-232 as reflected by the Certification of Funds by the Finance Department, shown below; and

BE IT FURTHER RESOLVED, that the Borough of Highland Park be and is hereby authorized to executive and the Borough Clerk to witness any Contract with the above referenced vendor for the items and the amounts listed above.

ADOPTED: December 7, 2021

ATTEST:

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

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$14,273.60 ACCOUNT NO. 1-01-26-315-232 P.O. NO. _____ 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 7<sup>th</sup> day of December, 2021.

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

RECORD OF COUNCIL VOTES

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



**WITTKE**

**SANITATION EQUIPMENT CORP.**

80 Furler Street

Totowa, NJ 07512

PHONE: 973-837-8915 FAX: 973-837-8919

**CONFIRMATION #: BD-181**

Highland Park, DPW  
444 Valentine Street  
Highland Park, NJ 08904

August 25, 2021

**BOROUGH OF HIGHLAND PARK**  
**BID # ESCNJ 20/21- 55 CLASS 4-8 Trucks**  
**New Jersey State Approved Co-op# 65MCESCCPS**

Gentlemen,

We are pleased to submit our quotation through the ESCNJ bid for (1) New Odra MT4H Sweeper mounted to 2022 Isuzu NRR Chassis with the option price list on the next page.

If acceptable a properly executed purchase order will be required before order is placed. Price includes freight, delivery and training.

Respectfully Submitted;  
BY: Sanitation Equipment Corp

Jerome Cope  
Sales Representative

ODRA SWEEPERS			
CODE	OPTION	BASE PRICE	BASE PRICE LESS
154980	ODRA MT4H - DUAL SIDE BROOMS LEFT SIDE DUMPING HOPPER, TIER 4 FINAL Mounted on 2022 MY Isuzu NRR chassis Rear-axle air suspension, conveyor squeegee, dual, hydraulically driven side brooms, variable height up to 10', left side dumping hopper. Sweeper is painted white and includes the standard features listed below.	\$260,864.00	\$ 208,691.20
STANDARD OPTIONS	Rear Axle Air Suspension	\$ -	\$ -
STANDARD OPTIONS	AM/FM Radio w/ CD	\$ -	\$ -
STANDARD OPTIONS	Bluetooth ready	\$ -	\$ -
STANDARD OPTIONS	Aux-engine Kubota 65hp, Tier 4F	\$ -	\$ -
STANDARD OPTIONS	Aux-engine Murphy shut down system	\$ -	\$ -
STANDARD OPTIONS	Low engine oil pressure, high coolant temp, hyd oil level/temp shutdown	\$ -	\$ -
STANDARD OPTIONS	Broom side, 36" and 42" steel vertical digger 4 and 5 segment	\$ -	\$ -
STANDARD OPTIONS	Broom side, hydraulic floating suspension, adjustable spring loaded deploy	\$ -	\$ -
STANDARD OPTIONS	Broom, main, 34" diameter, 58" wide prefab disposable	\$ -	\$ -
STANDARD OPTIONS	Camera, Rear and RH side view with in-cab monitor	\$ -	\$ -
STANDARD OPTIONS		\$ -	\$ -
STANDARD OPTIONS	Chromed shaft pivots	\$ -	\$ -
STANDARD OPTIONS	Conveyor chain, hardened with polyurethane sprockets	\$ -	\$ -
STANDARD OPTIONS	Conveyor, 8 flight squeegee with rubber edging	\$ -	\$ -
STANDARD OPTIONS	Conveyor, lift independent from main broom	\$ -	\$ -
STANDARD OPTIONS	Conveyor, two piece replaceable wear plates	\$ -	\$ -
STANDARD OPTIONS	Conveyor raise automatic in reverse	\$ -	\$ -
STANDARD OPTIONS	Conveyor stall alarm	\$ -	\$ -
STANDARD OPTIONS	Dirt shoes, heavy duty steel	\$ -	\$ -
STANDARD OPTIONS	Electric backup alarm	\$ -	\$ -
STANDARD OPTIONS	Front spray bar	\$ -	\$ -
STANDARD OPTIONS	Greaseless composite bushings	\$ -	\$ -
STANDARD OPTIONS	Hopper inspection door	\$ -	\$ -
STANDARD OPTIONS	Hydraulic pump, variable displacement, load-sense, piston type	\$ -	\$ -
STANDARD OPTIONS	PM 10 Compliant (RULE 1186)	\$ -	\$ -



STANDARD OPTIONS	Operators and Service Manual	\$ -	\$ -
STANDARD OPTIONS	Side broom Tilt Right Hand	\$ -	\$ -
STANDARD OPTIONS	Side broom Tilt Left Hand	\$ -	\$ -
STANDARD OPTIONS	LED Rear Tail Lights (Stop, Backup, Turn and Tail)	\$ -	\$ -
150900	REAR MOUNTED LED LIGHTBAR	\$ 2,400.00	\$ 1,920.00
152819	SECOND AMBER REAR STROBE MOUNTED ON THE CURBSIDE IN ADDITION TO THE STANDARD STREET SIDE AMBER STROBE	\$ 416.00	\$ 332.80
	----- <b>WATER SYSTEM</b> -----	\$ -	\$ -
150899	CONVEYOR FLUSHER	\$ 1,472.00	\$ 1,177.60
	----- <b>STEERING</b> -----	\$ -	\$ -
155899	DUALIZATION FOR 2022 MODEL YEAR	\$ 16,320.00	\$ 13,056.00
	FREIGHT	\$ 4,096.00	\$ 4,096.00
	<b>TOTAL</b>		\$229,273.60

**BOROUGH OF HIGHLAND PARK  
NO. 12-21-298**

**RESOLUTION TO APPLY TO ARBOR DAY FOUNDATION FOR TD GREEN SPACE GRANT  
TO SUPPORT TREE PLANTING IN WOODBRIDGE AVENUE DISTRICT**

RESOLUTION: Public Works and Public Utilities Committee

WHEREAS, the Shade Tree Advisory Committee (STAC) and Neighborhood Preservation Program (NPP) Stakeholder Engagement Team desire to expand the tree canopy in the residential portion of the NPP Woodbridge Avenue district; and

WHEREAS, the Arbor Day Foundation's TD Space Grants are available to support tree planting as a way to advance environmental and economic benefits of a community; and

WHEREAS, STAC wishes to apply for a grant from the Arbor Day Foundation in the amount of \$20,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mayor and Borough Clerk are hereby authorized and directed to execute and submit, on behalf of STAC, the grant application to Arbor Day Foundation, a copy of which is attached to the original of this resolution.

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-299

RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF  
HIGHLAND PARK, COUNTY OF MIDDLESEX, NEW JERSEY,  
AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR  
ACQUISITION AND REDEVELOPMENT OF CERTAIN PROPERTY IN THE  
BOROUGH IN ACCORDANCE WITH DOWNTOWN REDEVELOPMENT  
PLAN FOR TRACTS A-D

RESOLUTION: Economic Development and Planning Committee

WHEREAS, the Borough of Highland Park, a public body corporate and politic of the State of New Jersey (the "Borough") is authorized pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, *et seq.* (as same may be amended from time to time) (the "Redevelopment Law") to act as a redevelopment entity and to implement redevelopment plans and carry out redevelopment projects in the Borough; and

WHEREAS, pursuant to the Redevelopment Law, the Borough Council caused a redevelopment plan to be prepared for certain property located within the Borough, entitled the "Downtown Redevelopment Plan for Tracts A-D" (the "Redevelopment Plan"); and

WHEREAS, on September 14, 2012, the Borough Council approved Ordinance No. 21-2030 adopting the Redevelopment Plan; and

WHEREAS, as described in the Redevelopment Plan, the properties identified as Tract A: Block 1704 [173], Lots 41-49 & Portion of Lot 20 ("Tract A"); Tract B: Block 2201 [13], Lots 6 & 9 ("Tract B"); Tract C: Block 2202 [22], Lots 4, 32.02 & 33.01 ("Tract C"); and Tract D: Block 1604 [158], Lots 20-26, 42, 50-51 & Portion of Lot 47, and Block 1603 [162], Lots 36-38 ("Tract D") on the Official Tax Map of the Borough (collectively, the "Properties") have been designated as an "area in need of rehabilitation", "area in need of redevelopment" and/or a "condemnation area in need of redevelopment"; and

WHEREAS, the Borough desires to issue a Request for Proposals for the redevelopment property within Highland Park including all, or a portion of, Tracts A, C, and D in substantially the form on file with the Borough Clerk (the "RFP"), in order to create a fair and open process for the selection of the redeveloper(s) for Tracts A, C and D,

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

- 1) The recitals hereto are incorporated herein as if set forth in length.
- 2) The Borough hereby authorizes the issuance of the RFP and delegates to the Business Administrator the authority to complete same including inclusion of all dates and deadlines which may be revised or amended from time to time by the Borough Administrator with advice of counsel in furtherance of the RFP process.

- 3) The Mayor and the Borough Clerk are hereby authorized to take all actions necessary to effectuate this Resolution, in consultation with counsel.
- 4) This Resolution shall take effect in accordance with law.

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-300

RESOLUTION AUTHORIZING ISSUANCE OF TAXI OPERATOR LICENSE FOR THE  
PURPOSE OF OPERATING TAXI CAB IN THE BOROUGH OF HIGHLAND PARK

RESOLUTION: Public Safety Committee

WHEREAS, Venkateswara Chinthala 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 License for the year 2022; 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: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-301

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

RESOLUTION: Public Safety Committee

WHEREAS, GVK Taxi No. 5 LLC (Venkateswara Chinthala) has 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 2022; and

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

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 License.

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

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-302

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 12/7/2021 can be found in the Bills List Journal Book No. 41.

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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  
12-21-303

RESOLUTION: Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that transfers of 2021 budget appropriation balances shall be made as follows:

	<b>CURRENT FUND</b>	
<b>Description</b>	<b>From</b>	<b>To</b>
Tax Collector S&W	10,000.00	
Police S&W	8,000.00	
Social Security	20,000.00	
Fire S&W	25,000.00	
Borough Clerk S&W		8,000.00
Unemployment		40,000.00
Police OE		10,000.00
Buildings & Grounds OE		5,000.00
<b>Total</b>	<b>\$63,000.00</b>	<b>\$63,000.00</b>

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 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. 12-21-304

RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION  
AMERICAN RESCUE PLAN ACT OF 2021-LOCAL FISCAL RECOVERY FUNDS

RESOLUTION: Finance Committee

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2021 budget in the sum of \$90,000.00, which is now available from the U.S. Treasury, American Rescue Plan of 2021-Local Fiscal Recovery Funds, and

BE IT FURTHER RESOLVED that the like sum of \$90,000.00 is hereby appropriated under the caption of American Rescue Plan of 2021-Local Fiscal Recovery Funds-Premium Pay.

ADOPTED: December 7, 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 7<sup>th</sup> day of December, 2021.

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

RECORD OF COUNCIL VOTES

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