

BOROUGH OF HIGHLAND PARK

REGULAR MEETING  
March 5, 2024 – 7:00 PM

A Regular Meeting of the Highland Park Mayor and Council was held on Tuesday, March 5, 2024, and was called to order by Mayor Foster at 7:00 PM. Annual Notice of this meeting was provided to The Home News Tribune, the Star Ledger and the Highland Park Planet on January 5, 2024 and was posted on the Borough website at [www.hpboro.com](http://www.hpboro.com) and on the bulletin board at Borough Hall, 221 South Fifth Avenue, Highland Park, NJ and has remained continuously posted as required by law.

**Pledge of Allegiance.**

Flag salute led by Chief Richard Abrams.

**Roll Call:**

Present: Mayor Foster, Councilpersons, Canavera, Hale, Hersh, Postelnik; George, Borough Administrator Jover, Borough Attorney Shah.

Absent: Councilwoman Kim-Chohan

**Approval of Minutes.**

By Motion made by Council President Hersh and seconded by Councilwoman Canavera the following minutes, January 16, 2024 Regular Meeting and Executive Meeting, January 30, 2024 Redevelopment Entity and February 6, 2024 Regular Meeting were approved, as distributed, by the following roll call vote:

**Roll Call:**

Ayes: Councilpersons Canavera, Hale, Hersh, Postelnik

Opposed: None.

Absent: Kim-Chohan.

Abstain: Councilman George.

**Council Reports.**

Councilman Hale reported that he was the chair of the Economic Development Committee. He reported the Neighborhood Preservation Program (NPP) is looking for volunteers to be on the Stakeholder Committee. If you own a business or are a resident on Woodbridge Avenue please consider volunteering. He mentioned we just got approval of our third year plan. The Farmers Market is up and running a short winter Farmers Market. Come to the Farmers Market from 11:00 AM to 4:00 PM on Fridays. The Street Fair and the 5K will be around in May. He also mentioned we've got some new businesses that are closing, opening or about to open. There's Park Liquor next to Park Deli, Giddy's Pizza, Me Too Flowers, Highland Pizza and of course Super Fresh.

Councilwoman Canavera reported the Human Services of the Board of Health is working with Chief of Police and the Police Department to do a presentation on proper gun storage safety. The Commission for Universal Access will be meeting via zoom on March 11<sup>th</sup>. The Community Food Pantry is open on the 2nd and 4th Thursday from 9:00 a.m. to 10:45 a.m. and again from 6:00 pm. to 7:00 pm and Saturday from 9:30 a.m. to 10 a.m. The Highland Park Gives a Hoot Pantry is every Tuesday from 10 a.m. to 11: a.m. The Human Relations Commission will be presenting the Gratitude Tree March 27<sup>th</sup> at 6pm at the Community Center. It's a chance for the community to come together to express gratitude for the reasons they're grateful to be living in Highland Park. The Mental Health Commission is still looking for new members

Councilman George reported that on Wednesday, March 27<sup>th</sup> from 4:30 pm to 6:30 pm, officers from the Police Department will be helping with kite making and decoration at the Community Center, along with refreshments and gathering together to celebrate Spring. The MVC mobile office is at the Municipal lot and the Reformed Church to assist residents with routine motor vehicle tasks, renew registration, license or other documentation. Highland Park Emergency Services are nearly ready to put the new engine courtesy of the Kushner Estate's generosity on the road. The Library renovations are ongoing. The good news is that monitoring water damage while the roof replacement is pending has shown no new leaks. There is some minor dripping from known sites and water isn't running down. The Library Director, Michael Bobish told me that the bid specifications are going out for the roof replacement contract very shortly, and if we get good responses for the Borough to choose from, work should be able to start as planned by May. Library Director, Michael Bobish feels we are on track for all of the repairs, and the Library is also working on the next phase of improvements which are from the generosity of the Kushner Estate.

Councilman Postelnik chair of the Art and Recreation Committee. A quick reminder that grocery store transportation is available through the Community Center. If you're in need of any please reach out to the staff there. Community Center programming highlights; there's free tax preparation assistance at the Community Center. You can get an appointment there every Tuesday between now and April 14<sup>th</sup>. You can get your taxes prepared by IRS certified volunteers. The program is limited to individuals with incomes up to \$70,000, and appointments are required. We have a St Patrick's Day luncheon on Tuesday March 19<sup>th</sup> which will be at noon again at the Community Center. There'll be lunch and music. Later in the month there'll be a Community Behavioral Health Event on Tuesday, March 26<sup>th</sup> from 12:00 pm to 3:00 pm at the Community Center. There'll be resources and presentations. Recreation Programming highlights are all summer camp registrations are now open. There's only two spots left available for the Theater Camp. There are also opportunities to apply for the Gives a Hoot Scholarship. The application can be done online, the deadline is March 15<sup>th</sup>. In the coming weeks we'll be announcing some new adult programs. There'll be some new yoga and mindfulness adult classes coming up later this spring. Arts commission update, there'll be an Art Together program at the Zimmerli Museum of Art at

Rutgers in New Brunswick. The Art Commission's Gorilla Art Club will be hosting the March Art Together event on March 10th from 1:00 p.m. to 3:00 p.m.

Council President Hersh chair of the Public Works Committee reported a waterman break right now on South Fifth Avenue. It is being closed from Valentine to Graham Street and access to South Fifth from Donaldson will also be closed. Signs and cones are being put up and the leak is located at the intersection of South Fifth Avenue and Donaldson. It is believed to be unfortunately one of the six in Highland Park. Police dispatch has In Middlesex County the Division of Solid Waste Management is making available composting purchase through Middlesex County for more information please call the County at 732-745-4170. I wanted to point out on the consent agenda, a series of resolutions that really tee the Borough for participation in the State's Community Solar Program. Resolution 3-24-92 allows the Borough to submit an application to the New Jersey Board of Public Utilities for participation in the Community Solar Program and form a Subscriber Group of low and moderate income customers to receive the economic benefit of this project. In order for the Borough to submit a viable application to this program the Borough also needs to identify a third party developer that will finance, own, operate and maintain a Community Solar Project. This allows for RFP's to be put together that would allow us to move forward with that. It allows the Borough to automatically opt in LMI (low and moderate incomes) customers into the Community Solar Program automatically and you can opt out if you'd like. Highland Park had entered into a Consulting Agreement with Gabel Associates in 2023. Gable will support the development of the program at no cost to the Borough. Under the Gabel Associates Consulting Agreement all fees for services will be paid for by the successful developer in connection with this master performance agreement. Our Spring tree planting initiative will plant 72 trees, tree maintenance has become more frequent, limbs are starting to fall, we have to keep an eye out for that. We are awarding a bid to Down to Earth Landscaping for tree planting. Public Works bulk pickup is made by appointment, pick-ups scheduled on Wednesdays in April, May, June, September and October. Get that April one planned now. To make an appointment please call Public Works at 732-247-9379 or for more information you can go to [www.hpboro.com](http://www.hpboro.com) and search for bulk waste collection or go to the Public Works garbage. Acceptable items include furniture, fixtures, carpets, home improvement materials, however, unacceptable items are dirt, concrete, roofing materials, hazardous materials and automotive parts or straps. The Environmental Commission will meet tomorrow, March 6th at 800 p.m. on Zoom. The link can be found at [www.hpboro.com](http://www.hpboro.com) and Sustainable Jersey I did just want to highlight you might have seen an opened piece, attended by Jennifer Coffey from the Association of New Jersey Environmental Commissions of conservation voters. This is a veiled response to what you might have heard of a certain plastic bag industry that starts to discredit New Jersey's Plastic Pollution Reduction Act. A recent comprehensive National study by Environment America cited by the world Economic Forum recognizes New Jersey's plastic bag ban as the most effective out of the 10 states in America with such bans.

**Administrator.** – No report.

**Borough Attorney's Report** – No report.

**Mayor's Report.**

Mayor Foster reported for everyone, the motor vehicle will be here at the Welkovits Pavilion in our public parking lot until Friday so anyone who wants to go down and get their ID or get a real ID or anything is needed from Motor Vehicles it will be there in front of the Welkovits Pavilion until Friday. The Highland Park quarterly newsletter is ready so you can come to the Borough, Community Center or some of the apartment buildings where we drop them off. You can find out what's going on in Highland Park. Today is the last day for applications for Park Partners Grant, you have until midnight to get that in. On a very sad note, a resident of Highland Park that I met when I started here many years ago Dee Donnelly passed away on Sunday, she was a constant fixture at the Community Center and she lived at senior housing. I want to take a brief moment of silence to remember Dee.

**Public Participation.** - None

**Consent Agenda Items - Resolutions.**

Resolution Nos. 3-24-90 through 3-24-98 were duly adopted on a motion made by Councilman Hale seconded by Councilwoman Canavera and carried by the following roll call vote:

**ROLL CALL:** Ayes: Councilpersons Canavera, George, Hale, Hersh, Postelnik

Opposed: None.

Absent: Kim-Chohan.

Abstain: None.

**Resolution 3-24-90**

WHEREAS, the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), is the Lead Agency in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq, Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, under EDECA, NJSBA is authorized to provide other energy-related services to its members; and

WHEREAS, N.J.S.A. 40A:11-10(b) authorizes municipalities to enter into cooperative pricing agreements; and

WHEREAS, NJSBA and the New Jersey Association of School Administrators (NJASA) has created, and is offering to schools districts and others, the ACESplus Program which is designed to assist participating members with the evaluation and implementation of certain energy related programs, including Renewable Energy Programs; and

**WHEREAS**, Resolution No. 9-16-254, approved on September 6, 2016, authorizes the Borough of Highland Park to participate in the Alliance for Competitive Energy Services (ACES) Cooperative Pricing and ACESplus Program; and

**WHEREAS**, on September 14, 2021, Borough Council passed Ordinance No. 2031, to establish a Government Energy Aggregation Program in order to provide residents access to power supply with substantially higher renewable energy content at a price that is competitive with default power supply; and

**WHEREAS**, Gabel Associates, Inc. is the energy consultant for the ACESplus Program and has submitted a proposal to the Borough of Highland Park for services for the development and management of a Renewable Government Energy Aggregation Program; and

**WHEREAS**, Gabel Associate’s services will be paid by the future energy provider as selected through a competitive procurement process, meaning there will be no “out-of-pocket” costs to the Borough for these services.

**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 and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough an agreement for energy consulting services with Gabel Associates, 417 Denison Street, Highland Park, NJ 08904, attached hereto.
2. The NJSBA, via its professional energy consultant Gabel Associates, is hereby authorized to work with the Borough Administration to implement a Renewable Government Energy Aggregation Program for the Borough of Highland Park, as authorized by, and in accordance with the requirements of, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., EDECA, the Clean Energy Act of 2018, and the Proposal.
3. This Resolution shall take effect immediately upon passage.

**Resolution 3-24-91**

**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	Flat fee of \$5.00; plus cost of mailing
Discovery	per page charge plus cost of mailing when applicable
Copying video tapes	requestor shall provide sealed tape
Audio tape reproduction	requestor shall provide sealed tape
Insurance Claims (in person or mailed)	per page charge plus cost of mailing when applicable
Pistol Permits	25.00
Firearms Identification Card	50.00
Conceal Carry Permits	150.00

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:

<b>Program Fees</b>	<b>Participant Fees</b>
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<u>Description</u>	HP	Non-resident	
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)
	\$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 &		\$10.00	Per person
Craft Programs		\$5.00	Per session
Jewelry Workshop		\$5.00	Per session
Atlantic City Trips	\$40.00-\$45.00		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-\$15.00		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-\$80.00	Based on show
Villa Roma Resort Trip	TBA	
Jackson & Jersey Shore Outlets	\$10.00	Per trip
Pottery Studio Trip	\$5.00	Per trip
Long Branch/Point Pleasant	\$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 \$60.00 and	Spring & Fall
Monday Movie Donations	\$1.00	Per movie
Donation Drive	TBA	Spring & Fall (for Community
Senior Exercise Classes	\$3.00	Per class or payment plan on
Zumba Gold	\$3.00	Per class

Turf Field

Out-of-town groups	\$150/hour	Full field
	\$50/hour	½ field
	\$10/hour	Light charges
Out-of-town groups (non-profit)	\$100/hour	Full field
	\$34/hour	½ Field
	\$10/hour	Light charges

Running Track

Out-of-town groups	\$100/hour
Out-of-town groups (non-profit)	\$60/hour

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

**WHEREAS**, the New Jersey Board of Public Utilities (NJBPU) Community Solar Program has been made into a permanent program and Highland Park seeks to move forward to develop and manage a Community Solar Program; and

**WHEREAS**, the Program allows municipal entities to form subscriber groups for community solar projects by including the residents of the Borough in an ‘opt-out’ participation program; and

**WHEREAS**, the Borough desires to submit an application to the Program and form a subscriber group of low and moderate income (LMI) customers to receive the economic benefit from a community solar project via energy savings; and

**WHEREAS**, in order for the Borough to submit a viable application to the Program, the Borough also needs to identify a third-party solar developer that will finance, own, operate, and maintain a community solar project; and

**WHEREAS**, the Borough desires to undertake the development and implementation of a competitive contracting Request for Proposals (“RFP”) seeking proposals from solar developers to fund, install, own, operate and maintain a photovoltaic energy system, partner with the Borough in the preparation and submission of an application to the Program, and provide low cost renewable energy to the Borough’s subscriber group via a master service agreement; and

**WHEREAS**, pursuant to law, specifically, N.J.S.A. 40A:11-4.1(j), and N.J.S.A. 40A:11-15(44) the Borough of Highland Park is authorized to utilize competitive contracting process to procure solar developer proposals for development of the Project and completion of the Program application and award of a master services agreement for the Borough’s subscriber group; and

**WHEREAS**, Highland Park entered into a Consulting Agreement with Gabel Associates on October 10, 2023, by which Gabel Associates will support development of the Program; and

**WHEREAS**, there shall be no cost to Highland Park under the Gabel Associates’ consulting agreement, and all fees for Gabel Associates’ services shall be paid by the successful developer in connection with a Master Performance Agreement (MPA), as more fully set forth in Gabel Associates’ Agreement.

**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 hereby authorized and directed, working with legal counsel and Gabel Associates, to develop, issue and administer a competitive contracting Request For Proposals process seeking proposals from solar developers for development of the Project, completion of the Program application and award of a Master Services Agreement for the Borough’s subscriber group which defines the terms and conditions of service by the successful respondent.
2. The Mayor, Borough Administrator, Borough Clerk, Borough Attorney, and other appropriate officers, employees, professionals, and Gabel Associates are hereby authorized and directed to prepare and execute any and all other documents and undertake any and all acts necessary to effectuate Highland Park’s participation in the NJBPU Community Solar Program.
3. The Mayor’s designee is hereby authorized and directed to include in the request for proposals a requirement that the successful respondent reimburse the Borough for costs associated with the development and implementation of the RFP and Program application process.
4. This resolution shall take effect immediately.

**Resolution 3-24-93**

**WHEREAS**, the Highland Park Public Works Department had a need to make emergency repairs to the Garbage Truck 17; and

**WHEREAS**, pursuant to Local Public Contracts Law NJSA 40A:11-6 et seq, a contract may be awarded and immediate delivery of goods or the performance of services may be provided when an emergency affects the public health, safety or welfare; and

**WHEREAS**, Sanitation Truck Repair Co., Inc. is qualified and able to make said emergency repairs and has been authorized to proceed with the work in an amount not to exceed \$16,275.98; and

**WHEREAS**, funds for this purpose are available in the 2023 Temporary Budget, Current Fund Account No. 4-01-26-315-232, in an amount not to exceed \$16,275.98, and will be provided for in the 2024 Municipal Budget as adopted, as reflected by the certification of funds by the Chief Financial Officer no. 2024-43.

**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. That the Chief Financial Officer is hereby authorized and directed to issue payment in the amount not to exceed \$16,275.98 to Sanitation Truck Repair Inc., 2301 Roosevelt Avenue, South Plainfield, NJ 07080, for the repairs to Garbage Truck 17.
2. Copies of this Resolution shall be forwarded to the Chief Financial Officer, the Department of Public Works and Borough Administrator.

**Resolution 3-24-94**

**WHEREAS**, there is a need for repairs to hydraulic pump repairs to garbage truck 10 for the Highland Park Public Works Department; and

**WHEREAS**, three (3) quotes were solicited and only two (2) quotes were received as follows:

Norcia Corporation	\$8,699.30
Atlantic Detroit Diesel	\$10,713.00
Wallington Truck Repair and	no quote provided

**WHEREAS**, the Superintendent of Public Works has recommended that said services be obtained from Norcia Corporation, North Brunswick NJ based on their quote for same and previous work done for Highland Park, their experience and equipment; and

**WHEREAS**, funds for this purpose are available in the 2024 Temporary Budget, Current Fund Account No. 4-01-26-315-232, in an amount not to exceed \$8,699.30, and will be provided for in the 2024 Municipal Budget as adopted, as reflected by the certification of funds by the Chief Financial Officer no. 2024-44.

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

1. The Superintendent of Public Works is hereby authorized and directed to accept the quote for hydraulic pump repairs to garbage truck 10 with Norcia Corporation, 451 Blackhorse Lane, North Brunswick NJ 08902, at a total cost of \$8,699.30.
2. A certified copy of this resolution be forwarded to the Superintendent of Public Works and the Chief Financial Officer forthwith.

**Resolution 3-24-95**

**WHEREAS**, the Borough has secured alternate funding for façade improvements to commercial businesses along Woodbridge Avenue, an eligible census tract area according to the Department of Housing and Urban Development (HUD); and

**WHEREAS**, the Borough desires to reallocate \$24,000 of funding from CDBG program years 2021 and 2022 originally intended for use along Woodbridge Avenue for façade improvement but no longer needed; and

**WHEREAS**, the Borough Administrator has determined that this funding should be reclassified for use for improvements at Molimock-Graff Park, which is being upgraded with funding from the NJDCA Neighborhood Preservation Program (NPP); and

**WHEREAS**, the reclassification of these funds has been reviewed by the Middlesex County Housing and Community Development Office and they support the proposed use of funds; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park, in the County of Middlesex, State of New Jersey, that the use of \$24,000 in CDBG funds are hereby reclassified in accordance with the recommendation of the Borough Administrator, and supported by the Middlesex County Housing and Community Development Office, as follows:

- CD2114 (\$ 12,000.00) .....Molimock-Graff Park Improvements
- CD2216 (\$ 12,000.00) .....Molimock-Graff Park Improvements

**Resolution 3-24-96**

**WHEREAS**, the Borough of Highland Park (hereinafter referred to as “Borough”) authorized the solicitation of bids for Tree Planting – Fall 2024 (hereinafter referred to as the “Project”); and

**WHEREAS**, five (5) bids were received for the Project, which were opened on February 14, 2024 at 11:00 a.m. as follows:

<b>Company</b>	<b>Total Bid Amount</b>
Down to Earth Landscaping Inc.	\$30,030.00
Steve’s Trees	\$31,680.00
SJC Lawncare, Inc.	\$32,065.00
Frank Galbraith & Sons	\$45,438.00
Sunset Creations Inc.	\$35,925.00

**WHEREAS**, the bid price is for furnishing and planting of 72 trees encompassing of 14 different species; and

**WHEREAS**, Down to Earth Landscaping Inc., is the lowest responsible bidder as their price is reasonable based on the Borough’s estimate; and

**WHEREAS**, the Borough Attorney reviewed the bids and recommends awarding a contract to Down to Earth Landscaping, Inc. for the Project in an amount not to exceed Thirty Thousand and Thirty Dollars (\$30,030.00); and

**WHEREAS**, funds for this purpose are available in Grant Fund Account No. G-02-41-766-200 in an amount not to exceed \$30,030.00, as reflected by the certification of funds by the Chief Financial Officer no. 2024-45.

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

1. That the Tree Planting – Spring 2024 contract be awarded to Down to Earth Landscaping, Inc. located at 705 Wright Debow Road, Jackson, New Jersey 08527 for an amount not to exceed Thirty Thousand and Thirty Dollars (\$30,030.00).
2. The Mayor be and is hereby authorized to execute and the Borough Clerk to witness a contract with Down to Earth Landscaping, Inc. for Tree Planting

**Resolution 3-24-97**

**WHEREAS**, the Department of Public Works desires to establish a Recycling Depot; and

**WHEREAS**, Middlesex County has funds available for these purposes through their Recycling Enhancement Grant Program; and

**WHEREAS**, Borough Council desires to apply for this grant funding in an amount up to \$10,000 which requires no cash match; and

**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 and Borough Clerk are hereby authorized and directed to execute and submit the grant application to Middlesex County.
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.

**Resolution 3-24-98**



**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 3/5/2024 can be found in the Bills List Journal Book No. 44.

**Resolutions requiring a Separate Reading.**

**Resolution 3-24-99**

**WHEREAS**, N.J.S.A. 40A:4-19 allows for a municipality to adopt a temporary budget within the first 30 days of its budget year when contracts, commitments or payments need to be made prior to the adoption of the regular budget, and

**WHEREAS**, the Borough of Highland Park requires additional appropriations to maintain operations until such time that the Borough Budget is adopted,

**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 attached additional temporary emergency budget appropriations be authorized.
2. 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
<b>GENERAL GOVERNMENT FUNCTIONS</b>		
<b>BOROUGH ADMINISTRATION</b>		
Salaries & Wages	20-100-1	50,000.00
Other Expenses	20-100-2	-
<b>MAYOR &amp; COUNCIL</b>		
Salaries & Wages	20-110-1	15,000.00
Other Expenses	20-110-2	-
<b>MUNICIPAL CLERK</b>		
Salaries & Wages	20-120-1	25,000.00
Other Expenses	20-120-2	9,000.00
<b>FINANCIAL ADMINISTRATION</b>		
Salaries & Wages	20-130-1	25,000.00
Other Expenses	20-130-2	-
<b>ANNUAL AUDIT</b>		
Other Expenses	20-135-2	7,000.00
<b>TAX COLLECTION</b>		
Salaries & Wages	20-145-1	30,000.00
Other Expenses	20-145-2	-
<b>TAX ASSESSMENT</b>		
Salaries & Wages	20-150-1	15,000.00
Other Expenses	20-150-2	-
<b>LEGAL SERVICES</b>		
Other Expenses	20-155-2	100,000.00
<b>ENGINEERING &amp; PLANNING</b>		
Other Expenses	20-165-2	5,000.00
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>		
Salaries & Wages	20-170-1	5,000.00
Other Expenses	20-170-2	30,000.00
<b>INFORMATION TECHNOLOGY</b>		
Other Expenses	20-140-2	20,000.00
<b>CENTRAL SERVICES</b>		
Other Expenses	20-316-2	15,000.00
<b>LAND USE ADMINISTRATION</b>		
<b>PLANNING BOARD</b>		
Salaries & Wages	21-180-1	1,500.00
Other Expenses	21-180-2	5,000.00
<b>ZONING BOARD OF ADJUSTMENT</b>		
Salaries & Wages	21-185-1	2,000.00
Other Expenses	21-185-2	-
<b>HUMAN RIGHTS COMMISSION</b>		
Other Expenses	21-195-2	500.00



<b>INSURANCE</b>		
<b>GENERAL LIABILITY/WORKERS COMPENSATION</b>		
Other Expenses	23-211-2	100,000.00
<b>EMPLOYEE GROUP HEALTH</b>		
Other Expenses	23-220-2	200,000.00
<b>PUBLIC SAFETY FUNCTIONS</b>		
<b>POLICE</b>		
Salaries & Wages	25-240-1	500,000.00
Other Expenses	25-240-2	60,000.00
<b>OFFICE OF EMERGENCY MANAGEMENT</b>		
Salaries & Wages	25-252-1	-
Other Expenses	25-252-2	-
<b>FIRST AID CONTRIBUTION</b>		
Other Expenses	25-260-2	-
<b>FIRE</b>		
Salaries & Wages	25-265-1	100,000.00
Other Expenses	25-265-2	20,000.00
<b>LOSAP</b>		
Other Expenses	25-265-2	-
<b>MUNICIPAL PROSECUTOR</b>		
Other Expenses	25-275-2	10,000.00
<b>PUBLIC WORKS FUNCTIONS</b>		
<b>STREETS &amp; ROADS</b>		
Salaries & Wages	26-290-1	275,000.00
Other Expenses	26-290-2	30,000.00
<b>STORMWATER MAINTENANCE</b>		
Other Expenses	26-297-2	10,000.00
<b>APARTMENT COLLECTION</b>		
Other Expenses	26-305-2	40,000.00
<b>PUBLIC BUILDINGS &amp; GROUNDS</b>		
Salaries & Wages	26-310-1	10,000.00
Other Expenses	26-310-2	50,000.00
<b>MOTOR POOL</b>		
Salaries & Wages	26-315-1	15,000.00
Other Expenses	26-315-2	30,000.00
<b>HEALTH &amp; HUMAN SERVICES FUNCTIONS</b>		
<b>BOARD OF HEALTH</b>		
Other Expenses	27-330-2	500.00
<b>UNIVERSAL ACCESS COMMISSION</b>		
Other Expenses	27-332-2	500.00
<b>EQUITY COMMISSION</b>		
Other Expenses	27-334-2	-
<b>ENVIRONMENTAL COMMISSION</b>		
Other Expenses	27-335-2	250.00
<b>COMMISSION ON IMMIGRANT &amp; REFUGEE AFFAIRS</b>		
Other Expenses	27-336-2	-
<b>SAFE WALKING &amp; CYCLING COMMITTEE</b>		
Other Expenses	27-337-2	250.00
<b>SUSTAINABLE HIGHLAND PARK</b>		
Other Expenses	27-338-2	500.00
<b>HISTORICAL COMMISSION</b>		
Other Expenses	27-339-2	500.00
<b>PARKS &amp; RECREATION FUNCTIONS</b>		
<b>COMMUNITY SERVICES - RECREATION</b>		
Salaries & Wages	28-370-1	25,000.00
Other Expenses	28-370-2	-
<b>COMMUNITY SERVICES - AGING</b>		
Salaries & Wages	28-371-1	65,000.00
Other Expenses	28-371-2	5,000.00
<b>ARTS COMMISSION</b>		

Other Expenses	28-374-2	1,000.00
<b>SHADE TREE ADVISORY COMMITTEE</b>		
Other Expenses	28-375-2	500.00
<b>TEEN CENTER</b>		
Salaries & Wages	28-373-1	10,000.00
Other Expenses	28-373-2	-
<b>UTILITY EXPENSES &amp; BULK PURCHASING</b>		
<b>ELECTRICITY</b>		
Other Expenses	31-430-2	20,000.00
<b>STREET LIGHTING</b>		
Other Expenses	31-435-2	30,000.00
<b>TELEPHONE</b>		
Other Expenses	31-440-2	10,000.00
<b>FUEL OIL/GASOLINE/NATURAL GAS</b>		
Other Expenses	31-460-2	15,000.00
<b>SANITARY LANFILL</b>		
Other Expenses	32-465-2	70,000.00
<b>UNIFORM CONSTRUCTION CODE</b>		
Salaries & Wages	22-195-1	75,000.00
Other Expenses	22-195-2	-
<b>UNCLASSIFIED</b>		
<b>CABLE TELEVISION</b>		
Other Expenses	30-411-2	-
<b>ACCUMULATED SICK LEAVE</b>		
Salaries & Wages	30-415-1	-
<b>CELEBRATION OF PUBLIC EVENTS</b>		
Other Expenses	30-420-2	1,500.00
<b>COMMUNICATIONS</b>		
Salaries & Wages	20-105-1	30,000.00
Other Expenses	20-105-2	-
<b>MUNICIPAL COURT FUNCTIONS</b>		
<b>MUNICIPAL COURT</b>		
Salaries & Wages	43-490-1	30,000.00
Other Expenses	43-490-2	-
<b>PUBLIC DEFENDER</b>		
Other Expenses	43-495-2	1,500.00
<b>LIBRARY</b>		
Salaries & Wages	29-390-1	100,000.00
Other Expenses	29-390-2	100,000.00
<b>INTERLOCAL MUNICIPAL SERVICE AGREEMENTS</b>		
<b>COUNTY HEALTH SERVICES</b>		
Other Expenses	42-401-2	13,000.00
<b>M.C.I.A. RECYCLING</b>		
Other Expenses	42-402-2	-
<b>ANIMAL CONTROL SERVICES</b>		
Other Expenses	27-340-2	3,000.00
<b>TOWNSHIP OF FREEHOLD IT SERVICES</b>		
Other Expenses	42-403-2	16,980.00
<b>PUBLIC AND PRIVATE PROGRAMS</b>		
<b>STATUTORY EXPENDITURES</b>		
<b>SOCIAL SECURITY SYSTEM</b>		
Other Expenses	36-472-2	50,000.00
<b>UNEMPLOYMENT COMPENSATION INSURANCE</b>		
Other Expenses	23-225	-
<b>PUBLIC EMPLOYEES RETIREMENT SYSTEM</b>		

Other Expenses	36-471-2	634,186.00
<b>POLICE AND FIREMAN'S RETIREMENT SYSTEM</b>		
Other Expenses	36-475-2	1,132,043.00
<b>DCRP</b>		
Other Expenses	36-476-2	5,000.00
	<b>SUBTOTAL</b>	<b>4,256,209.00</b>
<b>DEBT SERVICE</b>		
<b>BOND PRINCIPAL</b>		
Other Expenses	45-920-2	-
<b>INTEREST ON BONDS</b>		
Other Expenses	45-930-2	-
<b>M.C.I.A. LEASE/LOAN</b>		
Other Expenses - Loans		-
Other Expenses - Leases	45-950-2	-
<b>DBIZ LOAN</b>		
Other Expenses	45-925-2	-
	<b>SUBTOTAL</b>	<b>-</b>

<b>GRAND TOTAL</b>	<b>4,256,209.00</b>
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**2024 TEMPORARY WATER AND SEWER BUDGET**

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

<b>SUBTOTAL</b>	<b>358,000.00</b>
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<b>GRAND TOTAL</b>	<b>1,722,000.00</b>
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**2024 TEMPORARY WATER AND SEWER BUDGET**

DESCRIPTION		2024 TEMP
<b>OPERATING</b>		
Salaries & Wages		28,000.00
Other Expenses		406,000.00
Middlesex County Utilities Authority		385,000.00
Purchase of Water		545,000.00

<b>STATUTORY EXPENDITURES</b>		
Public Employee Retirement System		-
Social Security System		-
<b>DEFERRED CHARGES</b>		
Overexpenditure Budget Appropriation		-
	<b>SUBTOTAL</b>	<b>1,364,000.00</b>
<b>DEBT SERVICE</b>		
Payment of Bond Principal		280,000.00
Interest on Bonds		78,000.00

<b>SUBTOTAL</b>	<b>358,000.00</b>
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<b>GRAND TOTAL</b>	<b>1,722,000.00</b>
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Resolution No. 3-24-99 was duly adopted on a motion made by Councilwoman Canavera and seconded by Councilman George, and carried by the following roll call vote:

**ROLL CALL:** Ayes: Councilpersons Canavera, George, Hale, Hersh, Postelnik  
 Opposed: None.  
 Absent: Kim-Chohan.  
 Abstain: None.

**Second Public Participation.** None

There being no further business, on motion made by Councilman George, seconded by Councilman Postelnik and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 7:23 PM.

Respectfully submitted,

Jennifer Santiago  
 Borough Clerk