

BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX
TUESDAY, JANUARY 2, 2024

An Organization Meeting of the Mayor and Council of the Borough of Highland Park was held in the Highland Park Community Center, 220 South 6th Avenue, on Tuesday, January 2, 2024, at 7:10 PM.

The Clerk reported that the Middlesex County Board of Elections had certified the election of Elsie Foster as Mayor and Matthew Hersh and Jason Postelnik as members of the Borough Council of the Borough of Highland Park, and that once they have subscribed to the Oath of Office and Allegiance, they are qualified to assume their duly elected positions on the Governing Body.

Congresswoman Bonnie Watson Coleman administered the Oath of Office and Allegiance to Mayor-elect Foster.

Congresswoman Bonnie Watson Coleman administered the Oath of Office and Allegiance for Councilperson-elect Hersh.

Congresswoman Bonnie Watson Coleman administered the Oath of Office and Allegiance for Councilperson-elect Postelnik.

Mayor Foster called the meeting to order at 7:15 PM and read the Open Public Meetings Statement.

Flag salute led by Maureen Hayden.

Pastor Seth Kaper-Dale delivered the invocation.

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

Mayor Foster introduced newly sworn Councilmembers Matthew Hersh and Jason Postelnik.

Resolutions Requiring a Separate Reading.

Resolution No. 1-24-01

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

WHEREAS, on March 2, 2021 the Borough Council of the Borough of Highland Park adopted amended Rules of Order for 2021; and

WHEREAS, the Borough of Highland Park Council wishes to adopt said Rules of Order for 2023.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Highland Park, Middlesex County that the Rules of Order are hereby adopted to govern the proceedings of Council during the calendar year 2024 or until said rules are further amended by the Council.

BE IT FURTHER RESOLVED that the Rules of Order hereby adopted are on file in the Office of the Borough Clerk and may be inspected during regular office hours.

Resolution 1-24-01 was duly adopted on motion made by Councilman George, seconded by Councilman Hale, and carried by the following roll call vote:

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

Opposed: None.

Absent: Kim-Chohan.

Abstained: None.

Resolution No. 1-24-02

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

Resolution 1-24-02 was duly adopted on motion made by Councilman Hersh, seconded by Councilman Postelnik, and carried by the following roll call vote:

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

Opposed: None.

Absent: Kim-Chohan.

Abstained: None.

Mayor Foster called for nominations for Council President for 2024. Councilwoman Canavera nominated Councilman Hersh to serve as Council President, and the nomination was seconded by Councilman Postelnik, and carried by affirmative voice vote of all Councilmembers present.

Resolution No. 1-24-03

ORGANIZATION MEETING – JANUARY 2, 2024

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that the Standing Committees of said Council for the year 2024 shall be and are hereby established as follows:

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

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

Consent Agenda Items: Resolutions:

Consent Agenda Resolution Nos. 1-24-04 through 1-23-13 were duly adopted on motion made by Councilwoman Canavera, seconded by Councilman George, and carried by the following roll call vote:

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

Resolution No.1-24-04

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that the following schedule of meetings for the year 2024 be and the same is hereby adopted.

SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR 2024

REGULAR MEETINGS	WORK SESSIONS MEETINGS (as needed)	REDEVELOPMENT ENTITY MEETINGS (as needed)
January 2, 2024 (Reorganization) January 16, 2024	January 9, 2024	January 30, 2024
February 6, 2024 February 20, 2024	February 27, 2024	February 13, 2024
March 5, 2024 March 19, 2024	March 26, 2024	March 12, 2024
April 2, 2024 April 16, 2024	No April Mtg. – Passover	April 9, 2024
May 7, 2024 May 21, 2024	May 28, 2024	May 14, 2024
June 18, 2024	No June Mtg. – Election Day and Shavuot	June 25, 2024
July 16, 2024	July 2, 2024	July 9, 2024
August 13, 2024	August 27, 2024	August 20, 2024
September 3, 2024 September 17, 2024	September 24, 2024	September 10, 2024
October 1, 2024 October 15, 2024	October 29, 2024	October 8, 2024
November 12, 2024	November 26, 2024	No November Mtg – Election Day and League conf.
December 10, 2024	December 17, 2024	December 3, 2024

All Borough Council Meetings are held in Borough Hall, 221 South 5th Avenue, unless otherwise indicated. The Governing Body may take official action on matters at Regular Meetings, Redevelopment Meetings and Special Meetings, no formal action shall be taken at Work Session meetings.

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

Resolution No.1-24-05

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

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

- a. There shall be no collections on the following holidays:
 1. New Year's Day
 2. Martin Luther King Day
 3. President's Day

4. Good Friday
 5. Memorial Day
 6. Juneteenth
 7. Fourth of July
 8. Labor Day
 9. Columbus Day
 10. Veteran's Day
 11. Thanksgiving Day and the Friday After Thanksgiving Day
 12. Christmas Day.
- b. Regular Refuse Collection
 Residential Districts:
 North Side and Triangle – Every Monday
 South Side – Every Friday
 If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday. Small amounts of yard debris, brush and branches, should be placed at the curb for collection on the same day as the regularly scheduled garbage collection.
 Business District:
 Mondays and Fridays
 If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.
- c. Bulk Items
 Bulk item pickup in 2024 will be by appointment only, except as noted below. Pick-ups will occur on Wednesdays in April, May, June, September and October. Details on how to make a reservation will be included on the waste/recycling collection schedule delivered to each home, as well as the Borough's website, social media and email outlets throughout the year. There will be curbside bulk pick-up to coincide with the town wide yard sale weekend. Recycling pick-up will not take place that week.
- d. Mandatory Recycling
 Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard.
 Business District:
 Tuesdays
 Residential Districts:
 North Side and Triangle - Tuesdays
 South Side – Thursdays
 If pickup falls on a Borough holiday, pickup will be on Wednesday of the same week. There will be no recycling pick-up the week of the town-side garage sale or the week of Thanksgiving.
- e. Leaves
 Leaves are collected for recycling in Biodegradable leaf bags in October, November and December only, on a weekly basis.
- f. Placement and Removal of Containers
 Containers of regular refuse and recyclables should be placed at curbside no sooner than 6:00 p.m. or one hour before sundown of the day prior to the scheduled pickup and no later than 6:30 a.m. on the day of collection. Containers shall be removed no later than one hour after sundown on the day of collection.
- g. Enforcement
 The Superintendent of Public Works and the Borough Administrator will designate who within the Department will enforce this ordinance.

BE IT FURTHER RESOLVED that these regulations shall take effect as of the 1st day of January, 2024.

Resolution No.1-24-06

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

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Unity Bank shall be the depository for the General Municipal Court Account and the Bail Account of the Borough of Highland Park for the period ending December 31, 2024 and the custodian shall be Judge Edward H. Herman, Municipal Court Judge.

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

Resolution No.1-24-07

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

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

2. That The Star-Ledger, Middlesex Edition, of Newark, NJ, shall be designated as the secondary official newspaper of the Borough of Highland Park.

Resolution No.1-24-08

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey that the following rules, policies, and/or procedures are hereby adopted for the year 2024:

1. The Borough Administrator, Borough Attorney and Borough Auditor shall attend any Council Meetings at which there is a public information session or public hearing on the budget and any meeting at which it is anticipated that the budget is to be adopted. Any person who may be required to attend and not so named will have at least ten (10) calendar days' notice.
2. The Borough Council will not approve any expenditure of municipal funds, by either direct payment or reimbursement, when said funds are for dinner meetings, gifts, or any other purposes not associated with the official function of any Board, Commission, Committee, Authority or Agency of the Borough of Highland Park.
3. The Personnel Policies and Procedures Handbook/Manual, as revised and updated in November 2021, is adopted as official policy of the Borough for 2024.
4. Police weapons, being public property, will not be given to members of the Borough of Highland Park Police Department upon their retirement, termination of employment, or under any other circumstances.
5. The Blood Borne Pathogens Exposure Control Plan, as revised and updated in October 2021 and on file with the office of the Borough Clerk, is adopted for the year 2024.
6. The Borough Administrator shall establish as a priority the exploration of new shared services and cooperative agreements in the areas of personnel, equipment purchases, and repair and maintenance.
7. Borough Hall and the Community Center shall continue to operate on a modified schedule on Tuesdays by remaining open until 6:00 PM and closing on Fridays at 1:00 PM.
8. The following formula shall be used in those instances where the Governing Body agrees to reimburse residents for programs offered to the disabled by other municipalities upon request of the disabled individual or his or her guardian in order to insure access to Borough programs under the Americans with Disabilities Act: Difference of non-resident and resident fee multiplied by the number of hours of Borough Program, divided by the number of hours of the Outside Program. In no case shall the reimbursement be more than the difference between the non-resident and resident fee.
9. The Policy Manual for the Use of Municipally Owned Buildings, as subsequently amended, is adopted as official policy of the Borough for 2024.
10. The Borough of Highland Park, upon seventy-two (72) hours notice to the Borough Clerk, will consider requests for auxiliary aids by any individual with a disability as defined under the Americans with Disabilities Act, and that the individual's choice of auxiliary aid will be given primary consideration and will be honored, unless another effective means of communication exists or that the use of the means chosen creates an undue financial or administrative burden.
11. The Façade Improvement Program Policy, including Associated A.D.A. & Awning Programs, shall be adopted for the year 2024, as subsequently amended.
12. That the Facility Use Permit shall be required to be approved prior to the rental of the Senior/Youth Recreation Center or any other Borough facilities.
13. The Policy for Maintenance of Trees in the Borough Right-of-Way by Residents shall be adopted for the year 2024.
14. The Mayor, Borough Administrator or Borough Engineer shall be authorized to sign any and all permits and applications with State Agencies.
15. The Borough Administrator shall be authorized to administer the Volunteer Tuition Credit Program.
16. That a certified copy of this resolution be forwarded to Department Heads and the Borough Engineer forthwith.

Resolution No.1-24-09

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that the following are designated in the positions opposite their name for the year 2024:

<u>NAME</u>	<u>POSITION</u>
Teri Jover, Borough Administrator	Insurance Commissioner to the Garden State Municipal Joint Insurance Fund
Emma Von Thun	Alternate Insurance Commissioner
Nerea Champion	Alternate Insurance Commissioner
Jennifer Santiago, Borough Clerk	Assessment Search Officer
Jennifer Santiago, Borough Clerk	Affirmative Action Public Agency Compliance Officer
Frank Troy	Recycling Coordinator
	Clean Communities Coordinator
Lori Majeski	Qualified Purchasing Agent

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

Resolution No.1-24-10

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey that the following financial procedures are hereby established for the year 2024:

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

BANK

Unity Bank

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

Current	Dog License	Payroll
Trust Other	General Capital	Payroll Agency

ORGANIZATION MEETING – JANUARY 2, 2024

Claims Fund	Water & Sewer Operating	Recreation Trust
Grants	Unemployment Trust	COAH Trust
Water & Sewer Capital	Tax Collector’s Trust	Tax Sale Acct
Charging Stations	Microgrid	

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

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

*Violations Bureau – 3 drawers @ \$50.00 each per AOC recommendation.
6. The “Cash Management Plan” as adopted by Resolution No. 4-98-154 on April 7, 1998 and attached to the original of that resolution shall be and is hereby adopted as policy to be utilized for the Borough of Highland Park for 2024, as required under NJSA 40A:5-14 of the Local Fiscal Affairs Law. Certified copies of this resolution shall be filed with the Director of the Division of Local Government Services, the Borough Auditor and the Chief Financial Officer of the Borough.
7. The Borough Tax Assessor is hereby authorized to file counterclaims in tax appeals for certain properties that said Tax Assessor determines to be under assessed rather than over assessed, subject to the concurrence of the Tax Appeal Attorney.
8. The Tax Assessor shall be authorized to grant property tax exemption to Veterans suffering from 100% service-related disabilities as declared by the United States Department of Veterans Affairs upon the filing of a claim demonstrating the right to an exemption; such property tax exemption shall be effective as of the date the completed application is received in the Tax Assessor’s Office.
9. The Borough Tax Assessor is hereby authorized to file tax appeals, on behalf of the Borough, as it may become necessary from time to time, to correct, amend, or update the records of said Tax Assessor.
10. The Borough Tax Collector is hereby authorized and directed to schedule and conduct an electronic/on-line tax sale during December, 2024, for all taxes and municipal charges unpaid as of November 11, 2024.
11. The Tax Collector shall be directed to collect interest at 8% per annum on the first \$1,500.00 of delinquency, and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date when any tax installment shall be payable and delinquent until the date said installment together with interest is paid, provided, however, that if any installment is paid within ten (10) days after the due date, then in that event there shall be no interest charged. The Governing Body may also fix a 6% penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency as billed, prior to the end of the fiscal year.
12. The Borough Tax Collector is hereby authorized to process, without further action by the governing body, the cancellation of any property tax refund of less than \$10.00, or any property tax delinquency of less than \$10.00, or any water and sewer refund or delinquency of less than \$10.00, together with interest, per calendar year.
13. The Mayor and Council do hereby authorize the Tax Collector to make any necessary water and sewer billing adjustments/corrections to any property that was billed incorrectly as deemed by the Borough Administrator or Chief Financial Officer and issue correct billings.
14. The Municipal Court is hereby authorized to accept credit card payment of Court fines subject to appropriate bank procedures.
15. The Finance Department is authorized to process bills for payment, without signatures from the vendor, for State Agencies, County Agencies, Municipal Agencies, Utility Companies, and other agencies that utilize lock boxes for payments (examples: FedEx, UPS, Pitney Bowes, The Home News Tribune, The Star Ledger, USPS, etc.).
16. The Chief Financial Officer be designated to pay the following as needed and is necessary for the orderly operation of the Borough of Highland Park: Health & Dental Insurance Premium’s, Lease Payments (previously authorized), State or County Permit applications, Utilities, Liability Insurance, Bid Tax to Special Improvements District.

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

Resolution No.1-24-11

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that the following certain fees are hereby established for the year 2024:

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

8 ½ “ x 11” paper	\$.05	per page
8 ½” x 14” paper	.07	per page
11” x 19” paper	.07	per page
Election District Map	.75	
Zoning Map	1.50	
DVD/CD w/case	.90	
Blue burn BIS Digital CD	3.21	

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

Motor Vehicle Accident Reports and Investigation Reports

In person requests:

8 ½ “ x 11” paper	\$.05	per page
8 ½” x 14” paper	.07	per page
11” x 19” paper	.07	per page

Other Than In person requests

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

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

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

Program Fees	Participant Fees		
	HP	Non-resident	
<u>Description</u>			
Late Fees	\$15.00	\$15.00	
Men’s Basketball	\$30.00	\$40.00	(10 sessions)
Flag Football	\$110	\$145.00	
Adult Indoor Soccer	\$40.00	\$55.00	(10 sessions)
Adult Soccer on the turf	\$30.00	\$40.00	(10 sessions)
Soccer & Sports Clinics	\$60.00	\$85.00	(5 sessions)
Fall Soccer	\$80.00	\$95.00	
Youth Basketball	\$90.00	\$110.00	
Youth Baseball and Softball	\$80.00	\$95.00	
	\$300.0		
Men’s Softball (per team)	0	\$300.00	
	\$300.0		
Women’s Softball (per team)	0	\$300.00	
Tennis (Instructional)	\$96.00	\$136.00	(8 sessions)
Youth Track and Field	\$80.00	\$96.00	(8 sessions)
Volleyball - Adult	\$30.00	\$40.00	(10 sessions)
Israeli Dance	\$80.00	\$100.00	(10 sessions)
Fitness For All	\$80.00	\$100.00	(10 sessions)
Tai Chi	\$80.00	\$100.00	(10 sessions)

ORGANIZATION MEETING – JANUARY 2, 2024

	\$130.0		
Adult Class 2X per week	0	\$160.00	(20 sessions)
	\$225.0		
Summer Camp	0	\$260.00	(per week)
	\$245.0		
Specialty Camps	0	\$290.00	(per week)
Before care	\$20.00	\$25.00	(per week)
Aftercare	\$30.00	\$40.00	(per week)
Before & Aftercare	\$40.00	\$50.00	(per week)
Table Tennis	\$40.00	\$48.00	(4 sessions)
	\$190.0		
Theater Production	0	\$245.00	
	\$125.0		
Theater Review Class	0	\$150.00	(8 sessions)
Youth Dance	\$96.00	\$128.00	(8 sessions)
Toddler/Preschool Movement Class	\$48.00	\$64.00	(4 sessions)
Chess	\$80.00	\$96.00	(8 sessions)
Art Class	\$50.00	\$60.00	(5 sessions)
Volunteer Led Clubs	\$30.00	\$40.00	(10 sessions)
Engineering/Coding	\$60.00	\$80.00	(5 sessions)
Art Class – Painting	\$60.00	\$80.00	(5 sessions)
Art Class – Ceramics	\$70.00	\$100.00	(5 sessions)
Adult Classes	\$10.00	\$12.00	Per session
Sports Sponsors	\$300	Supports a team in 1 sport	
	\$600	Supports teams in 3 sports	
Vendor Fees	\$150	Food Vendor	
	\$100	Small Merchandise Vendor	
	\$150	Large Merchandise Vendor	
	\$50	Any Highland Park Business	
In Town Yearly Membership	\$20.00	Per person	
Out of Town Membership	\$90.00	Per person	
Membership Late Fee	\$5.00	Per person	
Senior Holiday Party & Luncheon	\$10.00	Per person	
Craft Programs	\$5.00	Per session	
Jewelry Workshop	\$5.00	Per session	
Atlantic City Trips	\$40.00-	Per trip (based on Casino)	
NYC Broadway Shows	TBA	Based on show	
PNC Concert Trips	\$5.00	Per trip (Spring/Fall)	
Day Trips	\$5.00-	Per trip (based on location)	
Peddler’s Village	\$15.00	Per trip	
Smithville	\$15.00	Per trip	
Delicious Orchards	\$5.00	Per trip	
Longwood Gardens	TBA	Per trip	
Hunterdon Hills Playhouse	\$60.00-	Based on show	
	\$80.00		
Villa Roma Resort Trip	TBA		
Jackson & Jersey Shore Outlets	\$10.00	Per trip	
Pottery Studio Trip	\$5.00	Per trip	
Long Branch/Point Pleasant Beach	\$10.00	Per trip	
NJ Flower & Garden Show	\$5.00	Per trip	
Diamond Tours Trips	TBA	Based on location	
Rendezvous Travel Trips	TBA	Based on location	
Cornucopia Cruise Trips	TBD	Spring & Fall	
Monday Movie Donations	\$1.00	Per movie	
Donation Drive	TBA	Spring & Fall (for	
Senior Exercise Classes	\$3.00	Per class or payment plan	
Zumba Gold	\$3.00	Per class	
Turf Field			
Out-of-town groups	\$150/hour		F
	\$50/hour		u
	\$10/hour		L
			i

ORGANIZATION MEETING – JANUARY 2, 2024

Out-of-town groups (non-profit)	\$100/hour	F
	\$34/hour	u
	\$10/hour	L
		i
Running Track		
Out-of-town groups	\$100/hour	
Out-of-town groups (non-profit)	\$60/hour	

To be eligible for a scholarship, participant must submit application by the due date and show proof of income eligibility. Residents eligible for free and reduced lunch pay for 40% of the program fee.

One coach per team receives an \$80 credit for use on a future program registration once coaching season is completed.

REFUND POLICY

All refunds will be credited to a household account and funds may be used for payment of future registrations. No refunds will be given after the start of the program. A 50% refund (credit to your account) will be given if within two weeks of the start of the program. A refund credit will be given if withdrawal from a program occurs more than two weeks from the start of the program (credit to your account) with a \$10.00 Administrative Fee.

4. That the Borough Clerk shall charge a Five (\$5.00) Dollar administrative fee for all resolutions approving refunds for fees, licenses, and permits issued by the Borough Clerk’s Office and paid to the Borough, which charge shall be deducted from the refund by the Finance Department.
5. That a fee of Twenty (\$20.00) Dollars shall be charged for all checks or credit cards presented to the Borough in payment of any tax, service, program, etc., that are returned by the bank for any reason, except that in cases where the check is returned in error by the bank, the Finance Director shall waive said fee.
6. That copies of the Highland Park Natural Resource Inventory prepared and published in its original state shall be available to the public at a cost of \$2.50 per black and white copy and \$15.00 per color copy. That copies of the Master Plan prepared and published in its original state shall be available to the public at a cost of \$4.50 per black and white copy and \$15.00 per color copy; and that copies of the Land Use Ordinance prepared and published in its original state shall be available to the public at a cost of \$17.50 per copy.
8. a. That the Borough Tax Collector shall charge a fee of \$100.00 to prepare duplicate certificate of tax sale for a lost or destroyed tax sale certificate.
 b. That the Borough Tax Collector shall charge a fee of \$50.00 to prepare a Certificate for Redemption of Certificate of Sale.
 c. That the Borough Tax Collector shall charge a fee of \$25.00 per tax sale notice mailing to property owners, said mailings not to exceed two (2). Such fee shall be added to the cost of said tax sales.
 d. That the Borough Tax Collector shall charge a fee of \$5.00 to prepare duplicate tax bill (first copy) and a fee of \$25.00 for each subsequent duplicate copy of the same tax bill in the same fiscal year.
9. That the Borough Clerk shall collect a fee for distribution of bid specifications in an amount to be determined by the Borough Engineer.
10. That Sustainable Highland Park shall collect a fee of \$75.00 for vendor participants in Earth Day celebration.
11. Certified copies of this resolution be forwarded to the departments referenced above.

Resolution No.1-24-12

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk is hereby authorized and directed to notify the Finance Director that the following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an annual and hourly basis:

Title	Employee Name	Longevity	2024 Pay Rate	Effective Date
Mayor	Foster, Elsie		\$ 12,500.00	1/1/2024
Council President	Hersh, Matthew		\$ 8,500.00	1/1/2024
Council Member	Canavera, Tara		\$ 7,500.00	1/1/2024
Council Member	George, Phillip		\$ 7,500.00	1/1/2024
Council Member	Hale, Matthew		\$ 7,500.00	1/1/2024
Council Member	Kim-Chohan, Stephany		\$ 7,500.00	1/1/2024
Council Member	Postelnik, Jason		\$7,500.00	1/1/2024
Borough Administrator	Jover, Josephine		\$116,904.00	1/1/2024
Redevelopment Director	Jover, Josephine		\$16,236.00	1/1/2024
Assistant to the Borough Administrator	Von Thun, Emma		\$59,534.00	1/1/2024

ORGANIZATION MEETING – JANUARY 2, 2024

NPP Coordinator	Von Thun, Emma		\$9,364.00	1/1/2024
Borough Clerk	Santiago, Jennifer		\$98,838.00	1/1/2024
Registrar of Vital Statistics	Santiago, Jennifer		\$5,722.00	1/1/2024
Borough Clerk Assistant	Pampinto, Maureen		\$44,880.00	1/1/2024
Director of Code Enforcement & Construction Official	Brescher, Scott		\$114,176.00	1/1/2024
Capital Projects Manager	Brescher, Scott		\$11,716.00	1/1/2024
Planning, Zoning and Housing Clerk (Clerk Typist)	Monroy, Sonia		\$45,834.00	1/1/2024
Technical Assistant to the Construction Official (TACO)	Sorbino, Annette		\$56,595.00	1/1/2024
Housing Inspector	Sumano, Christian		\$53,267.00	1/1/2024
Zoning Subcode Official	Mullin, Michael		\$14,986.00	1/1/2024
Fire Subcode Official	Langon, Phillip		\$10,967.00	1/1/2024
Building Inspector	Luthman, Michael		\$18,372.00	1/1/2024
Plumbing Subcode Official/Inspector	Rossi, Michael A		\$22,479.00	1/1/2024
Electrical Subcode Official/Inspector	Varone, Mario		\$22,479.00	1/1/2024
Communications Coordinator	Jackson, Monica		\$79,169.00	1/1/2024
Camera Assistant	Chekenian, Dennis		\$155/meeting	1/1/2024
Public Information Officer	Glazer, Harold		\$39,471.00	1/1/2024
Director of Community Services	McGraw, Kimberly Ann		\$95,717.00	1/1/2024
Municipal Alliance Coordinator	McGraw, Kimberly Ann		\$8,262.00	1/1/2024
Community Services Driver	Austin, Maria		\$46,738.00	1/1/2024
Community Service Asst. (Rec)	Banks, Symone		\$46,738.00	1/1/2024
Teen Center Coordinator	Burrell, Ashton		\$63,673.00	1/1/2024
Social Worker	Huff, Nicole		\$53,993.00	1/1/2024
Principal Clerk Typist (Comm. Svcs)	Molina, Janet	\$1,350.00	\$52,628.00	1/1/2024
Recreation Coordinator	Sabovick, Annmarie		\$61,384.00	1/1/2024
Community Services Assistant (Aging)	Zielinski, Megan		\$48,556.00	1/1/2024
Seasonal Help (Recreation)	Cedarbaum, Michael		\$15.13	1/1/2024
Seasonal Help (Recreation)	Cedarbaum, Roie		\$15.13	1/1/2024
Seasonal Help (Recreation)	Cheslock, Luke		\$	1/1/2024
Seasonal Help (Recreation)	Fitzgerlad, Robert		15.13	1/1/2024
Recreation Assistant II	Ravee, Dvir		\$	1/1/2024
Seasonal Help (Recreation)	Shahidi, Cyrus		16.00	1/1/2024
Instructor	Spool, Beverly		\$	1/1/2024
Community Service Driver	Venice, Joseph		39.41	1/1/2024
Superintendent of Public Works	Wieczorkiewicz, Michael		\$	1/1/2024
Foreman	Troy, Frank		111,491.00	1/1/2024
Recycling Coordinator	Troy, Frank		\$	1/1/2024
Clean Communities Coordinator	Troy, Frank		96,131.00	1/1/2024
Administrative Assistant	Monte, Linda	\$1,350.00	\$	1/1/2024
Laborer w/ CDL	Avila, Antonio		1,561.00	1/1/2024
Building Maintenance Worker	Batcha, Bradley		\$	1/1/2024
Laborer	Bell, D'Andre		25.56	1/1/2024
Driver (post-94)	Cahill, Robert C		\$	1/1/2024
Driver (post-94)	Chekenian, Dennis		22.86	1/1/2024
Driver (post-94)	Corson, Edward T		\$	1/1/2024
			38.90	
			\$	1/1/2024
			33.01	
			\$	1/1/2024
			39.83	

ORGANIZATION MEETING – JANUARY 2, 2024

Laborer	Geoghan Jr, John	\$	1/1/2024
		35.94	
Laborer w/ CDL	Gonzalez, Jose	\$	1/1/2024
		36.89	
Equipment Operator	Kohler, Thomas C	\$	1/1/2024
		40.79	
Mechanic	McAvoy, Delany	\$	1/1/2024
		33.23	
Driver (post-94)	Milan, Michael J	\$	1/1/2024
		38.90	
Driver (post-94)	Reap, Jeffrey J	\$	1/1/2024
		38.90	
Laborer	Rohan, Mark	\$	1/1/2024
		35.94	
Laborer	Rohan, Rudolph	\$	1/1/2024
		35.94	
Laborer	Smith, Nathaniel	\$	1/1/2024
		22.86	
Laborer w/ CDL	Webb Sr, James	\$	1/1/2024
		28.73	
Clean Communities Worker	Hudgins, Xavier	\$	1/1/2024
		15.13	
Chief Financial Officer	Champion, Nerea	\$	1/1/2024
		91,800.00	
Qualified Purchasing Agent (QPA)	Majeski, Lori	\$	1/1/2024
		25,500.00	
Payroll/Benefits Coordinator	Vasquez, Jacklyn	\$	1/1/2024
		61,550.00	
Tax Assessor	Mancuso, Thomas	\$	1/1/2024
		53,131.00	
Tax Assessor Clerk	Davies, Kathleen	\$	1/1/2024
		24,949.00	
Tax Collector	Ramos, Mildred	\$	1/1/2024
		83,232.00	
Principal Clerk Typist (Tax)	Autunnnale, Maryann	\$	1/1/2024
		50,371.00	
Firefighter Supervisor	Shamy, Norman	\$	1/1/2024
		63,672.00	
Fire Fighter - FT	Santore, Frank	\$	1/1/2024
		52,020.00	
Fire Fighter - FT	Schneider, Erik	\$	1/1/2024
		48,450.00	
On-Call Firefighter	Armstrong, Troy	\$	1/1/2024
		22.67	
On-Call Firefighter	Blanchfield, William	\$	1/1/2024
		22.67	
On-Call Firefighter	Fisher, Kenneth	\$	1/1/2024
		22.67	
On-Call Firefighter	Georgianna, Salvatore	\$	1/1/2024
		22.67	
On-Call Firefighter	Hubbard, Nicholas	\$	1/1/2024
		22.67	
On-Call Firefighter	Inzano, Christopher G	\$	1/1/2024
		22.67	
On-Call Firefighter	Masker, Ryan	\$	1/1/2024
		22.67	
On-Call Firefighter	McSherry, Andrew	\$	1/1/2024
		22.67	
On-Call Firefighter	Morris, Jeffrey P	\$	1/1/2024
		22.67	
On-Call Firefighter	Orokos, Michael	\$	1/1/2024
		22.67	
On-Call Firefighter	Petrusky, Robert	\$	1/1/2024
		22.67	
On-Call Firefighter	Rampacek, Christopher	\$	1/1/2024
		22.67	
On-Call Firefighter	Smiegocki, Michael	\$	1/1/2024
		22.67	
On-Call Firefighter	Thiel Jr, Lawrence	\$	1/1/2024
		22.67	
On-Call Firefighter	Watt, Douglas F	\$	1/1/2024
		22.67	

ORGANIZATION MEETING – JANUARY 2, 2024

On-Call Firefighter	Ziobro, Christopher	\$ 22.67	1/1/2024
Library Director	Bobish, Michael	\$ 115,000.00	1/1/2024
Senior Librarian, Youth Services	Jarzabski, Karen	\$ 81,047.00	1/1/2024
Senior Librarian, Adult Services	Johnson, Sherry R.	\$ 87,581.00	1/1/2024
Librarian, Adult Services	Levine, Nathalie	\$ 60,274.00	1/1/2024
Library Assistant	Oriti, Joseph	\$ 37,973.00	1/1/2024
Administrative Assistant	Smith Mullen, Jennifer	\$ 44,834.00	1/1/2024
Librarian, Youth Services	Squicciarini, Melaina	\$ 59,752.00	1/1/2024
Senior Library Assistant	Udeshi, Indru M	\$ 54,400.07	1/1/2024
Librarian	Herniter, Carla	\$ 34.34	1/1/2024
Substitute Librarian	Graham-Hicks, Alicia	\$ 32.11	1/1/2024
Substitute Librarian	Kruglinski, Matthew	\$ 32.11	1/1/2024
Librarian	Larsen, Jennifer	\$ 34.34	1/1/2024
Substitute Librarian	Radeva, Irina	\$ 32.11	1/1/2024
Library Assistant	Teixeira, Rose	\$ 15.13	1/1/2024
Municipal Court Administrator	Horan, Tracey	\$ 80,787.00	1/1/2024
Municipal Court Judge	Herman, Edward H	\$ 46,090.00	1/1/2024
Violations Clerk	Federico, Diane	\$ 45,834.00	1/1/2024
Administrative Assistant	Marcik, Janet	\$ 65,204.00	1/1/2024
Chief of Police	Abrams, Richard E	\$ 182,174.00	1/1/2024
Captain of Police	Curbelo, Jose L	\$ 175,303.00	1/1/2024
Lieutenant of Police	Sachau Jr, John A	\$ 161,719.00	1/1/2024
Lieutenant of Police	Soden, David T	\$ 161,719.00	1/1/2024
Sergeant of Police	Culver, Jason C	\$ 148,832.00	1/1/2024
Sergeant of Police	Haas, Theodore F	\$ 149,152.00	1/1/2024
Sergeant of Police	McGraw, Sean	\$ 144,392.00	1/1/2024
Sergeant of Police	Pacheco, Adalberto	\$ 144,392.00	1/1/2024
Sergeant of Police	Shiffner Jr, Kevin	\$ 144,392.00	1/1/2024
Sergeant of Police	Wenskoski, Derek J	\$ 149,055.00	1/1/2024
Police Officer	Bibby, Sean K	\$ 133,080.00	1/1/2024
Police Officer	Dean, Caitlyn A	\$ 81,476.00	1/1/2024
Police Officer	Dean, Caitlyn A	\$ 91,021.00	3/19/2024
Police Officer	DeCosta, Christopher	\$ 133,080.00	1/1/2024
Police Officer	Fitzgerald, Bryant	\$ 110,111.00	1/1/2024
Police Officer	Fitzgerald, Bryant	\$ 119,656.00	11/24/2024
Police Officer	Garley, Sean	\$ 133,080.00	1/1/2024

ORGANIZATION MEETING – JANUARY 2, 2024

Police Officer	Garrity, Kevin M	\$	1/1/2024
		133,080.00	
Police Officer	Giles, Alaina	\$	1/1/2024
		133,080.00	
Police Officer	Laraj, Jonathan	\$	1/1/2024
		52,841.00	
Police Officer	Laraj, Jonathan	\$	5/1/2024
		62,386.00	
Police Officer	Nickas, Joseph	\$	1/1/2024
		62,386.00	
Police Officer	Nickas, Joseph	\$	7/1/2024
		71,931.00	
Police Officer	Olarra, Jr., Joseph M	\$	1/1/2024
		110,111.00	
Police Officer	Olarra, Jr., Joseph M	\$	11/24/2024
		119,656.00	
Police Officer	O'Mara, Brian J	\$	1/1/2024
		133,080.00	
Police Officer	Palumbo Jr, Gaetano	\$	1/1/2024
		133,080.00	
Police Officer	Reefer, Mark	\$	1/1/2024
		62,386.00	
Police Officer	Reefer, Mark	\$	8/1/2024
		71,931.00	
Police Officer	Samson, Justin	\$	1/1/2024
		62,386.00	
Police Officer	Samson, Justin	\$	12/1/2024
		71,931.00	
Police Officer	Sica, Nicholas	\$	1/1/2024
		52,841.00	
Police Officer	Sica, Nicholas	\$	2/15/2024
		62,386.00	
Police Officer	Triana, Alexander	\$	1/1/2024
		62,386.00	
Police Officer	Triana, Alexander	\$	7/1/2024
		71,931.00	
Police Officer	Vanaman, Ryan	\$	1/1/2024
		52,841.00	
Police Officer	Vanaman, Ryan	\$	2/15/2026
		62,386.00	
Police Officer	Wilson, Trey	\$	1/1/2024
		52,841.00	
Police Officer	Wilson, Trey	\$	9/15/2024
		62,386.00	
Principle Clerk Typist (Det. Bureau)	Fromhold, Barbara	\$	1/1/2024
		56,595.00	
Police Records Clerk	Garcia, Carolyn	\$	1/1/2024
		39,492.00	
Public Safety Telecommunicator	Altomonte, Neena	\$	1/1/2024
		58,253.00	
Public Safety Telecommunicator	Keogh, Patrick	\$	1/1/2024
		61,816.00	
Public Safety Telecommunicator	Gonzalez, Sebastian	\$	1/1/2024
		55,043.00	
P/T Public Safety Telecommunicator	Gargulio, Santina	\$	1/1/2024
		23.94	
Crossing Guard	Aarons, Karen	\$	1/1/2024
		20.64	
Crossing Guard	Ciorciari, Catherine	\$	1/1/2024
		12,562.00	
Crossing Guard	Gordon, Carol	\$	1/1/2024
		20.64	
Crossing Guard	Heard, Angelica	\$	1/1/2024
		20.64	
Crossing Guard	Lajtos, William	\$	1/1/2024
		20.64	
Crossing Guard	Lopez, Christopher	\$	1/1/2024
		20.64	
Crossing Guard	Morris, Lucille	\$	1/1/2024
		12,562.00	
Crossing Guard	Rayside, Charlene	\$	1/1/2024
		12,562.00	

ORGANIZATION MEETING – JANUARY 2, 2024

Crossing Guard	Rhein, Jacqueline A	\$	1/1/2024
		12,562.00	
Crossing Guard	Riddick Smith,	\$	1/1/2024
	Deborah	12,562.00	
Crossing Guard	Russel, O'Dell	\$	1/1/2024
		20.64	
Crossing Guard	Stephen, Thomas	\$	1/1/2024
		20.64	

Resolution No.1-24-13

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that the following shall be and are hereby re-appointed to serve as a members of the Highland Park Housing Authority for a term to expire as indicated:

William Rainwater	December 31, 2028
Ruby Hope	December 31, 2028

Mayor Foster appointed the following:

<u>NAME</u>	<u>POSITION</u>
Scott Brescher	ADA Coordinator
Philip George	Council Rep., Library Board of Trustees

On motion made by Councilwoman Canavera, seconded by Councilman Postenik, the above appointments were confirmed by the following roll call vote:

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

Mayor Foster appointed the following:

On motion made by Councilman _____, seconded by _____, the following appointments were confirmed by the following roll call vote:

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

Arts Commission	John Marron
	Amee Pollack
Board of Health	Sarah Kelly
	Beth Stevens
	Diane Heimlich
	Sarat Busari
	Jen Voorhees, BOE
CDBG Advisory Committee	Deborah Morgan
	Edward Prince
Commission for Universal Access	Chris Woodward, BOE
	Pat McKenna, Alternate No. 2
Community Emergency Response Team	H. James Polos
	Bruce Nadler
	Susan Winter
	Ann-Sheryl White
	Rodolfo Juliani
	Nancy Wolf
	Elissa Kaplan
	Pamala Plastock
	Brian Douches
	Officer Jason Culver
	Officer Guy Palumbo
Community Food Pantry	Bruce Bush

ORGANIZATION MEETING – JANUARY 2, 2024

	Susan MacKinnon
	Lynne Platt
	Kathi Lombardi
	Evelyn Sedehi
	Nancy Lord
	Laurel Kornfeld
	Janice Ballou
	Miriam Lefkowitz
	William Winfrey
	Scott Brustein
Emergency Management Council	H. James Polos
	Lt. John Sachau
	Richard Abrams, Chief of Police
	Mordechai Gershen, Fire Chief
	Norman Shamy, Fire Dept.
	William Heins, First Aid
	Scott Brescher, Code Official
	Kathleen Smith, Health Officer
	Teri Jover, Administrator
	Kristina Susca, Superintendent of Schools
	Michael Wiczorkiewicz, Director of Public Works
	Kim McGraw, Director of Community Services
Employee Safety Committee	Jacklyn Vasquez, Borough Hall Rep
	Kim McGraw, Community Center Rep.
	Teri Jover, Insurance Commissioner
	Michael Wiczorkiewicz, DPW Rep.
	Richard Abrams, PD Rep.
	Officer Brian O'Mara, PBA Rep.
	Jennifer Smith-Mullen, Library Rep.
	Emma Von Thun, Alt. Insurance Commissioner
	Edward Corson, DPWA Rep.
	Nicole Huff, Teamster Rep.
	Norman Shamy, Fire Dept. Rep.
Ethics Board	Jordon Seigel
	Linda Tondow
	Paul Ambos
	Chris Rasmussen
HP Gives A Hoot	Evelyn Sedehi
	H. James Polos
	William Winfrey
	Michael Buchman
	Kamara Russo
Highland Park Volunteer Fire Department	Solomon Levy
Highland Park Wellness Committee	Dr. Patricia Whitley-Williams
	Dr. Elliot Frank
	Dr. Keren Ebel Avery
	Dr. Bruce Fisher
	Chris Woodward
	Elizabeth Asamoah
	Ashton Burrell
	Pastor Greg McLendon

ORGANIZATION MEETING – JANUARY 2, 2024

	Hayden Hsuing
	Dr. Norma Bowe
	Fr. Abraham Lotha
	Josh Pruzansky
	Dr. Clifton Lacy
	Officer Gaetano Palumbo
	Eric Gonzalez
	Ruth Beyer
	Illana Bohm
Mental Health Commission	Officer Brian O'Mara
	Karen Jarzabski
	Nicole Huff, Social Worker
	Dr. Norma Bowe
	Elizabeth Asamoah
	Ashton Burrell, Teen Center Coordinator
	Ken Kressel
	Illana Bohm
	Ruth Beyer
Municipal Alliance	Officer Brian O'Mara
	Marilyn Pruce, HP BOE Chair
	Kristina Susca, Superintendent HP Schools
	Karen Lane, BOE, SAC Member
	Elizabeth Asamoah, HPEA Rep.
	Ashton Burrell, Youth Svcs Org. Rep.
	Irene Marx
	Kim McGraw, Adult Rep.
	Hailey Hsiung
	Hayden Hsiung
	Mayor
	Public Safety Committee Chair
Recreation Advisory Committee	Kathie Pace
	Ryan Potter
	Kenneth Haskins
	Andrea Alexander
	Nicholas Kambitsis
	Debbie Hehir
	Alex Duncan
	Yudi Davis
	Shawn Harrison
	Jay Weinberg
	Dov Fine
	Mark Rubin
Rehabilitation & Redevelopment Screening Committee	Rebecca Hersh
	Robert Roesener
	Wolfram Hofer
	Rebecca Hand
Rent Control Board	Tod Marder, Alt. Tenant
Shade Tree Advisory Committee	Rosanne Baruh
	Paul Sauers
	Aileen Coffey
	Karen Swaine

	Melanie McDermott
	Christy Van Horn
	Marcia Shiffman
	Margaret Ingate
	Karin Rabe
	William Solecki
Sustainable Highland Park	Paul Sauers
	Irene Riegner
	Wendy Rosen
	Olivia Park
	Rose DeLorenzo
	Irene Marx
	Tina Weishaus
	Claudia Faber
	Mark Lesko
	Christopher Perez
Zoning Board of Adjustment	Robert Fechter, Alternate No. 1
	William Winfrey, Alternate No. 2

Mayor Foster appointed the following:

<u>NAME</u>	<u>COMMITTEE</u>
Scott Brescher	Planning Board
Dan Stern Cardinale, Alt. 1	Planning Board
Jeffrey Perlman	Planning Board

Mayor Foster appointed Padraic Millet to serve as the Mayor’s Designee on the Planning Board.

Mayor Foster appointed Ronald Wong to serve as the Mayor’s Alternate on the Library Board of Trustees.

NO CONFIRMATION NECESSARY

Resolutions Requiring a Separate Reading.

Resolution 1-24-14

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that Councilman Matthew Hale is hereby appointed as Council member of the Planning Board for a term expiring December 31, 2024.

Resolution 1-24-14 was duly adopted on motion made by Councilman Hersh, seconded by Councilman Postelnik, and carried by the following roll call vote:

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

Resolution 1-24-15

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, County of Middlesex, State of New Jersey, that Councilwoman Stephany Kim-Chohan shall be and is hereby appointed to represent the Highland Park Governing Body as a member of the Middlesex County Housing and Community Development Committee for a term expiring December 31, 2024.

Resolution 1-24-15 was duly adopted on motion made by Councilman Hersh, seconded by Councilman Postelnik, and carried by the following roll call vote:

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

Resolution No. 1-24-16

WHEREAS, Section 19 of the Local Budget Law, NJS 40A:4-19, provides that where contracts, commitments or payments are to be made prior to the final adoption of the 2024 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and the time therein provided, and

WHEREAS, the date of the adoption of this resolution is within the first thirty days of January 2024; and

WHEREAS, 26.25% of the total appropriation in the 2023 General Operating and Water and Sewer Budgets exclusive of any appropriations made for debt service, capital improvement fund and public

ORGANIZATION MEETING – JANUARY 2, 2024

assistance is the sum of Four Million, Six Hundred and Three Thousand, Nine Hundred Twenty One Dollars and Ninety-Six Cents (\$4,603,921.96); and

WHEREAS, 26.25% of the Water and Sewer Budget for 2023, excluding any appropriations made for debt service, capital improvement fund and public assistance is One Million, Three Hundred Sixty Five Thousand, Six Hundred Sixteen Dollars and Eighty-Eight Cents (\$1,365,616.88); and

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

2024 TEMPORARY OPERATING BUDGET		
DESCRIPTION	ACCOUNT NUMBER	2024 TEMPORARY BUDGET
GENERAL GOVERNMENT FUNCTIONS		
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	50,000.00
Other Expenses	20-100-2	15,000.00
MAYOR & COUNCIL		
Salaries & Wages	20-110-1	10,000.00
Other Expenses	20-110-2	6,000.00
MUNICIPAL CLERK		
Salaries & Wages	20-120-1	50,000.00
Other Expenses	20-120-2	9,000.00
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	65,000.00
Other Expenses	20-130-2	16,000.00
ANNUAL AUDIT		
Other Expenses	20-135-2	13,000.00
TAX COLLECTION		
Salaries & Wages	20-145-1	35,000.00
Other Expenses	20-145-2	5,000.00
TAX ASSESSMENT		
Salaries & Wages	20-150-1	21,000.00
Other Expenses	20-150-2	5,000.00
LEGAL SERVICES		
Other Expenses	20-155-2	125,000.00
ENGINEERING & PLANNING		
Other Expenses	20-165-2	5,000.00
COMMUNITY & ECONOMIC DEVELOPMENT		
Salaries & Wages	20-170-1	5,000.00
Other Expenses	20-170-2	36,000.00
INFORMATION TECHNOLOGY		
Other Expenses	20-140-2	25,000.00
CENTRAL SERVICES		
Other Expenses	20-316-2	30,000.00
LAND USE ADMINISTRATION		
PLANNING BOARD		
Salaries & Wages	21-180-1	1,500.00
Other Expenses	21-180-2	10,000.00
ZONING BOARD OF ADJUSTMENT		
Salaries & Wages	21-185-1	5,500.00
Other Expenses	21-185-2	2,000.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-195-2	500.00
INSURANCE		
GENERAL LIABILITY/WORKERS COMPENSATION		
Other Expenses	23-211-2	260,000.00
EMPLOYEE GROUP HEALTH		
Other Expenses	23-220-2	480,000.00
PUBLIC SAFETY FUNCTIONS		
POLICE		
Salaries & Wages	25-240-1	1,300,000.00
Other Expenses	25-240-2	65,000.00
POLICE DISPATCH/911		
Salaries & Wages	25-250-1	-

ORGANIZATION MEETING – JANUARY 2, 2024

Other Expenses	25-250-2	-
OFFICE OF EMERGENCY MANAGEMENT		
Salaries & Wages	25-252-1	-
Other Expenses	25-252-2	4,000.00
FIRST AID CONTRIBUTION		
Other Expenses	25-260-2	4,000.00
FIRE		
Salaries & Wages	25-265-1	135,000.00
Other Expenses	25-265-2	27,000.00
LOSAP		
Other Expenses	25-265-2	-
MUNICIPAL PROSECUTOR		
Other Expenses	25-275-2	10,000.00
PUBLIC WORKS FUNCTIONS		
STREETS & ROADS		
Salaries & Wages	26-290-1	375,000.00
Other Expenses	26-290-2	42,000.00
STORMWATER MAINTENANCE		
Other Expenses	26-297-2	10,000.00
APARTMENT COLLECTION		
Other Expenses	26-305-2	60,000.00
PUBLIC BUILDINGS & GROUNDS		
Salaries & Wages	26-310-1	15,000.00
Other Expenses	26-310-2	82,000.00
MOTOR POOL		
Salaries & Wages	26-315-1	20,000.00
Other Expenses	26-315-2	48,000.00
HEALTH & HUMAN SERVICES FUNCTIONS		
BOARD OF HEALTH		
Other Expenses	27-330-2	500.00
UNIVERSAL ACCESS COMMISSION		
Other Expenses	27-332-2	500.00
ENVIRONMENTAL COMMISSION		
Other Expenses	27-335-2	250.00
COMMISSION ON IMMIGRANT & REFUGEE AFFAIRS		
Other Expenses	27-336-2	-
SAFE WALKING & CYCLING COMMITTEE		
Other Expenses	27-337-2	500.00
SUSTAINABLE HIGHLAND PARK		
Other Expenses	27-338-2	500.00
HISTORICAL COMMISSION		
Other Expenses	27-339-2	250.00
PARKS & RECREATION FUNCTIONS		
COMMUNITY SERVICES - RECREATION		
Salaries & Wages	28-370-1	30,000.00
Other Expenses	28-370-2	4,500.00
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	65,000.00
Other Expenses	28-371-2	8,000.00
ARTS COMMISSION		
Other Expenses	28-374-2	1,000.00
SHADE TREE ADVISORY COMMITTEE		
Other Expenses	28-375-2	500.00
TEEN CENTER		
Salaries & Wages	28-373-1	20,000.00
Other Expenses	28-373-2	-
UTILITY EXPENSES & BULK PURCHASING		
ELECTRICITY		
Other Expenses	31-430-2	40,000.00
STREET LIGHTING		
Other Expenses	31-435-2	50,000.00

ORGANIZATION MEETING – JANUARY 2, 2024

TELEPHONE		
Other Expenses	31-440-2	16,000.00
FUEL OIL/GASOLINE/NATURAL GAS		
Other Expenses	31-460-2	60,000.00
SANITARY LANFILL		
Other Expenses	32-465-2	130,000.00
UNIFORM CONSTRUCTION CODE		
Salaries & Wages	22-195-1	95,000.00
Other Expenses	22-195-2	2,500.00
UNCLASSIFIED		
CABLE TELEVISION		
Other Expenses	30-411-2	-
ACCUMULATED SICK LEAVE		
Salaries & Wages	30-415-1	-
CELEBRATION OF PUBLIC EVENTS		
Other Expenses	30-420-2	1,500.00
COMMUNICATIONS		
Salaries & Wages	20-105-1	31,000.00
Other Expenses	20-105-2	12,000.00
MUNICIPAL COURT FUNCTIONS		
MUNICIPAL COURT		
Salaries & Wages	43-490-1	55,000.00
Other Expenses	43-490-2	2,500.00
PUBLIC DEFENDER		
Other Expenses	43-495-2	1,500.00
LIBRARY		
Salaries & Wages	29-390-1	190,000.00
Other Expenses	29-390-2	115,000.00
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS		
COUNTY HEALTH SERVICES		
Other Expenses	42-401-2	13,000.00
M.C.I.A. RECYCLING		
Other Expenses	42-402-2	-
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	6,000.00
PUBLIC AND PRIVATE PROGRAMS		
STATUTORY EXPENDITURES		
SOCIAL SECURITY SYSTEM		
Other Expenses	36-472-2	150,000.00
UNEMPLOYMENT COMPENSATION INSURANCE		
Other Expenses	23-225	-
PUBLIC EMPLOYEES RETIREMENT SYSTEM		
Other Expenses	36-471-2	-
POLICE AND FIREMAN'S RETIREMENT SYSTEM		
Other Expenses	36-475-2	-
DCRP		
Other Expenses	36-476-2	10,000.00
	SUBTOTAL	4,595,000.00
DEBT SERVICE		
BOND PRINCIPAL		
Other Expenses	45-920-2	1,130,000.00
INTEREST ON BONDS		
Other Expenses	45-930-2	353,630.00
M.C.I.A. LEASE/LOAN		

ORGANIZATION MEETING – JANUARY 2, 2024

Other Expenses - Loans		155,120.00
Other Expenses - Leases	45-950-2	107,800.00
DBIZ LOAN		
Other Expenses	45-925-2	33,334.00
	SUBTOTAL	1,779,884.00

GRAND TOTAL	6,374,884.00
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2024 TEMPORARY WATER AND SEWER BUDGET

DESCRIPTION		2024 TEMP
OPERATING		
Salaries & Wages		28,000.00
Other Expenses		406,000.00
Middlesex County Utilities Authority		385,000.00
Purchase of Water		545,000.00
STATUTORY EXPENDITURES		
Public Employee Retirement System		-
Social Security System		-
DEFERRED CHARGES		
Overexpenditure Budget Appropriation		-
	SUBTOTAL	1,364,000.00
DEBT SERVICE		
Payment of Bond Principal		280,000.00
Interest on Bonds		78,000.00

SUBTOTAL	358,000.00
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GRAND TOTAL	1,722,000.00
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Mayor’s Annual State of the Borough Address

Mayor delivered her State of the Borough Address and on motion made by Council President Hersh, seconded by Councilwoman Canavera, and carried by unanimous affirmative voice vote; the Borough Clerk was directed to spread the Mayor’s Address upon the official minutes of the meeting, as follows:

Mayor Foster offered a warm welcome to Congresswoman Watson Coleman, honored guests and all residents. It is my honor to address everyone tonight as the newly elected Mayor, I chose my words carefully when I say that because I believe deeply that this role is a great honor, an exceptional opportunity, and a true privilege. I want to start my address with a heartfelt thank you to you, the residents of Highland Park, for entrusting me with this responsibility. I would not be in this position were it not for a few people in town who’ve given me the experience, the training, the support, and encouragement to take on this responsibilities of this role. She indicated that she was grateful to former Mayor Gayle Brill Mittler, for mentoring over the past 12 months. I have grown immensely and learned a whole lot, from the constructive partnership I enjoy with my fellow Council members, Phil George, Matt Hale, Matthew Hersh, Stephany Kim-Chohan, Tara Canavera, and Jason Postelnik. Together we have accomplished a great deal as a team and look forward to many more milestones in the years ahead. She expressed a heartfelt and humble thank you to her family, son Brandon, mom, sister, nephews Travis and Tashawn, Cousin Jerome, all my aunts, cousins and partner EV. You have enabled me to accomplish all I have in my important work of public service while also fulfilling my greatest dream to be trustworthy, supportive, and loving daughter, sister and mother. You have encouraged me every step of the way in my journey, from PTO secretary, to Councilwoman, and now Mayor.

On this occasion of the State of the Borough Address, I will take a moment to celebrate our successes’ in 2023, take a look ahead at our big plans for 2024, and conclude with just a couple more thank you. In Highland Park in 2023, the Mayor and Council devoted countless hours and great efforts to increase affordability, maintain and improve our infrastructure, foster greater opportunities for our residents, and create a sense of community. In 2023, we kept our promises and welcomed a new supermarket, Super Fresh, to our town. They are renovating the old Stop and Shop building now, which frankly needs a lot of work. The leaders of Super Fresh have told us that they expect to open their new Highland Park location to

the public by Memorial Day 2024. We also welcomed a few new businesses to our Borough, including: Global Grace Market Place, ANJA, Barbie Fit Studio, and Salonica Greek store. We were excited to see two businesses move to new locations in town that helped them grow their customer base. It is a delight to see the new energy at Ellinikon Greek Deli and Restaurant and the Park Med Spa. We are happy that two new businesses have announced plans this year to join our commercial community in 2024: Giddies Restaurant coming to North 4th and Me Too Tea Cafe coming to Raritan near South 1st Avenue. With an eye towards upgraded services and infrastructure, we implemented a Borough wide water meter replacement program and made improvements to many roads, we also enhanced our recreation facilities with pickle ball park courts, tennis courts and improved walking trails in Donaldson Park. Having engaged in very thorough commercial and residential properties revaluation process in 2022, we saw the fruits of those labors in lowered property taxes for many residents in 2023. The Woodbridge Avenue Neighborhood Preservation Program, NPP, administered nearly \$70,000 in commercial façade and technical assistance grants to ten businesses, installed five new murals near Molimock-Graff Park by local artists, and hosted a handful of outreach events to reach residents, businesses, and property owners. Work on this program will continue into 2024. With thanks to the Human Relations Commission for their partnership, we brought community members together with flag raising events: Pride Month, Juneteeth, Caribbean Heritage Month, Latina Heritage Month, and Israeli Independence Day. We also drew the community together on very short notice in early October for a prayer vigil that brought out a few hundred people, in response to the vicious attack on Israel over the Simchat Torah holy day.

As we have begun this New Year, we have a few top priorities: We are going to continue to offer out support, guidance and feedback as the Super Fresh grocery store gets settled in Highland Park. Part of that support will take the form of a Supermarket Advisory Committee. She welcomed community members to serve on this committee, and to contact the Public Information Officer, Harry Glazer if interested. The Borough is eager to see the completion of the Highland Park Public Library's renovation project which has been made possible by a Construction Bond grant for renovations, which includes a complete interior redesign, as well as new lighting, furniture, and technology infrastructure upgrades, this should be completed by Spring 2024. The library is also undertaking further renovations, which funded by a generous donation grant by the Kushner Legacy project and by supporter donations. These improvements will include meeting room upgrades and the installation of an exterior porch on North 6th Avenue. We will be devoting a lot of time to advance the Redevelopment of our downtown following the plans, we put together over the past few years. This will be done with considerable input from the public. The plan calls for significant changes to properties on and around lower Raritan Avenue, in the interest of creating more jobs, a greater variety of housing stock, and a broader diversity of businesses on our main street. To accomplish these aims, we will be working with the Economic Development team in Middlesex County, along with our representatives in Trenton and Washington DC to take advantage of funding opportunities and partnership possibilities. At the same time, we remain focused on enhancing the quality of life in Highland Park, by creating more options for recreation, exercise and community activities. We will be developing a unified river trail and improving our open spaces and pocket parks. With the help of the NJ State Department of Transportation, we will address an area of Upper Raritan Avenue that has a significantly high rate of accidents. We will also advance the vision of creating a true Town Square, by moving ahead with the plan to close South 3rd Avenue near Raritan Avenue. In all this work, we continue to invite public feedback and whenever feasible, we seek to incorporate your ideas into the plans. As I look ahead to our work in 2024, I am quite mindful that our progress is built on the reliability, the integrity, and the dedication of our core Borough departments and their staff. For 2023: Our Fire Department responded to 469 calls this past year, everything from car fires, brush fires, hazardous materials calls, to house fires. They were also a regular presence at all our major public events and taught fire safety practices to children at different schools during Fire Prevention Week. Thank you HP FD! Our Police Department addressed 23,400 calls for service in 2023, which included 1,100 responses to calls for medical assistance and 250 high visibility traffic details. They conducted 1200 directed patrols of the Borough's houses of worship, in response to concerns raised from international or domestic events. Thank you HP PD! Our Department of Public Works collected residents' and businesses' trash and recycling 260 days in 2023. They also responded to calls to address fallen tree branches, downed power lines, traffic safety concerns, potholes, and other matters that presented a danger to the public. When winter weather arrives, they provide snow and ice removal for over 31 miles of roads, municipal parking lots, and public sidewalks in Highland Park. Thank you DPW!

Our First Aid Squad was there for our residents when they encountered an emergency and gets them the fast and skilled assistance they needed, during the year. These volunteers exercised professionalism and discretion, when addressing calls for help. They too are also a regular presence at all our major public events. Thank you, HP First Aid Squad!

One office of the Borough is charged with thinking through threatening situations and planning how we can get through them in the least disruptive ways possible. The Office of Emergency Management also helps us consider how to best handle extreme weather conditions. And when there is a fire in town, and residents are put out from their homes, it is this office that helps the victims find temporary shelter and provides for their other needs. Alongside this office, the volunteers of the Community Emergency Response Team respond when there is a crisis in town, at all times of the day or night or on weekends, to provide emotional support to the victims and practical assistance. Thank you, OEM and CERT!

I cannot begin to recount the many programs and services organized and overseen by the staff of our Highland Park Community Center. For an example of their responsiveness to changes in town. When Stop & Shop closed in spring 2023, it was the community center staff who rose to the challenge and quickly developed a schedule of weekly bus trips for our seniors to area supermarkets.

ORGANIZATION MEETING – JANUARY 2, 2024

Over the past nine months, they've offered dozens of trips, enabling seniors to get the groceries they needed with great care and convenience. Thank you HP Community Center!

The Highland Park Public Library hosted over 7,569 people at 360 programs and outreach events all year at their home location, as well as at partner sites within our community. They welcomed over 600 new members to the library community in 2023. The library also circulated 102,549 items this year and the staff also answered over 7000 reference questions from our community. Thank you, Highland Park Public Library.

The staff in the Borough Clerk's office, the Code Enforcement office, the Borough Administration office, and our Tax & Sewer department interact with residents on a daily basis and address a wide range of resident and business needs and concerns. For many residents, business owners, and contractors, these four offices – all based in Borough Hall, are the very face of Highland Park and their professionalism and diligence makes a big difference in many people's lives. Thank you, Borough Hall staff!

When we talk about the Teen Center/Zone 6, we are talking about the efforts of one-part time staff member, Ashton Burrell. And those efforts are truly exceptional. Ashton mentors dozens of teens each year and provides them with top flight vocational training, encounters with state government officials, business coaching, and other forms of support that enable those teens to realize their potential. Thank you Ashton!

Just one more thank you, I promise. Highland Park is blessed with dozens of residents who devote countless hours by serving on our many boards, commissions and committees. They address many vital concerns, from urban forestry to sustainable environmental practices, from municipal communications to intergroup relations, from zoning to planning to public health, from emergency response to food aid for those with limited means, and so much more. Thank you to all our amazing volunteers!

When I reflect on the many positive stats, staff, services, and volunteers of our town, I'm awed by how much it takes to keep things running well in Highland Park. Thank you!

We in the governing body realize that we stand on the shoulders of so many, who are doing some truly remarkable and often unsung work, to make this town safer, healthier, more cohesive, more forward thinking, more compassionate, and more inviting. While the Mayor and Borough Council get to pursue the high visibility efforts, it is the countless smaller decisions, seemingly routine projects, and quiet heroics that make this town the gem it is.

So as we step forward in 2024, we realize that here will be formidable challenges but with the commitment and dedication of our essential partners we are absolutely confident that we will succeed and do great things for Highland Park. Remember, we are Highland Park, a small town with a HUGE heart!

Public Discussion.

Mayor Foster opened the meeting for public discussion and called upon all those wishing to speak to identify themselves. No one appearing to be heard, Council President Foster closed the public discussion.

Rabbi Eliot Malomet delivered the benediction.

There being no further business, on motion made by Council President Hersh, seconded by Councilwoman Canavera, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 8:05 PM.

Respectfully submitted,

Jennifer Santiago
Borough Clerk