

BOROUGH OF HIGHLAND PARK
REGULAR MEETING
OCTOBER 1, 2024 – 7:00 PM

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

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

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

MISSION STATEMENT OF THE BOROUGH OF HIGHLAND PARK:

The Mission of the Highland Park Borough Council is to establish a government based upon the principles of good government: ethics, efficiency and the effective provision of services.

The Borough Council is committed to creating a thriving community, which is sustainable economically, environmentally and socially.

The Borough Council is further committed to creating a community which values its unique and diverse populations and encourages direct public participation in the governing process.

AGENDA

* Denotes Consent Agenda Posted Items. Ordinarily, consent agenda items, pursuant to Ordinance No. 920, are not read nor debated unless there is a request by a member of Council or the public. Furthermore, unless requested by a member of Council for a separate vote, all consent agenda items, as per Council's Rules of Order, Article IV, shall be considered in the form of one **MOTION**.

1. Call to Order and Open Public Meetings Statement.
2. Pledge of Allegiance.
3. Roll Call.
4. Honors, Awards and Presentations.
 - Breast Cancer Awareness Month - October 2024
 - Recognition of Carol Avelsgaard, STAC Member
5. Approval of Minutes.
 - 5.a **MOTION** to approve minutes as distributed:
 - September 3, 2024 Regular Session Mtg.
 - September 17, 2024 Regular Session Mtg.

ROLL CALL VOTE

6. Council Reports.
7. Borough Administrator's Report.
8. Borough Attorney's Report.
9. Mayor's Report.
10. Public Participation.
(21 minutes total; 3 minutes per speaker limited to items on this Agenda. Comments from members of the public attending the meeting in-person will be heard first, followed by members of the public attending the meeting via Zoom.)
11. Ordinances Requiring a Second Reading.
 - 11.a **Ordinance No. 24-2094** Ordinance Amending and Supplementing Part I Administrative Legislation, Chapter 7 Traffic (Schedule X, Stop Intersections) within the Borough of Highland Park (Cleveland Avenue at Madison Avenue)
 - a. Public Hearing
 - b. **MOTION** to adopt/reject Ordinance 24-2094 **ROLL CALL VOTE**
 - 11.b **Ordinance No. 24-2095** Ordinance Amending and Supplementing Part II General Legislation, Chapter 278-17 Parking (On-Street Accessible Parking Spaces) within the Borough of Highland Park
 - a. Public Hearing
 - b. **MOTION** to adopt/reject Ordinance 24-2095 **ROLL CALL VOTE**
12. Ordinances Requiring a First Reading.
 - 12.a **Ordinance No. 24-2096** An Ordinance Amending and Supplementing Chapter 230-124 (Zoning Map) and 230-4 Attachment 4 in order to Update the Zoning Map within the Borough of Highland Park

MOTION to approve/reject Ordinance No. 24-2096, authorize publication as required by law, and set up public hearing for October 15, 2024
ROLL CALL VOTE
13. Consent Agenda Items - Resolutions. **ROLL CALL VOTE**
 - 13.a *10-24-232 Resolution to Authorize/Schedule 2024 Online Auction of Surplus Property
 - 13.b *10-24-233 Resolution Authorizing Additional Upgrades to the Existing Security Systems at the Highland Park Recreation Complex with Open Systems Integrators, Inc. through the ESCNJ Co-Op

- 13.c *10-24-234 Resolution Authorizing Appointment of Logan Ortutay to the Position of Tax Assessor for the Borough of Highland Park
- 13.d *10-24-235 Resolution Authorizing a Professional Services Agreement with CME Associates for Engineering Services related to Improvements to N. Highland Avenue, Graham Street & South Eighth Avenue
- 13.e *10-24-236 Resolution to Approve Bills List
- 14. Second Public Participation.
(3 minutes per speaker on any topic; subject to 9 PM conclusion. Comments from members of the public attending the meeting in-person will be heard first, followed by members of the public attending the meeting via Zoom.)
- 15. Recess (5 minutes).
- 16. MOTION to adjourn.
- 17. **Next Scheduled Meeting:** October 15, 2024 @ 7 PM

ORDINANCE NO. 24-2094

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

**ORDINANCE AMENDING AND SUPPLEMENTING PART I ADMINISTRATIVE
LEGISLATION, CHAPTER 7 TRAFFIC (SCHEDULE X, STOP INTERSECTIONS)
WITHIN THE BOROUGH OF HIGHLAND PARK
(CLEVELAND AVENUE AT MADISON AVENUE)**

WHEREAS, the Borough of Highland Park has an interest in regulating traffic to ensure the safety of its residents and visitors; and

WHEREAS, a new private school was approved and constructed on Cleveland Avenue and it was determined by the Highland Park Police Department that an all-way stop at the intersection at Cleveland and Madison Avenues would be appropriate to regulate traffic in this area.

NOW, THEREFORE BE IT ORDAINED by the Borough Council of the Borough of Highland Park, County of Middlesex that the intersection of Cleveland Avenue and Madison Avenue shall be designated as an all-stop intersection and two stop signs shall be installed on Cleveland Avenue.

SECTION 1. Part I Administrative Legislation, Chapter 7 Traffic, Schedule X “Stop Intersections” of the “Code of the Borough of Highland Park” shall be amended as follows (additions are **underlined and bold**):

**Cleveland Avenue (east) and (west) at intersection with Madison Avenue.
Stop signs shall be installed on Cleveland Avenue.**

SECTION 2. Regulatory and warning signs shall be erected and maintained to effect the above-designated stop intersection regulations as authorized by the New Jersey Department of Transportation.

SECTION 3. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION 4. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 5. This ordinance shall take effect upon its passage and publication as provided for by law.

Introduced on first reading by title: September 17, 2024

ADOPTED:

ATTEST:

APPROVED:

Jennifer Santiago
Borough Clerk

Elsie Foster
Mayor

ORDINANCE NO. 24-2095

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

**ORDINANCE AMENDING AND SUPPLEMENTING PART II GENERAL
LEGISLATION, CHAPTER 278-17 PARKING (ON-STREET ACCESSIBLE PARKING
SPACES) WITHIN THE BOROUGH OF HIGHLAND PARK**

WHEREAS, the Borough of Highland Park has an interest in assisting all residents, including those with disabilities; and

WHEREAS, the Borough of Highland Park intends to modify the on-street accessible parking spaces within the code to add flexibility to meet the needs of our residents who require accessible parking.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Borough Council of the Borough of Highland Park, State of New Jersey, being the governing body thereof, that Part II (General Legislation) Chapter §278-17 be amended and supplemented by the following (new material is **bold and underlined**; ~~strikethrough~~ material is deleted):

§278-17. Designation of on-street accessible parking spaces.

In accordance with the provisions of N.J.S.A. 39:4-197-6, the following criteria shall apply to the designation of on-street accessible parking spaces:

- A. There shall be permitted throughout the Borough a maximum of 26 on-street accessible parking spaces, two spaces within each of the 13 voting districts within the Borough.
 1. **If a district has used both of its allotted accessible parking spaces, and a verified request comes in for an additional spot, the Borough may transfer an unused space from another district for a maximum of five spaces within the voting district.**
- B. As provided for in §278-16 hereinabove, application shall be made to the Highland Park Police Department for an on-street accessible parking space. These applications will be reviewed and approved on a first-come first-served basis. Once the two on-street accessible parking spaces have been designated within each voting district, the Highland Park Police Department will compile a waiting list of others eligible to qualify for said on-street accessible parking spaces.
- C. A renewal application must be submitted annually to the Highland Park Police Department for any approved on-street accessible parking space. If the renewal application is not submitted, the space shall be eliminated and the parking space for the next eligible applicant on the Highland Park Police Department's waiting list shall be designated.
- D. The following on-street locations are designated as accessible parking spaces. Such spaces are for the use by persons who have been issued windshield placards or wheelchair symbol license plates, pursuant to N.J.S.A. 39:4-204 et seq.

Voting District	Name of Street	Location
1	Redcliffe Avenue	4 Redcliffe Avenue
3	Felton Street	Between Benner Street and Donaldson Street
3	South 2nd Avenue	29 South 2nd Avenue
4	Magnolia Street	Between South 3rd Avenue and South 4th Avenue
5	South 4th Avenue	Between Raritan Avenue and Magnolia Street
<u>5</u>	<u>South 4th Avenue</u>	<u>Between Magnolia Street and Benner Street</u>
5	South 7th Avenue	Between Benner Street and Eden Avenue
5	South 7th Avenue	Between Benner Street and Eden Avenue (2nd space)
6	Benner Street	Between South 8th Avenue and South 9th Avenue
6	South 8th Avenue	Between Benner Street and Eden Avenue
<u>8</u>	<u>North 3rd Avenue</u>	<u>Between Montgomery Street and Wayne Street</u>
12	South 11th Avenue	Between Aurora Street and Eden Avenue

SECTION I. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION II. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION III. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

Introduced and passed on first reading by title: September 17, 2024

ADOPTED:

ATTEST:

APPROVED:

Jennifer Santiago
Borough Clerk

Elsie Foster
Mayor

**ORDINANCE NO. 24-2096
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER §230-124
(ZONING MAP) AND §230-4 ATTACHMENT 4 IN ORDER TO UPDATE THE ZONING
MAP WITHIN THE BOROUGH OF HIGHLAND PARK**

WHEREAS, the Borough of Highland Park (hereinafter “the Borough”) had previously adopted an Official Zoning Map, last dated December 2019, which depicted the boundaries of all of the zoning districts within the Borough; and

WHEREAS, upon close examination of the 2019 Official Zoning Map and prior adopted ordinances, certain zoning changes affecting a number of properties were inadvertently omitted from the current Zoning Map; and

WHEREAS, the governing body passed Ordinance 1633 on April 20, 2004 which rezoned properties within the Central Business District, Professional Office, and Conservation/Recreation Zones, and added the Stream Corridor Protection Overlay Zone; and

WHEREAS, the governing body passed Ordinance 10-1790 on July 6, 2010 which removed the Rite Aid property from the Borough’s 2005 Highland Park Downtown Redevelopment Plan; and

WHEREAS, a Zoning Map was not filed in 2004 or 2010 that reflected the changes enumerated in Ordinance 1633 and Ordinance 10-1790; and

WHEREAS, an updated Zoning Map needs to be filed; and

WHEREAS, the current Zoning Map also needs to include Redevelopment areas located at 433 Cleveland Avenue, Downtown Redevelopment Plan Tracts A – D, 420-424 Raritan Avenue, Upper Raritan Avenue, and 810 No. 2nd Avenue; and

WHEREAS, an updated Zoning Map is attached hereto as “Exhibit A”.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Borough Council of the Borough of Highland Park, State of New Jersey, being the governing body thereof, that Chapter §230-124 and §230-4 Attachment 4 be amended and supplemented by the following:

- 1. An updated zoning map, as attached hereto as Exhibit “A” shall be filed for the following:**
 - a. Parcels to be zoned as Central Business District Zone:**
 - i. Block 50 (now 3103), Lots 1-9, 28**
 - ii. Block 55 (now 3104), Lots 1-4, 7-11**
 - iii. Block 61 (now 3601), Lots 1-3, 5-9**
 - iv. Block 68 (now 3602), Lots 1-3, 7, 8, 43, 44**
 - v. Block 87 (now 3701), Lots 3, 9-11, 20-26**
 - vi. Block 88 (now 3702), Lots 21-30**
 - vii. Block 91 (now 3807), Lots 11-13, 18, 19**
 - viii. Block 137 (now 1302), Lots 24-28**
 - ix. Block 138 (now 1301), Lots 24-31**
 - b. Parcels to be zoned as within the Professional Office Zone: Block 153 (now 302), Lots 12-19; however, it is noted that Block 302, Lots 15, 17-19 are now subject to the 433 Cleveland Avenue Redevelopment Plan**
 - c. Parcels to be zoned as within the Conservation / Recreation Zone: Block 189 (now 102), Lot 9**
 - d. Various parcels to be subject to overlay zoning for the Stream Corridor Protection Overlay Zone**
 - e. Parcels to be removed from the 2005 Highland Park Downtown Redevelopment Plan: Block 31 (now 3001), Lots 17-22, 33**

- f. **Redevelopment areas, 433 Cleveland Avenue, Downtown Redevelopment Plan Tracts A – D, 420-424 Raritan Avenue, Upper Raritan Avenue, and 810 No. 2nd Avenue.**

SECTION I. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION II. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION III. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

New material is **bold and underlined**

Introduced and passed on first reading by title:

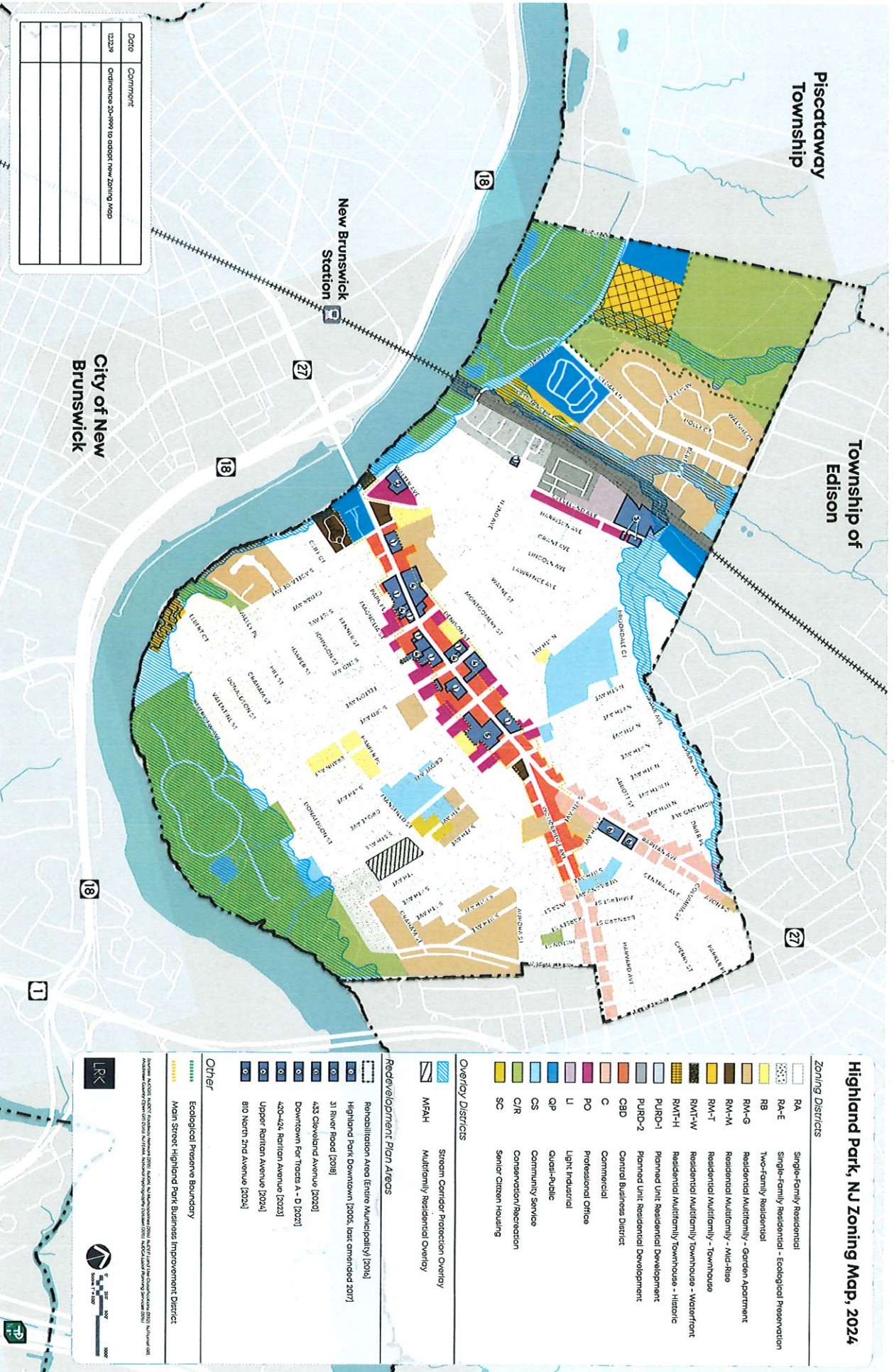
ADOPTED:

ATTEST:

APPROVED:

Jennifer Santiago
Borough Clerk

Elsie Foster
Mayor



Highland Park, NJ Zoning Map, 2024

Zoning Districts

- RA Single-Family Residential
- RA-E Single-Family Residential - Ecological Preservation
- RB Two-Family Residential
- RM-G Residential Multifamily - Garden Apartment
- RM-M Residential Multifamily - Mid-Rise
- RM-T Residential Multifamily - Townhouse
- RM-T-W Residential Multifamily Townhouse - Waterfront
- RM-T-H Residential Multifamily Townhouse - Historic
- PURD-1 Planned Unit Residential Development
- PURD-2 Planned Unit Residential Development
- CBD Central Business District
- C Commercial
- PO Professional Office
- LI Light Industrial
- QP Quasi-Public
- CS Community Service
- C/R Conservation/Recreation
- SC Senior Citizen Housing

Overlay Districts

- Stream Corridor Protection Overlay
- MPAH Multifamily Residential Overlay

Redevelopment Plan Areas

- Rehabilitation Area (Terre Municipally) [2016]
- Highland Park Downtown [2005, last amended 2017]
- 31 River Road [2018]
- 433 Cleveland Avenue [2020]
- Downtown For Tracts A - D [2021]
- 420-424 Barton Avenue [2023]
- Upper Barton Avenue [2024]
- 810 North 2nd Avenue [2024]

Other

- Ecological Preserve Boundary
- Main Street Highland Park Business Improvement District



Date	Comment
12/24/24	Ordinance 20-1999 to adopt new zoning map

**RESOLUTION NO. 10-24-232
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO AUTHORIZE/SCHEDULE 2024 ONLINE
AUCTION OF SURPLUS PROPERTY**

WHEREAS, the Borough of Highland Park is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Borough Council is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

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

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to New Jersey State Contract #83453/T-2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at www.govdeals.com and also available from the Borough Clerk’s Office in the Borough of Highland Park.
- (2) The sale will be conducted online and the address of the auction site is www.govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) A list of the surplus property to be sold is attached to the original of this resolution.
- (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Borough of Highland Park reserves the right to accept or reject any bid submitted.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey do hereby certify the above to be a true copy of a Resolution adopted by the Borough Council of October 1, 2024.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

Items belonging to the Borough of Highland Park for public online auction are as follows:

Computers

- 1) Model - Dell Optiplex 7010 - (Serial # GSXLM02) – Processor: i5, RAM: 8GB DDR3
- 2) Model - Dell Optiplex 7010 - (Serial # GSWJM02) - Processor: i5, RAM: 8GB DDR3
- 3) Model - Dell Optiplex 7020 - (Serial # 94BS322) - Processor: i5, RAM: 8GB DDR3
- 4) Model - Dell Optiplex 3010 - (Serial # 7QH8HX1) - Processor: i5, RAM: 8GB DDR3
- 5) Model - Dell Optiplex 360 - (Serial # J1VBCK1) - Processor: Pentium, RAM: 4GB DDR2
- 6) Model - Dell Optiplex GX620 - (Serial # 3C824B1) - Processor: Pentium 4 HT, RAM: 4GB DDR2
- 7) Model - Dell Optiplex 9020 - (Serial # 2PJ1942) - Processor: i7 vPro, RAM: 8GB DDR3
- 8) Model - Dell Optiplex 9020 - (Serial # 6TZ2M02) - Processor: i7 vPro, RAM: 16GB DDR3
- 9) Model - Dell Optiplex 7010 - (Serial # JYD2DX1) - Processor: i5, RAM: 6GB DDR3
- 10) Model - Dell Optiplex 3010 - (Serial # 7QH9HX1) - Processor: i5, RAM: 8GB DDR3
- 11) Model - Dell Optiplex 7010 - (Serial # 3H6GRW1) - Processor: i7, RAM: 12GB DDR3
- 12) Model - Dell Optiplex 7010 - (Serial # GSX8M02) - Processor: i5, RAM: 8GB DDR3
- 13) Model - Dell Optiplex 7020 - (Serial # G700S22) - Processor: i5, RAM: 16GB DDR3
- 14) Model - Dell Optiplex 7010 - (Serial # JYD3DX1) - Processor: i5, RAM: 6GB DDR3
- 15) Model - Dell Precision T7400 - (Serial # DG14VK1) - Processor: Xeon, RAM: 4GB DDR2
- 16) Model - Apple Power Mac GS A1047 - (Serial # G85176UDRTY) - Processor: PowerPC 970fx (G5) x2, RAM: 512MB DDR

Monitors

- 17) Model - Apple Cinema Display A1081 - (Serial # 2A51255CPKK)
- 18) Model - Dell LCD Monitor 1707FPc - (Serial # 06110L1002248)
- 19) Model - Dell LCD Monitor 1708FPt – (Serial # 090809H0500134)
- 20) Model - Dell LCD Monitor 1708FPt – (Serial # 090803H0500640)
- 21) Model - Dell LCD Monitor- (Serial # 110303H01)

Printers

- 22) Model - HP Laser Jet Pro M404dn
- 23) Model - Brother IntelliFAX 2820
- 24) Model - HP Color LaserJet 3800n
- 25) Model - Canon Color image CLASS LBP7bb0Cdn Xerox Phaser 3320

Misc. Recording Equipment

- 26) Canon Fluorite 100X Digital Zoom Camcorder (no serial# listed)
- 27) Canon JVC Professional DV-DV50000 (Serial#10932271)
- 28) Mackie 1604-VLZPRO Mixing Board (Serial#21BW60319)
- 29) Shure Dip Switch Model M367 (Serial#L0063231751)
- 30) Novatrol Novamate TBC Frame Synchronizer (Serial#65499)

Fax Machines and Supplies

- 31) Brother fax machine – Model FAX4100e - Serial No. U61639K6J626050
- 32) Brother Toner – TN-430
- 33) Brother Fax Machine - Model FAX4750e – Serial No. U60283M1J332872

Typewriters

- 34) Brother Electric Typewriter – MODEL ML300 – Serial No. C5E147755
- 35) Brother Electric Typewriter – Model ML 300 – Serial No. H8K840211

Office Furniture/Equipment

- 36) Seven (7) wooden/Cloth (beige) Chairs
- 37) 8’x4’ wooden table
- 38) 4 drawer filing cabinet

**RESOLUTION NO. 10-24-233
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING ADDITIONAL UPGRADES TO THE EXISTING SECURITY SYSTEMS AT THE HIGHLAND PARK RECREATION COMPLEX WITH OPEN SYSTEMS INTEGRATORS, INC. THROUGH THE ESCNJ CO-OP

WHEREAS, N.J.S.A. 52:34-6.2 authorizes contracting units, including the Borough of Highland Park, to make purchases and contract for services through the use of nationally recognized and accepted cooperative purchasing agreements that have been developed using a competitive bidding process by another contracting unit within the state of New Jersey or within any other state; and

WHEREAS, by Resolution 5-09-166, adopted May 5, 2009, the Borough of Highland Park entered into an agreement with a local cooperative called Educational Services Commission of New Jersey (ESCNJ) which enters into contracts for a wide variety of goods and services; and

WHEREAS, the purpose of entering the contract with ESCNJ was to obtain better prices than the Borough would be able to obtain individually, and to save the Borough the expense of bidding; and

WHEREAS, the Borough desires to upgrade the existing security systems in the Field House and Press Box at the Highland Park Recreation Complex ,as more fully described on the attached quote; and

WHEREAS, the Borough desires to purchase said goods and services under ESCNJ 23/24-38; Co-op #65MCESCCPSBID, from Open Systems Integrators, Inc. 211 Yardville Hamilton Square Road, Hamilton NJ 08620, at ESCNJ contract prices; and

WHEREAS, funds for this purpose are available in Capital Account No. C-04-55-830-001, in an amount not to exceed \$42,000.00, as reflected by the certification of funds by the Chief Financial Officer No. 2024-73.

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

1. The Borough of Highland Park is hereby authorized to contract with Open Systems Integrators, Inc. 211 Yardville Hamilton Square Road, Hamilton NJ 08620, for an amount not to exceed \$42,000.00.
2. Certified copies of this resolution be forwarded to the Borough Administrator, Director of Code Enforcement, and the Chief Financial Officer.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, Middlesex County, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on October 1, 2024.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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



Quality Service is Our Commitment
Co-Op# 65-MCESCCPS, Bid #ESCNJ 23/24-32
Term 6/6/2024 through 6/5/2026

Q24-0488

June 17, 2024

Mr. John Flanagan
Highland Park Board of Education
332 Wayne St.
Highland Park, NJ 08904

Re: Highland Park BOE Security Additions – Field House & Press Box

Mr. Flanagan,

Subsequent to your request, Open Systems Integrators, Inc. is pleased to submit the following proposal to provide additional upgrades to the existing security systems in the Field House and Press Box. The proposal utilizes the ESCNJ Building Access and Security Systems Co-op# 65MCESCCPSBID# ESCNJ 23/24-38 bid.

1. Highland Park Field House & Press Box – IP Video:
 - A. Furnish and install (1) exterior 15MP IP panoramic camera on the Press Box. Cat 6 cabling shall be installed to the closest network closet. An open PoE port shall be provided by the owner.
 - B. Furnish and install (3) exterior 5MP IP dome cameras with IR illuminators wide dynamic range imaging on the Field House. Cat 6 cabling shall be installed at the IDF room in the Field House. Open PoE ports shall be provided by the owner.
 - C. Furnish and install (1) interior 5MP IP dome camera with IR illuminators wide dynamic range imaging in the Field House. Cat 6 cabling shall be installed at the IDF room in the Field House. Open PoE ports shall be provided by the owner.
 - D. Provide and program (5) Milestone Pro+ channel licenses for the new cameras.
 - E. Provide (5) 1-Year of Milestone Pro+ Care+ for the new cameras.

1

211 Yardville Hamilton Square Rd, Hamilton, NJ 08620 – PHONE: (732) 792-2112



- F. Furnish and install (1) point-to-point wireless kit from the Field House to the Press Box. An open PoE port shall be provided by the owner.
- G. Network equipment and 110VAC shall be provided by the owner at this location.
- H. Lift shall be provided by the owner.
- I. Test and commission the system.
- J. All work shall be performed first shift 7:00am-3:30pm Monday-Friday.

Field House & Press Box		
1	Hanwha	Exterior 15MP IP panoramic camera
1	Hanwha	Wall mount bracket
1	Hanwha	Pendant adapter
1	Hanwha	Pole mount base
3	Hanwha	Exterior 5MP IP dome camera
3	Hanwha	Wall mount bracket
3	Hanwha	Pendant adapter
3	Hanwha	Conduit base
1	Hanwha	Interior 5MP IP dome camera
1	Comnet	Hardened P2P Wireless Ethernet Kit
2	Comnet	Hardened Power over Ethernet (PoE+) Mids
2	Comnet	Articulating bracket
LOT	WPW	Cat 6 cable
5	Milestone	Professional Plus channel license
5	Milestone	Professional Plus Care Plus

Total Cost: \$17,723.00

2. Highland Park Field House – Access Control:

- A. Furnish and install (3) access control doors on the main entrance and restrooms. Equipment shall include a multi-technology card reader, door contact, request to exit PIR, and electronic locking mechanism.
- B. Furnish and install (1) new Lenel cabinet.
- C. Provide and program (1) intelligent system controller in the new Lenel cabinet. A network port is required by the owner.
- D. Provide and program (1) dual reader module in the new Lenel cabinet.
- E. Network equipment and 110VAC shall be provided by the owner at this location.
- F. Lift shall be provided by the owner.
- G. Test and commission the system.
- H. All work shall be performed first shift 7:00am-3:30pm Monday-Friday.

Field House – Access Control		
1	Lenel	Intelligent dual reader controller
1	Lenel	Dual reader module
1	Lenel	Power supply cabinet



3	PowerSonic	Battery
3	Lenel	Multi-technology card reader
3	Amseco	Door contact
3	Kantech	Request to exit PIR
3	HES	Recessed electric strike
LOT	WPW	Composite cable
LOT	WPW	Cat 6 cable

Total Cost: \$18,443.00

3. Highland Park Field House – Vape Detection:

- A. Furnish and install (2) vape detectors in the restrooms. PoE network ports are required by the owner.
- B. Provide and program integration software into the Milestone IP video platform.
- C. Test and commission the system.
- D. All work shall be performed first shift 7:00am-3:30pm Monday-Friday.

Field House – Vape Detection		
2	Halo	Halo IoT Smart Sensor 3C
2	Halo	Backbox for surface mount
2	Milestone	Milestone device license
2	Milestone	Milestone Care Plus support
LOT	WPW	Cat 6 cable

Total Cost: \$5,172.00

WARRANTY:

- Manufacturers warranties shall apply
- One-year installation service warranty shall apply

VALUE ADDED SERVICES:

- Freight
- End-to-end project supervision by designated OSI project manager
- Commissioning by a certified technician

EXCLUSIONS:

- 110VAC at the head end location
- Lift for camera installation
- IT racks
- Network equipment like switches, patch panels, and etc.

3

211 Yardville Hamilton Square Rd, Hamilton, NJ 08620 – PHONE: (732) 792-2112



- Work found in asbestos areas not previously identified
- Permit fees
- Stamped and/or sealed architectural drawings
- Painting

CONDITIONS:

- Work is to be completed during normal business hours 7:00AM-3:30PM.
- LAN/WAN programming and switch port configuration shall be performed by the

TERMS:

- Net 30 days.
- Partial payment invoices apply throughout the project
 - Progress payments in accordance with receipt of materials and installation work flow.
- Retainage is not applicable.
- Applicable state sales tax will be charged unless tax exemption certificate issued.

Thank you for the opportunity to submit this proposal. If you have any questions or would like to discuss any portion of this proposal in more detail, please feel free to contact us at (732)792-2112 or e-mail me at brian@osicorp.net.

Sincerely,

Brian Luketina

Brian Luketina

Open Systems Integrators, Inc.

All Purchase Orders Must Reference:

Co-op# 65MCESCCPS

BID# ESCNJ 23/24-32

Building Access & Security Systems



**RESOLUTION NO. 10-24-234
BOROUGH OF HIGHLAND PARK
MIDDLESEX COUNTY**

RESOLUTION AUTHORIZING THE APPOINTMENT OF LOGAN ORTUTAY TO THE POSITION OF TAX ASSESSOR FOR THE BOROUGH OF HIGHLAND PARK

WHEREAS, a municipal tax assessor is responsible for the assessment of real estate within a municipality, with the objective to provide equality in the distribution of a levy which includes for the Borough of Highland Park, the following levies; municipal, school, county, library and open space; and

WHEREAS, effective October 17, 2007, pursuant to Resolution No. 10-07-325, Thomas Mancuso was appointed Tax Assessor; and

WHEREAS, on September 30, 2024, Thomas Mancuso will be retiring from his position as Tax Assessor, leaving a vacancy effective October 1, 2024; and

WHEREAS, the Borough Administrator and CFO have identified and recommend Logan Ortutay, a Certified Tax Assessor in the State of New Jersey (CTA No. 2586), for the position; and

WHEREAS, pursuant to N.J.S.A. 40A:9-148 Tax and Deputy Assessors, every municipal tax assessor and deputy assessor shall hold office for a term of four years from the first day of the July following his/her appointment; and

WHEREAS, Logan Ortutay shall be appointed from October 1, 2024 to June 30, 2025 and from July 1, 2025 to June 30, 2029.

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

1. The Borough Council of the Borough of Highland Park does hereby grant its advice and consent to the Mayor’s four-year appointment of Logan Ortutay to the position of Tax Assessor for the Borough of Highland Park.
2. The initial and continued appointment authorized by this Resolution shall be subject to and conditioned upon Logan Ortutay holding and maintaining certification as a Tax Assessor.
3. The Borough Clerk is hereby directed to file a copy of this Resolution with the State Department of Treasury - Division of Taxation Director and with the Middlesex County Tax Administrator.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey, do hereby certify the above to be a true copy of a Resolution adopted by the Borough Council of said Borough on October 1, 2024.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

**RESOLUTION NO. 10-24-235
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
WITH CME ASSOCIATES FOR ENGINEERING SERVICES RELATED TO
IMPROVEMENTS TO N. HIGHLAND AVENUE, GRAHAM STREET AND SOUTH 8TH
AVENUE**

WHEREAS, the Borough of Highland Park has need of the services of an engineer to provide engineering services in connection with the Improvements to N. Highland Avenue, Graham Street and South 8th Avenue, in accordance with letter proposal from Bruce Koch, CME Associates, dated August 15, 2024; and

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

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

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

WHEREAS, funds for this purpose are available in Capital Fund Account No. C-04-55-837-001, in an amount not to exceed \$101,182.00, as reflected by the Certification of Funds Available by Chief Financial Officer No. 2024-74.

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 professional services with CME Associates, 3141 Bordentown Avenue, Parlin, NJ 08859, a copy of which is attached.
2. Notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the office of the Borough Clerk.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, New Jersey, do hereby certify the above to be a true copy of a Resolution adopted by the Council of said Borough on October 1, 2024.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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

2024

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, entered into this 1st day of October 2024, by and between the **BOROUGH OF HIGHLAND PARK**, a municipal corporation of the State of New Jersey, having its principal offices located at 221 South 5th Avenue, Highland Park, New Jersey 08904 (hereinafter referred to as "**BOROUGH**") and Bruce Koch, P.E. P.P, CME, CME Associates, 3141 Bordentown Avenue, Parlin, New Jersey 08859 (hereinafter referred to as "**COMPANY**").

WITNESSETH:

WHEREAS, the **BOROUGH** requires professional services in connection with improvements to N. Highland Avenue, Graham Street and South 8th Avenue through a 2024 NJDOT Local Transportation Projects fund grant; and

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

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

1. Effective October 1, 2024, the **COMPANY** shall render professional services for the **BOROUGH** as required by the **BOROUGH**.
2. The **BOROUGH** agrees to compensate the **COMPANY** as set forth on the proposal dated August 15, 2024, for an additional amount not to exceed \$101,182.00 unless amended by further action of the **BOROUGH** for the above mentioned services.
3. The **BOROUGH** agrees to pay the **COMPANY** for any actual disbursements and out of pocket expenses incurred in carrying out its duties.

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

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

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

7. The **COMPANY** agrees to adhere to and comply with the provisions of the New Jersey Local Unit Pay-to-Play Act, *N.J.S.A. 19:44A-20.1*, and will require completion of all necessary Pay-to Play forms, including the Campaign Contributions Affidavit and the Certification Regarding Political Contributions, pursuant to *N.J.S.A. 19:44A-20.8* and *N.J.S.A. 19:44A-20.26*, respectively.

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

ATTEST:

BOROUGH OF HIGHLAND PARK

Jennifer Santiago, Borough Clerk

By: _____
Elsie Foster, Mayor

WITNESS:

CME ASSOCIATES

By: _____
Bruce Koch, P.E., P.P., CME

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

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

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

GOODS, GENERAL SERVICES, AND PROFESSIONAL SERVICES CONTRACTS

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

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

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

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

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

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

EXHIBIT A (Cont)

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

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

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

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

Letter of Federal Affirmative Action Plan Approval;

Certificate of Employee Information Report; or

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

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

Signature

Date

Print Name and Company

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



August 15, 2024

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

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

**Re: Improvements to N. Highland Avenue, Graham Street, & S. Eighth Avenue
NJDOT FY 2024 Local Transportation Projects Fund
Highland Park, New Jersey
Our File No.: PHP00647.01**

Dear Mrs. Jover:

As you may be aware, the NJDOT has awarded the Borough with a 2024 NJDOT Local Transportation Projects Fund Grant of \$550,000.00 for the above referenced project. The application submitted to the NJDOT was for the improvements to Highland Avenue from Raritan Avenue to the Municipal Border, Graham Street from S. Fourth Avenue to S. Fifth Avenue, and South Eighth Avenue from Benner to Woodbridge Avenue. Our preliminary construction cost estimate for same is approximately \$464,536 not including state non-participating items such as Uniformed Police Traffic Directors, raising water valve boxes and any repairs to the sanitary sewer which we estimate could be approximately \$161,000. Our cost estimate consisted of a mill and overlay of the roadway surfaces, ADA accessible ramp improvements, improvements to storm sewer structures, striping and signage.

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

• Survey Phase Services	\$ 4,812.00
• Design Phase Services	\$ 42,700.00
• Bid Phase Services	\$ 4,770.00
• Construction Phase Services	<u>\$ 48,900.00</u>
Total:	\$101,182.00

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

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

Very truly yours,

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

BMK/bmk

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

**RESOLUTION NO. 10-24-237
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST

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

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

1. The bills approved for payment at this meeting, Bills List 10/01/2024 can be found in the Bills List Journal Book No. 44.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, State of New Jersey, do hereby certify the above to be a true copy of a Resolution adopted by the Borough Council of said Borough on October 1, 2024.

Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

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