

BOROUGH OF HIGHLAND PARK
REGULAR MEETING
NOVEMBER 21, 2023 – 7:00 PM

To attend the meeting electronically, please follow the instructions below:

By phone:
1-929-205-6099
Webinar: 920 9574 9666

By computer, smartphone or tablet:
<https://zoom.us/j/92095749666>

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, Awards and Presentations.
Eagle Scout - Zachary Hale
6. Approval of Minutes.
 - 6.a **MOTION** to approve minutes as distributed:
 - October 10, 2023 Regular Session and Executive Session
 - October 24, 2023 Regular Session and Executive Session

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 per speaker limited to items on this Agenda. Comments from members of the public attending the meeting in-person will be heard first, followed by members of the public attending the meeting via Zoom.)
- 12. Ordinances Requiring a Second Reading.

12.a **Ordinance No. 23-2077** Bond Ordinance Providing for the Replacement of the Roof and Other Related Improvements to the Public Library, by and in the Borough of Highland Park, in the County of Middlesex, State of New Jersey; Appropriating \$400,000 Therefor and Authorizing the Issuance of \$380,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

- a. Public Hearing
- b. **MOTION** to adopt/reject Ordinance 23-2077

ROLL CALL VOTE

12.b **Ordinance No. 23-2078** An Ordinance Concerning Monetary Mitigation for the Payment for Tree Replacement

- a. Public Hearing
- b. **MOTION** to adopt/reject Ordinance 23-2078

ROLL CALL VOTE

12.c **Ordinance No. 23-2079** An Ordinance by the Borough of Highland Park, Middlesex County, New Jersey Amending Chapter 230, Land Development Concerning New Construction of Non-Conforming Single- and Two-Family Residential Lots

- a. Public Hearing
- b. **MOTION** to adopt/reject Ordinance 23-2079

ROLL CALL VOTE

12.d **Ordinance No. 23-2080** An Ordinance by the Borough of Highland Park, Middlesex County, New Jersey Amending Chapter 230, Land Development Concerning Residential Density in Central Business District

- a. Public Hearing
- b. **MOTION** to adopt/reject Ordinance 23-2080

ROLL CALL VOTE

13. Consent Agenda Items - Resolutions.

MOTION to adopt/reject

ROLL CALL VOTE

- 13.a *11-23-240 Resolution to Award \$10,000 Commercial Facade Rehabilitation Grant to B&B Auto Repair (175 Woodbridge Avenue) for Façade Improvements
- 13.b *11-23-241 Resolution Authorizing Advertisement for Receipt of Bids for the 2024 Tree Planting Program
- 13.c *11-23-242 Resolution to Apply for American Rescue Plan Firefighter Grant from NJDCA for Purchase of Fire Protection Equipment
- 13.d *11-23-243 Resolution Authorizing Submission of a Strategic Plan for the Highland Park Municipal Alliance for Fiscal Year 2025
- 13.e *11-23-244 Resolution Authorizing an Agreement with CME Associates for Professional Engineering Services for Roadway Improvements to No. Fourth Avenue, Denison Street, and Harper Street
- 13.f *11-23-245 Resolution Authorizing Modification No. 1 to Federal Aid Agreement for Final Design Engineering Services for Infrastructure and Intersection Improvements and ADA Compliance as part of the 2016 Safe Routes to School Project
- 13.g *11-23-246 Resolution Authorizing Modification No. 1 to Federal Aid Agreement for Final Design Engineering Services for Infrastructure and Intersection Improvements and ADA Compliance as part of the 2018 Safe Routes to School Project
- 13.h *11-23-247 Resolution Authorizing Action on Performance Bond - Highland Cliffs LLC
- 13.i *11-23-248 Resolution to Amend Annual Salary Resolution
- 13.j *11-23-249 Resolution to Cancel Prior Years Outstanding Checks
- 13.k *11-23-250 Resolution Authorizing Additional Funds to Professional Services Agreement with Arthur Thibault, Esq., Apruzzese, McDermott, Mastro & Murphy, PC. for Labor Attorney Services
- 13.l *11-23-251 Resolution Authorizing Execution of MOU with Middlesex County Office of Emergency Management for Utilization of Specialized Equipment
- 13.m *11-23-252 Resolution Authorizing Pay Estimate No. 4 to Molba Carpentry, Inc. t/a Molba Construction for the Highland Park Public Library Interior Renovations Project
- 13.n *11-23-253 Resolution to Approve Place-to-Place Transfer of Plenary Retail Distribution License - Surdas, LLC
- 13.o *11-23-254 Resolution in Support of Mandate Minimum Nurse Staffing at Hospitals

13.p *11-23-255 Resolution to Approve Bills List

14. Resolutions requiring a Separate Reading.

14.a 11-23-256 Resolution to Approve Budget Transfers
MOTION adopt/reject

ROLL CALL VOTE

14.b 11-23-257 Resolution Authorizing Agreement with Let's Think Wireless, LLC (LTW) to Purchase and Install Updated CCTV and Audio Systems at the Police Department as part of the Transfer of 911 Emergency Communications Services to the Rutgers Dispatch Center
MOTION adopt/reject

ROLL CALL VOTE

15. Appointments.

Mayor's Teen Advisory Committee
Harry Glazer, Adult Member

MOTION

ROLL CALL VOTE

16. Second Public Participation.

(3 minutes per speaker on any topic; subject to 9 PM conclusion prior to Work Session. Comments from members of the public attending the meeting in-person will be heard first, followed by members of the public attending the meeting via Zoom.)

17. Recess (5 minutes).

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

1. Signage and façade ordinance (C. Cosenza)

19. Executive Session (if necessary).

20. MOTION to adjourn.

21. **Next Scheduled Meeting:** December 5, 2023 @ 7:00 PM

**BOROUGH OF HIGHLAND PARK
MIDDLESEX COUNTY, NEW JERSEY**

BOND ORDINANCE NUMBER 23-2077

Bond Ordinance Providing for the Replacement of the Roof and Other Related Improvements to the Public Library, By and in the Borough of Highland Park, in the County of Middlesex, State of New Jersey; Appropriating \$400,000 Therefor and Authorizing the Issuance of \$380,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLAND PARK, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), AS FOLLOWS:

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Borough of Highland Park, in the County of Middlesex, State of New Jersey (the "Borough"). For the said improvements or purposes stated in Section 3 hereof, there is hereby appropriated the amount of \$400,000, which amount includes the down payment in the amount of \$20,000 (the "Down Payment") now available for said improvements or purposes as required by the Local Bond Law, as amended and supplemented (N.J.S.A. § 40A:2-1 et seq.) (the "Local Bond Law"). Said Down Payment is now available by virtue of a provision or provisions in a previously adopted budget or temporary capital budget of the Borough.

SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof, and to meet the part of said \$400,000 appropriation not provided for by application hereunder of said Down Payment, negotiable bonds of the Borough are hereby authorized to be issued in a principal amount not exceeding \$380,000

pursuant to, and within the limitations prescribed by, the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$380,000 are hereby authorized to be issued pursuant to, and within the limitations prescribed by, the Local Bond Law.

SECTION 3. (a) The improvements hereby authorized and purposes for the financing of which said bonds or notes are to be issued are for various improvements to the Public Library, including the replacement of the roof, and any related improvements and renovations ancillary thereto. Such improvements or purposes shall include all engineering and design work, surveying, construction planning, preparation of plans and specifications, permits, bid documents, construction inspection and contract administration, and all work, materials, labor, accessories, appurtenances and equipment necessary therefor or incidental thereto, all in accordance with the plans and specifications on file in the Office of the Clerk of the Borough and available for public inspection.

(b) The estimated maximum amount of bonds or notes to be issued for said improvements or purposes is \$380,000.

(c) The estimated cost of said improvements or purposes is \$400,000, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor is the Down Payment in the amount of \$20,000 available for such improvements or purposes.

SECTION 4. In the event the United States of America, the State of New Jersey and/or the County of Middlesex make a contribution or grant in aid to the Borough for the improvements and purposes authorized hereby and the same shall be received by the Borough prior to the issuance of the bonds or notes authorized in Section 2 hereof, then

the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey and/or the County of Middlesex. In the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey and/or the County of Middlesex shall be received by the Borough after the issuance of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose. This Section 4 shall not apply, however, with respect to any contribution or grant in aid received by the Borough as a result of using funds from this bond ordinance as "matching local funds" to receive such contribution or grant in aid.

SECTION 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the Borough, provided that no note shall mature later than one (1) year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer of the Borough. The Chief Financial Officer of the Borough shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the signature of the Chief Financial Officer of the Borough upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of N.J.S.A. 40A:2-8.1. The Chief Financial Officer of the Borough is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer of the Borough is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount,

the description, the interest rate, the maturity schedule of the notes so sold, the price obtained and the name of the purchaser.

SECTION 6. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

SECTION 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses and are improvements or purposes which the Borough may lawfully undertake as general improvements or purposes, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of said improvements or purposes within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is twenty (20) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the Office of the Clerk of the Borough and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond

ordinance by \$380,000, and the said bonds or notes authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$200,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvements or purposes hereinbefore described.

SECTION 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the bonds or notes authorized by this bond ordinance. The bonds or notes shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Borough for the payment of the principal of the bonds or notes and the interest thereon without limitation as to rate or amount.

SECTION 9. The Borough reasonably expects to reimburse any expenditures toward the costs of the improvements or purposes described in Section 3 hereof and paid prior to the issuance of any bonds or notes authorized by this bond ordinance with the proceeds of such bonds or notes. This Section 9 is intended to be and hereby is a declaration of the Borough's official intent to reimburse any expenditures toward the costs of the improvements or purposes described in Section 3 hereof to be incurred and paid prior to the issuance of bonds or notes authorized herein in accordance with Treasury Regulations §150-2. All reimbursement allocations will occur not later than eighteen (18) months after the later of (i) the date the expenditure from a source other than any bonds or notes authorized herein is paid, or (ii) the date the improvements or purposes described in Section 3 hereof are "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than three (3) years after the expenditure is paid.

SECTION 10. The Borough covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended of the interest on all tax-exempt bonds and notes issued under this bond ordinance.

SECTION 11. The Chief Financial Officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough, which are authorized herein, and to execute such disclosure document on behalf of the Borough. The Chief Financial Officer of the Borough is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough, which are authorized herein, and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 12. The Mayor, the Chief Financial Officer, the Administrator, and any other official/officer of the Borough are each hereby authorized and directed to execute, deliver and perform any agreement necessary to undertake the improvements or purposes set forth herein and to effectuate any transaction contemplated hereby.

SECTION 13. This bond ordinance shall take effect twenty (20) days after the first publication of this bond ordinance after final adoption and approval by the Mayor, as provided by the Local Bond Law.

**ADOPTED ON FIRST READING
DATED: October 10, 2023**

**JENNIFER SANTIAGO,
Clerk of the Borough of Highland Park**

**ADOPTED ON SECOND READING
DATED: October 24, 2023**

**JENNIFER SANTIAGO,
Clerk of the Borough of Highland Park**

APPROVED BY THE MAYOR THIS 24TH DAY OF OCTOBER, 2023.

**ELSIE FOSTER,
Mayor**

**ORDINANCE NO. 23-2078
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**AN ORDINANCE CONCERNING MONETARY MITIGATION FOR THE PAYMENT
FOR TREE REPLACEMENT**

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

1. SECTION 388-11.D of the “Code of the Borough of Highland Park 2010” which establishes the payments owed to the Tree Replacement Fund if monetary mitigation is to be made for replacement trees is hereby deleted in its entirety and replaced with the following NEW provisions:

D. Monetary Mitigation. All replacement trees shall be planted on site in accordance with the foregoing. Monetary mitigation shall be made as a payment to the Tree Replacement Fund for owner-occupied residential property at the rate of \$600.00 for each unplanted replacement tree and for residential properties that are not owner-occupied and for any other property held for investment and for all commercial properties in an amount equal to \$850.00 for each unplanted replacement tree. Monetary mitigation shall be required if:

- (1) The Applicant for any reason plants fewer than the number of required replacement trees within the required six months of removal; or
- (2) The Applicant determines that the site will not accommodate the total number of required replacement trees and makes a monetary mitigation payment for each replacement tree that will not be planted; or
- (3) A replacement tree dies within a year of planting and the Applicant determines not to plant a new replacement tree.

2. This Ordinance shall take effect upon its passage and publication as required by law.

Introduce at the meeting on October 24, 2023.

ADOPTED: _____, 2023

ATTEST:

APPROVED: _____, 2023

Jennifer Santiago
BOROUGH CLERK

Elsie Foster
MAYOR

**ORDINANCE NO. 23-2079
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**AN ORDINANCE BY THE BOROUGH OF HIGHLAND PARK, MIDDLESEX
COUNTY, NEW JERSEY AMENDING CHAPTER 230, LAND DEVELOPMENT
CONCERNING NEW CONSTRUCTION ON NON-CONFORMING
SINGLE- AND TWO-FAMILY RESIDENTIAL LOTS**

BE IT ORDAINED by the Borough Council of the Borough of Highland Park that the following amendments to Chapter 230 are hereby enacted (underlined material is new and is added; [bracketed] material is deleted):

SECTION 1. Section 230-149.3 of the "Code of the Borough of Highland Park" concerning the regulations pertaining to non-conforming uses, structures or lots is hereby amended as follows:

§ 230-149.3 Nonconforming uses, structures or lots.

(No changes)

- A. (No changes)
- B. Nonconforming lots. A permitted single- or two-family dwelling on a lot that is nonconforming with respect to lot area, lot width or lot depth may be constructed, altered or enlarged and an accessory structure on a lot that is nonconforming with respect to lot area, lot width or lot depth may be constructed, altered or enlarged without an appeal for variance relief, provided that all other provisions of this chapter are complied with.
- C. (No changes)
- D. (No changes)
- E. (No changes)

SECTION 2. Any article, section, paragraph, subsection, clause, or other provision of the BOROUGH Code inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

SECTION 4. This ordinance shall take effect upon its passage and publication and filing with the County of Middlesex Planning Board, and as otherwise provided for by law.

Introduced at the meeting on: October 24, 2023

Adopted at the public hearing on: _____, 2023

ATTEST:

APPROVED: _____, 2023

Jennifer Santiago
Borough Clerk

Elsie Foster
Mayor

**ORDINANCE NO. 23-2080
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**AN ORDINANCE BY THE BOROUGH OF HIGHLAND PARK, MIDDLESEX
COUNTY, NEW JERSEY AMENDING CHAPTER 230, LAND DEVELOPMENT
CONCERNING RESIDENTIAL DENSITY IN CENTRAL BUSINESS DISTRICT**

BE IT ORDAINED by the Borough Council of the Borough of Highland Park that the following amendments to Chapter 230 are hereby enacted (underlined material is new and is added; [bracketed] material is deleted):

SECTION 1. Section 230-149 of the "Code of the Borough of Highland Park" concerning the Zoning Bulk Schedule Requirements attachment (Attachment 3) is hereby amended as follows:

- Page 3 entitled "230 Attachment 3:3"
 - REVISE Maximum dwelling units/building for CBD district from "33% gfa" to "—" to indicate that the maximum dwelling units/building requirement does not apply to the CBD district.

SECTION 2. Any article, section, paragraph, subsection, clause, or other provision of the BOROUGH Code inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

SECTION 4. This ordinance shall take effect upon its passage and publication and filing with the County of Middlesex Planning Board, and as otherwise provided for by law.

Introduced at the meeting on: October 24, 2023

Adopted at the public hearing on: _____, 2023

ATTEST:

APPROVED: _____, 2023

Jennifer Santiago
Borough Clerk

Elsie Foster
Mayor

**RESOLUTION NO. 11-23-240
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO AWARD \$10,000 COMMERCIAL FAÇADE REHABILITATION
GRANT TO B&B AUTO REPAIR (175 WOODBRIDGE AVENUE) FOR FAÇADE
IMPROVEMENTS**

WHEREAS, the Borough of Highland Park’s Neighborhood Preservation Program (NPP) earmarked more than \$50,000 in its Year II Implementation Plan (IP) for grants for property and business owners along Woodbridge Avenue, funded through NPP and the Community Development Block Grant (CDBG) program administered by Middlesex County; and

WHEREAS, B&B Auto Repair (175 Woodbridge Avenue) has made significant improvements to the façade of their building and has applied for a grant of \$10,000 through the NPP’s Commercial Façade Rehabilitation Grant program; and

WHEREAS, funds are available for this purpose in Grant Account No. G-02-41-768-200 in an amount not to exceed \$10,000, as reflected by the Certification of Funds Available by Chief Financial Officer Certification no. 2023-73.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey:

1. The application from B&B Auto Repair (175 Woodbridge Avenue) be approved for funding under the NPP Commercial Façade Rehabilitation Grant program in the amount of \$10,000.
2. Certified copies of this Resolution be forwarded to the applicant, Finance Department, and NPP Coordinator.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

AN DA BUILDER GROUP LLC

770 ROUTTE 46, PARSIPPANY NJ 07054

TEL: 9737943005

Email: info@andabuildersgroup.com

INVOICE

06/09/2023

INVOICE NO. 985

<Payment terms (due on receipt, due in X days)>

BILL TO

ANG LI

B & B AUTO REPAIR INC.

175 WOODBRIDGE AVE, HIGHLAND PARK, NJ 08904

(917)385-5868

BBAUTO175@HOTMAIL.COM

SITE LOCATION

B & B AUTO REPAIR

175 WOODBRIDGE AVE, HIGHLAND PARK, NJ 08904

(732)985-9500

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Materials			
CEMENT	220	8.00	1760.00
METAL NET FOR WALL	50	22.00	1100.00
OTHER MATERIAL			3757.00
Labour			
REFINISH 5 WALLS			15700.00
REPAIR ROOF			2000.00
			0.00
Other			
EQUIPMENT RENTAL			2089.00
			0.00

Remarks / Payment Instructions:

SUBTOTAL 26406.00

DISCOUNT 0.00

SUBTOTAL LESS DISCOUNT 26406.00

TAX RATE 6.63%

TOTAL TAX 1749.40

SHIPPING/HANDLING 0.00

Balance Due \$ 28,155.40

**RESOLUTION NO. 11-23-241
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR RECEIPT OF BIDS
FOR THE 2023 TREE PLANTING PROGRAM**

WHEREAS, the mission articulated in the Highland Park Community Forestry Management Plan is to strive to achieve an urban forest that is safe, healthy, diverse and aesthetically pleasing that also sustains and enhances valuable ecosystem services and biodiversity; and

WHEREAS, the annual tree planting program is an essential part of achieving that mission; and

WHEREAS, the Borough was awarded a grant from the NJ Urban and Community Forestry Program within the NJ Department of Environmental Protection to carry out tree planting and maintenance projects within the Borough in 2024.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that

1. The Borough Clerk shall be and is hereby authorized and directed to advertise for receipt of bids for the Borough’s 2024 Tree Planting Program.
2. Bids will be received at a date and time to be determined by the Borough Clerk and the Borough Administrator, said bids to be in accordance with specifications prepared by the Borough Administrator in consultation with the Department of Public Works and the Shade Tree Advisory Committee.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-242
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPLY FOR AMERICAN RESCUE PLAN FIREFIGHTER GRANT FROM
NJDCA FOR PURCHASE OF FIRE PROTECTION, CLEANING, AND SANITIZATION
EQUIPMENT**

WHEREAS, the Fire Department wishes to purchase new turnout gear to ensure they are properly protected against combined threats of COVID-19 and the strain of emergency fire requests; and

WHEREAS, the New Jersey Department of Community Affairs (NJDCA) has appropriated funds from the American Rescue Plan for this purpose; and

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

1. The Mayor and Borough Clerk are hereby authorized and directed to execute and submit, on behalf of the Fire Department, the grant application to NJDCA.
2. The Mayor and the Borough Clerk are hereby authorized to sign the grant agreement upon acceptance on behalf of the Borough of Highland Park and that their signature constitutes acceptance of the terms and conditions and approves the execution of the grant agreement.
3. Certified copies of this resolution be forwarded to the applicant, Finance Department, and Assistant to the Borough Administrator.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-243
HIGHLAND PARK BOROUGH
MIDDLESEX COUNTY**

**Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle
October 2020-June 2025**

FORM 1B

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Middlesex.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Highland Park, County of Middlesex, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Highland Park Municipal Alliance grant for fiscal year FY2025 in the amount of:

GCADA GRANT FUND \$ 9,664.00
Cash Match \$2,416.00
In-Kind \$7,248.00

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
Elsie Foster, Mayor

CERTIFICATION

I, Jennifer Santiago, Municipal Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a Resolution duly authorized by the Borough Council on this 21st day of November 2023.

Jennifer Santiago, Municipal Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-244
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING AN AGREEMENT WITH CME ASSOCIATES FOR PROFESSIONAL ENGINEERING SERVICES FOR ROADWAY IMPROVEMENTS TO NO. FOURTH AVENUE, DENISON STREET, AND HARPER STREET

WHEREAS, the Borough of Highland Park was awarded a 2024 NJDOT Municipal Aid Grant in the amount of \$609,980.00 for roadway improvements to No. Fourth Avenue, Denison Street, and Harper Street; and

WHEREAS, the Borough has need for engineering services in relation to these upcoming roadway projects, in accordance with the proposal received from Bruce Koch, CME Associates, dated November 7, 2023, attached to the original of this resolution; and

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

WHEREAS, CME Associates, Parlin, N.J., is a firm of licensed engineers of the State of New Jersey with extensive experience in providing these services; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation of said consulting engineer; and

WHEREAS, funds for this purpose are available in the Capital Fund Account No. C-04-55-821-001 in an amount not to exceed \$134,285.00, as reflected by the certification of funds by the Chief Financial Officer No. 2023-74.

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

1. The Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough an Agreement for professional services with CME Associates, 3141 Bordentown Avenue, Parlin, NJ 08859, a copy of which is attached to the original of this original,
2. Notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the office of the Borough Clerk.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

2023

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, entered into this 21st day of November 2023, by and between the **BOROUGH OF HIGHLAND PARK**, a municipal corporation of the State of New Jersey, having its principal offices located at 221 South 5th Avenue, Highland Park, New Jersey 08904 (hereinafter referred to as "**BOROUGH**") and Bruce Koch, CME Associates, 3141 Bordentown Avenue, Parlin, New Jersey 08859 (hereinafter referred to as "**COMPANY**").

WITNESSETH:

WHEREAS, the **BOROUGH** requires professional services in connection with Engineering Services for roadway improvements to North 4th Avenue, Denison Street, and Harper Street (NJDOT FY 2024 Municipal Aid Program); and

WHEREAS, the **BOROUGH** has adopted a Resolution authorizing the award of a Contract for said professional services to the **COMPANY** without competitive bidding as permitted by *N.J.S.A. 40A:11-1, et seq.*

NOW, THEREFORE, IT IS AGREED between the **BOROUGH** and the **COMPANY**, as follows:

1. Effective November 21, 2023, the **COMPANY** shall render professional services for the **BOROUGH** as required by the **BOROUGH**.
2. The **BOROUGH** agrees to compensate the **COMPANY** as set forth on the proposal dated November 7, 2023, the amount of said compensation shall not exceed **\$134,285.00** unless amended by further action of the **BOROUGH** for the above mentioned services.
3. The **BOROUGH** agrees to pay the **COMPANY** for any actual disbursements and out of pocket expenses incurred in carrying out its duties.

4. The **COMPANY** shall submit monthly billing to the **BOROUGH** for said services, if any, on vouchers as required by the **BOROUGH**. The **BOROUGH** agrees to process and pay said vouchers in the same manner as other municipal vouchers. The **BOROUGH** requires billing for professional services to be done to the nearest 1/4 hour.

5. The parties hereto hereby incorporate by reference herein the Affirmative Action Addendum attached hereto and made a part hereof as *Exhibit A*.

6. The **COMPANY** agrees to file its New Jersey Business Registration Certificate with the **BOROUGH's** Chief Financial Officer.

7. The **COMPANY** agrees to adhere to and comply with the provisions of the New Jersey Local Unit Pay-to-Play Act, *N.J.S.A. 19:44A-20.1*, and the **BOROUGH's** Pay-to-Play Ordinance No. 1705.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals the date first above written.

ATTEST:

BOROUGH OF HIGHLAND PARK

Jennifer Santiago, Borough Clerk

By: _____
Elsie Foster, Mayor

WITNESS:

CME ASSOCIATES

By: _____

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME
KEITH CHIARAVALLI, PE, CME

November 7, 2023

Mrs. Teri Jover, Borough Administrator
Borough of Highland Park
221 South Fifth Avenue
Highland Park, NJ 08904

**Re: Improvements to N. Fourth Avenue, Denison Street, & Harper Street
NJDOT FY 2024 Municipal Aid Program
Highland Park, New Jersey
Our File No.: PHP00646.01**

Dear Mrs. Jover:

As you may be aware, the NJDOT has awarded the Borough with a 2024 NJDOT Municipal Aid Grant of \$609,980.00 for the above referenced project. The application submitted to the NJDOT was for the improvements to N. Fourth Avenue from Denison Street to Raritan Avenue, Denison Street from N. Second Avenue to N. Fifth Avenue, and Harper Street from S. First Avenue to S. Fourth Avenue. Our preliminary construction cost estimate for same is approximately \$810,000.00, which does not include state non-participating items such as Uniformed Police Traffic Directors and any repairs to the sanitary sewer. The estimate consisted of a mill and overlay, ADA accessible ramp improvements, improvements to storm sewer structures, striping and signage.

This cost estimate does not include Uniformed Police Traffic Directors and any repairs to the sanitary sewer mains/manholes, which are state non-participating items and would not be eligible under the grant. We estimate the police and sanitary sewer items to be approximately \$80,000 and would have to be funded by the Borough.

Since the Borough has received less funding than requested, we have provided the following approximate cost estimates for each of the roads state participating items:

• N. Fourth Avenue	\$89,000.00
• Denison Street	\$409,000.00
• Harper Street	\$311,000.00

It appears the Borough could proceed with the Improvements to N. Fourth Avenue, Denison Street and perhaps half of Harper Street to closely match the funding with State participating items.

We respectfully submit the following Professional Engineering Service cost estimates for the various tasks of the above referenced project.

• Survey Phase Services	\$ 7,145.00
• Design Phase Services	\$ 57,790.00
• Bid Phase Services	\$ 4,770.00
• Construction Phase Services	\$ 64,580.00
Total:	\$134,285.00



Mrs. Teri Jover, Borough Administrator
November 7, 2023
Page 2

Depending upon the variation in construction materials and oil prices, the project construction costs may increase or decrease. Our Bid Phase proposal cost is for one (1) bidding process. If the Borough must bid the project again, we can provide those services based on our hourly rate schedule on file with the Borough for the actual hours required to perform same.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates

Bruce M. Koch, PE, PP, CME
Borough Engineer's Office

BMK/dy

cc: Mayor Elsie Foster
All Council Members
Borough Clerk
Borough Attorney
Chief Financial Officer
Borough Construction Official
Public Works Superintendent

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127)

N.J.A.C. 17:27 et seq.

GOODS, GENERAL SERVICES, AND PROFESSIONAL SERVICES CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

EXHIBIT A (Cont)

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval;

Certificate of Employee Information Report; or

Employee Information Report Form AA-302 (electronically provided by the Division and distributed to the public agency through the Division's website at: http://www.state.nj.us/treasury/contract_compliance).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

Signature

Date

Print Name and Company

**RESOLUTION NO. 11-23-245
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING MODIFICATION NO. 1 TO FEDERAL AID AGREEMENT FOR FINAL DESIGN ENGINEERING SERVICES FOR INFRASTRUCTURE AND INTERSECTION IMPROVEMENTS AND ADA COMPLIANCE AS PART OF THE 2016 SAFE ROUTES TO SCHOOL PROJECT

WHEREAS, the Borough of Highland Park was awarded a Safe Routes to School Program grant in the amount of \$216,000 from the New Jersey Department of Transportation (NJDOT) for infrastructure and intersection improvements and ADA compliance; and

WHEREAS, the Borough of Highland Park was awarded engineering design assistance from the NJDOT for the 2016 Safe Routes to School grant; and

WHEREAS, the Borough of Highland Park selected the consulting firm NV5 to provide the engineering and design assistance for this project according to the NJDOT’s specified consultant selection process; and

WHEREAS, the Federal Highway Administration (FHWA) authorized funding for these engineering services up to an amount of \$106,556.74 and the Borough of Highland Park and the NJDOT Division of Local Aid and the Borough entered into Federal Aid Agreement No. 2019-DT-DLA-529 accordingly; and

WHEREAS, on September 19, 2023, the FHWA authorized additional funding in the amount of \$89,753.05 for the final design costs associated with the 2016 Safe Routes to School Project, bringing total covered design costs for to \$196,309.79.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that:

1. The Mayor shall be and is hereby authorized to execute Modification No. 1 of Federal Aid Agreement 2019-DT-DLA-529 with the State of New Jersey, Department of Transportation, Division of Local Aid and Economic Development.
2. The Borough Clerk shall send three original signed and sealed copies of the attached agreement modification for execution by the NJDOT.
3. Modification No. 1 of the Federal Aid Agreement with NJDOT shall not be binding on either party until it is executed by the Commissioner of Transportation or the Commissioner’s designee.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**NEW JERSEY DEPARTMENT OF TRANSPORTATION
LOCAL AID & ECONOMIC DEVELOPMENT
TRENTON, NEW JERSEY**

AGREEMENT MODIFICATION

Contract ID: 19 71030

MODIFICATION NO.	<u>1</u>	FEDERAL PROJECT NO.	<u>TAP-D00S(284)</u>	DATE	<u>October 18, 2023</u>
PROJECT	<u>Infrastructure and Intersection Improvements and ADA Compliance</u>				
LOCATION	<u>Highland Park Borough, Middlesex County</u>				
SPONSOR	<u>Highland Park Borough</u>				
AGREEMENT DATE	<u>01/03/2020</u>	AGREEMENT NO.	<u>2019-DT-DLA-529</u>		

IN ACCORDANCE WITH THE PROVISIONS OF THE ABOVE NOTED AGREEMENT, THE SPONSOR AND THE STATE AGREE TO THE CHANGES TO THE AGREEMENT AS FOLLOWS:

- 3.1 The State hereby awards a Grant of federal funds, available on a reimbursement basis, in the amount of \$106,556.74 for the period of performance ("Project Fund"). Neither the State, FHWA, nor USDOT shall provide funding greater than this amount under this Agreement. The Subrecipient acknowledges that neither the State, FHWA nor USDOT are liable for payments that exceed this amount.
- 3.2 The Project shall be completed by August 01, 2023, unless either terminated or extended by written authorization of the State.

CHANGE TO:

- 3.1 The State hereby awards a Grant of federal funds, available on a reimbursement basis, in the amount of \$196,309.79 for the period of performance ("Project Fund"). Neither the State, FHWA, nor USDOT shall provide funding greater than this amount under this Agreement. The Subrecipient acknowledges that neither the State, FHWA nor USDOT are liable for payments that exceed this amount.
- 3.2 The Project shall be completed by December 30, 2026, unless either terminated or extended by written authorization of the State.

Additional Funds

Original Agreement Amount (PE)	<u>\$106,556.74</u>
Present Agreement Total Amt. (PE)	<u>\$106,556.74</u>
This Modification Amount (Mod. No.1 FD)	<u>\$89,753.05</u>
Modified Agreement Amt. (PE+FD)	<u>\$196,309.79</u>
Original Agreement Compl. Date	<u>08/01/2025</u>
Revised Agreement Compl. Date	<u>12/30/2026</u>

CERTIFICATION OF FUNDS

Barbara DeLucia, Director of Accounting and Auditing
Date

FOR PROGRAM USE ONLY:

Document No. _____
Registration No. _____

ACCEPTED

(Sponsor) Date

RECOMMENDED

Mahmood A Khandakar, Project Management Specialist 2
Local Aid Date

Julie Seaman, Project Management Specialist 3
Local Aid Date

CERTIFICATION ACCEPTANCE PROJECTS
This Mod. is approved for Federal participation

Laine Rankin, Director, Local Aid & Economic Development
Date

**RESOLUTION NO. 11-23-246
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING MODIFICATION NO. 1 TO FEDERAL AID AGREEMENT FOR FINAL DESIGN ENGINEERING SERVICES FOR INFRASTRUCTURE AND INTERSECTION IMPROVEMENTS AND ADA COMPLIANCE AS PART OF THE 2018 SAFE ROUTES TO SCHOOL PROJECT

WHEREAS, the Borough of Highland Park was awarded a Safe Routes to School Program grant in the amount of \$250,000 from the New Jersey Department of Transportation (NJDOT) for infrastructure and intersection improvements and ADA compliance; and

WHEREAS, the Borough of Highland Park was awarded engineering design assistance from the NJDOT for the 2018 Safe Routes to School grant; and

WHEREAS, the Borough of Highland Park selected the consulting firm NV5 to provide the engineering and design assistance for this project according to the NJDOT’s specified consultant selection process; and

WHEREAS, the Federal Highway Administration (FHWA) authorized funding for these engineering services up to an amount of \$178,320.76 and the Borough of Highland Park and the NJDOT Division of Local Aid and the Borough entered into Federal Aid Agreement No. 2022-DT-DLA-101 accordingly; and

WHEREAS, on September 19, 2023, the FHWA authorized additional funding in the amount of \$129,485.97 for the final design costs associated with the 2018 Safe Routes to School Project, bringing total covered design costs for to \$307,806.73.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that:

1. The Mayor shall be and is hereby authorized to execute Modification No. 1 of Federal Aid Agreement 2022-DT-DLA-101 with the State of New Jersey, Department of Transportation, Division of Local Aid and Economic Development.
2. The Borough Clerk shall send three original signed and sealed copies of the attached agreement modification for execution by the NJDOT.
3. Modification No. 1 of the Federal Aid Agreement with NJDOT shall not be binding on either party until it is executed by the Commissioner of Transportation or the Commissioner’s designee.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**NEW JERSEY DEPARTMENT OF TRANSPORTATION
LOCAL AID & ECONOMIC DEVELOPMENT
TRENTON, NEW JERSEY**

AGREEMENT MODIFICATION

Contract ID: 22 70036

MODIFICATION NO.	<u>1</u>	FEDERAL PROJECT NO.	<u>TAP-D00S (554)</u>	DATE	<u>October 26, 2023</u>
PROJECT	<u>Phase 2 Intersection Safety Improvements</u>				
LOCATION	<u>Highland Park Borough, Middlesex County</u>				
SPONSOR	<u>Highland Park Borough</u>				
AGREEMENT DATE	<u>02/25/2022</u>	AGREEMENT NO.	<u>2022-DT-DLA-101</u>		

IN ACCORDANCE WITH THE PROVISIONS OF THE ABOVE NOTED AGREEMENT, THE SPONSOR AND THE STATE AGREE TO THE CHANGES TO THE AGREEMENT AS FOLLOWS:

- 3.1 The State hereby awards a Grant of federal funds, available on a reimbursement basis, in the amount of \$178,320.76 for the period of performance ("Project Fund"). Neither the State, FHWA, nor USDOT shall provide funding greater than this amount under this Agreement. The Subrecipient acknowledges that neither the State, FHWA nor USDOT are liable for payments that exceed this amount.
- 3.2 The Project shall be completed by October 31, 2024, unless either terminated or extended by written authorization of the State.

CHANGE TO:

- 3.1 The State hereby awards a Grant of federal funds, available on a reimbursement basis, in the amount of \$\$\$307,806.73 for the period of performance ("Project Fund"). Neither the State, FHWA, nor USDOT shall provide funding greater than this amount under this Agreement. The Subrecipient acknowledges that neither the State, FHWA nor USDOT are liable for payments that exceed this amount.
- 3.2 The Project shall be completed by December 30, 2026, unless either terminated or extended by written authorization of the State.

Additional Funds

Original Agreement Amount (PE)	<u>\$178,320.76</u>
Present Agreement Total Amt. (PE)	<u>\$178,320.76</u>
This Modification Amount (Mod. No.1 FD)	<u>\$129,485.97</u>
Modified Agreement Amt. (PE+FD)	<u>\$307,806.73</u>
Original Agreement Compl. Date	<u>10/31/2023</u>
Revised Agreement Compl. Date	<u>12/30/2026</u>

CERTIFICATION OF FUNDS

Barbara DeLucia, Director of Accounting and Auditing Date

ACCEPTED

<u>FOR PROGRAM USE ONLY:</u>	
Document No. _____	_____
Registration No. _____	_____

(Sponsor) Date

RECOMMENDED

Mahmood A Khandakar, Project Management Specialist 2
Local Aid Date

Julie Seaman, Project Management Specialist 3
Local Aid Date

CERTIFICATION ACCEPTANCE PROJECTS This Mod. is approved for Federal participation	
_____ Laine Rankin, Director, Local Aid & Economic Development	_____ Date

**RESOLUTION NO. 11-23-247
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION ACTION ON PERFORMANCE BOND - HIGHLAND CLIFFS, LLC

WHEREAS, on January 28, 2016, Highland Cliffs LLC, hereto posted with the Borough of Highland Park a Performance Bond No. FP0022695, issued by First Indemnity of American Insurance Company in the amount of \$1,108,004.40 and a cash bond in the amount of \$123,111.60, for a total amount of \$1,231,116.00, in connection with a final major site plan and final major subdivision application on the property known as 2 South Adelaide Avenue, Block 1, Lot 1.01, in the Borough of Highland Park; and

WHEREAS, on October 5, 2018, by Resolution No. 10-18-269, the Borough Council authorized reduction of Performance Bond No. FP0022695, issued by First Indemnity of American Insurance Company from \$1,108,004.40 to \$409,471.18.; and

WHEREAS on September 19, 2023, by Resolution 9-23-201, the Borough Council denied release of Performance Bond No. FP0022695, issued by First Indemnity of American Insurance Company in the amount of \$409,471.18, cash bond in the amount of \$123,111.60; and

WHEREAS, the developer for the referenced project has requested release of performance bonds; and

WHEREAS, the Borough Engineer has conducted a site inspection of this project and filed report dated November 1, 2023 recommending the release of Performance Bond No. FP0022695, issued by First Indemnity of American Insurance Company in the amount of \$409,471.18 and a cash performance bond in the amount of \$123,111.60.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that

1. the Performance Bond posted by Highland Cliffs LLC in the amount of \$409,471.18 and cash bond in the amount of \$123,111.60, shall be and is hereby released subject to the following:
 - Posting of a 2-year Maintenance Bond in the amount of \$184,667.70.
 - Payment of any outstanding engineering inspection fees.
 - Payment of any outstanding Borough fees.
2. Certified copies of this Resolution be forwarded to the Finance Department, Borough Engineer, Construction Official, and Highland Cliffs LLC.

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION 11-23-248
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING AMENDMENT TO ANNUAL SALARY RESOLUTION

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the annual Salary Resolution No. 01-23-20, which was adopted on January 21, 2023, showing the names, titles and salaries of the officers and employees of the Borough of Highland Park, is amended as follows:

Nicholas Hubbard, Part Time Fire Fighter, \$22.23 Hourly, Effective 11/01/2023

Joseph Oriti, Library Asst., \$37,397.00 Salary, Effective 11/01/2023

BE IT FURTHER RESOLVED that the Chief Financial Officer 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.

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-249
HIGHLAND PARK BOROUGH
COUNTY OF MIDDLESEX**

RESOLUTION TO CANCEL PRIOR YEARS OUTSTANDING CHECKS

WHEREAS, there exists various outstanding checks on the books of the Claim Fund of the Borough of Highland Park, and

WHEREAS, it has been determined that these checks are at least one year old and should be canceled,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following outstanding checks in the Claims Fund in the amount of \$448.42 be cancelled to Current Fund Surplus:

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>PAYEE</u>	<u>CHECK AMOUNT</u>
13378	3/1/2022	Gannett NJ Newspapers	\$ 5.59
14640	11/1/2022	Bon Gabytite	272.00
15012	12/20/2022	Tacbook USA	170.83
TOTAL			<u>\$448.42</u>

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-250
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ART THIBAULT OF APRUZZESE, MCDERMOTT, MASTRO & MURPHY, P.C. FOR ADDITIONAL LABOR ATTORNEY SERVICES

WHEREAS, by Resolution 2-23-59, adopted on February 21, 2023, the Borough Council authorized a professional services agreement with Arthur Thibault, Esq., of Apruzzese, McDermott, Mastro & Murphy, P.C. to serve as Labor Attorney for an amount not to exceed \$35,000.00; and

WHEREAS, additional labor attorney services are required and it is necessary to increase said contract by \$18,000.00

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

WHEREAS, Arthur Thibault, Esq., is an Attorney at Law of the State of New Jersey with extensive experience in labor relations matters and has heretofore been appointed as Labor Consultant for 2023; and

WHEREAS, funds for this purpose are available in Current Fund Account No. 3-01-20-155-234 for an additional amount not to exceed \$18,000.00 without further Council Authorization, as reflected by the Certification of Funds Available by Chief Financial Officer Certification No. 2023-76.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that:

1. The Borough Administrator is authorized to increase the professional services contract with Arthur Thibault, Esq., of Apruzzese, McDermott, Mastro & Murphy, P.C. for Labor Attorney services in an amount not to exceed \$18,000.00 for a total contract amount of \$53,000.00
2. A certified copy of this Resolution shall be forwarded to the Chief Financial Officer and the Borough Administrator.
3. Notice of this contract award shall be published as required by law and that a copy of executed Agreement be placed on file in the office of the Borough Clerk.

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-251
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO EXECUTE MEMORANDUM OF
UNDERSTANDING WITH MIDDLESEX COUNTY OFFICE
OF EMERGENCY MANAGEMENT**

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 the Memorandum of Understanding between the Borough of Highland Park Office of Emergency Management and Middlesex County Office of Emergency Management, Department of Public Safety and Health for utilization of specialized equipment for a period expiring December 31, 2024 attached to the original of this resolution.

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

MEMORANDUM OF UNDERSTANDING (MOU)

by and between the

THE COUNTY OF MIDDLESEX COUNTY

and the

Borough of Highland Park, Middlesex County

<Municipality/Entity Name>

for use of

SPECIALIZED EQUIPMENT

owned and maintained by the Middlesex County Prosecutor’s Office or the County Office of Emergency Management that fall under the Umbrella of the Middlesex Department of Public Safety and Health (“hereinafter the Middlesex Department of Public Safety and Health”) for the duration of the 2024 calendar year.

PREAMBLE

WHEREAS the County of Middlesex Department of Public Safety and Health is interested in supporting municipalities and government entities within the County of Middlesex in their efforts to serve, protect, and provide for the safety and welfare of its citizens and visitors by ensuring that said municipalities and government entities have access to state-of-the-art equipment owned by and in the possession of the County of Middlesex Department of Public Safety and Health; and

WHEREAS specialized equipment has been purchased for and by the County of Middlesex with funding derived from its Federal, State, County and local partners that will support our collective efforts to provide for the safety and welfare of its citizens and visitors; and

WHEREAS the Middlesex County Department of Public Safety and Health concurs that the strategic deployment of specialized equipment based upon need and risk assessment is a significant step in reaching the goal of providing for the safety and welfare of the citizens of Middlesex County; and

WHEREAS the Director of the Middlesex County Department of Public Safety and Health, with the approval and/or consensus of the respective County officials to which the specialized equipment is assigned, reserves the right to approve the loaning of said specialized equipment to a specific municipality or entity that enters into this MOU, as well as the right to re-direct the assignment of specialized

equipment previously committed for use by one municipality or entity for a particular event to a different municipality or entity based upon need and risk assessment; and

WHEREAS any municipality or entity that wishes to be considered to have this specialized equipment made available for use within their respective jurisdictional area, hereinafter referred to as “participating municipality or entity”, is hereby required to execute and comply with all aspects of this MOU.

NOW, THEREFORE, BE IT RESOLVED that the parties of this MOU agree that the PREAMBLE above is included herein and shall have full force and binding effect and that the specialized equipment will be made available for use on as as-needed, priority basis, as determined solely by the Middlesex Department of Public Safety and Health, subject to the following provisions:

A. EQUIPMENT AND TRAINING

1. Specialized equipment shall, at the discretion of the Director of Public Safety and Health, with the approval of the County agency that has management control over said equipment, be made available for use exclusively by participating municipality or entity. Criteria for receiving the designation as a participating municipality or entity includes, but is not limited to, execution of this MOU, requisite training, and the provision of all requisite documentation and insurance information prior to the equipment being loaned to said agencies.
2. Unless otherwise agreed to by the designated County official, specialized equipment shall be operated and utilized solely by authorized personnel employed by the participating municipality or entity and may not be loaned out to or given to another municipality or entity without the express authorization of the designated County official. Said personnel must successfully complete the established training requirements for the use/operation of said equipment. The training shall be administered by a designated staff member of the County of Middlesex.
3. The participating municipality or entity assumes full responsibility for the security, proper care, and maintenance of said equipment while it is in their possession. To the extent that the intended use of the specialized equipment is anticipated to cause more than normal wear and tear such that there will be a material decrease in the anticipated useful life of the specialized equipment, the County of Middlesex reserves the right to impose a reasonable fee upon the participating municipality or entity for the use of said equipment. The participating municipality or entity agrees to return the equipment to the designated County official

immediately upon conclusion of the event or by the agreed upon date, whichever is earlier. Additionally, the County of Middlesex also reserves the right to impose a late fee in case specialized equipment that is in high demand by other law enforcement agencies is not returned prior to the agreed upon date of return (as set forth in B. (3) below), and the County of Middlesex has not agreed to any extensions of time. The amount of the late fee shall be agreed to prior to the release of said equipment by the County to the participating municipality or entity.

B. DEPLOYMENT

1. Specialized equipment will be stored at a designated County facility and will be made available to participating municipality or entity for use on an “as-needed, priority basis”, subject to availability and requisite approval.
2. The participating municipality or entity hereby agrees to properly store and provide the requisite security of the specialized equipment while it is in their possession, and to take reasonable steps to prevent damage to same.
3. The participating municipality or entity hereby agrees to provide individual formal written requests to the Middlesex County Director of Public Safety and Health for each event in which the use of specialized equipment is sought. The request shall contain a detailed explanation describing the equipment being requested, the event in which it is to be employed, the reason it is needed, and the intended duration (dates/times) that it will be needed.
4. The participating municipality or entity hereby agrees to provide proof of insurance via a Certificate of Insurance with either each request submitted, or for a calendar year if the Certificate of Insurance is applicable to the type of equipment the agency is seeking to utilize. The participating municipality or entity shall always carry and maintain during the period of use the following insurance coverage with an insurance company or companies acceptable to the County, with limits not less than those shown below. A Certificate of Insurance shall be filed with the County prior to commencement of use.
 - a. Commercial General Liability (CGL): Coverage for all operations including, but not limited to, contractual, products and completed operations, and personal injury with limits no less than \$1,000,000 per occurrence/\$2,000,000 aggregate. The County of Middlesex, its officers, officials, employees, and volunteers shall be included as an additional insured.
 - b. Automobile Liability: Coverage for all owned, non-owned and hired vehicles with limits not less than \$1,000,000 per occurrence, combined single limits (CSL) or its equivalent.

- c. Workers Compensation: As required by the State of New Jersey and Employers Liability with limits not less than \$1,000,000 per accident for bodily injury or disease.
- d. Property Insurance (equipment): Coverage insuring against all risk of loss to real or personal property of County while in User's care, custody, and control with limits not less than \$1,000,000 per occurrence/\$2,000,000 aggregate.

Additional Insurance Provisions

- Any combination of primary and umbrella/ excess may be used to satisfy the Limits.
 - Primary Coverage: The Certificate of Insurance should indicate that all insurance coverage's will be provided on a primary, non-contributory basis as respects to the County of Middlesex, its officers, officials, employees, and volunteers for all coverages except Workers Compensation.
 - Notice of Cancellation: Each Insurance Policy required above shall provide that coverage shall not be cancelled, except with notice to the Entity, which in this case is the Middlesex Department of Public Safety and Health.
 - Special Risks: The County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.
5. The participating municipality or entity is responsible for conducting a visual and operational inspection of the specialized equipment at the time of the pickup. The participating municipality or entity agrees to document/report any damage or non-operational equipment directly to the designated County representative prior to taking custody of said equipment.
 6. The participating municipality or entity hereby agrees to report directly to the designated County representative any damage incurred to the specialized equipment, as well as non-functional equipment, while said equipment was in their custody and control.
 7. The participating municipality or entity hereby agrees to immediately report any non-functioning or malfunctioning components of the specialized equipment directly to the designee of the County of Middlesex.
 8. The participating municipality or entity hereby agrees to assume responsibility for reimbursing the County for the full costs for the repairs for any damages that occur to the specialized equipment while said equipment is in their custody, or that was not reported at the time of pickup. This clause will be waived if it is determined by the designated County

representative that the damage/equipment failure was not the fault of the participating municipality or entity or its personnel.

9. The participating municipality or entity hereby agrees to return specialized equipment that is equipped with a fuel tank with a full tank of fuel. In the event the participating municipality or entity fails to do so, the participating municipality or entity shall be required to reimburse the County for cost of the fuel to fill the tank (at the rate per gallon in which the County pays for fuel) as well as an additional service fee of \$25.00.
10. While the County will typically transport the specialized equipment, in the event that County personnel are unavailable or unable to do so, the participating municipality or entity hereby agrees to provide the proper means to transport the specialized equipment to and from the designated County storage facility.
11. The participating municipality or entity hereby agrees to confer with the OEM Police Bureau personnel concerning deployment of any specialized equipment during events that are deemed confidential, sensitive, high-profile, or controversial in nature.

C. INDEMNIFICATION

To the fullest extent permitted by law, the participating municipality or entity shall save, protect, indemnify, and save harmless the County of Middlesex, County Prosecutor, their elected officials, officers, and employees from any and all injuries to persons, deaths or damages to property or claims for injuries to persons, death or damages to property arising out of the participating municipality or entity's use of the specialized equipment including when the active or passive negligence of the County is alleged or proven.

D. SUPERSEDE

This *MOU* supersedes any prior executed *MOUs* in respect to specialized equipment.

E. COUNTERPARTS

This MOU may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This MOU shall become effective as to each participating municipality or entity upon the execution of the agreement by that participating municipality or entity and upon receipt of the requisite proof of insurance.

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties have caused this *MOU* to be executed by its proper officers and have their proper corporate seal affixed, the day and year first written above.

COUNTY OF MIDDLESEX

COUNTY OF MIDDLESEX

JOSEPH KRISZA
Director of the Middlesex County
Department of Public Safety & Health (signature)

RONALD G. RIOS
Director of the Board of County Commissioners
(signature)

ATTEST:

Clerk of the Board of County Commissioners

Date

REQUESTING ENTITY: _____

H. James Polor, OEM Coordinator

Elsie Foster, Mayor of Highland Park Borough

Richard Abrams, Chief of Police

ATTEST:

Clerk _____

Date

APPROVED AS TO FORM AND LEGALITY

County Counsel or designee (signature)

**RESOLUTION NO. 11-23-252
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE PAY ESTIMATE #4 TO MOLBA CAPENTRY, INC. T/A
MOLBA CONSTRUCTION FOR HIGHLAND PARK PUBLIC LIBRARY-INTERIOR
RENOVATIONS PROJECT**

WHEREAS, pursuant to Resolution No. 4-23-116, adopted by the Borough Council on April 18, 2023, a contract was awarded to Molba Carpentry, Inc. t/a Molba Construction of Little Ferry, NJ, for the Highland Park Public Library Interior renovations; and

WHEREAS, it appears from Pay Estimate No. 4 certified by Arcari + Iovino Architects PC, that certain work under said contract has been completed and approved and there is due to Molba Carpentry, Inc. t/a Molba Construction. the sum of \$82,652.98 in accordance with said Pay Estimate #4 for work performed through October 31, 2023; and

WHEREAS, funds for this purpose are available in Capital Fund Account No. C-04-55-831-001 in an amount not to exceed \$82,652.98, as reflected by the Certification of Funds Available by Chief Financial Officer Certification No. 2023-75.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that:

1. The Chief Financial Officer be and is hereby authorized and directed to pay Molba Carpentry, Inc. t/a Molba Construction the sum of \$82,652.98, as certified by the Architects certification of Pay Estimate No. 4, subject to the Clerk’s receipt of the Certified Payroll and Project Manning Reports; and
2. Certified copies of this resolution be forwarded to Chief Financial Officer and the Arcari + Iovino Architects PC.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-253
BOROUGH OF HIGHLAND PARK
MIDDLESEX COUNTY**

**RESOLUTION TO APPROVE PLACE-TO-PLACE TRANSFER OF
PLENARY RETAIL DISTRIBUTION LICENSE – SURDAS, LLC**

WHEREAS, an application has been filed for a Place-to-Place Transfer of Plenary Retail Distribution License No. 1207-44-007-006, currently inactive, issued to Surdas, LLC for premises located at 76 Raritan Avenue, Highland Park, NJ; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey:

1. Does hereby approve, effective November 21, 2023, the Place-to-Place transfer of the aforesaid Plenary Retail Distribution License to Surdas, LLC for premises located at 76 Avenue, Highland Park, NJ; and
2. The said Borough Council does hereby direct the Borough Clerk to endorse the License Certificate as follows: “This license, subject to all of its terms and conditions, is hereby transferred to “Surdas, LLC for premises located at 76 Raritan Avenue, Highland Park, NJ effective November 21, 2023.”

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-254
BOROUGH OF HIGHLAND PARK
MIDDLESEX COUNTY**

**RESOLUTION IN SUPPORT OF MANDATE MINIMUM
NURSE STAFFING AT HOSPITALS**

WHEREAS, a one-patient increase in a nurse’s workload increased the likelihood of an in-patient death within 30 days of admission by 7 percent, and

WHEREAS, mortality risk decreases by 9 percent for ICU patients and 16 percent for surgery patients with the increase of one FTE (fulltime) RN per patient day; and

WHEREAS, nurse staffing shortages are a factor in one out of every four unexpected hospital deaths or injuries caused by errors; and

WHEREAS, a 2021 study published in the American Journal of Infection Control found that each additional sepsis patient per nurse was associated with 19% higher odds of in-hospital mortality; and

WHEREAS, a study of New York hospitals in 2021 showed significant decreases in patient deaths would occur if patient care was limited to a ratio of 4 patients to 1 Nurse: 4,370 deaths would have been avoided in New York just among Medicare patients during the two-year study; and

WHEREAS, the staffing crisis and resulting nurses strike at Robert Wood Johnson University Hospital could have dire consequences on the delivery of care.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Highland Park, County of Middlesex, State of New Jersey urge the NJ legislature and Governor Murphy to pass and sign into law S.304/A.4536 to mandate safe staffing levels in every hospital.

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-255
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST

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 11/21/2023 can be found in the Bills List Journal Book No. 43.

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-256
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that transfers of 2023 budget appropriation balances shall be made as follows:

Budget Transfer #1			
Description	From	To	
Admin OE	5,000.00		
Communications OE	3,000.00		
Finance S&W	5,000.00		
Planning Board OE	5,000.00		
Board of Adjustments OE	5,000.00		
Fire S&W	17,000.00		
Recreation S&W	5,000.00		
Teen Center S&W	13,000.00		
Police S&W	20,000.00		
Telephones	2,000.00		
Borough Clerk OE		3,000.00	
Communications S&W		2,700.00	
Central Services		2,000.00	
Police OE		15,000.00	
Motorpool S&W		1,500.00	
Dept on Aging S&W		9,000.00	
Other Insurance		41,800.00	
Buildings & Grounds OE		5,000.00	
	<u>80,000.00</u>	<u>80,000.00</u>	
		0.00	

I, Jennifer Santiago, 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 November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 11-23-257
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING AGREEMENT WITH LET’S TALK WIRELESS, LLC (LTW) TO PURCHASE AND INSTALL UPDATED CCTV AND AUDIO SYSTEMS AT THE POLICE DEPARTMENT AS PART OF THE TRANSFER OF 911 EMERGENCY COMMUNICATIONS SERVICES TO THE RUTGERS DISPATCH CENTER

WHEREAS, on August 8, 2023, the Borough Council of the Borough of Highland Park authorized a shared services agreement with Rutgers University for the provision of emergency communications and radio dispatching services for 9-1-1 emergency calls; and

WHEREAS, in order to effectuate the transfer of these services to the Rutgers Dispatch Center, upgrades to the Police Department’s CCTV and audio systems are needed; and

WHEREAS, two (2) quotes were solicited and were received as follows:

SHI	\$38,608.31
Let’s Talk Wireless, LLC (LTW)	\$35,314.20; and

WHEREAS, the Police Department has recommended that said services be purchased from Let’s Talk Wireless, LLC (LTW), 26 Chaplin Road, Suite 1112, PO Box 628, Pine Brook, NJ 07058 based on their quote for same and quality of work; and

WHEREAS, funds for this purpose are available in an amount not to exceed \$36,000.00, and will be provided for in Current Fund Account No. 3-01-25-240-235 pursuant to 2023 Budget Transfer No. 1, as reflected by the certification of funds by the Chief Financial Officer No. 2023-77.

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

1. The Police Department is hereby authorized and directed to accept the proposal from Let’s Talk Wireless, LLC (LTW), 26 Chaplin Road, Suite 1112, PO Box 628, Pine Brook, NJ 07058 at a cost not to exceed of \$36,000.00.
2. A certified copy of this Resolution be forwarded to the Police Chief and the Chief Financial Officer.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on November 21, 2023.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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



LETTER OF AGREEMENT PRICE QUOTATION

4212-HPPD-Cell Block Cam-Audio-Viewing Station Deplo

Prepared by:

LTW

Peter J. Lutz
plutz@ltw.com

Bill To:

Highland Park Police Department

222 South Fifth Avenue
Highland Park, NJ 08904
John Sachau
(732) 712-2018
jsachau@hpboro.com

Ship To:

Highland Park Police Department

222 South Fifth Avenue
Highland Park, NJ 08904
John Sachau
(732) 712-2018
jsachau@hpboro.com

Quote Information:

Quote #: PJL001089

Estimator: David Zelinsky
Version: 2
Quote Date: 11/06/2023
Expiration Date: 12/31/2023

Work Site Address

Highland Park Police Department
222 South Fifth Avenue
Highland Park, NJ 08904

Rutgers University Public Safety
Shared Services Communications Center
55 Paul Robeson Blvd.
New Brunswick, NJ 08901

Customer Contact Information

Lieutenant John Sachau
Highland Park Police Department
222 South Fifth Avenue
Highland Park, NJ 08904
Office: (732-712-2018
Email: jsachau@hpboro.com



Project Overview

Highland Park PD has requested that LTW, LLC provide a solution to enable the PD to remote locate their CCTV and audio systems to the Rutgers Dispatch Center. This would allow the Rutgers dispatcher to 1) view, record, and playback video and 2) listen in and talk back to individuals as outlined in the sections below.

Installation at the PD

- The current VMS server is running Exacqvision software for camera management. The server is nine years old and near end-of-life. LTW proposes to replace the server with a new Exacqvision server at the PD, connect the existing cameras, and add a client license for the Rutgers dispatch facility, in order for them to be able to view and talk back through the PD cameras.
- LTW will replace the two existing jail cell cameras with new, non-ligature cameras that have built-in listen in and talk-back features.
- LTW proposes to replace four mini-dome cameras that have the same audio features. These cameras will be located in juvenile holding, prisoner processing, interview room, and lobby.
- The Client requested a solution for a hands-free lobby intercom system to accommodate Highland Park's Orthodox community, who are prohibited from operating electric devices on Shabbat from Friday evenings to Saturday nights. To achieve this, LTW proposes to replace the existing IP camera in the lobby with an updated model that includes advanced analytic features and also install a talk-back speaker. This means that when someone enters the lobby, the analytics will detect them and trigger a camera alarm at the Rutgers remote dispatch center. Once notified, the dispatcher can listen in and talk to the person(s) without requiring them to press any call button or switch, thus creating an automatic intercom feature. The dispatcher will also be able to remotely release an electric door lock if needed. In the case of privacy concerns when having a conversation, LTW recommends that the Highland Park PD contact their telephone vendor to install a wall mounted handset that can dial Rutgers Dispatch.

Installation at Rutgers Dispatch

- LTW, LLC will provide professional technician and engineering services to install and configure an Exacqvision Client Video workstation that includes an Exacqvision Client License, speakers and microphone. This new Exacqvision client machine will connect back to HPPD's new ExacqVision server at Highland Park PD and enable a remote dispatcher to listen in and talk to six areas of the PD through Exacqvision. The system design will use the microphones in the cameras at the PD for listen in and Louroe speakers for talk-back.

This is a fixed fee project and includes, installation services, engineering services, project management services and miscellaneous installation materials.

All labor is provided in accordance with NJ Prevailing Wage Rates.

Services not specified in SOW are considered out of scope and will be addressed with a Change Order.

Provider Responsibilities

Pre-Delivery and Staging Services

- Pre-configure the Exacqvision server and the workstation with all relevant software and updates.
- Pre-program IP addresses on IP devices.

Cabling and Installation Services

- Install, label, terminate and test network drops from nearest MDF/IDF to end point locations.



- Install and test devices listed on products page.
- Install new Exacqvision and software.
- Connect to existing electric door lock.
- Install Exacqvision server at PD and Exacqvision workstation at Rutgers.

Engineering Services

- Discovery Call w/Client, including Rutgers IT point of contact, to review and gather Network Details (IPs, Interfaces, etc).
- Knowledge transfer and deployment planning (including new product review).
- Pre-configuration of 1 x new ExacqVision server.
- Commissioning of 1 x new ExacqVision server and on client.
- Configuration of 34 x cameras to record on new ExacqVision server.
- Labeling and organization of up to 34 cameras on the new ExacqVision server.
- Installation of ExacqVision client software on client provided WS.
- Travel
- Day 2 Support and End User Training (up to 4hrs).

Customer Training

- LTW will provide training for a total of up to two hours (2) of System Training to include:
 - General Security Systems Configuration
 - Operator Control Functions
 - System Administration
- Assumptions
 - Contact and enrollment of Client resources and scheduling of the training sessions will be the responsibility of the Client.
 - Training sessions dates and times must be mutually agreed to by LTW a minimum of three (3) business days prior to the date of training.
 - Training will be conducted at client site on client fully operational and complete XXXsystem.

Customer Responsibilities

- Provide open ports on a patch panel(s) and POE switch(es) at Highland Park PD and Rutgers Dispatch Center
- Provide network connection as needed at Rutgers. No cables will be installed or tested by LTW at Rutgers.
- Provide open rack space in IDF locations.
- Provide IP scheme to support new IP devices.
- Provide on-site or remote access to existing Exacqvision System
- Provide secure storage area for project related equipment.
- All LAN and WAN network devices/interfaces will be configured by the client.



Assumptions

- All work listed under CLIENT RESPONSIBILITIES must be completed prior to LTW beginning work;
- Unless otherwise stated, this work will be performed during First Shift (8:00 AM to 4:00 PM) on non-weekend and non-holiday days;
- All required high voltage power and cabling is the responsibility of the Client;
- Conduit will be installed in publicly accessible spaces and outdoors. Cabling may be run free air in secure building spaces and telecommunications closets or head end locations;
- All existing CAT cabling to be reused is functioning and connected to a POE port.
- Provide list of camera labels for NVR optimization.
- Provide all monitors with proper specifications for Head End and Client Viewing station areas. LTW will provide a monitor at Rutgers for the Axis Comm system.
- Any closet, wall or location dedicated to house head end equipment & switches to be cleared, cleaned, and made accessible for set-up prior to installation.

Out of Scope

- Temporary and/or permanent power, including power strips
- Grounding and/or Bonding
- Hidden conditions
- Hazardous material abatement
- Existing code violation corrections

Products

Manufacturer Name	Manufacturer Part Number	Product Description	Qty	Price	Ext. Price
	IP04-24T-R2A-E	Exacq exacqVision A Network Surveillance Server - 24 TB HDD - Network Surveillance Server - HDMI - DVI	1	\$7,613.59	\$7,613.59
	5000-40387	A-SERIES UPGRADE TO I7 CPU. NOT FIELD UPGRADEABLE.AVAILABLE AT TIME	1	\$623.26	\$623.26
	5000-40388	A-SERIES UPGRADE TO 16GB MEMORY TOTAL. NOT FIELDUPGRADEABLE	1	\$144.87	\$144.87
	5000-20070	26" RACKMOUNT SLIDING RAIL KIT FOR EXACQVISION ZSERCHASSIS& EL-1U	1	\$138.13	\$138.13
	SSA-PRO-C	Exacq Software Subscription Agreement Update to the Current Version - Upgrade - Service - Technical	1	\$372.29	\$372.29
	EVIP-EVENIP	Exacq exacqVision Enterprise - Upgrade License - 1 Server	34	\$101.07	\$3,436.38
	EVIP-Transfer	Exacq ExacqVision Transfer - License - 1 Server	1	\$173.51	\$173.51



Products

Manufacturer Name	Manufacturer Part Number	Product Description	Qty	Price	Ext. Price
	C-00T-32S	Exacq exacqVision Viewing Station - Viewing Station - HDMI - Full HD Recording	1	\$2,097.24	\$2,097.24
	5000-50100	Exacq Surveillance Control Panel - X/Y Axis, Pan, Tilt, Zoom Control - USBUSB Port	1	\$1,035.99	\$1,035.99
	IPS02-D12-OI04	LLUSTR A PRO GEN4 2MP MINIDOME IP CAMERA, 2.7-13.5MM,INDOOR/OUTDOOR,	4	\$961.03	\$3,844.12
	IPS05-R10-OIA4	ILLUSTRA PRO GEN4 5MP CORNER CAMERA , 2.3MM, IK11, IP68, TDNW/IR, MIC, SPK	2	\$965.44	\$1,930.88
	LE525	HANDS FREE, TWO WAY SPEAKER-MIC W/FULL DUPLEXCOMMUNICATION	4	\$493.99	\$1,975.96
	LENRUE 1059	Computer Speakers, USB/USB-C Powered PC Speakers with Loud Stereo Sound, Headphone-in for Desktop, iMac, MacBook, Laptop, Monitor (USB-C to USB Adapter Included)	1	\$34.47	\$34.47
	JV-601	USB Microphone, Computer PC Microphone with Mute Button for Streaming, Podcasting, Vocal Recording; Gaming Mic for Laptop Mac or Windows	1	\$23.51	\$23.51

Subtotal: \$23,444.20

Installation Services

Manufacturer Name	Product Description	Qty	Price	Ext. Price
LTW	LTW Installation Services (Prevailing Wage)	1	\$6,470.00	\$6,470.00
	LTW Engineering Services	1	\$4,800.00	\$4,800.00
	Project Management Expenses	1	\$600.00	\$600.00

Subtotal: \$11,870.00



Quote Summary

Description	Amount
Products	\$23,444.20
Installation Services	\$11,870.00
Total:	
	\$35,314.20

Terms and Conditions <https://www.ltw.com/termsandconditions/>

My signature below indicates that LTW has provided to me, I have read, and I agree to LTW's Terms & Conditions Master Agreement. This Agreement governs the purchase of Products and Services by Client from LTW and takes effect on the date the Letter of Agreement has been signed.

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

LTW

Highland Park Police Department

Signature: _____
Name: Peter J. Lutz
Title: Vice President, Government & Public Safety
Date: 11/06/2023

Signature: _____
Name: John Sachau
Date: _____