

BOROUGH OF HIGHLAND PARK
TUESDAY, JANUARY 4, 2022

An Organization Meeting of the Mayor and Council of the Borough of Highland Park was held in was held via Zoom, on Tuesday, January 4, 2022, at 7:00 PM.

The Clerk reported that the Middlesex County Board of Elections had certified the election of Tara Canavera and Stephany Kim-Chohan 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.

Mayor Sam Joshi, Edison Township administered the Oath of Office and Allegiance to Councilperson-elect Kim-Chohan.

Mayor Brill Mittler announced the Oath of Office and Allegiance for Councilperson-elect Tara Canavera will be adjourned for a later date since she is absent.

Mayor Brill Mittler called the meeting to order at 7:04 PM and read the Open Public Meetings Statement.

Pastor Alicia Grey delivered the invocation. Senator Diegnan said a few words and congratulated Councilwoman Kim-Chohan.

Present: Mayor Brill Mittler; Councilpersons, Foster, George, Hale, Hersh, Kim-Chohan;
Borough Attorney Schmierer; Borough Administrator Jover; Borough Clerk Santiago.
Absent: Councilperson Canavera.

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

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

No. 1-22-01

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 4, 2022, Rules of Order to govern the proceedings of Council during the calendar year 2022 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 Councilman Hersh, seconded by Councilman George, and carried by the following roll call vote, to wit:

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

No. 1-22-02

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 2022. 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 Foster, George, Hale, Hersh, Kim-Chohan.
Opposed: None.
Absent: Councilperson Canavera.
Abstained: None.

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

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

No. 1-22-03

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Standing Committees of said Council for the year 2022 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.

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 Hersh, seconded by Councilman Hale, 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:

"Well folks 2021 was certainly a challenging year. While we don't know what lies ahead of us for 2022, I do know that Highland Park has proven that we can stand up to and face any obstacles that get thrown our way.

One year ago I was asking residents to stay home and do as much as you can remotely as we all worried about this new pandemic and how to handle it safely. Today our in-town Covid testing facility provides tests for sometimes up to 600 people a day. The rate of infection can now be controlled by vaccinations, and as of December 24, 2021, 83% of our population has had at least one dose of the vaccine and 68% of our population is fully vaccinated.

One year ago we questioned whether our active downtown lives in Highland Park could go on. Well there were certainly modifications, we created more outdoor gathering spaces for safe conversations at our town tables on South Third and North Fourth Avenues. Thanks to Main Street Highland Park, our residents were able to purchase fresh produce and gifts at our weekly farmers market and holiday markets outdoors. Our restaurants and music venue provided outdoor tables and chairs for dining and socializing safely. Most recently Highland Park's own Raconteur bookmobile and radio show offered a safe outdoor venue for the production of a Christmas Carol at the municipal lot on Raritan Avenue.

One year ago we pondered whether our eclectic downtown would ever achieve the economic vision and stimulus it needs to modernize and move into the 21st century. This year a well thought out plan for downtown revitalization and redevelopment was finalized and awaiting developer opportunities.

One year ago we debated what to do about our vital Woodbridge Avenue commercial corridor. This year our Woodbridge Avenue corridor was named in NPP that's Neighborhood Preservation Program participant and received a grant of over \$500,000 over five years for improvements to its streetscape and modernizations.

One year ago despite the slowdowns in construction countrywide, Highland Park's newest project The Frederick on River Road was an approved project. Today it is nearly completed and almost sold out. This is a testament to the desirability of living in Highland Park.

One year ago we increased funds for our police training budget and Chief Abrams instituted new policies and procedures for our officers. Today we have seen a 60 percent decrease in use of force reports, a trend over the last three years.

One year ago our borough buildings including our recreation center had to close due to Covid 19. Through creativity and out of the box thinking, our seniors and all users of our center enjoyed exercise, music, and dancing plus other activities in our parking lot and down at Donaldson Park.

One year ago we approved and vowed to contribute to a grant submission that would provide much needed grant funds to update and repair our library building including the roof. Today I am happy to report that we will receive grant funds of nearly half of million dollars towards library building improvements and repairs.

One year ago when our schools had to go to remote learning for our children, our teens found a Covid 19 safe home at Zone 6. Today Zone 6 provides not only recreational and educational programs, but so many other support services for our teens and our families.

One year ago our hundreds of volunteers who serve on boards, committees, and commissions, the keys to our programming and activities throughout the borough, pondered how to go on without in-person meetings or activities. Today our volunteers plan their programs for all of us via zoom and other safe meeting venues and our outdoor activities go on.

One year ago we retreated to our homes, today we may gather again socially distanced and masked. The world has not gone back to normal yet, and truly who's to say what normal really is, but Highland Park, this wonderful patchwork quilt of so many different people from different backgrounds, different faiths, and different histories but all with the one common goal of standing strong moving forward and reaching out to one another. We survive and I dare say we survive stronger and more creatively than ever before.

So what lies ahead of us for 2022? One, we will continue to strive to make it economically feasible for folks of all financial means to live comfortably in our community by emphasizing smart growth and financial management to help stabilize our municipal taxes. Two, one clear way to see this happen is through smart downtown development that fills our streets with shoppers and diners, plus brings new vibrancy to Raritan Avenue. This will also increase our tax base while providing community benefits from new developers. Three, we will continue to move our infrastructure into the 21st century with help from grants that allow us to do more road repairs and other structural updates and improvements. Four, while working with the DEP, we will continue to research and make improvements to help battle the new epic flooding events we have faced and expect to face during climate change in the future that includes addressing flooding issues in residential areas, acquiring the proper equipment for our first responders to deal with climate change, and working with Middlesex County officials on areas they control such as River Road, Johnson Park, and Donaldson Park. Five, it is our people, our residents of all ages that are our greatest assets and despite a pandemic, we must continue to provide quality of life opportunities for all our residents. Our creative employees and volunteers at our community center will continue to provide programs and services for our seniors, children, and residents of all ages in safe but interactive in person ways. Our library, which I think of as our second community center, will continue to provide musical and literary activities for all to enjoy on the library lawns and outdoor spaces, plus their ongoing book borrowing program. Our Zone 16 center will continue its innovative program for ages 13 through 19 helping to keep our teens positively motivated at it's after school programs. As we move forward we will continue to serve as a role model of transparent government. Our take five announcements, social media and nixle messages summarize the key elements of the most recent council meetings so that those who cannot attend learn the key issues discussed or voted on by Council. Our quarterly Highland Park newsletter provides residents a hard copy vehicle to see what our boards and commissions have been up

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to, any new and exciting changes in town, plus brief bios on residents and employees. Additionally our official website www.hpboro.com and official Highland Park, NJ Facebook Page keep residents updated on the issues, news, or events in town, and lastly our Highland Park television station is being reviewed so that we may make better use of it in 2022 as a real communications vehicle for our residents.

2021 was certainly a busy year with lots of curveballs thrown at us. I want to thank our Council Members, Council President Phil George for his dedication to improving our public works in town from snow plowing to water/sewer issues and so much more; Councilwoman Foster for her steadfast hand in overseeing our public safety teams during a flood, a pandemic and a troubled world; Councilman Matt Hale for his enthusiasm for our downtown development goals and his brainstorm to create our town tables downtown making safe social gathering more possible; Councilwoman Kim-Chohan for working so hard with our Borough Administrator and Finance Team to ensure that our taxes are stabilized as much as possible and that they are properly collected and are utilized in the most responsible manner; Councilman Matt Hersch whose enthusiasm and creativity are boundless and has worked to ensure that our Recreation Department does serve all our children and adults in a safe, fun manner during Covid 19 days; and finally thank you to our newest member Councilwoman Tara Canavera for her commitment to ensuring equal opportunities and social interactions amongst our residents of all economic and social groups plus working so closely with me and the Highland Park Board of Health.

As we work our way through this pandemic, I want to also thank our public safety teams-police, first aid, and fire for protecting all of us this year and all these past decades. Of course I would like to thank our Borough staff for going above and beyond during these difficult times. Finally I would like to thank Teri Jover, our Borough Administrator, who clearly never stops working on behalf of all us to ensure that all the cogs in the wheels of administration move smoothly and that the taxes we each pay are utilized in the most efficient and beneficial manner. Thank you and please stay safe and healthy”.

Consent Agenda Resolution Nos. 1-22-04 through 1-22-14 were duly adopted on motion made by Councilman George, seconded by Councilman Hersh, and carried by the following roll call vote, to wit:

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

Opposed: None.

Absent: Councilperson Canavera.

Abstained: None.

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

No.1-22-04

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following schedule of meetings for the year 2022 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.

SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR 2022

January	4	2022 Adjourned Meeting	6:30	PM
		2022 Organization Meeting	7:00	PM
January	11	Redevelopment Entity Meeting	7:00	PM
January	18	Regular Meeting/Work Session	7:00	PM
February	1	Regular Meeting/Work Session	7:00	PM
February	8	Redevelopment Entity Meeting	7:00	PM
February	15	Regular Meeting/Work Session	7:00	PM
March	1	Regular Meeting/Work Session	7:00	PM
March	8	Redevelopment Entity Meeting	7:00	PM
March	15	Regular Meeting/Work Session	7:00	PM
April	5	Regular Meeting/Work Session	7:00	PM
April	12	Redevelopment Entity Meeting	7:00	PM
April	19	Regular Meeting/Work Session	7:00	PM
May	3	Regular Meeting/Work Session	7:00	PM
May	10	Redevelopment Entity Meeting	7:00	PM
May	17	Regular Meeting/Work Session	7:00	PM
June	14	Regular Meeting/Work Session	7:00	PM
June	21	Redevelopment Entity Meeting	7:00	PM
July	5	Regular Meeting/Work Session	7:00	PM
July	19	Redevelopment Entity Meeting	7:00	PM
August	2	Regular Meeting/Work Session	7:00	PM
August	16	Redevelopment Entity Meeting	7:00	PM
September	6	Regular Meeting/Work Session	7:00	PM
September	13	Redevelopment Entity Meeting	7:00	PM
September	20	Regular Meeting/Work Session	7:00	PM
October	19	Regular Meeting/Work Session	7:00	PM
October	25	Redevelopment Entity Meeting	7:00	PM
November	1	Regular Meeting/Work Session	7:00	PM
November	22	Regular Meeting/Work Session	7:00	PM
December	6	Regular Meeting/Work Session	7:00	PM

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December	13	Redevelopment Entity Meeting	7:00 PM
December	20	Regular Meeting/Work Session	7:00 PM

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.1-22-05

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 on the following 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 Thanksgiving Day
12. Christmas Day.

b. Regular Refuse Collection

Residential Districts:

North Side and Triangle – Every Monday

South Side – Every Friday

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. Small amounts of yard debris, brush and branches, should be placed at the curb for collection on the same day as the regularly scheduled garbage collection.

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.

c. Bulk Items

Bulk item pickup in 2022 will be by appointment only, except as noted below. 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.

There will be curbside bulk pick-up the week of September 12 to coincide with the townwide yard sale weekend on September 10 and 11. Recycling pick-up will not take place that week.

d. Mandatory Recycling

Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard.

Business District:

Tuesdays

Residential Districts:

North Side and Triangle - Tuesdays

South Side – Thursdays

If pickup falls on a Borough holiday, pickup will be on Wednesday of the same week. There will be no recycling pick-up the week of September 12 to allow for curbside bulk pick-up following the townwide yard sale weekend.

e. Leaves

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

f. 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.

g. Enforcement

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 4th day of January, 2022.

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

No.1-22-06

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, 2022 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.1-22-07

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

1. 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.1-22-08

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 2022, 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:

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

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 2022.

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 2022.

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 2022, as subsequently amended.

6. That the Facility Use Permit shall be required to be approved prior to the rental of the Senior/Youth Recreation Center or any other Borough Facilities.

7. That the Policy for Maintenance of Trees in the Borough Right-of-Way by Residents shall be adopted for the year 2022.

8. That the Mayor, Borough Administrator or Borough Engineer shall be authorized to sign any and all permits and applications with the State Agencies.

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.

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

No.1-22-09

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 2022, to wit:

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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 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 2022.

3. 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.

4. That the "Personnel Manual and Handbook", as subsequently revised, shall be adopted as official policy of the Borough for 2022.

5. 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.

6. 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 2022.

7. That the Borough Administrator be directed to establish as a priority the exploration of new shared services and cooperative agreements in the areas of personnel, equipment purchases, and repair and maintenance.

8. That Borough Hall and the Community Center will modify work hours on Tuesdays by remaining open until 6:00 PM and closing on Fridays 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.1-22-11

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 2022:

<u>NAME</u>	<u>POSITION</u>
Teri Jover, Borough Administrator	Insurance Commissioner to the Garden State Municipal Joint Insurance Fund
Emma Von Thun	Alternate Insurance Commissioner
Nerea Champion	Alternate Insurance Commissioner
Jennifer Santiago, Borough Clerk	Assessment Search Officer
Jennifer Santiago, Borough 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.1-22-11

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following financial procedures are hereby established for the year 2022:

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 and Borough Administrator 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 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	

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 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

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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, 2022, for all taxes and municipal charges unpaid as of November 11, 2022.
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 2022, 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 water and sewer billing adjustments/corrections to any property that was billed incorrectly as deemed incorrect by the Borough Administrator or Chief Financial Officer 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.1-22-12

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following certain fees are hereby established for the year 2022:

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
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

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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)
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
Sports Sponsors	\$300		Supports a team in 1 sport
	\$600		Supports teams in 3 sports
Vendor Fees	\$150		Food Vendor
	\$100		Small Merchandise Vendor
	\$150		Large Merchandise Vendor
	\$50		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

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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)	\$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 and show proof of income eligibility. Residents eligible for free and reduced lunch would pay for 40% of the program fee. 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 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.

ORGANIZATION MEETING – JANUARY 4, 2022

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.1-22-13

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 and hourly basis:

Title	Employee Name	Longevity	2022 Pay Rates	Effective Date
Mayor	Brill Mittler, Gayle		6,756.00	1/1/2022
Council President	George, Phillip		5,085.00	1/1/2022
Council Member	Canavera, Tara		4,239.00	1/1/2022
Council Member	Foster, Elsie		4,239.00	1/1/2022
Council Member	Hale, Matthew		4,239.00	1/1/2022
Council Member	Hersh, Matthew		4,239.00	1/1/2022
Council Member	Kim-Chohan, Stephany		4,239.00	1/1/2022
Borough Administrator	Jover, Josephine		112,364.00	1/1/2022
Redevelopment Director	Jover, Josephine		15,606.00	1/1/2022
Policy Assistant	Oza, Shetal		15,912.00	1/1/2022
Assistant to the Borough Administrator	Von Thun, Emma		57,222.00	1/1/2022
NPP Coordinator	Von Thun, Emma		9,000.00	1/1/2022
Borough Clerk	Santiago, Jennifer		95,000.00	1/1/2022
Registrar of Vital Statistics	Santiago, Jennifer		5,500.00	1/1/2022
Director of Code Enforcement & Construction Official	Brescher, Scott		109,742.00	1/1/2022
Capital Projects Manager	Brescher, Scott		11,261.00	1/1/2022
Clerk Typist - Housing	Autunnnale, Maryann		41,240.00	1/1/2022
Technical Assistant to the Construction Official (TACO)	Sorbino, Annette		54,132.00	1/1/2022
Housing Inspector	Sumano, Christian		48,899.00	1/1/2022
Fire Subcode Official	Langon, Phillip		10,541.00	1/1/2022
Building Inspector	Luthman, Michael		17,659.00	1/1/2022
Zoning Subcode Official	Mullin, Michael		14,404.00	1/1/2022
Plumbing Subcode Official/Inspector	Rossi, Michael A		21,606.00	1/1/2022
Electrical Subcode Official/Inspector	Varone, Mario		21,606.00	1/1/2022
Communications Coordinator	Jackson, Monica		76,095.00	1/1/2022
Public Information Officer	Glazer, Harold		37,938.00	1/1/2022
Director of Community Services	McGraw, Kimberly Ann		92,000.00	1/1/2022
Municipal Alliance Coordinator	McGraw, Kimberly Ann		7,500.00	1/1/2022
Social Worker	Huff, Nicole		49,908.00	1/1/2022
Principal Clerk Typist (Comm. Svcs)	Molina, Janet	1,350.00	48,656.00	1/1/2022
Community Services Assistant	Sabovick, Annmarie		43,839.00	1/1/2022
Teen Center Coordinator	Burrell, Ashton		61,200.00	1/1/2022
Recreation Coordinator	McGraw, Kimberly		61,200.00	1/1/2022
Community Services Driver – P/T	Austin, Maria		20.27	1/1/2022
Recreation Assistant	Banks, Symone		17.54	1/1/2022
Recreation Assistant	Ravee, Dvir		17.54	1/1/2022
Seasonal Help (Recreation)	Cedarbaum, Michael		13.00	1/1/2022
Seasonal Help (Recreation)	Cedarbaum, Roie		13.00	1/1/2022
Seasonal Help (Recreation)	Chen, Tiberio		13.00	1/1/2022
Seasonal Help (Recreation)	Cole, Dorian		13.00	1/1/2022
Seasonal Help (Recreation)	Concepcion, Angeryca		13.00	1/1/2022
Seasonal Help (Recreation)	Eliam, Nagel		13.00	1/1/2022
Seasonal Help (Recreation)	Filhart, Sapir		13.00	1/1/2022
Seasonal Help (Recreation)	Rys, Alexandra		13.00	1/1/2022
Instructor	Fricke, Donna		37.10	1/1/2022
Instructor	Spool, Beverly		37.88	1/1/2022
Superintendent of Public Works	Wieczorkiewicz, Michael		107,162.00	1/1/2022
Foreman	Troy, Frank		92,398.00	1/1/2022
Clean Communities Coordinator	Troy, Frank		1,500.00	1/1/2022
Recycling Coordinator	Troy, Frank		2,000.00	1/1/2022
Administrative Assistant	Monte, Linda	1,350.00	63,717.00	1/1/2022
Clean Communities Worker	Hudgins, Xavier		13.00	1/1/2022
Building Maintenance Worker	Smith, Donashe		22.94	1/1/2022
Sr. Laborer	Avila, Antonio		23.62	1/1/2022
Master Laborer	Baldwin, David		25.96	1/1/2022
Master Laborer	Geoghan Jr, John		28.65	1/1/2022
Master Laborer	Gonzalez, Jose		33.71	1/1/2022
Master Laborer	Long, Frederick		25.96	1/1/2022

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Master Laborer	Rohan, Mark		33.05	1/1/2022
Master Laborer	Rohan, Rudolph		33.05	1/1/2022
Master Laborer	Webb Sr, James		25.96	1/1/2022
Driver	Cahill, Robert C		35.77	1/1/2022
Driver	Chekenian, Dennis		29.62	1/1/2022
Driver	Corson, Edward T		36.63	1/1/2022
Driver	Milan, Michael J		35.77	1/1/2022
Driver	Reap, Jeffrey J		31.04	1/1/2022
Equipment Operator	Kohler, Thomas C		37.51	1/1/2022
Mechanic	McAvoy, Delany		29.93	1/1/2022
Chief Finance Officer	Majeski, Lori		67,626.00	1/1/2022
Director of Finance	Majeski, Lori		52,020.00	1/1/2022
Assistant Finance Officer	Champion, Nerea		73,000.00	1/1/2022
Payroll/Benefits Coordinator	Vasquez, Jacklyn		59,160.00	1/1/2022
Firefighter Supervisor	Shamy, Norman		61,200.00	1/1/2022
Firefighter	Immordino, Justin		42,840.00	1/1/2022
On-Call Firefighter	Annunziata, Carmine		21.79	1/1/2022
On-Call Firefighter	Blanchfield, William		21.79	1/1/2022
On-Call Firefighter	Fisher, Kenneth		21.79	1/1/2022
On-Call Firefighter	Inzano, Christopher G		21.79	1/1/2022
On-Call Firefighter	Meehan, Kevin B		21.79	1/1/2022
On-Call Firefighter	Morris, Jeffrey P		21.79	1/1/2022
On-Call Firefighter	Salvatore, Georgianna		21.79	1/1/2022
On-Call Firefighter	Thiel Jr, Lawrence		21.79	1/1/2022
On-Call Firefighter	Watt, Douglas F		21.79	1/1/2022
On-Call Firefighter	Ziobro, Christopher		21.79	1/1/2022
Director of Library Services	Jaggers, Katherine M		102,000.00	1/1/2022
Master Circulations Coordinator	Drach Weidmann, Valeri		63,712.00	1/1/2022
Administrative Assistant	George, Renee		68,084.00	1/1/2022
Senior Librarian, Youth Services	Jarzabski, Karen		77,435.00	1/1/2022
Senior Librarian, Adult Services	Johnson, Sherry R.		84,740.00	1/1/2022
Librarian, Adult Services	Levine, Nathalie		57,171.00	1/1-1/30/22
Librarian, Adult Services	Levine, Nathalie		58,437.00	1/31-12/31/22
Library Assistant	McKenna, Grace		37,137.00	1/1/2022
Senior Library Assistant	Udeshi, Indru M		53,203.00	1/1/2022
Library Associate, Youth Services	Gonzalez, Jetzarel		24.81	1/1/2022
Substitute Librarian	Graham-Hicks, Alicia		32.11	1/1/2022
Librarian	Herniter, Carla		33.59	1/1/2022
Library Assistant	Herniter, Moriah		13.00	1/1-1/14/22
Library Assistant	Herniter, Moriah		14.00	1/15-12/31/22
Library Assistant	Herrera, Marta		14.00	1/1/2022
Substitute Library Assistant	Johnsen, Eleanor		13.00	1/1/2022
Substitute Library Assistant	Lapidus, Talia R		13.00	1/1/2022
Librarian	Larsen, Jennifer		33.59	1/1/2022
Library Assistant	Oriti, Joseph		13.00	1/1-1/14/22
Library Assistant	Oriti, Joseph		14.00	1/15-12/31/22
Substitute Librarian	Radeva, Irina		32.11	1/1/2022
Library Assistant	Shaw, Andrea		13.00	1/1-1/14/22
Library Assistant	Shaw, Andrea		14.00	1/15-12/31/22
Librarian, Youth Services	Squicciarini, Melaina		32.11	1/1/2022
Library Assistant	Teixeira, Rose		14.00	1/1/2022
Municipal Court Administrator	Horan, Tracey		76,158.00	1/1/2022
Deputy Court Administrator	Simons, Linda M		54,132.00	1/1/2022
Municipal Court Judge	Herman, Edward H		44,300.00	1/1/2022
Police Chief	Abrams, Richard E		175,100.00	1/1/2022
Police Captain	Curbelo, Jose L		165,498.00	1/1/2022
Lieutenant of Police	Hammill, Thomas M		156,728.00	1/1/2022
Lieutenant of Police	Sachau Jr, John A		152,633.00	1/1/2022
Sergeant of Police	Culver, Jason C		140,314.00	1/1/2022
Sergeant of Police	Haas, Theodore F		140,634.00	1/1/2022
Sergeant of Police	Hannout, Mohab M		135,874.00	1/1/2022
Sergeant of Police	Soden, David T		135,874.00	1/1/2022
Sergeant of Police	Wenskoski, Derek J		140,537.00	1/1/2022
Police Officer	Bibby, Sean K		103,193.00	01/01-06/10/22
Police Officer	Bibby, Sean K		111,585.00	06/11-12/31/22
Police Officer	Buttermark, Matthew		61,233.00	01/01-06/16/22
Police Officer	Buttermark, Matthew		69,625.00	06/17-12/31/22
Police Officer	Dean, Caitlyn A		61,233.00	01/01-03/18/22
Police Officer	Dean, Caitlyn A		69,625.00	03/19-12/31/22

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Police Officer	DeCosta, Christopher		111,585.00	01/01-6/04/22
Police Officer	DeCosta, Christopher		126,052.00	6/05-12/31/22
Police Officer	Fitzgerald, Bryant		86,409.00	01/01-11/23/22
Police Officer	Fitzgerald, Bryant		94,801.00	11/24-12/31/22
Police Officer	Garley, Sean		126,052.00	1/1/2022
Police Officer	Garrity, Kevin M		126,052.00	1/1/2022
Police Officer	Giles, Alaina		122,977.00	01/01-8/17/22
Police Officer	Giles, Alaina		126,052.00	8/18-12/31/22
Police Officer	McGraw, Sean		126,052.00	1/1/2022
Police Officer	Middleton, Louis L		52,841.00	1/01-06/25/22
Police Officer	Middleton, Louis L		61,233.00	06/26-12/31/22
Police Officer	Nickas, Joseph		44,449.00	1/1-12/20/22
Police Officer	Nickas, Joseph		52,841.00	12/21-12/31/22
Police Officer	Olarra, Jr., Joseph M		86,409.00	01/01-11/23/22
Police Officer	Olarra, Jr., Joseph M		94,801.00	11/24-12/31/22
Police Officer	O'Mara, Brian J		126,052.00	1/1/2022
Police Officer	Pacheco, Adalberto		78,017.00	01/01- 2/10/22
Police Officer	Pacheco, Adalberto		86,409.00	2/11-12/31/22
Police Officer	Palumbo Jr, Gaetano		122,977.00	01/01-5/31/22
Police Officer	Palumbo Jr, Gaetano		126,052.00	06/01-12/31/22
Police Officer	Puchacz, Michael		61,233.00	01/01-10/6/22
Police Officer	Puchacz, Michael		69,625.00	10/7-12/31/22
Police Officer	Reefer, Mark		44,449.00	1/1/2022
Police Officer	Sams, Roland		52,841.00	01/01- 3/15/22
Police Officer	Sams, Roland		61,233.00	3/16-12/31/22
Police Officer	Shiffner Jr, Kevin		122,977.00	01/01-8/14/22
Police Officer	Shiffner Jr, Kevin		126,052.00	8/15-12/31/22
Police Officer	Triana, Alexander		44,449.00	1/1/2022
Public Safety Telecommunicator	Altomonte, Neena		52,647.00	1/1/2022
Public Safety Telecommunicator	Cox, Kaitlyn M		58,253.00	1/1/2022
Public Safety Telecommunicator	Keogh, Patrick		58,253.00	1/1/2022
Public Safety Telecommunicator	Marcik, Janet		59,126.00	1/1/2022
Public Safety Telecommunicator – P/T	Gonzalez, Sebastian		22.90	1/1/2022
Principle Clerk Typist (Det. Bureau)	Fromhold, Barbara		54,132.00	1/1/2022
Police Records Clerk	Garcia, Carolyn		36,194.00	1/1/2022
Crossing Guard	Carter, Mary		19.75	1/1/2022
Crossing Guard	Ciorciari, Catherine		12,016.00	1/1/2022
Crossing Guard	Kinsey, Maryanne A		12,016.00	1/1/2022
Crossing Guard	May, Kibby		12,016.00	1/1/2022
Crossing Guard	Morris, Lucille		12,016.00	1/1/2022
Crossing Guard	Rayside, Charlene		12,016.00	1/1/2022
Crossing Guard	Rhein, Jacqueline A		11,506.00	1/1/2022
Crossing Guard	Riddick Smith, Deborah		12,016.00	1/1/2022
Crossing Guard	Roesener, Elizabeth		11,506.00	1/1/2022
Crossing Guard	Rousseau, Shirley		19.75	1/1/2022
Crossing Guard	Stazeski, Michael		12,016.00	1/1/2022
Crossing Guard	Tsakalacos, Fania		19.75	1/1/2022
Tax Assessor Clerk	Davies, Kathleen		16,980.00	1/1/2022
Tax Assessor	Mancuso, Thomas		46,068.00	1/1/2022
Tax Collector	Ramos, Mildred		80,000.00	1/1/2022

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

No.1-22-14

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

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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 2022:

<u>NAME</u>	<u>POSITION</u>
Edwin Schmierer, Esq.	Borough Attorney
Martin Allen, Esq.	Tax Appeal Attorney
Arthur Thibault, Esq.	Labor Attorney
Robert Janzekovich, Esq.	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
Brian Slaugh	Special Planner
Joseph Baumann	Special Redevelopment Counsel
David Balken	Risk Manager

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

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

Opposed: None.

Absent: Councilperson Canavera.

Abstained: None.

Mayor Brill Mittler appointed the following:

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

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 Foster, George, Hale, Hersh, Kim-Chohan.

Opposed: None.

Absent: Councilperson Canavera.

Abstained: None.

Mayor Brill Mittler appointed the following:

<u>NAME</u>	<u>COMMITTEE</u>
Pernille Hemmer	Arts Commission
Bella Gabel	Arts Commission
Sonya Elefante	Arts Commission
Scott Brustein	Arts Commission
Nikki Gonzalez	Arts Commission

Mayor Brill Mittler appointed the following:

<u>NAME</u>	<u>COMMITTEE</u>
Robert Holzapfel	Board of Adjustment
Robert Roesener	Board of Adjustment
Robert Fechter, Alt. #1	Board of Adjustment
William Winfrey, Alt. #2	Board of Adjustment

Mayor Brill Mittler appointed the following:

<u>NAME</u>	<u>COMMITTEE</u>
Dr. Norma Bowe	Board of Health
Jeffrey Anthony, Alt #1	Board of Health

Mayor Brill Mittler appointed the following:

<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:

<u>NAME</u>	<u>COMMITTEE</u>
Debbie Hehir	Commission for Universal Access
Scott Brescher, ADA Coordinator	Commission for Universal Access

Mayor Brill Mittler appointed the following:

<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

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Roberto Munoz
Paul Scharf
Susan Winter
Bruce Nadler
Ann-Sheryl White
Nancy Wolf
Rodolfo Juliani

Community Emergency Response Team
Community Emergency Response Team
Community Emergency Response Team
Community Emergency Response Team
Community Emergency Response Team
Community Emergency Response Team
Community Emergency Response Team

Mayor Brill Mittler appointed the following:

NAME

Janice Ballou
Laurel Kornfeld
Lynne Platt
Susan MacKinnon
Deborah Convery
Bruce Bush
Evelyn Sedehi
Nancy Lord
Craig Ambroch
Miriam Lefkowitz
Kathi Lombardi, Alt.

COMMITTEE

Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry
Community Food Pantry

Mayor Brill Mittler appointed the following:

NAME

Paul Scharf
Arlene Orlinick
Angela Perone

COMMITTEE

Council on Aging
Council on Aging
Council on Aging

Mayor Brill Mittler appointed the following:

NAME

Lt. Thomas Hammill, Police Dept. Rep.
H. James Polos
Linda Hoefele
Teri Jover
Sgt. Jason Culver
Michael Wiczorkiewicz
Scott Brescher
Kathleen Smith
Nancy Wolf

COMMITTEE

Emergency Management Council
Emergency Management Council
Emergency Management Council
Emergency Management Council
Emergency Management Council
Emergency Management Council
Emergency Management Council
Emergency Management Council
Emergency Management Council

Mayor Brill Mittler appointed the following:

NAME

Jacklyn Vasquez
Chief Rick Abrams
Michael Wiczorkiewicz
Edward Corson
Emma Von Thunn
Renee George
Brian O'Mara
Lt. Thomas Hammill
Kim McGraw
Nicole Huff
Norman Shamy

COMMITTEE

Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee
Employee Safety Committee

Mayor Brill Mittler appointed the following:

NAME

Jordan Siegel

COMMITTEE

Ethics Board

Mayor Brill Mittler appointed the following:

NAME

John Beetham
Bernice Bernstein
Donald Beetham
Tom Glynn
Jeremy Gross
Grazina Strolia

COMMITTEE

Historical Commission
Historical Commission
Historical Commission
Historical Commission
Historical Commission
Historical Commission

Mayor Brill Mittler appointed the following:

NAME

Sylvia Hove
Michael Buchman
Evelyn Sedehi
H. James Polos
Kamara Umbaugh
Marilyn Puce
Derek Gamble

COMMITTEE

HP Gives a Hoot Committee
HP Gives a Hoot Committee
HP Gives a Hoot Committee
HP Gives a Hoot Committee
HP Gives a Hoot Committee
HP Gives a Hoot Committee
HP Gives a Hoot Committee

Mayor Brill Mittler appointed the following:

NAME

Cassandra Oliveras-Moreno

COMMITTEE

Library Board of Trustees

ORGANIZATION MEETING – JANUARY 4, 2022

Amanda K. Potter

Library Board of Trustees

Mayor Brill Mittler appointed the following:

NAME

Ghislaine Darden
Amanda K. Potter

COMMITTEE

Library Board of Trustees
Library Board of Trustees

Mayor Brill Mittler appointed the following:

NAME

Dr. Cliff Lacy
Dr. Patricia Whitley Williams
Ptl. Gaetano Palumbo
Dr. Elliot Frank
Dr. Keren Ebel Avery
Dr. Bruce Fisher
Ashton Burrell
Pastor Greg McLendon
Hayden Hsiung
Dr. Norma Bowe
Fr. Abraham Lotha
Josh Pruzansky
Eric Gonzalez
Chris Woodward

COMMITTEE

Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign
Mayor's Wellness Campaign

Mayor Brill Mittler appointed the following:

NAME

Brian O'Mara
Ken Kressel
Kate Jagers
Nicole Huff
Dr. Norma Bowe
Illana Bohm
Ruth Beyer
Elizabeth Asamoah

COMMITTEE

Mayor's Health Commission
Mayor's Health Commission
Mayor's Health Commission
Mayor's Health Commission
Mayor's Health Commission
Mayor's Health Commission
Mayor's Health Commission
Mayor's Health Commission

Mayor Brill Mittler appointed the following:

Franklin Moreno
Hayden Hsiung
Norma Vargas, HRC Rep
Carolyn Timmons
Nathalie Levine
Kevin Dougherty

Mayor's Equity Advisory Council
Mayor's Equity Advisory Council
Mayor's Equity Advisory Council
Mayor's Equity Advisory Council
Mayor's Equity Advisory Council
Mayor's Equity Advisory Council

Mayor Brill Mittler appointed the following:

NAME

Ptl. Brian O'Mara
Elizabeth Asamoah
Kim McGraw
Austin Morreale
Lara Arp
Ashton Burrell
Rev. Seth Kaper-Dale
Irene Marx
Wendy Yang
Kimberly McGraw

COMMITTEE

Municipal Alliance
Municipal Alliance
Municipal Alliance
Municipal Alliance
Municipal Alliance
Municipal Alliance
Municipal Alliance
Municipal Alliance
Municipal Alliance
Municipal Alliance

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

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

Opposed: None.

Absent: Councilperson Canavera.

Abstained: None.

Mayor Brill Mittler appointed the following:

NAME

Micky Landis
Debbie Hehir
Kenneth Haskins
Kathie Pace
Jay Weinberg
Nick Kambitsis
Shawn Harrison
Andrea Alexander
Yudi Davis
Alex Duncan
Ryan Potter
Dov Fine, Stud. Mbr.
Mark Rubin, Stud. Mbr.

COMMITTEE

Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee
Recreation Advisory Committee

Mayor Brill Mittler appointed the following:

NAME

COMMITTEE

ORGANIZATION MEETING – JANUARY 4, 2022

Wolfram Hoefler
Judy Richman
Robert Fechter
Rebecca Hand
Rebecca Hersh
James Nichols

Rehab. & Redevelopment Screening Comm.
Rehab. & Redevelopment Screening Comm.
Rehab. & Redevelopment Screening Comm.
Rehab. & Redevelopment Screening Comm.
Rehab. & Redevelopment Screening Comm.
Rehab. & Redevelopment Screening Comm.

Mayor Brill Mittler appointed the following:

NAME

Jan Verstraete

COMMITTEE

Safe Walking & Cycling Committee

Mayor Brill Mittler appointed the following:

NAME

Roseanne Baruh
Karen Swaine
Aileen Coffey
Melanie McDermott
Mary Denver
Mary Ann Allard
Marian Sackrowitz
Christy Van Horn
Paul Sauers

COMMITTEE

Shade Tree Advisory Committee
Shade Tree Advisory Committee
Shade Tree Advisory Committee
Shade Tree Advisory Committee
Shade Tree Advisory Committee
Shade Tree Advisory Committee
Shade Tree Advisory Committee
Shade Tree Advisory Committee
Shade Tree Advisory Committee

Mayor Brill Mittler appointed the following:

NAME

Tina Weishaus
Rose DeLorenzo
Irene Riegner
Irene Chan Marx
Wendy Rosen
Paul Sauers
Olivia Park
Claudia Farber

COMMITTEE

Sustainable Highland Park
Sustainable Highland Park
Sustainable Highland Park
Sustainable Highland Park
Sustainable Highland Park
Sustainable Highland Park
Sustainable Highland Park
Sustainable Highland Park

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

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

Opposed: None.

Absent: Councilperson Canavera.

Abstained: None.

Mayor Brill Mittler appointed the following:

NAME

Ethan Schoolman
Craig Ambrooch

COMMITTEE

Environmental Commission
Environmental Commission

Mayor Brill Mittler appointed the following:

NAME

Scott Brescher
Khalidra Hadhazy
Allan Williams
Jeffrey Perlman
Alvin Chin
Dan Stern Cardinale, Alt. 1

COMMITTEE

Planning Board
Planning Board
Planning Board
Planning Board
Planning Board
Planning Board

Mayor Brill Mittler appointed Padraic Millet to serve as the Mayor's Designee on the Planning Board.

Mayor Brill Mittler appointed Ronald Wong to serve as the Mayor's Alternate on the Library Board of Trustees.

Mayor Brill Mittler appointed the following:

NAME

Hava Freidenreich
Phyllis Pollack

COMMITTEE

Human Relations Commission
Human Relations Commission

NO CONFIRMATION NECESSARY

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

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

Opposed: None.

Absent: Councilperson Canavera

Abstained: Councilperson Hale.

No. 1-22-15

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, 2022.

ORGANIZATION MEETING – JANUARY 4, 2022

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

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

No. 1-21-16

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, 2022.

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

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

No. 1-22-17

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 2022 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, 2022; and

WHEREAS, 26.25 percent of the total appropriation in the 2021 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 Four Million, One Hundred Eighty Thousand, Sixty Five Dollars and Sixty-Eight Cents (\$4,180,065.68); and

WHEREAS, 26.25% of the Water and Sewer Budget for 2021, excluding any appropriations made for debt service, capital improvement fund and public assistance is One Million, Two Hundred Thirty Thousand, Two Dollars and Eighty One Cents (\$1,230,002.81); 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.

2022 TEMPORARY OPERATING BUDGET

DESCRIPTION	ACCOUNT NUMBER	2022 TEMPORARY BUDGET
GENERAL GOVERNMENT FUNCTIONS		
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	70,000.00
Other Expenses	20-100-2	10,000.00
MAYOR & COUNCIL		
Salaries & Wages	20-110-1	9,000.00
Other Expenses	20-110-2	5,000.00
MUNICIPAL CLERK		
Salaries & Wages	20-120-1	55,000.00
Other Expenses	20-120-2	8,800.00
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	45,000.00
Other Expenses	20-130-2	17,000.00
ANNUAL AUDIT		
Other Expenses	20-135-2	7,000.00
TAX COLLECTION		
Salaries & Wages	20-145-1	31,000.00
Other Expenses	20-145-2	4,000.00
TAX ASSESSMENT		

ORGANIZATION MEETING – JANUARY 4, 2022

Salaries & Wages	20-150-1	17,000.00
Other Expenses	20-150-2	3,500.00
LEGAL SERVICES		
Other Expenses	20-155-2	103,500.00
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	27,500.00
INFORMATION TECHNOLOGY		
Other Expenses	20-140-2	32,500.00
CENTRAL SERVICES		
Other Expenses	20-316-2	22,000.00
LAND USE ADMINISTRATION		
PLANNING BOARD		
Salaries & Wages	21-180-1	2,000.00
Other Expenses	21-180-2	10,500.00
ZONING BOARD OF ADJUSTMENT		
Salaries & Wages	21-185-1	5,500.00
Other Expenses	21-185-2	1,500.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-195-2	500.00
INSURANCE		
GENERAL LIABILITY/WORKERS COMPENSATION		
Other Expenses	23-211-2	225,000.00
EMPLOYEE GROUP HEALTH		
Other Expenses	23-220-2	400,000.00
PUBLIC SAFETY FUNCTIONS		
POLICE		
Salaries & Wages	25-240-1	1,200,000.00
Other Expenses	25-240-2	62,000.00
POLICE DISPATCH/911		
Salaries & Wages	25-250-1	-
Other Expenses	25-250-2	-
OFFICE OF EMERGENCY MANAGEMENT		
Salaries & Wages	25-252-1	-
Other Expenses	25-252-2	6,900.00
FIRST AID CONTRIBUTION		
Other Expenses	25-260-2	4,000.00
FIRE		
Salaries & Wages	25-265-1	110,000.00
Other Expenses	25-265-2	25,000.00
LOSAP		
Other Expenses	25-265-2	-
MUNICIPAL PROSECUTOR		
Other Expenses	25-275-2	9,000.00
PUBLIC WORKS FUNCTIONS		
STREETS & ROADS		
Salaries & Wages	26-290-1	400,000.00
Other Expenses	26-290-2	37,000.00

ORGANIZATION MEETING – JANUARY 4, 2022

APARTMENT COLLECTION		
Other Expenses	26-305-2	60,000.00
PUBLIC BUILDINGS & GROUNDS		
Salaries & Wages	26-310-1	15,000.00
Other Expenses	26-310-2	59,000.00
MOTOR POOL		
Salaries & Wages	26-315-1	20,000.00
Other Expenses	26-315-2	35,000.00
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	-
SAFE WALKING & CYCLING COMMITTEE		
Other Expenses	27-337-2	500.00
SUSTAINABLE HIGHLAND PARK		
Other Expenses	27-338-2	250.00
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	4,500.00
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	50,000.00
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
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	33,000.00
STREET LIGHTING		
Other Expenses	31-435-2	46,000.00
TELEPHONE		
Other Expenses	31-440-2	13,000.00
FUEL OIL/GASOLINE/NATURAL GAS		
Other Expenses	31-460-2	27,500.00
SANITARY LANFILL		
Other Expenses	32-465-2	110,000.00
UNIFORM CONSTRUCTION CODE		

ORGANIZATION MEETING – JANUARY 4, 2022

Salaries & Wages	22-195-1	90,000.00
Other Expenses	22-195-2	2,000.00
UNCLASSIFIED		
CABLE TELEVISION		
Other Expenses	30-411-2	-
ACCUMULATED SICK LEAVE		
Salaries & Wages	30-415-1	-
COMMUNICATIONS		
Salaries & Wages	20-105-1	29,000.00
Other Expenses	20-105-2	10,000.00
MUNICIPAL COURT FUNCTIONS		
MUNICIPAL COURT		
Salaries & Wages	43-490-1	46,000.00
Other Expenses	43-490-2	2,500.00
PUBLIC DEFENDER		
Other Expenses	43-495-2	1,500.00
LIBRARY		
Salaries & Wages	29-390-1	170,000.00
Other Expenses	29-390-2	112,000.00
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	3,000.00
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	4,000.00
PUBLIC AND PRIVATE PROGRAMS		
NJDEP Radon Awareness	41-724-2	
Art & History Grant		-
STATUTORY EXPENDITURES		
SOCIAL SECURITY SYSTEM		
Other Expenses	36-472-2	100,000.00
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	-
DCRP		
Other Expenses	36-476-2	-
	SUBTOTAL	4,094,650.00
DEBT SERVICE		
BOND PRINCIPAL		
Other Expenses	45-920-2	1,038,000.00
INTEREST ON BONDS		
Other Expenses	45-930-2	420,039.00
M.C.I.A. LEASE/LOAN		
Other Expenses - Loans		181,435.00

ORGANIZATION MEETING – JANUARY 4, 2022

Other Expenses - Leases	45-950-2	119,599.00
DBIZ LOAN		
Other Expenses	45-925-2	33,334.00
	SUBTOTAL	1,792,407.00

GRAND TOTAL	5,887,057.00
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Mayor Brill Mittler opened the meeting for public discussion and called upon all those wishing to speak to identify themselves.

Leora Wenger, 133 North 7th Avenue, commented she likes seeing everyone at Borough Hall, and does not think there should be a mask mandate. There are plenty of studies that say masks do not work. The government should not be in the health business.

Abby Stern Cardinale, 221 Harper Street, commented about the budget. A temporary budget is being approved because the budget is not ready for review yet, she asked about the time frame for the budget and how we can help advocate for more funds in certain areas. She has spoken to Councilperson Hersh about putting more funds towards the pocket parks and recreation in town. Mayor Brill Mittler stated you can reach out to your councilperson or me about areas you are interested in. We will share that information with the Borough Administrator and see what we can do to help. Administrator Jover stated a temporary budget is adopted so we can operate during the time when we don't have an adopted budget. The timeline for introduction of the budget is set by the state. It is typically by the end of March or the first meeting in April when we would be shooting for an introduction. The budget is usually a two meeting process, there would be a public hearing and then adoption two weeks or so thereafter. Ms. Stern Cardinale asked about town tables and if there is any update about the timeframe for those coming back to the downtown. Mayor Brill Mittler stated Borough Administrator Jover has been in touch with the DOT. Administrator Jover stated the process we are following is we need to submit materials in advance of a pre-application meeting request with the DOT. Those materials were sent before the holidays, and we have not heard back from the DOT. My expectations would be to have a date for that meeting in the next couple of weeks, but I do not know how quick they will get back to us with a date. Once we have that meeting, we will come away with guidance from them, and if there are any refinements we need to make we will have some opportunity to do that, and then we will be able to submit the permit application in full. We have requested the meeting and are pushing hard to make the meeting sooner rather than later so we to get them up and running for the spring. Ms. Stern Cardinale commented on the previous speaker and said she disagrees with her and it is great to have a mask mandate in town. She feels it doesn't go far enough in terms of enforcement and it leaves it to community members to have the role of enforcement; she would like some clarity on enforcing the mask mandate with either a fine or penalty. Mayor Brill Mittler stated we do have some enforcement procedures regarding the mask mandate, it involves the code enforcement office. Administrator Jover stated our Code Enforcement office will be sending emails to our businesses to make sure they are aware of the mandate, and they have gone in person to several of the high traffic areas to let them know what is going on and their obligation to help us enforce this. One of the challenges is we can't be everywhere with very limited staffing so we realize we have a little more work to do to get the word out to help businesses comply. Mayor Brill Mittler stated in terms of penalties there is Chapter 1 Article 3 in the borough's code book which does call for violations and penalties for repeat code violation offenders. Councilman Hale added that Main Street Highland Park and members of the Council will be going door-to-door to the businesses with flyers as a further attempt to help businesses know there is a mandate. If there are problems or you have concerns, please come to us or the Borough instead of going after the business owner.

Siobhan Weinstein, 215 Benner Street, commented about the mask mandate. She read the executive order and had some remarks. If you are required to wear a mask at all times indoors at any public accommodation, if that's a restaurant or a bar essentially, it's saying I can't have coffee when I am at my own establishment. Mayor Brill Mittler said she has heard that question from another restaurant in town. We are asking people to use common sense so if you are sitting at a table and eating, clearly you cannot wear a mask, but certainly if you get up from your table to walk around or use the facilities, you will put your mask on. Ms. Weinstein said that sounds fair, but with the email that went out regarding violations you don't want it to negatively impact businesses. She asked for some clarity on the executive order that was put into writing. Mayor Brill Mittler said we will help get clarification out there. When the council people go out they can explain to the restaurant owners that when people are sitting and eating, they clearly can have their masks off, but when walking around, we would like to see the masks on.

Dan Stern Cardinale, 221 Harper Street, commented about the mask mandate. The case numbers right now are mind boggling and it is important that we have a mask mandate for any indoor public setting. He asked if the mandate could be amended to include some kind of medical grade mask, not just cloth masks. The research is pretty clear by now that cloth masks don't really do a whole lot so for it to be effective, it really needs to be a surgical mask or ideally a k-95 or n-95 mask. Councilman Hersh thanked Mr. Stern Cardinale for his comments and stated that we all have been learning a lot in the last few weeks about what masks are effective. Governments should be involved with public health, keeping your constituency as healthy as possible should very much be the role of not only government, but any community organization.

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

Attorney Schmierer read two messages into the record. The first one is from Lois Lebbing. It stated for your information there are still no first quarter water bills, bills were sent to at least six homes

ORGANIZATION MEETING – JANUARY 4, 2022

and one business on North 2nd Avenue. Has the water department compared this fourth quarter bill count with the previous quarter, how many times has the post office been notified? The December resignation of the Planning Board's three big kahunas with nearly a 100 years of experience sent shock waves through the residents. Were these members hands tied since the borough water and sewer lines are over 50 years old, these lines exceed their capacity. Does Highland Park need new engineering experts and input, and how will the Planning Board obey the MLUL requirement for public safety ensuring adequate water supply, drainage, trees, storage facilities, etc. Finally, isn't now the time to step back and ensure residents of a safe clean walkable town before embarking upon overcrowded streets, sidewalks and sewers.

The second message was from Marc Liebeskind. It stated based on information found in the New Jersey League of Municipalities website, it appears from that the Mayor does not have the authority to issue an executive order imposing a mask mandate in the Borough because it infringes on powers of the council. Highland Park Borough's form of government is considered a weak form of government and is governed by 40a:60-1 at sec., the duties of the mayor appear at 40a:60-5&6; 40a:60-5 states the mayor's authority allows her to recommend to the council such measures that she may deem necessary or expedient for the welfare of the Borough. Highland Park Ordinance 3-4 states the same, neither gives her executive authority over this matter fortunately. In addition the executive order does not allow masks to be removed when people eat, drink or ignore the science referenced in Governor Murphy's Executive Order 242 upon which Gail claims reliance that in a public space where all attendees are fully vaccinated masks are not required. Masking makes sense where you do not know the vaccination status of the attendees. The executive order also does not have an expiration date. Contrast this with the attached mayor executive orders from North and New Brunswick which allow for masks to be removed for eating and drinking that expire in 30 days. According to the medical experts, the recent rate rise in the omicron cases is largely due to unvaccinated individuals and is expected to trend downward in a few weeks, having an open ended mandate does not make sense or act in the public interest. It should be limited and can be reviewed near its expiration. If the mayor wishes to impose a legal mask mandate to protect the public, it would appear that it must be done by the council.

There being no further business, on motion made by Councilman George, seconded by Councilwoman Kim-Chohan, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 8:22 PM.

Respectfully submitted,

Jennifer Santiago
Borough Clerk