

BOROUGH OF HIGHLAND PARK  
MAYOR & COUNCIL ORGANIZATION MEETING  
TUESDAY, JANUARY 2, 2019 – 7:00 PM

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. 919, 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, Section 3, shall be considered in the form of one motion.

1. Clerk reports certification of election and qualifications of Councilpersons-elect Hale, Kim-Chohan and Welkovits.
2. Oath of Office and Allegiance administered to Councilperson-elect Hale by Mayor Gayle Brill Mittler.
3. Oath of Office and Allegiance administered to Councilperson-elect Kim-Chohan by former Mayor Wayne Smith.
4. Oath of Office and Allegiance administered to Councilperson-elect Welkovits by Senator Patrick Diegnan.
5. Call to Order and Open Public Meetings Statement.
6. Pledge of Allegiance.
7. Invocation – Reverend Seth Kaper-Dale.
8. Roll Call.
9. Mayor introduces newly sworn Council Members.
10. 1-19-01 Resolution to adopt Rules of Order for 2019.  
MOTION adopt reject. ROLL CALL VOTE
11. 1-19-02 Resolution to adopt Mission Statement for the Borough of Highland Park.  
MOTION adopt reject. ROLL CALL VOTE
12. a. Mayor calls for nominations for President of Council for 2019.  
b. Councilperson Foster-Dublin nominates Councilperson George.  
MOTION that nominations be closed and 2019 Council President elected by acclamation.
13. 1-19-03 Resolution to establish 2019 Standing Committees.  
MOTION adopt reject. ROLL CALL VOTE
14. a. Clerk reports receipt of notification from the Volunteer Fire Department of the election of new Fire Chief, Assistant Fire Chiefs and Captains, along with the 2019 Roster.  
MOTION to confirm election. ROLL CALL VOTE

- b. Oath of Office and Allegiance administered to new Fire Chief, Asst. Chiefs and Lieutenants by Mayor Brill Mittler.
- 15. Annual Council Reports.
- 16. Mayor's Annual State of the Borough Address.  
MOTION to spread message upon minutes.

CONSENT AGENDA ITEMS: - MOTION to adopt the following starred (\*) items. ROLL CALL VOTE

- 17. \*1-19-04 Resolution to adopt schedule of meeting dates.
- 18. \*1-19-05 Resolution to establish garbage collection schedule.
- 19. \*1-19-06 Resolution to designate bank depository for the Bail and General Accounts.
- 20. \*1-19-07 Resolution to adopt policy re: personnel discussions in closed session.
- 21. \*1-19-08 Resolution to designate Official Newspaper(s).
- 22. \*1-19-09 Resolution to adopt certain rules, policies, and/or procedures for 2019.
  - a) Establish policy for financial reimbursement for challenged populations.
  - b) Adopt policy for furnishing public information.
  - c) Adopt policy for use of Borough owned facilities.
  - d) Adopt policy for Pre-Meeting Notification for Persons with Disabilities.
  - e) Adopt Façade Improvement Program Policy.
  - f) Approve Facility Use Alcohol Permit requirement.
  - g) Adopt Policy for Maintenance of Trees in Borough Right-of-Way by Residents.
  - h) Authorization to permit Mayor, Borough Administrator or Engineer to sign permits and applications with NJ Dept. of Environmental Protection.
  - i) Authorization to permit Borough Administrator to administer Volunteer Tuition Credit Program.
- 23. \*1-19-10 Resolution to establish rules, policies and procedures concerning administrative and organization matters.
  - (1) Require Department Heads to attend certain Budget Meetings.
  - (2) Require Department Heads and professionals to attend Organization Meeting.
  - (3) Adopt policy for grant seeking and acceptance.
  - (4) Adopt policy re: expenditure of municipal funds.
  - (5) Adopt personnel policy manual and handbook.
  - (6) Adopt policy for police weapons.
  - (7) Adopt Co-Sponsorship Policy.
  - (8) Adopt Exposure Control Plan.
  - (9) Adopt policy re: interlocal services/cooperative activities with other municipalities.
  - (10) Authorize modified work schedule for Borough Hall and Senior/Youth Center.
  - (11) Authorize summer schedule for Borough Hall and Senior/Youth Center.
- 24. \*1-19-11 Resolution to designate certain positions.
  - 1. Designate Insurance Commissioner – Josephine "Teri" Jover.
  - 2. Designate Alt. Insurance Commissioners – Joan Hullings & Donald Newton.
  - 3. Designate Safety Officer – Donald Newton.
  - 4. Designate Assessment Search Officer – Joan Hullings.
  - 5. Designate Affirmative Action PACO – Leann Cosley Richardson.
  - 6. Designate Tax Search Officer – Constance Ludden.
  - 7. Designate Recycling Coordinator & Clean Communities Coordinator – Francis Troy.
- 25. \*1-19-12 Resolution to adopt rules and procedures governing financial, tax and contractual matters.
  - (1) Designate bank depositories.
  - (2) and (3) Designate signatories on bank accounts.
  - (4) Designate depositories for investments.
  - (5) Establish interest rate for delinquent taxes.
  - (6) Establish petty cash funds.

- (7) Authorize Administrator to approve purchases up to \$5,000.
- (8) Authorize cash drawers for Tax Collection, Violations Bureau, Police Department, Code Enforcement and Clerk's Office.
- (9) Authorize Administrator to pursue shared service ventures with Board of Education.
- (10) Authorize Tax Collector to conduct a December tax sale for all taxes and municipal charges unpaid as of November 11, 2019.
- (11) Adopt Cash Management Plan for 2019.
- (12) Authorize Assessor to file counterclaims in certain tax appeals.
- (19) Authorize Assessor to file tax appeals.
- (19) Authorize Tax Collector to process certain tax and water/sewer refunds and delinquencies.
- (19) Authorize approval of certain professional services.
- (19) Exempt Borough properties from Water & Sewer Charges.
- (19) Authorize Municipal Court to accept credit card payment of Court fines.
- (19) Authorize Community Services Department to refund fees deposited in Recreation Trust fund subject to approval of Borough Administrator.
- (19) Designate 50% of fines collected for parking violations to Highland Park Commission for Universal Access.
- (20) Authorize 2% processing fee be assessed for use of credit cards for water & sewer and tax payments.
- (21) Authorize Finance Director to process off-duty overpayments.
- (22) Authorize Finance Department to process certain payments without signatures.

26. \*1-19-13 Resolution to establish certain fees.

- (1) Establish document duplication fees.
- (2) Establish Police Service fees.
- (3) Establish Community Service Department Activities fees.
- (4) Authorize administrative fee for certain refunds.
- (5) Authorize fee for returned checks.
- (6) Establish fee for Natural Resource Inventory, Master Plan & Land Use Ordinance.
- (7) Establish Community Service Fee for non-resident Senior Participants.
- (8) Authorize fees for Tax Dept. Services.
- (9) Establish fee for bid specification preparation and distribution.
- (10) Establish fee for Earth Day Activities.

27. \*1-19-14 Annual Salary Resolution.

28. \*1-19-15 Resolution re: Zoning Board of Adjustment and Planning Board Attorneys.

MOTION to adopt the following starred (\*) items.

ROLL CALL VOTE

29. A. Mayor appoints the following to serve as Professionals for 2019.

Borough Attorney  
Tax Appeal Attorney  
Labor Attorney  
Borough Prosecutor  
Public Defender  
Bond Counsel  
Borough Engineer  
Borough Auditor  
Borough Planner  
Special COAH Attorney  
Special Planner  
Special Redevelopment Counsel  
Risk Manager

Edwin Schmierer, Esq.  
Martin Allen, Esq.  
Arthur Thibault, Esq.  
Robert Janzekovich  
Roselli & Roselli  
Wilentz, Goldman & Spitzer  
David J. Samuel  
Gerard Stankiewicz  
James Constantine  
Jeffrey Surenian  
Phillip Caton  
Joseph Baumann  
David Balken

MOTION to confirm.

ROLL CALL VOTE

B. Mayor appoints the following:

Deputy Court Administrator  
Deputy Borough Clerk  
ADA Coordinator  
Library Bd. of Trustees, Council Rep.

Linda Simons  
Jennifer Santiago  
Lt. Gary Panichella  
Joshua Fine

**MOTION** to confirm above appointments.

**ROLL CALL VOTE**

30. 1-19-16 Resolution to appoint Council Rep. to Planning Board – Susan Welkovits.  
**MOTION** adopt/reject. **ROLL CALL VOTE**
31. 1-19-17 Resolution designating Council Representative to Middlesex County CDBG  
Committee – Joshua Fine.  
**MOTION** adopt/reject **ROLL CALL VOTE**
32. 1-19-18 Resolution to adopt 2019 Municipal and Water & Sewer Temporary Budgets.  
**MOTION** adopt/reject. **ROLL CALL VOTE**
33. Public Discussion (15 minutes).
34. **MOTION** to adjourn.

BOROUGH OF HIGHLAND PARK  
NO. 1-19-01

RESOLUTION TO ADOPT RULES OF ORDER FOR 2019

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Rules of Order dated January 2, 2019, and on file in the office of the Borough Clerk shall be and are hereby adopted as the Rules of Order for this Council for the year 2019.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-02

RESOLUTION TO ADOPT MISSION STATEMENT  
FOR THE BOROUGH OF HIGHLAND PARK

RESOLUTION: Council as a Whole

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.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

## 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.

DRAFT

BOROUGH OF HIGHLAND PARK  
NO. 1-19-03

RESOLUTION TO ESTABLISH 2019 STANDING COMMITTEES

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Standing Committees of said Council for the year 2019 shall be and are hereby established as follows:

|                                 |   |
|---------------------------------|---|
| RECREATION AND ARTS             | Councilpersons KIM-CHOHAN, Foster-Dublin, George. |
| ECONOMIC DEVELOPMENT & PLANNING | Councilpersons WELKOVITS, George, Hale.           |
| FINANCE                         | Councilpersons FINE, Kim-Chohan, Foster-Dublin.   |
| HEALTH & HUMAN SERVICES         | Councilpersons HALE, Fine, Kim-Chohan.            |
| PUBLIC SAFETY                   | Councilpersons FOSTER-DUBLIN, Welkovits, Fine.    |
| PUBLIC WORKS & PUBLIC UTILITIES | Councilpersons GEORGE, Hale, Welkovits.           |

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

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |



BOROUGH OF HIGHLAND PARK  
NO. 01-19-04

RESOLUTION TO ADOPT SCHEDULE OF MEETING DATES

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following schedule of meetings for the year 2019 be and the same is hereby adopted.

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

SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR 2019

|          |    |   |                    |
|----------|----|---|--------------------|
| January  | 2  | 2019 Adjourned Meeting<br>2019 Organization Meeting               | 6:30 PM<br>7:00 PM |
| January  | 8  | Standing Committee Meeting /<br>Special Meeting (if needed)       | 7:00 PM            |
| January  | 15 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow | 6:30 PM<br>7:00 PM |
| January  | 22 | Standing Committee Meeting /<br>Special Meeting (if needed)       | 7:00 PM            |
| February | 5  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow | 6:30 PM<br>7:00 PM |
| February | 12 | Standing Committee Meeting /<br>Special Meeting (if needed)       | 7:00 PM            |
| February | 19 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow | 6:30 PM<br>7:00 PM |
| February | 26 | Standing Committee Meeting /<br>Special Meeting (if needed)       | 7:00 PM            |
| March    | 5  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow | 6:30 PM<br>7:00 PM |

|       |    |  |              |          |
|-------|----|--|--------------|----------|
| March | 12 | Standing Committee Meeting /<br>Special Meeting (if needed)                                | 7:00         | PM       |
| March | 19 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow                          | 6:30<br>7:00 | PM<br>PM |
| March | 26 | Standing Committee Meeting /<br>Special Meeting (if needed)                                | 7:00         | PM       |
| April | 2  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow                          | 6:30<br>7:00 | PM<br>PM |
| April | 9  | Standing Committee Meeting /<br>Special Meeting (if needed)                                | 7:00         | PM       |
| April | 16 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow                          | 6:30<br>7:00 | PM<br>PM |
| April | 23 | Standing Committee Meeting /<br>Special Meeting (if needed)                                | 7:00         | PM       |
| May   | 7  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow                          | 6:30<br>7:00 | PM<br>PM |
| May   | 14 | Standing Committee Meeting /<br>Special Meeting (if needed)                                | 7:00         | PM       |
| May   | 21 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow                          | 6:30<br>7:00 | PM<br>PM |
| May   | 28 | Standing Committee Meeting /<br>Special Meeting (if needed)<br>Special Meeting (if needed) | 7:00         | PM       |
| June  | 11 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow                          | 6:30<br>7:00 | PM<br>PM |

|           |    |   |          |              |          |
|-----------|----|---|----------|--------------|----------|
| June      | 18 | Standing Committee Meeting /<br>Special Meeting (if needed)       |          | 7:00         | PM       |
| July      | 2  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow |          | 6:30<br>7:00 | PM<br>PM |
| July      | 16 | Standing Committee Meeting /<br>Special Meeting (if needed)       |          | 7:00         | PM       |
| August    | 6  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow |          | 6:30<br>7:00 | PM<br>PM |
| August    | 20 | Standing Committee Meeting /<br>Special Meeting (if needed)       |          | 7:00         | PM       |
| September | 3  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow |          | 6:30<br>7:00 | PM<br>PM |
| September | 10 | Standing Committee Meeting /<br>Special Meeting (if needed)       |          | 7:00         | PM       |
| September | 17 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow |          | 6:30<br>7:00 | PM<br>PM |
| September | 24 | Standing Committee Meeting /<br>Special Meeting (if needed)       |          | 7:00         | PM       |
| October   | 1  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow | (Monday) | 6:30<br>7:00 | PM<br>PM |
| October   | 29 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow |          | 6:30<br>7:00 | PM<br>PM |
| November  | 12 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow |          | 6:30<br>7:00 | PM<br>PM |

|          |    |   |                    |
|----------|----|---|--------------------|
| November | 19 | Standing Committee Meeting /<br>Special Meeting (if needed)       | 7:00 PM            |
| December | 3  | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow | 6:30 PM<br>7:00 PM |
| December | 10 | Standing Committee Meeting /<br>Special Meeting (if needed)       | 7:00 PM            |
| December | 17 | Agenda Meeting<br>Regular Meeting<br>Conference Meeting to follow | 6:30 PM<br>7:00 PM |

All Borough Council Meetings are held in Borough Hall, 221 South 5<sup>th</sup> Avenue, unless otherwise indicated. The Governing Body may take official action on matters at Special Meetings as well as Regular Meetings, as needed. The time Conference Meeting begins is dependent on Regular Meeting adjournment. Unless otherwise moved, Conference Meetings are scheduled to be called to order by 9:00 P.M.

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

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-05

RESOLUTION TO ESTABLISH GARBAGE COLLECTION SCHEDULE

RESOLUTION: Public Works and Public Utilities Committee

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

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

a. There shall be no collections by the Department of Public Works on the following legal holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Lincoln's Birthday
5. Good Friday
6. Memorial Day
7. Fourth of July
8. Labor Day
9. Columbus Day
10. Veteran's Day
11. Thanksgiving Day and the Friday After
12. Christmas Day.

b. Regular Refuse Collection

Residents:

North Side and Triangle – Every Monday

South Side – Every Friday

Small amounts of yard debris, brush and branches, which are part of regular refuse will be collected on Friday on the South Side and on Monday on the North Side. 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. The Business District:

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.

d. Bulk Items:

Bulky waste within the Borough of Highland Park will be collected on the following dates:

Business District: April 3, June 5, September 17, and December 4.\*

North Side and Triangle Area: April 3, June 5, September 17, and December 4.\*

South Side: April 10, June 12, September 19, and December 11.\*

\*Additional date in September or October will be announced to coincide with Borough-wide Garage Sale weekend.

e. Mandatory Recyclables:

Business District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is every Tuesday.

Residential District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is as follows:

North Side and Triangle - Every Tuesday.

South Side - Every Thursday.

If your pickup falls on a borough holiday, pickup will be on Wednesday of the same week.

f. Leaves:

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

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.

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 1<sup>st</sup> day of January, 2019.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-06

RESOLUTION TO DESIGNATE BANK DEPOSITORY FOR  
THE BAIL AND GENERAL ACCOUNTS

RESOLUTION: Finance Committee

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

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Unity Bank shall be the depository for the General Account and the Bail Account of the Borough of Highland Park for the period ending December 31, 2019 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.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK

NO. 1-19-07

RESOLUTION TO ADOPT POLICY RE: PERSONNEL DISCUSSIONS IN CLOSED SESSION

RESOLUTION: Council as a Whole

WHEREAS, the Borough Council of the Borough of Highland Park has received requests from individual employees that personnel discussions involving them be held in open session; and

WHEREAS, the Borough Council desires to formulate a policy for use in such cases that is consistent with the Open Public Meetings Act, N.J.S. 10:4-6 et seq.,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following policy is hereby adopted with respect to possible closed sessions dealing with personnel matters:

1) except in cases of bona fide emergencies all closed sessions - personnel matters will be listed in the agenda for the Conference or Regular Meeting at which such matter may be discussed and will show the name or names of the personnel involved;

2) agendas for all Conference and Regular meetings will be prepared, posted on the Open Public Meetings Bulletin Board in Borough Hall and available for distribution by the Borough Clerk by no later than 3:00 p.m. on the day preceding the Conference or Regular meeting;

3) in situations where the need for closed session arises after preparation of the meeting agenda, the Borough Clerk will be notified and every reasonable effort will be made to notify the affected personnel as far in advance as possible of the meeting at which his, her or their personnel matter may be discussed;

4) motions for Closed Sessions, the procedures during such sessions and all other matters relating to such sessions and the matters discussed and decisions reached in such sessions will be governed by the Open Public Meetings Act;

5) requests for open personnel sessions will be submitted on the form available in the Borough Clerk's office or a similar form;

6) employees or their representatives will be afforded an opportunity to comment during open personnel sessions but no cross-examination or dialogue will be allowed;

7) notice of this policy will be given to Borough employees by inclusion with their paychecks and/or via email at least twice each year in January and July.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |



REQUEST FOR OPEN SESSION  
DISCUSSION OF PERSONNEL MATTER

\_\_\_\_\_  
DATE

I, \_\_\_\_\_, request that the closed session involving me  
which is scheduled for \_\_\_\_\_  
be discussed at a public meeting as provided by N.J.S. 40:4-12b(8) of the Open Public Meetings Act  
and Highland Park Resolution No. 1-19-13.

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
NAME

IF IN DOUBT ABOUT SIGNING THIS REQUEST, YOU SHOULD SEEK COMPETENT LEGAL  
ADVICE.

DRAFT

BOROUGH OF HIGHLAND PARK  
NO. 1-19-08

RESOLUTION TO DESIGNATE OFFICIAL NEWSPAPER

RESOLUTION: Council as a Whole

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

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

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
RESOLUTION NO. 1-19-09  
RESOLUTION TO ADOPT CERTAIN RULES, POLICIES AND/OR PROCEDURES FOR 2019

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures are hereby adopted for the year 2019, to wit:

1. That the following formula be used in those instances where the Governing Body agrees to reimburse residents for programs offered to the disabled by other municipalities upon request of the disabled individual or his or her guardian in order to insure access to Borough programs under the Americans with Disabilities Act:

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

In no case shall the reimbursement be more than the difference between the non-resident and resident fee.

2. That the "Policy for Furnishing Public Information", pursuant to NJSA 47:1a-1 et seq., as subsequently amended, shall be adopted as official policy of the Borough for 2019.

3. That the "Policy Manual for the Use of Municipally Owned Buildings", as subsequently amended, shall be adopted as official policy of the Borough for 2019.

4. That upon seventy-two (72) hours notice to the Borough Clerk, the Borough of Highland Park will consider requests for auxiliary aids by any individual with a disability as defined under the Americans with Disabilities Act, and that the individual's choice of auxiliary aid will be given primary consideration and will be honored, unless another effective means of communication exists or that the use of the means chosen creates an undue financial or administrative burden.

5. That the Façade Improvement Program Policy, including Associated A.D.A. & Awning Programs, shall be adopted for the year 2019, as subsequently amended.

6. That the Facility Use Alcohol Permit shall be required to be approved prior to the rental of the Senior/Youth Recreation Center.

7. That the Policy for Maintenance of Trees in the Borough Right-of-Way by Residents shall be adopted for the year 2019.

8. That the Mayor, Borough Administrator or Borough Engineer shall be authorized to sign any and all permits and applications with the State of New Jersey Department of Environmental Protection.

9. That the Borough Administrator shall be authorized to administer the Volunteer Tuition Credit Program.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads and the Borough Engineer forthwith.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
 RESOLUTION NO. 1-19-10  
 RESOLUTION TO ESTABLISH RULES, POLICIES AND PROCEDURES  
 CONCERNING ADMINISTRATIVE AND ORGANIZATION MATTERS

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures concerning administrative and organization matters are hereby adopted for the year 2019, to wit:

1. That the Borough Administrator, Borough Attorney, Borough Auditor, and all Department Heads shall be required to attend the Council Meeting at which any public information session or public hearing on the budget is held and any meeting at which it is anticipated that the budget is to be adopted. Any person who may be required to attend and not so named will be given at least ten (10) calendar days notice.
2. That the Borough Administrator, all Department Heads, Borough Attorney, Borough Engineer or Designee, Borough Auditor or Designee, and Borough Planner or Designee shall attend the Annual Reorganization Meeting of the Mayor and Council to be held during the first seven days of January of each year and that Department Heads be required to attend all Committee Meetings of the Governing Body.
3. That the Procedures to be Followed in Seeking and Accepting Grants from Governmental and Privately-Funded Sources of Support shall be adopted as official policy of the Borough for 2019.
4. That the Borough Council will not approve any expenditure of municipal funds, by either direct payment or reimbursement, when said funds are used for dinner meetings, gifts, or any other purposes not associated with the official function of any Board, Commission, Committee, Authority or Agency of the Borough of Highland Park.
5. That the "Personnel Manual and Handbook", as subsequently revised, shall be adopted as official policy of the Borough for 2019.
6. That police weapons, being public property, will not be given to members of the Borough of Highland Park Police Department upon their retirement, termination of employment, or under any other circumstances.
7. That the Co-Sponsorship Policy shall be adopted as official policy of the Borough for 2019.
8. That the Exposure Control Plan, a complete copy of which is filed in the office of the Borough Clerk, shall be and is hereby adopted for the year 2019.
9. That the Borough Administrator be directed to establish as a priority the exploration of new cooperative agreements in the areas of personnel, equipment purchases, and repair and maintenance.
10. That Borough Hall and the Senior/Youth Recreation Center will modify work hours on Tuesdays by remaining open until 6:00 PM, with Borough Hall closing on Friday at 1:00 PM.
11. That Borough Hall and the Senior/Youth Recreation Center will modify work hours in the summer by going to a four (4) day, 35 hour workweek schedule, with Borough operations closed on Fridays in the summer between the Fourth of July and Labor Day.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads forthwith.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
 Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
 Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-11

RESOLUTION TO DESIGNATE CERTAIN POSITIONS

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following are designated in the positions opposite their name for the year 2019:

| <u>NAME</u>  | <u>POSITION</u>   |
|--|---|
| Teri Jover, Borough Administrator                        | Insurance Commissioner to the Garden State Municipal Joint Insurance Fund |
| Joan Hullings, Borough Clerk<br>Donald Newton, Detective | Alternate Insurance Commissioners   |
| Donald Newton, Detective                                 | Safety Officer  |
| Joan Hullings, Borough Clerk                             | Assessment Search Officer   |
| Leann Cosley Richardson, Human Resources Coordinator     | Affirmative Action Public Agency Compliance Officer                       |
| Constance Ludden   | Tax Search Officer  |
| Frank Troy   | Recycling Coordinator<br>Clean Communities Coordinator                    |

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

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\*  
\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-12

RESOLUTION TO ADOPT RULES AND PROCEDURES GOVERNING  
FINANCIAL, TAX AND CONTRACTUAL MATTERS

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following financial procedures are hereby established for the year 2019:

1. That the following banks shall be designated as depositories for the Borough's accounts, and the custodian of these accounts shall be the Chief Financial Officer and the Borough Administrator:

BANK

Bank of America  
PNC Bank  
Provident  
Wachovia  
Unity Bank

2. That withdrawals from the Petty Cash checking account shall be made on forms provided and signed by the Borough Administrator, Chief Financial Officer or Treasurer.
3. That withdrawals from the following accounts shall be made on forms provided and signed by Borough Administrator or Chief Financial Officer or Treasurer and the Mayor:

|                       |                        |         |
|-----------------------|------------------------|---------|
| Current               | Dog License            | Payroll |
| Trust Other           | Capital                |         |
| Claims Fund           | Water & Sewer          |         |
| Assessment Trust      | Grants                 |         |
| Water & Sewer Capital | Tax Collector's Trust* |         |

\*Tax Collector's Trust only can be signed by Tax Collector as well as above signatories.

4. That the following banks shall be designated as depository for the Borough's investment accounts and the custodian of these accounts shall be Chief Financial Officer, Treasurer or Borough Administrator:

|                 |          |            |
|-----------------|----------|------------|
| Bank of America | PNC Bank | Unity Bank |
|-----------------|----------|------------|

5. That the Tax Collector shall be directed to collect interest at 8% per annum on the first \$1,500.00 of delinquency, and 19% 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.
6. That petty cash funds be established in the following departments for the amounts designated, to wit:

|                         |          |
|-------------------------|----------|
| Finance Department      | \$400.00 |
| Police Department       | 250.00   |
| Fire Department         | 50.00    |
| Public Works Department | 200.00   |
| Community Service       | 200.00   |
| Recreation Department   | 100.00   |

7. That the Borough Administrator shall be and is hereby authorized and directed to make, negotiate or award all purchases, contracts, or agreements, the cost of which does not exceed \$5,000.00, 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 \$5,000.00, except those purchases, contracts or agreements approved by the Library Board of Trustees.
8. That cash drawers are hereby established in the following departments and amounts in order to make change for in-person cash payments:
- |                           |          |                        |          |
|---------------------------|----------|------------------------|----------|
| Tax Collection Department | \$150.00 | Water/Sewer Department | \$150.00 |
| Violations Bureau*        | 150.00   | Code Enforcement       | \$200.00 |
| Police Department         | 40.00    |                        |          |
| Borough Clerk's Office    | 100.00   |                        |          |
- \*Violations Bureau – 3 drawers @ \$50.00 each per AOC recommendation.
9. That the Borough Administrator be directed to continue the investigation of the feasibility of a joint purchase program, a joint equipment usage program, and a joint business management program in conjunction with the Board of Education, pursuant to Highland Park Resolution No. 10-92-427.
10. That the Borough Tax Collector is hereby authorized and directed to schedule and conduct an electronic/on-line tax sale during December, 2019, for all taxes and municipal charges unpaid as of November 11, 2019.
11. That the "Cash Management Plan" as adopted by Resolution No. 4-98-154 on April 7, 1998 and attached to the original of that resolution shall be and is hereby adopted as policy to be utilized for the Borough of Highland Park for 2019, 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.
12. That the Borough Tax Assessor is hereby authorized to file counterclaims in tax appeals for certain properties that said Tax Assessor determines to be under assessed rather than over assessed, subject to the concurrence of the Tax Appeal Attorney.
13. That the Borough Tax Assessor is hereby authorized to file tax appeals, on behalf of the Borough, as it may become necessary from time to time, to correct, amend, or update the records of said Tax Assessor.
14. That the Borough Tax Collector is hereby authorized to process, without further action by the governing body, the cancellation of any property tax refund of less than \$10.00, or any property tax delinquency of less than \$10.00, or any water and sewer refund or delinquency of less than \$1.00, together with interest, per calendar year.
15. That certain services provided by the Borough Attorney, Borough Auditor, Borough Engineer, Bond Counsel, and/or Planning Consultant shall be considered as approved within the meaning of the respective Professional Service Agreements when:
- The Borough Administrator authorizes work which is estimated and does, in fact, not exceed ten hours;
  - The Mayor, or the Council President, authorizes work which is estimated to and does, in fact, not exceed ten hours;
  - Approved by resolution of Council.
- Authorizations made under sub-paragraphs a. and b. shall be reported at the next Agenda or Conference Meeting.

16. That Borough owned properties be exempt from water and sewer charges pursuant to Resolution No. 11-02-424.
17. That the Municipal Court is hereby authorized to accept credit card payment of Court fines subject to appropriate bank procedures.
18. That the Community Services Department shall refund fees deposited in the Recreation Trust Fund for trips and events with the approval of the Borough Administrator with a \$5.00 administrative fee to be deducted at the discretion of the Borough Administrator.
19. That 50% of the fines collected for handicapped parking violations shall be designated to the Highland Park Commission for Universal Access, to be used at their discretion.
20. That a 3% processing fee be assessed for use of credit cards for in person payments of water & sewer, special assessments and taxes.
21. That the Finance Director is authorized to process off-duty overpayments, as directed by the Police Department, in an amount not to exceed \$1,000.00, without a further resolution of this Council.
22. That the Finance Department is authorized to process bills for payment, without signatures from the vendor, for State Agencies, County Agencies, Municipal Agencies, Utility Companies, and other agencies that utilize lock boxes for payments (examples: FedEx, UPS, Pitney Bowes, The Home News Tribune, The Star Ledger, USPS, etc.).

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

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |



BOROUGH OF HIGHLAND PARK  
NO. 1-19-13

RESOLUTION TO ESTABLISH CERTAIN FEES

RESOLUTION: Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following certain fees are hereby established for the year 2019:

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

|                       |        |          |
|-----------------------|--------|----------|
| 8 ½ " x 11" paper     | \$ .05 | per page |
| 8 ½" x 14" paper      | .07    | per page |
| 11" x 19" paper       | .07    | per page |
| Election District Map | .75    |          |
| Zoning Map            | 1.50   |          |
| DVD/CD w/case         | .90    |          |
| Blue burn Gramco CD   | 2.00   |          |

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

Motor Vehicle Accident Reports and Investigation Reports

In person requests:

|                   |        |          |
|-------------------|--------|----------|
| 8 ½ " x 11" paper | \$ .05 | per page |
| 8 ½" x 14" paper  | .07    | per page |
| 11" x 19" paper   | .07    | per page |

|  |  |                       |
|--|--|-----------------------|
| Other Than In person requests          | Flat fee of \$5.00; plus cost of mailing             |                       |
| Discovery                              | per page charge plus cost of mailing when applicable |                       |
| Copying video tapes                    | requestor shall provide sealed tape                  |                       |
| Audio tape reproduction                | requestor shall provide sealed tape                  |                       |
| Insurance Claims (in person or mailed) | per page charge plus cost of mailing when applicable |                       |
| Pistol Permits                         | 2.00   |                       |
| Firearms Identification Card           | 5.00   |                       |
| Fingerprinting other than criminal     | 25.00  | Resident              |
|  | 25.00  | non-resident          |
| 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<br><br><u>Description</u><br><u>Programs</u> | Participant Fees |              |               |
|---|------------------|--------------|---------------|
|   | HP               | Non-resident |               |
| Late Fees   | \$15.00          | \$15.00      |               |
| Mens Basketball   | \$30.00          | \$40.00      | (10 sessions) |
| Flag Football   | \$95.00          | \$120.00     |               |
| Adult Indoor Soccer                                       | \$30.00          | \$50.00      | (10 sessions) |
| Adult Soccer on the turf                                  | \$30.00          | \$40.00      | (10 sessions) |
| Soccer Clinics  | \$50.00          | \$70.00      | (5 sessions)  |
| Fall Soccer   | \$75.00          | \$90.00      |               |
| Youth Basketball  | \$75.00          | \$90.00      |               |
| Youth Baseball and Softball                               | \$75.00          | \$90.00      |               |
| Mens Softball (per team)                                  | \$300.00         | \$300.00     |               |
| Womens Softball (per team)                                | \$300.00         | \$300.00     |               |
| Tennis  | \$80.00          | \$96.00      | (8 sessions)  |
| Youth Track and Field                                     | \$60.00          | \$80.00      | (8 sessions)  |
| Volleyball - Adult  | \$30.00          | \$40.00      | (10 sessions) |
| Israeli Dance   | \$80.00          | \$100.00     | (10 sessions) |
| Fitness For All   | \$80.00          | \$100.00     | (10 sessions) |
| Tai Chi   | \$80.00          | \$100.00     | (10 sessions) |
| Adult Class 2X per week                                   | \$130.00         | \$160.00     | (20 sessions) |
| Misc Programs   |                  |              |               |
| Summer Camp beforecare                                    | \$200.00         | \$250.00     | (per week)    |
| aftercare   | \$15.00          | \$20.00      |               |
| Table Tennis  | \$50.00          | \$60.00      |               |
| Theater   | \$40.00          | \$48.00      | (4 sessions)  |
| Chess   | \$125.00         | \$150.00     |               |
| Art Class   | \$80.00          | \$95.00      | (8 sessions)  |
| Juggling Club   | \$30.00          | \$36.00      | (5 sessions)  |
| Engineering   | \$30.00          | \$36.00      | (5 sessions)  |
|   | \$60.00          | \$80.00      | (6 sessions)  |

| Program Fees                     | Participant Fees |   |
|----------------------------------|------------------|---|
|                                  | HP               | Non-resident                                |
| Sports Sponsors                  | \$300            | Supports a team in 1 sport                  |
|                                  | \$600            | Supports teams in 3 sports                  |
| Vendor Fees                      | \$150            | Food Vendor                                 |
|                                  |                  | Small Merchandise                           |
|                                  | \$100            | Vendor                                      |
|                                  |                  | Large Merchandise                           |
|                                  | \$150            | Vendor                                      |
|                                  |                  | Any Highland Park                           |
|                                  | \$50             | Business                                    |
| In Town Yearly Membership        | 15.00            | Per person                                  |
| Out of Town Membership           | 85.00            | Per person                                  |
| Senior Holiday Party & Luncheon  | 10.00            | Per person                                  |
| Craft Programs                   | 5.00             | Per session                                 |
| Jewelry Workshop                 | 5.00             | Per session                                 |
| Atlantic City Trips              | 35.00            | Per trip (3/4 times per year)               |
| Columbus Market                  | 5.00             | Per trip                                    |
| NYC Broadway Shows               | TBA              | Based on show                               |
| Peddler's Village                | 15.00            | Per trip                                    |
| Smithville                       | 15.00            | Per trip                                    |
| Delicious Orchards               | 5.00             | Per trip                                    |
| Longwood Gardens                 | 25.00            | Per trip                                    |
| Duke Farms                       | 15.00            | Per trip                                    |
| Hunterdon Hills Playhouse        | 60-80.00         | Based on show                               |
| Villa Roma Resort Trip           | TBA              |   |
| Jackson & Jersey Shore Outlets   | 10.00            | Per trip                                    |
| Pottery Studio Trip              | 5.00             | Per trip                                    |
| Long Branch/Point Pleasant Beach | 10.00            | Per trip                                    |
| NJ Flower & Garden Show          | 5.00             | Per trip                                    |
| Diamond Tours Trips              | TBA              | Based on location                           |
| Rendezvous Travel Trips          | TBA              | Based on location                           |
| Senior Exercise Programs         | 1.00             | Per class or payment plan on bundle package |
| 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. Free lunch would pay for 40% of the program fee and reduced lunch would pay for 60% of the program fee. The federal income eligibility guidelines may be used to determine eligibility.

One coach per team does not pay a fee for his/her child.

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 Thirty (\$30.00) Dollars shall be charged for all checks or credit cards presented to the Borough in payment of any tax, service, program, etc., that are returned by the bank for any reason, except that in cases where the check is returned in error by the bank, the Finance Director shall waive said fee.
6. That copies of the Highland Park Natural Resource Inventory prepared and published in its original state shall be available to the public at a cost of \$2.50 per copy. That copies of the Master Plan prepared and published in its original state shall be available to the public at a cost of \$4.50 per copy; and that copies of the Land Use Ordinance prepared and published in its original state shall be available to the public at a cost of \$17.50 per copy.
7. That the Community Services Department will charge an annual fee of \$75.00 to any non-resident senior seeking access to senior programs, events and services, excluding transportation costs to and from the Senior/Youth Recreation Center, in addition to any and all other fees for specific programs, events and services.
8.
  - a. That the Borough Tax Collector shall charge a fee of \$100.00 to prepare duplicate certificate of tax sale for a lost or destroyed tax sale certificate.
  - b. That the Borough Tax Collector shall charge a fee of \$50.00 to prepare a Certificate for Redemption of Certificate of Sale.
  - c. That the Borough Tax Collector shall charge a fee of \$25.00 per tax sale notice mailing to property owners, said mailings not to exceed two (2). Such fee shall be added to the cost of said tax sales.
  - d. That the Borough Tax Collector shall charge a fee of \$5.00 to prepare duplicate tax bill (first copy) and a fee of \$25.00 for each subsequent duplicate copy of the same tax bill in the same fiscal year.
9. That the Borough Clerk shall collect a fee for distribution of bid specifications in an amount to be determined by the Borough Engineer.
10. That Sustainable Highland Park shall collect a fee of \$75.00 for participants in Earth Day celebration.

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

ADOPTED: January 2, 2019  
ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

DRAFT

|   | Borough of Highland Park      |                   |            |           |          |            |
|---|-------------------------------|-------------------|------------|-----------|----------|------------|
|   | No. 01-19-14                  |                   |            |           |          |            |
|   | Resolution: Finance Committee |                   |            |           |          |            |
| 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 basis:   |                               |                   |            |           |          |            |
| Title   | Name                          |                   | 2019       | Longevity |          | 2019 Total |
|   |                               |                   | Base       | %         | Amount   | Salary     |
| Mayor   | Gayle                         | Brill Mittler     | 6,756.00   |           |          | 6,756.00   |
| Council President   | Philip                        | George            | 5,085.00   |           |          | 5,085.00   |
| Council Member  | Joshua                        | Fine              | 4,239.00   |           |          | 4,239.00   |
| Council Member  | Matthew                       | Hale              | 4,239.00   |           |          | 4,239.00   |
| Council Member  | Elsie                         | Foster-Dublin     | 4,239.00   |           |          | 4,239.00   |
| Council Member  | Stephany                      | Kim-Chohan        | 4,239.00   |           |          | 4,239.00   |
| Council Member  | Susan                         | Welkovits         | 4,239.00   |           |          | 4,239.00   |
| Borough Administrator   | Josephine                     | Jover             | 88,434.00  |           |          | 88,434.00  |
| Human Resources Coordinator   | Leann                         | Cosley-Richardson | 72,226.00  |           |          | 72,226.00  |
| Assistant to the Borough Administrator  | Emma                          | Missey            | 50,000.00  |           |          | 50,000.00  |
| Borough Clerk   | Joan                          | Hullings          | 94,789.00  |           | 2,500.00 | 97,289.00  |
| Registrar of Vital Statistics   | Joan                          | Hullings          | 2,500.00   |           |          | 2,500.00   |
| Deputy Borough Clerk  | Jennifer                      | Santiago          | 65,530.00  |           |          | 65,530.00  |
| Planning Board, Redevelopment and Zoning Board of Adjustment Clerk  | Jennifer                      | Santiago          | 21,420.00  |           |          | 21,420.00  |
| Director of Code Enforcement & Construction Official  | Scott                         | Brescher          | 103,412.00 |           |          | 103,412.00 |
| Capital Projects Manager  | Scott                         | Brescher          | 10,612.00  |           |          | 10,612.00  |
| Electrical Inspector  | Patrick                       | Valente           | 6,683.00   |           |          | 6,683.00   |
| Electrical Subcode Official   | Mario                         | Varone            | 13,572.00  |           |          | 13,572.00  |
| Plumbing Subcode Official/Inspector   | Michael                       | Rossi             | 20,359.00  |           |          | 20,359.00  |
| Zoning Subcode Official   | Michael                       | Mullin            | 13,573.00  |           |          | 13,573.00  |
| Fire Subcode Official   | Phillip                       | Langon            | 9,933.00   |           |          | 9,933.00   |
| Building Inspector  | Michael                       | Luthman           | 16,973.00  |           |          | 16,973.00  |
| Master Code Enforcement Officer   | Douglas                       | Sipos             | 75,550.00  |           |          | 75,550.00  |
| Technical Assistant   | Annette                       | Sorbino           | 48,665.00  |           |          | 48,665.00  |
| Clerk Typist  | Elizabeth                     | Chevry            | 36,411.00  |           |          | 36,411.00  |
| Communications Liaison  | Monica                        | Jackson           | 71,705.00  |           |          | 71,705.00  |
| Public Information Officer/Confidential Aide to Mayor   | Harry                         | Glazer            | 28,600.00  |           |          | 28,600.00  |
| Teen Center Coordinator   | Ashton                        | Burrell           | 40,000.00  |           |          | 40,000.00  |
| Recreation Coordinator  | Andrea                        | Costas-Baay       | 68,979.00  |           |          | 68,979.00  |
| Senior Program Coordinator  | Kim A.                        | McGraw            | 68,979.00  |           |          | 68,979.00  |
| Municipal Alliance Coordinator  | Kim A.                        | McGraw            | 5,306.00   |           |          | 5,306.00   |
| Social Worker   | Nicole                        | Huff              | 44,577.00  |           |          | 44,577.00  |
| Bus Driver  | Ella                          | Taliaferro        | 42,125.00  |           | 1,350.00 | 43,475.00  |
| Clerk Typist  | Janet                         | Molina            | 42,125.00  |           | 1,350.00 | 43,475.00  |
| Municipal Court Administrator   | Tracy                         | Horan             | 71,765.00  |           |          | 71,765.00  |
| Deputy Court Administrator  | Linda                         | Simons            | 51,010.00  |           |          | 51,010.00  |
| Violations Clerk  | Amy                           | Miksoz            | 34,775.00  |           |          | 34,775.00  |
| Municipal Court Judge   | Edward E                      | Herman            | 40,926.00  |           |          | 40,926.00  |
| Supt. of Public Works & Utility   | Donald                        | Rish              | 111,812.00 |           | 2,500.00 | 114,312.00 |
| Foreman   | Michael                       | Wieczorkiewicz    | 87,068.00  |           |          | 87,068.00  |
| Foreman   | Frank                         | Troy              | 87,068.00  |           |          | 87,068.00  |
| Clean Communities Coordinator   | Frank                         | Troy              | 1,000.00   |           |          | 1,000.00   |

| Title                              | Name        |               | 2019       | Longevity |          | 2019 Total |
|------------------------------------|-------------|---------------|------------|-----------|----------|------------|
|                                    |             |               | Base       | %         | Amount   | Salary     |
| Recycling Coordinator              | Frank       | Troy          | 1,684.00   |           |          | 1,684.00   |
| Administrative Assistant           | Linda       | Monte         | 58,770.00  |           | 1,350.00 | 60,120.00  |
| Assistant Finance Officer          | Nerea       | LaFontaine    | 61,200.00  |           |          | 61,200.00  |
| Director of Library Services       | Jane        | Stanley       | 121,780.00 |           | 6,089.00 | 127,869.00 |
| Master Circulations Coordinator    | Valeri      | Drach Weidman | 59,744.00  |           |          | 59,744.00  |
| Administrative Assistant           | Renee       | George        | 63,844.00  |           |          | 63,844.00  |
| Librarian                          | Sherry      | Johnson       | 76,066.00  |           |          | 76,066.00  |
| Master Librarian                   | Fran        | Lee           | 95,764.00  |           | 2,500.00 | 98,264.00  |
| Senior Library Assistant           | Indru       | Udeshi        | 49,889.00  |           |          | 49,889.00  |
| Reference Librarian                | Karen       | Jarzabski     | 63,583.00  |           |          | 63,583.00  |
| Master Library Assistant           | Lieselotte  | Kulczycki     | 56,750.00  |           |          | 56,750.00  |
| Tax Assessor                       | Thomas      | Mancuso       | 43,410.00  |           |          | 43,410.00  |
| Tax Assessor Clerk                 | Kathleen    | Davies        | 20,000.00  |           |          | 20,000.00  |
| Tax Collector                      | Constance   | Ludden        | 72,162.00  |           |          | 72,162.00  |
| Clerk Typist (Tax Collector Clerk) | Elsa        | Diaz          | 38,861.00  |           |          | 38,861.00  |
| Public Safety Director             | Stephen     | Rizco         | 17,230.00  |           |          | 17,230.00  |
| Public Safety Telecommunicator     | Patrick     | Keogh         | 53,816.00  |           |          | 53,816.00  |
| Public Safety Telecommunicator     | Janet       | Marcik        | 54,894.00  |           |          | 54,894.00  |
| Public Safety Telecommunicator     | Kaitlyn     | Cox           | 52,504.00  |           |          | 52,504.00  |
| Public Safety Telecommunicator     | James       | Curran        | 43,472.00  |           |          | 43,472.00  |
| Crossing Guard                     | Catherine   | Ciorciari     | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Mary Ann    | Kinsey        | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Kibby       | May           | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Lucille     | Morris        | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Charlene    | Rayside       | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Beverly     | Robinson      | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Michael     | Stazeski      | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Willis Ivan | Thomas        | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Margaret    | Toman         | 11,323.00  |           |          | 11,323.00  |
| Crossing Guard                     | Deborah     | Riddick Smith | 9,027.00   |           |          | 9,027.00   |
| Administrative Assistant           | Joann       | Kopetsky      | 58,770.00  |           | 1,350.00 | 60,120.00  |
| Principal Clerk Typist             | Barbara     | Fromhold      | 51,010.00  |           |          | 51,010.00  |
| Police Records Clerk               | Megan       | Berry         | 42,125.00  |           |          | 42,125.00  |
| Firefighter Supervisor             | Andrew      | Berardo       | 15,300.00  |           |          | 15,300.00  |
| Police Chief                       | Stephen     | Rizco         | 170,571.00 |           |          | 170,571.00 |
| Lieutenant of Police               | Thomas      | Hammill       | 144,330.00 |           |          | 144,330.00 |
| Lieutenant of Police               | Gary        | Panichella    | 144,330.00 |           |          | 144,330.00 |
| Lieutenant of Police               | Richard     | Abrams        | 140,085.00 | 4%        | 4,000.00 | 144,085.00 |
| Sergeant of Police                 | Jason       | Culver        | 122,469.00 | 4%        | 4,000.00 | 126,469.00 |
|                                    | Jason       | Culver        | 128,366.00 | 4%        | In base  | 128,366.00 |
| Sergeant of Police                 | Theodore    | Haas          | 126,758.00 |           |          | 126,758.00 |
|                                    | Theodore    | Haas          | 128,659.00 |           |          | 128,659.00 |
| Sergeant of Police                 | Ilan        | Lancry        | 126,589.00 |           |          | 126,589.00 |
|                                    | Ilan        | Lancry        | 128,488.00 |           |          | 128,488.00 |
| Sergeant of Police                 | Derek       | Wenskoski     | 126,671.00 |           |          | 126,671.00 |
|                                    | Derek       | Wenskoski     | 128,571.00 |           |          | 128,571.00 |
| Sergeant of Police                 | Jose        | Curbelo       | 122,468.00 |           |          | 122,468.00 |
|                                    | Jose        | Curbelo       | 124,305.00 |           |          | 124,305.00 |
| Sergeant of Police                 | John        | Sachau, Jr.   | 122,468.00 |           |          | 122,468.00 |
|                                    | John        | Sachau, Jr.   | 124,305.00 |           |          | 124,305.00 |
| Police Officer                     | Sean        | Bibby         | 64,148.00  |           |          | 64,148.00  |
|                                    | Sean        | Bibby         | 70,700.00  |           |          | 70,700.00  |
| Police Officer                     | Norman      | Brown         | 113,615.00 |           |          | 113,615.00 |
|                                    | Norman      | Brown         | 115,319.00 |           |          | 115,319.00 |

| Title          | Name        |             | 2019       | Longevity |          | 2019 Total |
|----------------|-------------|-------------|------------|-----------|----------|------------|
|                |             |             | Base       | %         | Amount   | Salary     |
| Police Officer | Christopher | DeCosta     | 70,700.00  |           |          | 70,700.00  |
|                | Christopher | DeCosta     | 77,328.00  |           |          | 77,328.00  |
| Police Officer | Sade        | Edens       | 50,966.00  |           |          | 50,966.00  |
|                | Sade        | Edens       | 57,557.00  |           |          | 57,557.00  |
| Police Officer | Brian       | Fitzgerald  | 50,966.00  |           |          | 50,966.00  |
|                | Brian       | Fitzgerald  | 57,557.00  |           |          | 57,557.00  |
| Police Officer | Sean        | Garley      | 113,615.00 |           |          | 113,615.00 |
|                | Sean        | Garley      | 115,319.00 |           |          | 115,319.00 |
| Police Officer | Kevin       | Garrity     | 113,615.00 |           |          | 113,615.00 |
|                | Kevin       | Garrity     | 115,319.00 |           |          | 115,319.00 |
| Police Officer | Alaina      | Giles       | 77,328.00  |           |          | 77,328.00  |
|                | Alaina      | Giles       | 83,919.00  |           |          | 83,919.00  |
| Police Officer | Mohab       | Hannout     | 113,615.00 |           |          | 113,615.00 |
|                | Mohab       | Hannout     | 115,319.00 |           |          | 115,319.00 |
| Police Officer | Sean        | McGraw      | 113,615.00 |           |          | 113,615.00 |
|                | Sean        | McGraw      | 115,319.00 |           |          | 115,319.00 |
| Police Officer | Donald      | Newton      | 117,863.00 |           |          | 117,863.00 |
|                | Donald      | Newton      | 119,631.00 |           |          | 119,631.00 |
| Police Officer | Joseph      | Olarra, Jr. | 50,966.00  |           |          | 50,966.00  |
|                | Joseph      | Olarra, Jr. | 57,557.00  |           |          | 57,557.00  |
| Police Officer | Brian       | O'Mara      | 113,615.00 |           |          | 113,615.00 |
|                | Brian       | O'Mara      | 115,319.00 |           |          | 115,319.00 |
| Police Officer | Gaetano     | Palumbo     | 77,328.00  |           |          | 77,328.00  |
|                | Gaetano     | Palumbo     | 83,919.00  |           |          | 83,919.00  |
| Police Officer | Theodore    | Pardo       | 113,616.00 | 3%        | 3,408.48 | 117,024.00 |
|                | Theodore    | Pardo       | 115,320.00 | 4%        | 4,000.00 | 119,320.00 |
| Police Officer | Kevin       | Shiffner    | 77,328.00  |           |          | 77,328.00  |
|                | Kevin       | Shiffner    | 83,919.00  |           |          | 83,919.00  |
| Police Officer | David       | Soden       | 113,615.00 |           |          | 113,615.00 |
|                | David       | Soden       | 115,319.00 |           |          | 115,319.00 |

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Highland Park

following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an hourly basis:

| Title                          | Name      |            | 2019        | Longevity |        | 2019 Total  |
|--------------------------------|-----------|------------|-------------|-----------|--------|-------------|
|                                |           |            | Hourly Rate | %         | Amount | Hourly Rate |
| Community Service Receptionist | Maria     | Austin     | 15.34       |           |        | 15.34       |
| Community Service Receptionist | Symone    | Banks      | 15.34       |           |        | 15.34       |
| Recreation Asst. II            | Kimberly  | McGraw     | 19.61       |           |        | 19.61       |
| Recreation Assistant           | Dvir      | Ravee      | 16.53       |           |        | 16.53       |
| Receptionist                   | Leila     | Guzman     | 12.00       |           |        | 12.00       |
| Instructor                     | Donna     | Fricke     | 35.66       |           |        | 35.66       |
| Instructor                     | Beverly   | Spool      | 36.41       |           |        | 36.41       |
| Seasonal Recreation            | Frederick | Diaz       | 9.03        |           |        | 9.03        |
| Seasonal Recreation            | Isabella  | Godish     | 9.03        |           |        | 9.03        |
| Seasonal Recreation            | Ben       | Godish     | 8.85        |           |        | 8.85        |
| Seasonal Recreation            | Sena      | Kaper-Dale | 8.85        |           |        | 8.85        |
| Seasonal Recreation            | Olivia    | Parker     | 8.85        |           |        | 8.85        |
| Seasonal Recreation            | Eli       | Schwartz   | 9.03        |           |        | 9.03        |
| Seasonal Recreation            | Aiya      | Underwood  | 8.85        |           |        | 8.85        |
| Seasonal Recreation            | Jaden     | St. Juste  | 8.85        |           |        | 8.85        |
| Seasonal Recreation            | Makenzie  | Volpert    | 9.03        |           |        | 9.03        |
| Seasonal Recreation            | Katie     | Volpert    | 9.03        |           |        | 9.03        |
| Seasonal Recreation            | Olivia    | Weaver     | 9.03        |           |        | 9.03        |
| Seasonal Recreation            | Camila    | Yanez      | 8.85        |           |        | 8.85        |
| Clean Communities              | Xavier    | Hudgins    | 10.20       |           |        | 10.20       |



| Title   | Name        |            | 2019        | Longevity |        | 2019 Total  |
|---|-------------|------------|-------------|-----------|--------|-------------|
|   |             |            | Hourly Rate | %         | Amount | Hourly Rate |
| Driver  | James       | Coleman    | 34.52       |           |        | 34.52       |
| Driver  | Edward      | Corson     | 34.52       |           |        | 34.52       |
| Driver  | Robert      | Cahill     | 33.71       |           |        | 33.71       |
| Driver  | Michael     | Milan      | 33.71       |           |        | 33.71       |
| Driver  | Jeffrey     | Reap       | 27.60       |           |        | 27.60       |
| Equipment Operator  | Thomas      | Kohler     | 35.35       |           |        | 35.35       |
| Senior Laborer  | Frederick   | Long       | 22.94       |           |        | 22.94       |
| Senior Laborer  | James       | Webb Sr.   | 22.94       |           |        | 22.94       |
| Senior Laborer  | Antonio     | Avila      | 20.01       |           |        | 20.01       |
| Maintenance/Custodian   | Ronald      | Rowe       | 21.21       |           |        | 21.21       |
| Mechanic  | Robert      | West       | 36.16       |           |        | 36.16       |
| Master Laborer  | Mark        | Rohan      | 27.97       |           |        | 27.97       |
| Master Laborer  | Dennis      | Chekenian  | 25.26       |           |        | 25.26       |
| Master Laborer  | John        | Geoghan    | 25.96       |           |        | 25.96       |
| Master Laborer  | Rudolph     | Rohan      | 27.29       |           |        | 27.29       |
| W&S Crew Leader   | Jose        | Gonzalez   | 33.71       |           |        | 33.71       |
| Sr. W&S Maintenance   | David       | Baldwin    | 22.94       |           |        | 22.94       |
| On-Call Firefighter   | Andrew      | Berardo    | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Christopher | Inzano     | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Michael     | Kersey     | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Hector      | Malave     | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Derek       | Merrill    | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Kevin       | Meehan     | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Jeffrey     | Morris     | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Lester      | Rosenhouse | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Norman      | Shamy      | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Lawrence    | Thiel Jr   | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Douglas     | Watt       | 20.53       |           |        | 20.53       |
| On-Call Firefighter   | Christopher | Ziobro     | 20.53       |           |        | 20.53       |
| Desk Assistant  | Grace       | Gasteluz   | 12.91       |           |        | 12.91       |
| Part-Time Librarian   | Carla       | Herniter   | 31.42       |           |        | 31.42       |
| Part-Time Librarian   | Jennifer    | Larsen     | 31.42       |           |        | 31.42       |
| Part-Time Librarian   | Abby        | Kalan      | 31.42       |           |        | 31.42       |
| Librarian   | Flora Ann   | Fuchter    | 30.80       |           |        | 30.80       |
| Desk Assistant  | Adam        | Padavano   | 12.91       |           |        | 12.91       |
| Desk Assistant  | Coleen      | Au         | 12.91       |           |        | 12.91       |
| Library Assistant   | Maria       | Beck       | 17.12       |           |        | 17.12       |
| Library Page  | Joseph      | Diez       | 8.85        |           |        | 8.85        |
| Library Page  | David       | Diez       | 8.85        |           |        | 8.85        |
| Library Page  | Tianqi      | Li         | 8.85        |           |        | 8.85        |
| Library Page  | Eleanor     | Johnsen    | 8.85        |           |        | 8.85        |
| Library Page  | Xiaochen    | Chen       | 8.85        |           |        | 8.85        |
| Library Page  | Finegan     | Girvan     | 8.85        |           |        | 8.85        |
| Special Law Enforcement Officer II  | James       | Feaster    | 26.53       |           |        | 26.53       |
| BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Finance Director forthwith. |             |            |             |           |        |             |
|   |             |            |             |           |        |             |

ADOPTED: January 2, 2019

ATTEST:

Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

DRAFT

BOROUGH OF HIGHLAND PARK  
NO. 1-19-15

RESOLUTION RE: ZONING BOARD OF ADJUSTMENT AND PLANNING BOARD ATTORNEYS

RESOLUTION: Finance Committee

WHEREAS, situations develop that require the appointment of special counsel to the Borough's Zoning Board of Adjustment and Planning Board; and

WHEREAS, the need for special counsel cannot always be anticipated and accordingly cannot be included in the budgets of the Borough and of the Boards; and

WHEREAS, while the Governing Body recognizes the independent authority of its local boards, efficient and financially responsible local government needs and requires the cooperation of and communication by and between the local boards and the Governing Body;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that prior to any local board of the Borough entering into an agreement for special counsel where the monetary amount exceeds that appropriated to the local board by the Governing Body, the Governing Body shall be notified of the following:

- (a) The reason said appointment is necessary;
- (b) The name of the special counsel;
- (c) The hourly rate to be received by the special counsel;
- (d) An anticipated budget for the services to be rendered by the special counsel;

and

BE IT FURTHER RESOLVED that no agreements for special counsel shall be entered into, until such time as the Governing Body has had an opportunity to review the requested information and approve the funds necessary to compensate special counsel; and

BE IT FURTHER RESOLVED that the Governing Body requests that, whenever possible, agendas be prepared so that matters requiring the attendance of both the appointed board attorney and the special counsel are not heard on the same evening; and

BE IT FURTHER RESOLVED that no compensation shall be paid to a board attorney who does not attend either a regular or special meeting of the board to which he or she is appointed; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the chairpersons, secretaries and attorneys of the Boards, and to the Borough's Finance Director.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-16

RESOLUTION TO APPOINT COUNCIL REPRESENTATIVE TO PLANNING BOARD

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Susan Welkovits be and is hereby appointed as Council member of the Planning Board for a term expiring December 31, 2019.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-17

RESOLUTION DESIGNATING COUNCIL REPRESENTATIVE  
TO MIDDLESEX COUNTY CDBG COMMITTEE

RESOLUTION: Council as a Whole

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Joshua Fine 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, 2019.

ADOPTED: January 2, 2019

ATTEST:

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Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

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Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

BOROUGH OF HIGHLAND PARK  
NO. 1-19-18

RESOLUTION: Finance Committee

WHEREAS, Section 19 of the Local Budget Law, NJSA 40A:4-19, provides that where contracts, commitments or payments are to be made prior to the final adoption of the 2018 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, 2019; and

WHEREAS, 26.25 percent of the total appropriation in the 2018 General Operating and Water and Sewer Budgets exclusive of any appropriations made for debt service, capital improvement fund and public assistance is the sum of Five Million, Twenty-two Thousand, Ninety-six Dollars and Sixty-one Cents (\$5,022,096.61); and

WHEREAS, the Temporary Operating and Water and Sewer Budgets for 2019, excluding any appropriations made for debt service, capital improvement fund and public assistance is Four Million, Five Hundred Forty-eight Thousand, Nine Hundred Twenty-six Dollars (\$4,548,926.00); and

WHEREAS, the 2019 Temporary Operating and Water and Sewer Budgets inclusive of debt service, capital improvement fund and public assistance is the sum of Five Million, Nine Hundred Forty-two Thousand, One Hundred Forty-one Dollars (\$5,942,141.00);

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.

ADOPTED: January 2, 2019

ATTEST:

\_\_\_\_\_  
Joan Hullings, BOROUGH CLERK

I, Joan Hullings, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 2<sup>nd</sup> day of January, 2019.

\_\_\_\_\_  
Joan Hullings, Borough Clerk

RECORD OF COUNCIL VOTES

| Council Member | Ayes | Nays | Abstain | Absent |
|----------------|------|------|---------|--------|
| Fine           |      |      |         |        |
| Foster-Dublin  |      |      |         |        |
| George         |      |      |         |        |
| Hale           |      |      |         |        |
| Kim-Chohan     |      |      |         |        |
| Welkovits      |      |      |         |        |

**2019 Temporary Operating Budget**

| DESCRIPTION                                 | ACCOUNT NUMBER | 2019 TEMPORARY BUDGET |
|---|----------------|-----------------------|
| <b>GENERAL GOVERNMENT FUNCTIONS</b>         |                |                       |
| <b>BOROUGH ADMINISTRATION</b>               |                |                       |
| Salaries & Wages                            | 20-100-1       | 49,609.00             |
| Other Expenses                              | 20-100-2       | 6,234.00              |
| <b>MAYOR &amp; COUNCIL</b>                  |                |                       |
| Salaries & Wages                            | 20-110-1       | 8,672.00              |
| Other Expenses                              | 20-110-2       | 2,494.00              |
| <b>MUNICIPAL CLERK</b>                      |                |                       |
| Salaries & Wages                            | 20-120-1       | 41,330.00             |
| Other Expenses                              | 20-120-2       | 6,923.00              |
| <b>FINANCIAL ADMINISTRATION</b>             |                |                       |
| Salaries & Wages                            | 20-130-1       | 15,300.00             |
| Other Expenses                              | 20-130-2       | 33,311.00             |
| <b>ANNUAL AUDIT</b>                         |                |                       |
| Other Expenses                              | 20-135-2       | -                     |
| <b>TAX COLLECTION</b>                       |                |                       |
| Salaries & Wages                            | 20-145-1       | 21,535.00             |
| Other Expenses                              | 20-145-2       | 3,885.00              |
| <b>TAX ASSESSMENT</b>                       |                |                       |
| Salaries & Wages                            | 20-150-1       | 15,853.00             |
| Other Expenses                              | 20-150-2       | 3,078.00              |
| <b>LEGAL SERVICES</b>                       |                |                       |
| Other Expenses                              | 20-155-2       | 91,875.00             |
| <b>ENGINEERING &amp; PLANNING</b>           |                |                       |
| Other Expenses                              | 20-165-2       | 5,775.00              |
| <b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b> |                |                       |
| Salaries & Wages                            | 20-170-1       | 1,838.00              |
| Other Expenses                              | 20-170-2       | 28,088.00             |
| <b>INFORMATION TECHNOLOGY</b>               |                |                       |
| Other Expenses                              | 20-140-2       | 28,744.00             |
| <b>CENTRAL SERVICES</b>                     |                |                       |
| Other Expenses                              | 20-316-2       | 21,656.00             |
|   |                |                       |
| <b>LAND USE ADMINISTRATION</b>              |                |                       |
| <b>PLANNING BOARD</b>                       |                |                       |
| Salaries & Wages                            | 21-180-1       | 1,838.00              |
| Other Expenses                              | 21-180-2       | 8,701.00              |
| <b>ZONING BOARD OF ADJUSTMENT</b>           |                |                       |
| Salaries & Wages                            | 21-185-1       | 5,330.00              |
| Other Expenses                              | 21-185-2       | 3,977.00              |
| <b>HUMAN RIGHTS COMMISSION</b>              |                |                       |
| Other Expenses                              | 21-195-2       | 1,000.00              |
|   |                |                       |

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| <b>INSURANCE</b>                                     |          |            |
| <b>GENERAL LIABILITY/WORKERS COMPENSATION</b>        |          |            |
| Other Expenses                                       | 23-211-2 | 202,234.00 |
| <b>EMPLOYEE GROUP HEALTH</b>                         |          |            |
| Other Expenses                                       | 23-220-2 | 433,500.00 |
|  |          |            |
| <b>PUBLIC SAFETY FUNCTIONS</b>                       |          |            |
| <b>POLICE</b>  |          |            |
| Salaries & Wages                                     | 25-240-1 | 900,478.00 |
| Other Expenses                                       | 25-240-2 | 46,213.00  |
| <b>POLICE DISPATCH/911</b>                           |          |            |
| Salaries & Wages                                     | 25-250-1 | 62,704.00  |
| Other Expenses                                       | 25-250-2 | 656.00     |
| <b>OFFICE OF EMERGENCY MANAGEMENT</b>                |          |            |
| Other Expenses                                       | 25-252-2 | 919.00     |
| <b>FIRST AID CONTRIBUTION</b>                        |          |            |
| Other Expenses                                       | 25-260-2 | -          |
| <b>FIRE</b>  |          |            |
| Salaries & Wages                                     | 25-265-1 | 57,166.00  |
| Other Expenses                                       | 25-265-2 | 18,769.00  |
| <b>LOSAP</b>   |          |            |
| Other Expenses                                       | 25-265-2 | 4,331.00   |
| <b>MUNICIPAL PROSECUTOR</b>                          |          |            |
| Other Expenses                                       | 25-275-2 | 9,188.00   |
|  |          |            |
| <b>PUBLIC WORKS FUNCTIONS</b>                        |          |            |
| <b>STREETS &amp; ROADS</b>                           |          |            |
| Salaries & Wages                                     | 26-290-1 | 289,413.00 |
| Other Expenses                                       | 26-290-2 | 31,946.00  |
| <b>APARTMENT COLLECTION</b>                          |          |            |
| Other Expenses                                       | 26-305-2 | 56,175.00  |
| <b>PUBLIC BUILDINGS &amp; GROUNDS</b>                |          |            |
| Salaries & Wages                                     | 26-310-1 | 11,581.00  |
| Other Expenses                                       | 26-310-2 | 46,988.00  |
| <b>MOTOR POOL</b>                                    |          |            |
| Salaries & Wages                                     | 26-315-1 | 19,743.00  |
| Other Expenses                                       | 26-315-2 | 39,113.00  |
|  |          |            |
| <b>HEALTH &amp; HUMAN SERVICES FUNCTIONS</b>         |          |            |
| <b>BOARD OF HEALTH</b>                               |          |            |
| Other Expenses                                       | 27-330-2 | 250.00     |
| <b>ENVIRONMENTAL COMMISSION</b>                      |          |            |
| Other Expenses                                       | 27-335-2 | 250.00     |
| <b>COMMISSION ON IMMIGRANT &amp; REFUGEE AFFAIRS</b> |          |            |
| Other Expenses                                       | 27-336-2 | 250.00     |
| <b>SAFE WALKING &amp; CYCLING COMMITTEE</b>          |          |            |
| Other Expenses                                       | 27-337-2 | 250.00     |



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|---|----------|-----------|
| <b>SUSTAINABLE HIGHLAND PARK</b>              |          |           |
| Other Expenses                                | 27-338-2 | 250.00    |
| <b>HISTORICAL COMMISSION</b>                  |          |           |
| Other Expenses                                | 27-339-2 | 250.00    |
| <b>PARKS &amp; RECREATION FUNCTIONS</b>       |          |           |
| <b>COMMUNITY SERVICES - RECREATION</b>        |          |           |
| Salaries & Wages                              | 28-370-1 | 15,127.00 |
| Other Expenses                                | 28-370-2 | 3,938.00  |
| <b>COMMUNITY SERVICES - AGING</b>             |          |           |
| Salaries & Wages                              | 28-371-1 | 55,587.00 |
| Other Expenses                                | 28-371-2 | 6,786.00  |
| <b>ARTS COMMISSION</b>                        |          |           |
| Other Expenses                                | 28-374-2 | 250.00    |
| <b>SHADE TREE ADVISORY COMMITTEE</b>          |          |           |
| Other Expenses                                | 28-375-2 | 250.00    |
| <b>TEEN CENTER</b>                            |          |           |
| Salaries & Wages                              | 28-373-1 | 17,750.00 |
| Other Expenses                                | 28-373-2 |           |
| <b>UTILITY EXPENSES &amp; BULK PURCHASING</b> |          |           |
| <b>ELECTRICITY</b>                            |          |           |
| Other Expenses                                | 31-430-2 | 40,000.00 |
| <b>STREET LIGHTING</b>                        |          |           |
| Other Expenses                                | 31-435-2 | 62,000.00 |
| <b>TELEPHONE</b>                              |          |           |
| Other Expenses                                | 31-440-2 | 16,984.00 |
| <b>FUEL OIL/GASOLINE/NATURAL GAS</b>          |          |           |
| Other Expenses                                | 31-460-2 | 29,271.00 |
| <b>SANITARY LANFILL</b>                       |          |           |
| Other Expenses                                | 32-465-2 | 69,563.00 |
| <b>UNIFORM CONSTRUCTION CODE</b>              |          |           |
| Salaries & Wages                              | 22-195-1 | 84,853.00 |
| Other Expenses                                | 22-195-2 | 4,014.00  |
| <b>UNCLASSIFIED</b>                           |          |           |
| <b>CABLE TELEVISION</b>                       |          |           |
| Other Expenses                                | 30-411-2 | 1,706.00  |
| <b>ACCUMULATED SICK LEAVE</b>                 |          |           |
| Salaries & Wages                              | 30-415-1 | 16,275.00 |
| <b>COMMUNICATIONS</b>                         |          |           |
| Salaries & Wages                              | 20-105-1 | 25,076.00 |
| Other Expenses                                | 20-105-2 | 4,883.00  |

|  |                 |                     |
|--|-----------------|---------------------|
| <b>MUNICIPAL COURT FUNCTIONS</b>               |                 |                     |
| <b>MUNICIPAL COURT</b>                         |                 |                     |
| Salaries & Wages                               | 43-490-1        | 55,259.00           |
| Other Expenses                                 | 43-490-2        | 3,084.00            |
| <b>PUBLIC DEFENDER</b>                         |                 |                     |
| Other Expenses                                 | 43-495-2        | 1,575.00            |
| <b>LIBRARY</b>                                 |                 |                     |
| Salaries & Wages                               | 29-390-1        | 174,166.00          |
| Other Expenses                                 | 29-390-2        | 90,643.00           |
| <b>INTERLOCAL MUNICIPAL SERVICE AGREEMENTS</b> |                 |                     |
| <b>COUNTY HEALTH SERVICES</b>                  |                 |                     |
| Other Expenses                                 | 42-401-2        | 11,665.00           |
| <b>M.C.I.A. RECYCLING</b>                      |                 |                     |
| Other Expenses                                 | 42-402-2        | 2,363.00            |
| <b>ANIMAL CONTROL SERVICES</b>                 |                 |                     |
| Other Expenses                                 | 27-340-2        | 3,938.00            |
| <b>PUBLIC AND PRIVATE PROGRAMS</b>             |                 |                     |
| NJDEP Radon Awareness                          | 41-724-2        | 2,000.00            |
| <b>STATUTORY EXPENDITURES</b>                  |                 |                     |
| <b>SOCIAL SECURITY SYSTEM</b>                  |                 |                     |
| Other Expenses                                 | 36-472-2        | 86,121.00           |
| <b>UNEMPLOYMENT COMPENSATION INSURANCE</b>     |                 |                     |
| Other Expenses                                 | 23-225          | 1,313.00            |
| <b>PUBLIC EMPLOYEES RETIREMENT SYSTEM</b>      |                 |                     |
| Other Expenses                                 | 36-471-2        | -                   |
| <b>POLICE AND FIREMAN'S RETIREMENT SYSTEM</b>  |                 |                     |
| Other Expenses                                 | 36-475-2        | -                   |
|  | <b>SUBTOTAL</b> | <b>3,526,103.00</b> |
| <b>DEBT SERVICE</b>                            |                 |                     |
| <b>BOND PRINCIPAL</b>                          |                 |                     |
| Other Expenses                                 | 45-920-2        | 625,000.00          |
| <b>INTEREST ON BONDS</b>                       |                 |                     |
| Other Expenses                                 | 45-930-2        | 242,369.00          |
| <b>M.C.I.A. LEASE/LOAN</b>                     |                 |                     |
| Other Expenses                                 | 45-950-2        | 79,500.00           |
| <b>DBIZ LOAN</b>                               |                 |                     |
| Other Expenses                                 | 45-925-2        | -                   |
|  | <b>SUBTOTAL</b> | <b>946,869.00</b>   |

|                    |                     |
|--------------------|---------------------|
| <b>GRAND TOTAL</b> | <b>4,472,972.00</b> |
|--------------------|---------------------|

## 2019 Temporary Water and Sewer Budget

| DESCRIPTION                          | 2019<br>TEMPORARY<br>BUDGET |
|--------------------------------------|-----------------------------|
| <b>OPERATING</b>                     |                             |
| Salaries & Wages                     | 63,140.00                   |
| Other Expenses                       | 630,933.00                  |
| Middlesex County Utilities Authority | 330,750.00                  |
| <b>STATUTORY EXPENDITURES</b>        |                             |
| Public Employee Retirement System    | -                           |
| Social Security System               | -                           |
| <b>DEFERRED CHARGES</b>              |                             |
| Overexpenditure Budget Appropriation | -                           |
| <b>SUBTOTAL</b>                      | <b>1,024,823.00</b>         |
| <b>DEBT SERVICE</b>                  |                             |
| Payment of Bond Principal            | 460,000.00                  |
| Interest on Bonds                    | 67,450.00                   |

|                 |                   |
|-----------------|-------------------|
| <b>SUBTOTAL</b> | <b>527,450.00</b> |
|-----------------|-------------------|

|                        |                     |
|------------------------|---------------------|
| <b>GRAND<br/>TOTAL</b> | <b>1,469,169.00</b> |
|------------------------|---------------------|