

BOROUGH OF HIGHLAND PARK
REGULAR MAYOR & COUNCIL MEETING
MAY 1, 2018 - 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. 918, are not read nor debated unless there is a request by a member of Council or the public. Furthermore, unless requested by a member of Council for a separate vote, all consent agenda items, as per Council's Rules of Order, Article IV, shall be considered in the form of one **MOTION**.

1. Call to Order and Open Public Meetings Statement.
2. Pledge of Allegiance.
3. Roll Call.
4. Council Reports.
5. Borough Administrator's Report.
6. Borough Attorney's Report.
7. Mayor's Report.
8. Public Discussion. (15 minutes)
9. Clerk reports advertising Ordinance to Amend Amusement and Entertainment Ordinance, for consideration of passage on final reading by title.
 - a. **MOTION** to take up ordinance on final reading by title.
 - b. Public Hearing.
 - c. 5-18-125 Resolution to adopt/reject and advertise ordinance on final reading by title.

MOTION adopt/reject

ROLL CALL VOTE

CONSENT AGENDA - MOTION to adopt the following starred (*) items:

ROLL CALL VOTE

10. *5-18-126 Resolution to Reduce Performance Bond – Merriewold at Highland Park – 433 River Road, Block 189, Lot 4.
11. *5-18-127 Resolution to Amend Annual Salary Resolution.
12. *5-18-128 Resolution to Refund Deposit for Temporary Water Meter – Overlook @ Highland Park.
13. *5-18-129 Resolution to Approve Professional Services Agreement – Special Counsel – Joseph Baumann.
14. *5-18-130 Resolution to Refund Cash Performance Bond – Francis Parker Memorial Home.
15. *5-18-131 Resolution to Execute Agreement with Samuel Klein and Company for Auditing Services for 2017 for the Redevelopment Agency.
16. *5-18-132 Resolution to Apply for Grant from Best Buy Community Grants Program for Highland Park Teen Center.
17. *5-18-133 Resolution to Apply for Grant from Lowe's Gives Foundation: Community Partners for the Highland Park Teen Center.
18. *5-18-134 Resolution to Apply to the New Jersey Infrastructure Bank Loan Program.
19. *5-18-135 Resolution to Approve Bills List.

***MOTION** adopt/reject

ROLL CALL VOTE

20. Mayor appoints the following:

Robert Cahill

Employee Safety Committee

Ashton Burrell

Human Relations Commission

Luz Tapia

Dan Jacobs

John Wenz

Deanna Stevens

Julie Luck

Mary Denver

Donald Beetham

***MOTION to Confirm**

ROLL CALL VOTE

21. Open items.

a.

b.

22. Public Discussion.

23. **MOTION** to adjourn to Conference Meeting.

BOROUGH OF HIGHLAND PARK
No. 5-18-125

RESOLUTION: Economic Development and Planning Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Ordinance entitled AN ORDINANCE OF THE BOROUGH OF HIGHLAND PARK IN MIDDLESEX COUNTY AMENDING THE CODE OF THE BOROUGH OF HIGHLAND PARK CONCERNING HOURS OF OPERATION FOR AMUSEMENT GAMES., passed on final reading at this meeting be delivered to the Mayor for her approval, and if approved by her, that the same be recorded in full by the Borough Clerk in a proper book kept for that purpose, and be advertised by publishing the same by title in the "Home News Tribune", of East Brunswick, New Jersey, a newspaper published in the County of Middlesex and circulating in this municipality, there being no newspaper published in this municipality, in the manner prescribed by law.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Borough Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

**BOROUGH OF HIGHLAND PARK
ORDINANCE NO. 1959**

**AN ORDINANCE OF THE BOROUGH OF HIGHLAND PARK IN MIDDLESEX
COUNTY AMENDING THE CODE OF THE BOROUGH OF HIGHLAND PARK
CONCERNING HOURS OF OPERATION FOR AMUSEMENT GAMES.**

BE IT ORDAINED by the Highland Park Borough Council, Middlesex County as follows:

1. Chapter 108, Amusement and Entertainment, of the "Code of the Borough of Highland Park, 2010" is amended by adding thereto under Section 108-41G the following permitted hours of operation for operators of amusement games (underlined material is new):

Section 108-41G. [No licensee shall permit the operation of any amusement games by a minor under the age of 16 years between the hours of 11:00 p.m. and 9:00 a.m.] Licensees shall be permitted to operate amusement games between the hours of 10:00 a.m. and midnight.

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

Introduced and Passed on First Reading:
April 17, 2018

Adopted: May 1, 2018

Attest: _____
Joan Hullings, Borough Clerk

Approved: May 1, 2018

Gayle Brill Mittler, Mayor

BOROUGH OF HIGHLAND PARK
NO. 5-18-126

RESOLUTION TO RDUCE PERFORMANCE BOND
MERRIEWOLD – KAPLAN COMPANIES

RESOLUTION: Finance Committee

WHEREAS, on July 27, 2016, Merriewold at Highland Park, Kaplan Companies, hereto posted with the Borough of Highland Park a performance bond No. FP0023045, issued by First Indemnity of American Insurance Company in the amount of \$2,669,495.83 and letter of credit issued by Provident Bank in the maount of \$296,610.65, for a total amount of \$2,966,106.48, in conncection with a preliminary and final site plan application on the property known as Block 189, Lot 4, in the Borough of Highland Park; and

WHEREAS, the developer for the referenced project has requested that the performance bond be released; and

WHEREAS, the Borough Engineer has conducted a site inspection of this project and fund that items remain to be completed and recommends that the Bond be reduced by \$2,076,274.54 to \$899,831.94 subject to the payment of all current inspection fees and/or any other outstanding Borough fees; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that subject to payment of all current inspection fees toger with any other outstanding Borough fees, the performance bond heretofore posted may be reduced to \$889,831.94.

BE IT FURTHER RESOLVED that, pursuant to Section C.40:55D-43-2e of the Municipal Landuse Law, no further reductions of this Bond shall be recommended until the punch list items have been satisfactorily completed.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Finance Department, Borough Engineer, Construction Official and Kaplan Companies.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Borough Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

BOROUGH OF HIGHLAND PARK
No. 5-18-127

RESOLUTION AUTHORIZING AMENDMENT TO ANNUAL SALARY RESOLUTION

RESOLUTION: Finance Committee

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk be and is hereby authorized and directed to notify the Borough Finance Director that since the adoption of a resolution on January 2, 2018 showing the names of the officers and employees of the Borough of Highland Park whose salaries are on an hourly basis, there have been the following changes, to wit:

DECLAN WALSH, Seasonal Recreation, at an hourly rate of \$8.60, effective April 11, 2018.

FURTHER RESOLVED that the Finance Director be and is hereby directed to make the necessary changes in the payroll records of the Finance Department in accordance with the changes established by this resolution.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Borough Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

BOROUGH OF HIGHLAND PARK
NO. 5-18-128

RESOLUTION: Public Works and Public Utilities Committee

WHEREAS, the following has posted a security deposit in the amount \$1,000.00 for use of water meter in connection with the project described:

WATER METER

NAME

Overlook @ Highland Park
c/o Community Management
1030 Clifton Avenue
Clifton, NJ 07102

PROJECT DESCRIPTION

Overlook @ Highland Park

and

WHEREAS, the Director of Public Works and the Tax Collector has verified return of said water meter;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Finance Director shall be and is hereby authorized and directed to remit to Overlook @ Highland Park, c/o Community Management, 1030 Clifton Avenue, Clifton, NJ 07102, the amount of \$1,000.00, the same being the amount of the security deposit posted for use of said water meter;

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Director of Public Works, Tax Collector and the Finance Director forthwith.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Borough Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

BOROUGH OF HIGHLAND PARK
NO. 5-18-129

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has need of the services of a Special Counsel for the period through December 31, 2018; and

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

WHEREAS, Joseph Baumann, Esq., is an Attorney at Law of the State of New Jersey with experience in municipal law and has heretofore been appointed as Special Counsel for the above mentioned period; and

WHEREAS, the Mayor and Council desire to provide a written agreement providing for the compensation of the Special Counsel; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation for the Special Counsel; and

WHEREAS, funds for this purpose are not to exceed the amount of \$15,000.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$15,000.00 in Account No. 8-01-20-170-2AT upon adoption of the 2018 municipal budget, as reflected by the Certification of Funds Available by Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Joseph Baumann, Esq., a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: May 1, 2018

ATTEST:


Jennifer Santiago, Borough Deputy Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Clerk Borough Clerk

RECORD OF COUNCIL VOTES

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

VERIFIED AND ENCUMBERED AS TO:
AVAILABILITY OF FUNDS \$ 15,000.00
ACCOUNT NO. 8-01-20-170-2AT
P.O. NO. _____
BY: 
FINANCE DIRECTOR

AGREEMENT

THIS AGREEMENT ("Agreement"), made as of this ___ day of _____, 20___, by and between the Borough of Highland Park, in the County of Middlesex, a public body corporate and politic of the State of New Jersey, herein designated as the "Client" and McMANIMON, SCOTLAND & BAUMANN, LLC, Attorneys at Law with offices at 75 Livingston Avenue, Roseland, New Jersey 07068, hereinafter designated as "Redevelopment Counsel":

WITNESSETH:

A. GENERAL SERVICES

1. The Client desires to engage Redevelopment Counsel for general legal services in connection with its various redevelopment projects (the "Redevelopment Projects").

2. Services rendered to the Client shall be billed at the blended hourly rate of \$215 for attorneys and \$135 for paralegals. In the event that Redevelopment Counsel is required to represent the Client in litigation/dispute resolution matters, the blended hourly rate shall be the same.

3. Services rendered to the Client the cost of which is reimbursed by a developer through a developer-funded escrow account pursuant to an escrow agreement between the developer and the Client shall be billed at the blended hourly rate of \$325 for attorneys and \$180 for legal assistants. In addition to the hourly time charges described above, Counsel will be reimbursed for out-of-pocket expenses as set forth in paragraph B(3)(g).

B. SERVICES RELATING TO FINANCINGS

1. The Client is authorized by law to undertake a variety of financings in connection with its Redevelopment Projects. In addition to the services to be provided in connection with paragraph A, the Client desires to engage Redevelopment Counsel for specialized legal services in connection with the negotiation and authorization of a financial agreement with respect to payments in lieu of tax, the authorization and issuance of bonds or other obligations for the various Redevelopment Projects it determines to undertake, pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., the Redevelopment Area Bond Financing Law, N.J.S.A. 40A:12A-64 et seq., the New Jersey Economic Stimulus Act of 2009, or other applicable law.

2. Redevelopment Counsel, in consideration of the making and the signing of this Agreement, agrees to render the following services:

a. Redevelopment Counsel will meet with the members of the Client and its representatives and advisors, including its planning consultants, engineers, financial advisors, underwriters or others, as often as necessary for the development of the financing plan. Redevelopment Counsel will review or draft all documents necessary to effectuate the financing plan, including the ordinance or the resolution establishing the Client, if applicable, the general bond resolution, any supplemental bond resolutions or trust indentures and other operative documents. In developing the financial plan, Redevelopment Counsel will give advice with respect to tax law, securities law and state law consequences and will review the proposed use of bond proceeds in light of the Internal Revenue Code and the Regulations promulgated by the Treasury with regard to "Arbitrage Bonds" in order to ensure the Client's ability to issue tax-exempt bonds, if applicable.

b. Redevelopment Counsel will assemble a certified record of proceedings to evidence the establishment of the Client, if applicable, the appointment and the validity of its membership, the effectiveness of the general bond resolution, any supplemental resolutions, trust indentures or other operative documents, the proper authorization and the effectiveness of the subsidy agreement, if any, and the bond purchase agreement, the enforceability of any covenants undertaken by the Client for the protection of bondholders and the proper authorization and issuance of the bonds or other obligations of the Client.

c. Redevelopment Counsel will supervise the legal aspects of the sale of the bonds or other obligations, whether at competitive or negotiated sale. Redevelopment Counsel will meet with the members of the Client, the financial advisors and the underwriters and will review such documents as underwriting agreements, bond purchase agreements and similar documents relating to the sale of the bonds or other obligations. Redevelopment Counsel will review those portions of the official statement relating to the legal proceedings required to issue the bonds or other obligations and will review drafts of the official statement in order to ensure compliance with law and substantial adherence to generally accepted financial disclosure guidelines issued by the Municipal Finance Officers Association. Redevelopment Counsel services in this regard would not include a due diligence inquiry or the rendering of an opinion with respect to due diligence, which is generally provided by counsel to the underwriter. Redevelopment Counsel will attend meetings with the rating agencies as necessary to assist in obtaining a favorable credit rating for bond issues of the Client. If requested, Redevelopment Counsel will attend and participate in information meetings deemed appropriate by the financial advisor or underwriter to acquaint the municipal bond market with new issues of bonds or other obligations of the Client.

d. Redevelopment Counsel will prepare or arrange for the preparation of the bonds or other obligations for execution, will prepare and see to the execution of the necessary closing certificates and will establish the time and the place for delivery of the bonds or other obligations to the purchaser. Redevelopment Counsel will attend the closing with the appropriate officials, at which time the bonds or other obligations will be delivered, payment will be made for the bonds or other obligations, and Redevelopment Counsel will issue a final approving legal opinion with respect to the validity of the bonds or other obligations and the various covenants undertaken by the Client for the protection of its bondholders. This opinion will be in a form acceptable to the financial community and will be printed on the bonds or other obligations.

e. Throughout the course of these services, Redevelopment Counsel will be available for meetings and conversations with the members of the Client, its planning consultants, engineers, financial advisors and underwriters and its other representatives, officials or professionals, and Redevelopment Counsel will be available to answer questions raised by members of the investment community with respect to the obligations of the Client.

3. The Client will make payment to Redevelopment Counsel for services rendered in accordance with the following schedule:

a. Services rendered in connection with the issuance of bonds pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., the Redevelopment Area Bond Financing Law, N.J.S.A. 40A:12A-64 et seq., the New Jersey Economic Stimulus Act of 2009, or other applicable law, will be billed (i) if issued in the manner set forth in the Local Bond Law, in accordance with the fee schedule set forth in paragraph 3(h) or (ii) in accordance with an agreed upon fee at the time of issuance if issued pursuant to a trust indenture or general bond resolution.

b. Services rendered in connection with the preparation of any disclosure documents or other similar documents will be billed at hourly rates set forth in paragraph A(2) or (3), as applicable.

c. Financing related services rendered beyond the scope of those described above will be billed at the hourly rates set forth in paragraph A(2) or (3), as applicable.

d. In the event of a refunding bond issue consistent with the provisions of the Internal Revenue Code to provide for the payment of a prior issue of bonds issued pursuant to paragraph 3(a)(i), an additional fee of \$5,000 will be charged. In the event of a refunding bond issue consistent with the provisions of the Internal Revenue Code to provide for the payment of a prior issue of bonds issued pursuant to paragraph 3(a)(ii), an additional fee of \$15,000 will be charged.

e. In the event that a letter of credit or other credit enhancement (not including a standard insurance policy), is issued in connection with either a bond or temporary financing, an additional fee of \$25,000 will be charged.

f. Counsel's fee is usually paid at the closing of the bonds or notes, and Counsel customarily does not submit any statement until the closing unless there is a substantial delay in completing the financing. In the event that legal services described herein are provided in connection with a bond or note sale and the bond or note sale is not consummated or is completed without the delivery of Counsel's bond opinion as bond counsel, or this Agreement is terminated prior to the sale of bonds or notes, Counsel services will be billed at the hourly rates set forth in paragraph A(2) or (3), as applicable.

g. Customary disbursements shall be added to the fees referred to in this Agreement. These may include photocopying, express delivery charges, travel expenses, telecommunications, teletype, filing fees, computer-assisted research, book binding, messenger service or other costs advanced on behalf of the Client.

h. For services rendered in connection with bonds issued pursuant to paragraph 3(a)(i), a fee of \$3,500, plus \$1.00 per thousand dollars of bonds issued for the first \$15,000,000 of bonds issued and \$.75 per thousand dollars of bonds issued in excess of \$15,000,000. If there is more than 1 series of bonds issued, there will be an additional charge of \$1,000 for each such additional series.

i. For services rendered in connection with each temporary financing, a fee equal to the greater of (i) the aggregate hourly rates reflected in paragraph A(2) or (3), as applicable, with a minimum fee of \$.50 per thousand dollars of notes issued up to \$15,000,000 of notes issued and \$.40 per \$1,000 of notes in excess of \$15,000,000 or (ii) \$10,000. If more than one series of notes are issued, there will be an additional charge of \$500 for each such additional series.

j. Complex financings in connection with redevelopment projects, including securitizations of payments-in-lieu of taxes, may include an additional fixed fee component to be determined at the time of issuance of such bond issue.

C. GENERAL PROVISIONS

1. Upon execution of this Agreement, the Client will be Redevelopment Counsel's client and an attorney-client relationship will exist between Client and Redevelopment Counsel. Redevelopment Counsel assumes that all other parties will retain such counsel, as they deem necessary and appropriate to represent their interests in the transactions contemplated hereby. Redevelopment

Counsel's services are limited to those contracted for in this Agreement; the Client's execution of this Agreement will constitute an acknowledgment of those limitations. Redevelopment Counsel's representation of the Client will not affect, however, our responsibility to render an objective bond opinion. Redevelopment Counsel's representation of the Client and the attorney-client relationship created by this Agreement will be concluded upon termination of this Agreement.

2. At the request of the Client, papers and property furnished by the Client will be returned promptly upon receipt of payment for outstanding fees and Client charges. Redevelopment Counsel's own files, including lawyer work product, pertaining to the transactions contemplated hereby will be retained by Redevelopment Counsel. For various reasons, including the minimization of unnecessary storage expenses, Redevelopment Counsel reserves the right to dispose of any documents or other materials retained by Redevelopment Counsel after the termination of this Agreement.

3. Redevelopment Counsel and the Client hereby incorporate into this contract the mandatory language of N.J.A.C. 17:27-3.4(a) and the mandatory language of N.J.A.C. 17:27-3.6(a) promulgated pursuant to N.J.S.A. 10:5-31 to 38 (P.L. 1975, c. 127, as amended and supplemented from time to time), and Redevelopment Counsel agrees to comply fully with the terms, the provisions and the conditions of N.J.A.C. 17:27-3.4(a) and N.J.A.C. 17:27-3.6(a), provided that N.J.A.C. 17:27-3.4(a) shall be applied.

4. Redevelopment Counsel and the Client hereby incorporate into this contract the provisions of Title 11 of the Americans With Disabilities Act of 1990 (42 USC S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated thereunder.

5. The primary contact attorney for services performed pursuant to this Agreement shall be Joseph P. Baumann, Jr.

6. Redevelopment Counsel hereby represents that it has filed with the Client proof of professional liability insurance with coverage amounts acceptable to the Client.

7. This Agreement shall be in full force and effect until such time as either party gives written notice to the other of termination.

IN WITNESS WHEREOF, the Borough of Highland Park has caused this Agreement to be duly executed by its proper officers and has caused its corporate seal to be hereto affixed, and Redevelopment Counsel has caused this Agreement to be duly executed by the proper party as of the day and year first above written.

BOROUGH OF HIGHLAND PARK

ATTEST:

By: _____

McMANIMON, SCOTLAND & BAUMANN, LLC

By: _____

DRAFT

BOROUGH OF HIGHLAND PARK
No. 5-18-130

RESOLUTION AUTHORIZING RELEASE OF PERFORMANCE BOND FOR
BLOCK 189, LOT 3 – FRANCIS PARKER MEMORIAL HOME

RESOLUTION: Finance Committee

WHEREAS, on May 20, 2010, Francis E. Parker Memorial Home, Inc., heretofore posted with the Borough of Highland Park a Cash Surety Bond in the amount of \$6,695.88, along with Bond No. 1081314 in the amount of \$60,263.00, in connection with amended preliminary and final site plan approval for expansion of an existing parking lot on the property known as Block 189, Lot 3, in the Borough of Highland Park; and

WHEREAS, Francis E. Parker Memorial Home, Inc. has requested that said performance bond be released; and

WHEREAS, CME Associates, Borough Engineer, has reviewed the site in the field and found all of the required work has been completed;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the cash surety bond and performance bond heretofore posted by Francis E. Parker Memorial Home, Inc., in the amount of \$6,695.88 (cash surety bond) and \$60,263.00 (performance bond) for the site plan and variance application, shall be and is hereby released subject to the following:

1. Payment of any outstanding engineering inspection fees.
2. Payment of any outstanding Borough fees.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Finance Department, Borough Engineer, Construction Official, and Francis E. Parker Memorial Home, Inc.

ADOPTED: May 1, 2018

Jennifer Santiago, Deputy Borough Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

BOROUGH OF HIGHLAND PARK
NO. 5-18-131

RESOLUTION AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE
AGREEMENT FOR AUDITING SERVICES FOR 2017 FOR THE REDEVELOPMENT AGENCY

RESOLUTION: Finance Committee

WHEREAS, the Borough of Highland Park has a need of the services of a Municipal Auditor for the calendar year of 2017 for the Redevelopment Agency; and

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

WHEREAS, Gerard Stankiewicz of Samuel Klein and Company, is a certified Public Accountant and Registered Municipal Accountant of the State of New Jersey with extensive experience in municipal auditing and has heretofore been appointed Auditor for the Redevelopment Agency for 2017; and

WHEREAS, the Mayor and Council desire to provide for the method of compensation for the Auditor; and

WHEREAS, funds for this purpose are not to exceed the amount of \$1,500.00 without further resolution of Council; and

WHEREAS, funds will be available for this purpose in the amount of \$1,500.00 in Account No. 8-01-20-135-249, upon adoption of the municipal budget, as reflected by the Certification of Funds Available by the Chief Financial Officer, shown below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the Mayor and Borough Clerk are authorized and directed to execute and attest on behalf of the Borough, an Agreement for professional services with Gerard Stankiewicz of Samuel Klein and Company, a copy of which is attached hereto, and that notice of this contract be published as required by law and that a copy of executed Agreement be placed on file in the Office of the Borough Clerk.

ADOPTED: May 1, 2018

ATTEST:


Jennifer Santiago, Deputy Borough Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

VERIFIED AND ENCUMBERED AS TO: AVAILABILITY OF FUNDS \$ 1500.00 ACCOUNT NO. 8-01-20-135-249 P.O. NO. _____ BY:  FINANCE DIRECTOR
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PROFESSIONAL SERVICES CONTRACT

AUDITING SERVICES

2017

April 17, 2018

Highland Park Redevelopment Agency ("HPRA")
c/o Mayor and Borough Council
221 South Fifth Avenue
Highland park, NJ 08904

Dear Ladies and Gentlemen:

We are pleased to confirm our understanding of the services we are to provide to the Highland Park Redevelopment Agency ("HPRA") for year ending December 31, 2017 in accordance with the resolution dated April 17, 2018 appointing Gerard Stankiewicz, CPA as auditor. We understand that the HPRA has been dissolved effective January 1, 2018 and the funds have reverted to the Borough's control.

We will audit the financial statements including the related notes to the financial statements, which comprise the basic financial statements of HPRA as of and for the year ended December 31, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement HPRA's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. As part of our engagement, we will apply certain limited procedures to HPRA's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion
- Schedule of Operating Revenues and Expenditures Compared to Budget – Budgetary Basis

We have also been engaged to report on supplementary information other than RSI that accompanies HPRA's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Supplementary Information

- Schedule of Cash Receipts, Cash Disbursements and Changes in Cash and Cash Equivalents

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of HPRA and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, and that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that HPRA is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Other Services

We will also prepare the financial statements of HPRA in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with preparation of your financial statements and related notes. You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. You agree to assume all management responsibilities for any nonaudit services we provide, oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience, evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations,

Highland Park Redevelopment Agency
c/o Mayor and Borough Council
April 17, 2018

contracts, agreements and grants for taking timely and appropriate steps to remedy any fraud, violations of contracts or grant agreements, or abuse that we may report.

You are responsible for the presentation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services and accept responsibility for them.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents. Additionally, consent to release the information will not be unreasonably withheld.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of

material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of cash and investments, certain receivables and revenues and certain other assets and liabilities by correspondence with selected individuals, service organizations, creditors and financial institutions. We will request written representations from your attorney(s) as part of the engagement who may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain representations from you about the financial statements, related matters; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform test of the HPRA's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report in compliance issued pursuant to *Government Auditing Standards*.

Administration and Other

We understand that your employees will locate any invoices, payroll data, employee time records, payroll information returns, remittance advices, billing and revenue records, vouchers, payroll data, revenue data, contracts or other evidential matter selected by us for testing. We understand that you will provide us with balanced General Ledgers for all Funds and with other basic information required for our audit and that you are responsible for the accuracy and completeness of that information.

We will provide sufficient copies of our reports to the HPRA as follows: Mayor – 1, Borough Clerk – 1 plus *pdf* copy, Borough Administrator – 1, Chief Financial Officer – 1 plus *pdf* copy and we will transmit one copy to the NJDCA.

The audit documentation for this engagement is the property of Gerard Stankiewicz and Samuel Klein and Company and constitutes confidential information. However, we may be requested to make certain workpapers available to the NJDCA or other regulatory agency. If requested, access to such audit documentation will be provided under the supervision of Samuel Klein and Company personnel. Furthermore, upon request, we may provide photocopies of selected audit documentation to the NJDCA or other regulating agency. The NJDCA may intend, or decide, to distribute the photocopies or information contained therein to others, including other governmental agencies. We expect to begin our audit for December 31, 2017 on approximately April 30, 2018 and to issue our report no later than May 31, 2018.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for, any additional period request by the New Jersey Department of Community Affairs. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Fees

Annual Audit

Our fee will be \$1,500.00 for the Annual Audit for December 31, 2017. This fee is based on anticipated cooperation from your personnel that the books and accounts are ready for examination, and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary to complete the audit, or we are called upon to perform additional services beyond those previously stated, we will discuss the matter with you

and obtain authorization to proceed. Fees for such services will be based on our schedule of standard hourly rates listed below or shall be negotiated not to exceed a predetermined maximum amount. In addition, we will prepare the Annual Audit Synopsis.

Non-Audit Services

You may request that we perform additional nonaudit services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees in accordance with the schedule of standard hourly rates. With regard to nonaudit services, it is understood that management is responsible for the substantive outcomes of the work and, therefore, has a responsibility to be in a position in fact and appearance to make an informed judgment on the results of the nonaudit service. We may also issue a separate engagement letter covering the additional services in order to establish and document an understanding regarding the objectives, scope of work and product. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter. With regard to nonaudit services, it is understood that management is responsible for the substantive outcomes of the work and, therefore, has a responsibility to be in a position in fact and appearance to make an informed judgment on the results of the nonaudit service.

Nonaudit services will be provided by us and are merely documenting the understanding as well as the related fees. The hourly rate for additional services will be billed at our standard hourly rates as indicated below. No additional services will be performed until we receive authorization from you to proceed.

Standard Hourly Rates [No Change from Prior Year]

	Fees Range	
Partners or Principals	\$ 110.00	to \$ 150.00
Managers or Supervisors	\$ 80.00	to \$ 105.00
Staff Members and Para-Professionals	\$ 50.00	to \$ 75.00

For the December 31, 2018 fiscal year, Gerard Stankiewicz or equivalent will be billed at \$150.00 per hour. [No change from prior year]

Other Matters

I assert that I am a Certified Public Accountant and Registered Municipal Accountant in the State of New Jersey and that I am a partner in the firm of Samuel Klein and Company with offices at 36 West Main Street, Suite 303, Freehold, New Jersey 07728.

The contract is less than \$17,500.00 in total and therefore compliance with the Fair and Open Process (NJS 19:44-2.8) is not required.

Highland Park Redevelopment Agency
c/o Mayor and Borough Council
April 17, 2018

Government Auditing Standards require that we provide you with a copy of our most recent quality control review report. Our 2014 peer review report accompanies this letter.

I have also provided an Affirmative Action letter, State of New Jersey Business License, Shareholder Disclosure Statement and copy of my certificates of CPA and RMA.

We appreciate the opportunity to be of service to the HPRA and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign this letter and return it to us.

Very truly yours,



Attested as to Stankiewicz



Gerard Stankiewicz, CPA, RMA

HIGHLAND PARK REDEVELOPMENT AGENCY

Gayle Brill Mittler, Mayor

Joan Hullings, Borough Clerk

Attested

**HIGHLAND PARK REDEVELOPMENT AGENCY
COUNTY OF MIDDLESEX, NEW JERSEY**

EXHIBIT A

**P.L. 1975, C. 127 (N.J.A.C. 17:27)
MANDATORY AFFIRMATIVE ACTION LANGUAGE
SERVICE CONTRACTS**

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

- a. The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.
- b. The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.
- c. The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees or applicants for employment.
- d. The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.
- e. The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2; promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

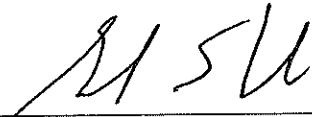
EXHIBIT A

P.L. 1975, C. 127 (N.J.A.C. 17:27)
MANDATORY AFFIRMATIVE ACTION LANGUAGE
SERVICE CONTRACTS (CONTINUED)

- f. The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
- g. The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.
- h. The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey and applicable Federal law and applicable Federal court decisions.
- i. The contractor or subcontractor shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

The undersigned contractor certifies that he is aware of the commitment to comply with the requirements of P.L. 1975, c. 127 and agrees to furnish the required documentation pursuant to the (N.J.A.C. 17:27) Law. Attached is a copy of our State Certification of Employee Information.

COMPANY: SAMUEL KLEIN AND COMPANY

SIGNATURE: 
Gerard Stankiewicz, CPA, RMA

TITLE: Partner

April 17, 2018
Date

BOROUGH OF HIGHLAND PARK
NO. 5-18-132

RESOLUTION TO APPLY FOR BEST BUY GRANT

RESOLUTION: Public Safety Committee

WHEREAS, the Borough of Highland Park desires to apply for and obtain a Best Buy Community Grants for the Teen Center;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mayor is hereby authorized and directed to execute the grant application for the Best Buy Community Grant on behalf of the Borough.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Public Safety Committee and Finance Director forthwith.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

BOROUGH OF HIGHLAND PARK
NO. 5-18-133

RESOLUTION TO APPLY FOR LOWE'S GRANT

RESOLUTION: Public Safety Committee

WHEREAS, the Borough of Highland Park desires to apply for and obtain a Lowe's Gives Foundation: Community Partners grant for the Teen Center;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mayor is hereby authorized and directed to execute the grant application for the Lowe's Gives Foundation: Community Partners grant on behalf of the Borough.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Public Safety Committee and Finance Director forthwith.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

BOROUGH OF HIGHLAND PARK
NO. 5-18-134

RESOLUTION AUTHORIZING INITIAL APPLICATION FOR A LOAN FROM THE NEW
JERSEY ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM

WHEREAS, the Borough of Highland Park intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust to replace customer-owned large diameter water meters with Borough owned meters; inspect and repair/replace existing water main valves and hydrants as well as implement an Asset Management Plan for all horizontal water assets in the Borough system.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Josephine Jover, Borough Administrator be authorized to act as the Authorized Representative to represent the Borough of Highland Park in all matters related to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust. The Authorized Representative may be contacted at 221 South 5th Avenue, Highland Park NJ 08904 and 732-819-3789.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Borough Administrator, Superintendent of Public Works and Public Utilities and Finance Director forthwith.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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

BOROUGH OF HIGHLAND PARK
NO. 5-18-135

RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST

RESOLUTION: Finance Committee

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

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

The bills approved for payment at this meeting, Bills List 5/01/2018 can be found in the Bills List Journal Book No. 37.

ADOPTED: May 1, 2018

ATTEST:

Jennifer Santiago, Deputy Clerk

I, Jennifer Santiago, Deputy 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 1st day of May, 2018.

Jennifer Santiago, Deputy Borough Clerk

RECORD OF COUNCIL VOTES

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