

BOROUGH OF HIGHLAND PARK  
ADJOURNED MEETING  
JANUARY 4, 2022 – 6:30 PM

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. Approval of Minutes.
5. Consent Agenda Items - Resolutions.

**MOTION**

**ROLL CALL VOTE**

- 5.a \*1-22-318 Resolution to Approve Repairs to Public Works Truck #18 with Cambria Companies.
- 5.b \*1-22-319 Resolution to Appoint Municipal Clerk.
- 5.c \*1-22-320 Executive Order - Mask Mandate.
- 5.d \*1-22-321 Resolution to Approve Bills List.
6. Public Participation.
7. MOTION to adjourn sine die.

BOROUGH OF HIGHLAND PARK  
NO. 1-22-318

RESOLUTION TO AUTHORIZE EMERGENCY REPAIRS TO DPW TRUCK #18

RESOLUTION: Public Works and Public Utilities Committee

WHEREAS, the Highland Park Department of Public Works has a need to make repairs to DPW Vehicle #18 as more fully described on the attached Purchase Order; and

WHEREAS, funds for this purpose are available in Account No. 1-01-26-315-232 in the amount of \$8,309.00, as reflected by the certification of funds by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Superintendent of Public Works is hereby authorized and directed to arrange for said repairs from Cambria Companies, PO Box 51061, Newark, NJ 07101-5161, at a total price of \$8,309.00; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to Superintendent of Public Works & Public Utilities and the Chief Financial Officer, forthwith.

ADOPTED: January 4, 2022

ATTEST:

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS <b>\$8,309.00</b> ACCOUNT NO. 1-01-26-315-232 P.O. NO. _____ BY:  FINANCE DIRECTOR
---

\_\_\_\_\_  
Jennifer Santiago, Deputy Clerk

I, Jennifer Santiago, Deputy 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 4<sup>th</sup> day of January 2022.

\_\_\_\_\_  
Jennifer Santiago, Deputy Clerk

RECORD OF COUNCIL VOTES

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

**FAX APPROVAL**

**NO REPAIRS WILL BE PERFORMED ON YOUR TRUCK UNTIL THIS FORM HAS BEEN COMPLETED, SIGNED, AND RETURNED TO US.**

DATE: 12/21/21 CUSTOMER: BOROUGH OF HIGHLAND PARK DPW

UNIT: 18 REPAIR ORDER: FAX # EMAIL:

ATT: MIKE PHONE: 732-894-7134 SENT BY: BOB

ESTIMATE OF REPAIR:

R&R RADIATOR & REPAIR PTO SHAFT

PARTS	2,879.00
LABOR	5,430.00
TOTAL	8,309.00

PO #

CUSTOMER COMMENTS:

APPROVAL SIGNATURE: Michael W

PRINTED NAME & TITLE: Michael Wiczorkiewicz

DATE: 12/22/21

**CAMBRIA AUTOMOTIVE COMPANIES**

     ELIZABETH (908) 354-2121       EDISON (732) 491-2157

**This estimate does not cover any hidden or unforeseen damages. All accident repairs are C.O.D.**

**A supplementary estimate will be provided for any additional repairs. Parts and labor prices are subject to change. Storage charges are applicable at a rate of \$100.00 per day.**

BOROUGH OF HIGHLAND PARK  
NO. 1-22-319

RESOLUTION APPOINTMENT OF MUNICIPAL CLERK

RESOLUTION: Council as a Whole

WHEREAS, pursuant to N.J.S.A. 40A:9-133, the Borough of Highland Park is required to appoint a municipal clerk to carry out the duties set forth in the aforementioned statute within the Borough; and

WHEREAS, the Borough's former municipal clerk retired as of December 31, 2021; and

WHEREAS, N.J.S.A. 40A:9-133.a provides for the municipal clerk to be appointed by the governing body for a three-year term and to hold a registered municipal clerk certificate issued pursuant to N.J.S.A. 40A:9-133.4; and

WHEREAS, Jennifer Santiago has served the Borough as Deputy Municipal Clerk and now holds a registered municipal clerk certificate; and

WHEREAS, the Mayor and Council of the Borough of Highland Park desire to appoint Jennifer Santiago as Municipal Clerk for a three-year term commencing on January 1, 2022.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Highland Park that Jennifer Santiago be and is hereby appointed as Municipal Clerk for the Borough of Highland Park for a three-year term commencing on January 1, 2022 and expiring on December 31, 2024.

ADOPTED: January 4, 2022

ATTEST:

---

Jennifer Santiago, Deputy Clerk

I, Jennifer Santiago, Deputy 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 4<sup>th</sup> day of January 2022.

---

Jennifer Santiago, Deputy Clerk

RECORD OF COUNCIL VOTES

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

RESOLUTION  
1-22-320

STATE OF NEW JERSEY  
COUNTY OF MIDDLESEX  
BOROUGH OF HIGHLAND PARK  
MASK MANDATE

WHEREAS, the Omicron variant of COVID-19 has a very high rate of spreading through the population, and

WHEREAS, cases of confirmed Omicron infection are rising nationwide through New Jersey and Middlesex County; and

WHEREAS, local hospitals are at capacity, putting residents with non-COVID related medical emergencies at risk; and

WHEREAS, the Borough seeks to take action to mitigate and combat the spread of COVID-19 and its variants; and

WHEREAS, the Borough wishes to accomplish said mitigation without negatively impacting businesses and residents in their daily lives; and

WHEREAS, there are known effective ways of combating the spread of COVID-19 and its variants;

NOW, THEREFORE, I, GAYLE BRILL MITTLER, Mayor of the Borough of Highland Park, County of Middlesex, State of New Jersey, by the virtue of the authority provided in Executive Order No. 242, do hereby mandate the following requirements:

1. Effective December 31, 2021 at 1:00 p.m., all persons within the Borough of Highland Park shall wear a mask at all times while indoors at any public accommodation, including, but not limited to, while attending religious services, while in a public commercial establishments of any kind, or while in public retail establishment of any kind.
2. This Mandate shall be in effect until January 31, 2022 at 11:59 p.m.

Date: January 3, 2022

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

BOROUGH OF HIGHLAND PARK  
NO. 1-22-321

RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST

RESOLUTION: Finance Committee

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

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

The bills approved for payment at this meeting, Bills List 1/4/2022 can be found in the Bills List Journal Book No. 41.

ADOPTED: January 4, 2022

ATTEST:

\_\_\_\_\_  
Jennifer Santiago, Deputy Clerk

I, Jennifer Santiago, Deputy 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 22<sup>nd</sup> day of January 2022.

\_\_\_\_\_  
Jennifer Santiago, Deputy Clerk

RECORD OF COUNCIL VOTES

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