



# BOROUGH OF HIGHLANDS

42 Shore Drive, Highlands, NJ 07732

[www.highlandsborough.org](http://www.highlandsborough.org)

## MAYOR AND COUNCIL OF THE BOROUGH OF HIGHLANDS

### DECEMBER 16, 2020 REGULAR MEETING

#### EXECUTIVE SESSION CANCELED – MEETING STATEMENT:

#### **REGULAR MEETING: 8:00 PM**

#### **TO ATTEND THIS MEETING PLEASE FOLLOW THE LINK BELOW**

*For instructions and a link to join this meeting from your mobile device or computer please copy and paste the following URL into your browser:*

<https://zoom.us/j/96397719615?pwd=Um9zY2tBNINUZ25kOTdHa05VdW1lZz09>

*To call into the meeting dial: 1- 929- 436- 2866. Enter Meeting ID: 963 9771 9615*

*Passcode: 2020 (No participant code required)*

The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting at the Borough of Highlands Municipal Building and filing with the Borough Clerk all on January 1, 2020.

Please be advised that due to the current state of emergency and public health emergency declared by Governor Phil Murphy and pursuant to executive order in an effort to prevent further spread of COVID-19, the general public will be excluded from Borough Council meetings until further notice. The public will be able to participate in all Borough Council meetings by video conference. Members of the public will be able to give public comment during relevant portions of the meeting.

If you want to ask a question or make a statement to the Governing Body, please press the "raise hand" button then wait to be acknowledged by the Clerk before speaking. Please state your name and address for the record before making your statement. There is a three-minute time limit for your comments. The Clerk will inform you when you are near the end of your time and ask you to finish up. Thank you.

#### **Pledge of Allegiance**

#### **Roll Call**

\_\_\_\_\_ Councilmember Braswell      \_\_\_\_\_ Councilmember Mazzola  
\_\_\_\_\_ Councilmember Valkos      \_\_\_\_\_ Council President Ryan  
\_\_\_\_\_ Mayor Broullon

If you have any questions regarding this agenda, please contact the Borough Clerk at 732-872-1224 ext. 201 or email [clerk@highlandsborough.org](mailto:clerk@highlandsborough.org)

**Approval of Minutes**

1. October 7, 2020-Regular Meeting Minutes
2. October 7, 2020-Executive Session Minutes
3. October 21, 2020-Regular Meeting Minutes
4. October 21, 2020-Executive Session Minutes
5. November 12, 2020- Regular Meeting Minutes
6. November 12, 2020- Executive Session Minutes
7. December 2, 2020- Regular Meeting Minutes
8. December 2, 2020- Executive Meeting Minutes

**Ordinances****Public Hearing and Final Adoption**

1. O-20-27 An Ordinance Amending Schedule A of The Borough of Highlands Salary Ordinance

**Resolutions**

1. R 20 257 A Resolution Authorizing the Payment of Bills
2. R 20 258 A Resolution Authorizing Execution of An Agreement Between the Borough of Highlands and JFK Medical Center ("JFK") for Ems Services
3. R 20 259 A Resolution Authorizing Purchase of a Canyon Crew Cab Pick Up Truck
4. R 20 260 A Resolution Authorizing "Window" Contracts

**Other Business**

None

**Reports**

None

**Public Portion:**

Please wait to be acknowledged by the Mayor before speaking. Please state your name and address for the record before making your statement. There is a three-minute time limit for your comments. Thank you.

**Adjournment**

If you have any questions regarding this agenda, please contact the Borough Clerk at 732-872-1224 ext. 201 or email [clerk@highlandsborough.org](mailto:clerk@highlandsborough.org)



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE O-20-27

### AN ORDINANCE AMENDING SCHEDULE A OF THE BOROUGH OF HIGHLANDS SALARY ORDINANCE

**WHEREAS** the Governing Body has determined that it is necessary to amend Ordinance O-18-19 which established Salaries and fixed Compensation of certain Borough Employees for the year 2018 and beyond unless amended;

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Borough Council of the Borough of Highlands, the County of Monmouth, in the State of New Jersey, as follows:

#### SECTION I.

Schedule A of O-18-19 Establishing Salaries and Fixing Compensation of Certain Borough Employees of the Borough of Highlands is hereby amended to provide as follows: (All additions are shown in **bold italics with underlines**. The deletions are shown as ~~strikeovers in bold italics~~. Sections of Articles XIV and XVII that will remain unchanged are omitted below.)

#### SCHEDULE A

##### 1. POSITIONS OUTSIDE COLLECTIVE BARGAINING UNITS

DEPARTMENT OF ADMINISTRATION	Minimum	Maximum	
Deputy Clerk	\$4,000	<del>\$5,000</del>	<u>\$6,000</u>
<u>Registrar</u>	<u>\$500.00</u>	<u>\$1,000</u>	
Deputy Registrar	\$500	<del>\$600</del>	<u>\$1,000</u>
Land Use Board Secretary	\$6,000		\$16,000
Municipal Clerk	\$40,000	<del>\$74,539</del>	<u>\$80,000</u>
Municipal Administrator	\$24,000	<del>\$100,000</del>	<u>\$150,000</u>
	<del>\$8.00</del> <u>Minimum</u>	<u>\$17.00</u>	
Municipal Alliance		<u>Wage</u>	<u>\$20.00</u>
Hourly			
Emergency Management Coordinator	\$3,650	<del>\$4,030</del>	<u>\$10,000</u>
Secretary to Administrator	\$2,000		\$6,000
<u>Secretary to Chief of Police</u>	<u>\$25,000</u>		<u>\$63,000</u>
<u>Deputy Office of Emergency Management</u>	<u>\$1,500</u>		<u>\$2,500</u>

## BUILDING AND HOUSING

Clerical Office Help	Hourly	Minimum Wage	<del>\$25.00</del>	<u>\$26.00</u>
Fire Official		\$18,000		\$28,000

## DEPARTMENT OF FINANCE

Assessment Searcher		\$3,000		\$4,000
Cashier/Typist	Hourly	<del>\$10.00</del> <u>Minimum</u> <u>Wage</u>	<del>\$25.00</del>	<u>\$26.00</u>
Chief Financial Officer		\$30,000		\$74,000
FEMA/NJOEM Coordinator	Hourly	\$25.00		\$35.00
Payroll Clerk		\$5,000		\$45,000
Qualified Purchasing Agent		\$7,000		\$75,000
Deputy Tax Assessor	Part Time	\$3,000		\$6,000

## MUNICIPAL COURT

Judge of Municipal Court		\$13,500		\$20,000
<u>Court Administrator</u>		<u>\$25,000</u>		<u>\$75,000</u>
<u>Deputy Court Administrator</u>		<u>\$5,000</u>		<u>\$50,000</u>
Special Sessions (Per Session)				
Court Administrator		\$250	\$386	\$400
Deputy Court Administrator		\$150	\$334	\$400
Judge of Municipal Court		\$500	<del>\$552</del>	<u>\$600</u>
Municipal Prosecutor		\$350	<del>\$386</del>	<u>\$400</u>
Public Defender		\$350	<del>\$386</del>	<u>\$400</u>

## POLICE

Chief		\$124,125	<del>\$145,000</del>	<u>\$150,000</u>
Crossing Guard	Hourly	<del>\$10.00</del> <u>Minimum</u> <u>Wage</u>	<del>\$19.00</del>	<u>\$20.00</u>
Dispatcher		<del>\$10.00</del> <u>Minimum</u> <u>Wage</u>		\$25.00
[Communications Operator]	Hourly			
Special Officer:				
Class I	Hourly	<del>\$9.00</del> <u>Minimum</u> <u>Wage</u>		\$22.00
Class II	Hourly	\$15.00		\$28.00

## RECREATION

Clerical Office Help	Hourly	Minimum Wage		\$20.00
		<del>\$11.00</del> <u>Minimum</u>		
Recreation Leader	Hourly	<u>Wage</u>	<del>\$17.00</del>	<u>\$20.00</u>
Summer Seasonal: Laborer	Hourly	\$10.00	<del>\$14.00</del>	<u>\$20.00</u>
Programmer	Hourly	\$13.00	<del>\$18.00</del>	<u>\$20.00</u>
Recreation Aide	Hourly	\$8.00	<del>\$13.00</del>	<u>\$20.00</u>
Supervisor	Hourly	\$17.00	<del>\$21.00</del>	<u>\$22.00</u>
Preparer	Hourly	Minimum Wage	<del>\$11.00</del>	<u>\$15.00</u>

## 2. UNITED FOOD AND COMMERICAL WORKERS UNION, LOCAL 56

### BUILDING & HOUSING

Code Enforcement Officer		\$15,000		\$76,000
Construction Official		\$18,000		\$33,000
		<del>\$10.00</del> <u>Minimum</u>		
Fire Inspector	Hourly	<u>Wage</u>		\$22.00
Property Maintenance	Part Time Salary	\$5,000		\$26,000
Property Maintenance	Part Time Hourly	\$15.00		\$22.00
Zoning Officer		\$5,000	<del>\$15,249</del>	<u>\$20,000</u>

### DEPARTMENT OF FINANCE

Tax Assessor	Part Time	\$20,000	<del>\$35,000</del>	<u>\$40,000</u>
Tax Collector	Part Time	\$20,000	<del>\$35,000</del>	<u>\$40,000</u>

### DEPARTMENT OF PUBLIC WORKS

Supervisor of Public Works		\$35,000	<del>\$90,000</del>	<u>\$110,000</u>
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### DEPARTMENT OF RECREATION

Recreation Supervisor		\$34,500	<del>\$50,000</del>	<u>\$55,000</u>
<del>Recreation Director</del>		<del>\$35,000</del>		<u>\$88,326</u>

### 3. COMMUNICATIONS WORKERS OF AMERICA (CWA) LOCAL 1032

#### BUILDING & HOUSING

Fire Sub Code Official	Part Time	\$8,000		\$15,000
Plumbing Sub Code Official	Part Time Hourly	\$25.00		\$44.00
Secretary, Licensing Clerk	Full Time	\$20,000	<del>\$35,000</del>	<u>\$50,000</u>
Secretary, Licensing Clerk	Part Time Hourly	Minimum Wage		\$22.00

#### DEPARTMENT OF FINANCE

Cashier/Sewer Clerk		\$20,000		\$40,000
HR Coordinator		\$32,000		\$81,000
Senior Accounting Clerk		\$25,000		\$85,000
Tax Clerk		\$20,000	<del>\$40,000</del>	<u>\$45,000</u>
Tax Clerk	Part Time Hourly	Minimum Wage		\$20.00
Account Clerk		\$29,000		\$55,000

#### POLICE

Records Clerk		\$25,000		\$50,000
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#### DEPARTMENT OF PUBLIC WORKS

Equipment Operator		\$45,000	<del>\$69,557</del>	<u>\$70,000</u>
Laborer	Hourly	\$15.00		\$30.00
		<del>\$10.00</del>		
		<u>Minimum</u>		
Recycling Yard Attendant	Part Time Hourly	<u>Wage</u>	<u>\$17.00</u>	<u>\$20.00</u>
Road Repairer		\$30,000	<del>\$48,580</del>	<u>\$55,000</u>
Senior Road Repairer		\$45,000	<del>\$73,973</del>	<u>\$75,000</u>
Sewer Operator		\$3,500	<del>\$16,561</del>	<u>\$55,000</u>
Sewer Repairer		\$30,000	<del>\$48,580</del>	<u>\$50,000</u>
Truck Driver		\$30,000	<del>\$68,453</del>	<u>\$70,000</u>

#### DEPARTMENT OF RECREATION

Recreation Aide	Hourly	\$8.00	<del>\$13.00</del>	<u>\$18.00</u>
Recreation Assistant	Hourly	\$15.00		\$22.00
Recreation Coordinator		\$29,900	<del>\$47,000</del>	<u>\$55,000</u>

### SECTION II. SEVERABILITY.

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

**SECTION III. REPEALER.**

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

**SECTION IV: EFFECTIVE DATE.**

This Ordinance shall take effect on January 1, 2021.

First Reading and Set Hearing Date for O-20-27

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN			X			
VALKOS		X	X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

Date of Vote: December 2, 2020

\_\_\_\_\_  
Michelle Hutchinson, Acting Municipal Clerk

Public Hearing and Adoption December 16, 2020 O-20-27

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL						
MAZZOLA						
RYAN						
VALKOS						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

Date of Vote: December 16, 2020

\_\_\_\_\_  
Michelle Hutchinson, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Broullon, Mayor



**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

**Resolution 20-257**

**A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS**

**WHEREAS**, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated December 13, 2020, which totals as follows:

Current Fund	<b>\$ 140,622.42</b>
Sewer Account	<b>\$ 2,864.83</b>
Capital Fund	<b>\$ 45,749.25</b>
Trust-Other	<b>\$ 182,363.98</b>
Federal/State Grants	<b>\$ 200.00</b>
Total	<b>\$ 371,800.48</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$371,800.48** to be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is posted on the borough website at [www.highlandsborough.org](http://www.highlandsborough.org) and on file in the Municipal Clerk's office for reference.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL						
MAZZOLA						
RYAN						
VALKOS						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

Date of Vote: December 16, 2020

\_\_\_\_\_  
Michelle Hutchinson, Acting Municipal Clerk

# RECAP OF PAYMENT OF BILLS

12/16/2020

<b>CURRENT:</b>		\$	140,622.42
Payroll	(11/30/2020)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	2,864.83
Payroll	(11/30/2020)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	45,749.25
<b>CAPITAL-MANUAL CHECKS</b>		\$	
Voided Checks		\$	
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	182,363.98
Payroll	(11/30/2020)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	
<b>GRANT FUND</b>		\$	200.00
Payroll	(11/30/2020)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>DEVELOPER'S TRUST</b>		\$	
Manual Checks		\$	
Voided Checks		\$	

THE COMPLETE PAYMENT OF BILLS IS AVAILABLE IN  
THE CLERK'S OFFICE FOR ANYONE THAT WISHES TO REVIEW THE LIST.

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Exempt: Y

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Charge Account	Acct Type	Description	Stat/Chk	First Rcvd	chk/Void	Invoice	1099
Item	Description				Amount						Enc Date	Date		Excl
ACENWA005	ACE WALCO TERMITE CONTROL													
20-00315	03/17/20 pest control services													
7	pest control services				55.13		0-01-25-263-000-201		B Fire Dept: Building and grounds	R	03/17/20	12/08/20	873053	N
8	pest control services				55.13		0-01-25-263-000-201		B Fire Dept: Building and grounds	R	03/17/20	12/08/20	868762	N
					110.26									
	Vendor Total:				110.26									
AMPRT005	AM-PM TOWING SERVICE, INC.													
20-01112	10/27/20 repair to the ford fusion													
1	repair to the ford fusion				6,820.14		0-01-23-220-000-253		B Current: Group Insurance	R	10/27/20	12/07/20	FORD FUSION	N
	Vendor Total:				6,820.14									
ATCFE005	ATCF II NEW JERSEY LLC													
20-01247	12/07/20 LIEN REDEMPTION													
1	LIEN REDEMPTION				28,444.22		T-03-56-851-000-003		B Trust: Redemption O/S Liens	R	12/07/20	12/07/20	B38.01/L15.01	N
2	PREMIUM BID				36,000.00		T-03-56-851-000-001		B Trust: Tax Sale Premiums	R	12/07/20	12/07/20	B38.01/L15.01	N
					64,444.22									
	Vendor Total:				64,444.22									
ATLAN010	ATLANTIC SECURITY & FIRE													
20-01221	11/24/20 # 114202 Building													
1	# 114202 Building				300.00		0-01-28-360-000-295		B Community Ctr: Office Equipment/Furnitur	R	11/24/20	12/07/20		N
	Vendor Total:				300.00									
BB316005	BB 316 INVESTMENTS LLC													
20-01245	12/07/20 lien redemption													
1	lien redemption				19,668.72		T-03-56-851-000-003		B Trust: Redemption O/S Liens	R	12/07/20	12/07/20	B100/L26.55	N



Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Charge Account	Acct Type	Description	Stat	chk	Enc	First	Rcvd	Chk/Void	Invoice	1099
Item	Description				Amount								Date	Date	Date		Excl
<b>CAVANAGH'S EXTERMINATING CO</b>																	
20-00440	04/30/20			pest services													
23	pest services				30.00	0-01-26-310-000-178		B B&G: Building Maintenance		R			04/30/20	12/08/20		128793	N
24	pest services				30.00	0-01-26-310-000-178		B B&G: Building Maintenance		R			04/30/20	12/08/20		147360	N
					60.00												
	Vendor Total:				60.00												
<b>CHRISTIANA TRUST</b>																	
20-01246	12/07/20			lien redemption													
1	lien redemption				44,516.31	T-03-56-851-000-003		B Trust: Redemption O/S Liens		R			12/07/20	12/07/20		8120/10.2-12	N
2	premium bid				20,500.00	T-03-56-851-000-001		B Trust: Tax Sale Premiums		R			12/07/20	12/07/20		8120/10.2-12	N
					65,016.31												
	Vendor Total:				65,016.31												
<b>CJIS SOLUTIONS</b>																	
20-01173	11/12/20			Annual Data backup													
1	1TB Backup - Local/Off Site				1,080.00	0-01-25-240-000-254		B Police: Equipment Maintenance		R			11/12/20	12/07/20		INW-2020-3165	N
	Vendor Total:				1,080.00												
<b>CME ASSOCIATES</b>																	
20-00404	04/21/20			Bay Avenue sanitary/storm sewe													
14	Bay Avenue sanitary/storm sewe				22,058.50	C-04-14-108-000-510		B Ord 14-08 Engineer		R			04/21/20	12/07/20		0271653	N
20-00405	04/21/20			Improvements to Locust Street													
12	Improvements to Locust Street				2,121.50	0-01-20-165-000-244		B Engineering:General Engineering		R			12/07/20	12/07/20		0271137	N
20-00459	05/07/20			north street pump station													
14	north street pump station				9,430.00	C-04-13-120-000-510		B ORD 13-20: Engineer		R			05/07/20	12/07/20		0271654	N
20-00728	07/24/20			CEDAR/JONES BULKHEAD													
10	CEDAR/JONES BULKHEAD				10,134.50	C-04-20-101-000-202		B Various Capital Improv Ord#20-07		R			07/24/20	12/07/20		0271136	N
20-00923	09/11/20			snug harbor park 1srp													
4	snug harbor park 1srp				4,126.25	C-04-20-101-000-202		B Various Capital Improv Ord#20-07		R			09/11/20	12/07/20		0271546	N

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[illegible]

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Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Rcvd	Enc Date	date	chk/Void	Invoice	1099
Item Description																	Excl
DRAEGER SAFETY DIAGNOSTICS, INC																	
20-00987	09/29/20	calibration & recertification					200.00	6-02-41-813-000-007	B	Grant: Highway safety 2017	R	09/29/20	12/08/20			5951114844	N
1 calibration & recertification																	
Vendor Total: 200.00																	
FIRECOMP FIRECOMPANIES.COM																	
20-00485	05/20/20	open po hfd website					239.97	0-01-25-263-000-173	B	Fire Dept: Radio Repair	R	12/08/20	12/08/20			18-103628	N
4 open po hfd website																	
Vendor Total: 239.97																	
FIREFIGH FIREFIGHTER 1																	
20-01110	10/23/20	gear racks/delivery					6,888.95	0-01-25-263-000-181	B	Fire Dept: General Hardware - Minor Tool	R	10/23/20	12/07/20			SI-00508147	N
1 gear racks/delivery																	
Vendor Total: 6,888.95																	
FRANNY01 FRANNY'S PIZZA																	
20-01171	11/12/20	Pizza Pol1 Workers					123.70	0-01-20-120-000-226	B	Municipal Clerk: Election Expense	R	11/12/20	12/07/20			58897	N
1 Pizza Pol1 Workers																	
Vendor Total: 123.70																	
GATEWAY GATEWAY PRESS																	
20-01235	11/30/20	copies/Emails of plans					90.00	0-01-20-120-000-261	B	Municipal Clerk: Printing	R	11/30/20	12/07/20			23296	N
1 Copies/Emails of plans																	
Vendor Total: 90.00																	
GROWT005 GROWING CONCERN INC.																	
20-01273	12/08/20	irrigation winterization					392.00	0-01-26-310-000-154	B	B&G: Equipment Maintenance	R	12/08/20	12/08/20			RI31420-IN	N
1 irrigation winterization																	
Vendor Total: 392.00																	



Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Acct Type	Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
Item Description	Amount	Charge Account								Enc Date	Date		Excl
<b>JOHN GUIRE LLC</b>													
20-01242	12/01/20	Barteil Global BT 1600H											
1 Barteil Global BT 1600H	2,157.00	0-01-26-290-000-296	B	Streets: Machinery & Equipment	R	12/01/20	12/07/20	270567	N				
Vendor Total:	2,157.00												
<b>LAMMEN LAMMEN SUPPLY CO.</b>													
20-00947	09/15/20	ITEM #LE6920											
1 ITEM #LE6920	980.00	0-01-25-240-000-207	B	Police: Ammo	R	09/15/20	12/07/20	IM1522464	N				
2 ITEM #70SMD4BK	20.45	0-01-25-240-000-207	B	Police: Ammo	R	09/15/20	12/07/20	IM1517866	N				
3 ITEM #70GS16BK	27.83	0-01-25-240-000-207	B	Police: Ammo	R	09/15/20	12/07/20	IM1517866	N				
4 ITEM #MAG557	13.87	0-01-25-240-000-207	B	Police: Ammo	R	09/15/20	12/07/20	IM1517866	N				
5 SHIPPING	20.00	0-01-25-240-000-207	B	Police: Ammo	R	09/15/20	12/07/20	IM1522464	N				
	1,062.15												
Vendor Total:	1,062.15												
<b>MAZZA007 MAZZA MULCH, INC.</b>													
20-01257	12/07/20	LEAVES											
1 LEAVES	600.00	0-01-26-305-000-284	B	Sanitation: Brush & Bulk	R	12/07/20	12/07/20	304646	N				
Vendor Total:	600.00												
<b>MGL MGL PRINTING SOLUTIONS</b>													
20-01180	11/10/20	tax sale notices/delinquent											
1 tax sale notices/delinquent	579.00	0-01-20-145-000-261	B	Tax Collection: Printing	R	11/17/20	12/07/20	176159	N				
Vendor Total:	579.00												
<b>MONMOUTH COUNTY</b>													
20-01274	12/08/20	haul brush to mazza											
1 haul brush to mazza	779.94	0-01-26-305-000-284	B	Sanitation: Brush & Bulk	R	12/08/20	12/08/20	009-2020-1	N				
Vendor Total:	779.94												
<b>MONMOUTH COUNTY POLICE ACADEMY</b>													
20-01132	11/04/20	Accelerated waiver Training											
1 9th Accelerated waiver Course	500.00	0-01-25-240-000-238	B	Police: Initial Training	R	11/04/20	12/07/20		N				

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Bill List By Vendor Name

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Vendor #	Name	Description	Contract	PO Type	Charge Account	Acct Type	Description	Stat	chk	First	Rcvd	chk/Void	Invoice	1099
PO #	PO Date									Enc	Date	Date		Excl
Item Description			Amount											
MONMOUTH COUNTY POLICE ACADEMY Continued														
20-01132	11/04/20	Accelerated waiver Training	Continued											
2	Oct 20 - Nov 4, 2020		0.00		0-01-25-240-000-238	B	Police: Initial Training	R		11/04/20	12/07/20			N
3	Joseph Blewett		0.00		0-01-25-240-000-238	B	Police: Initial Training	R		11/04/20	12/07/20			N
			500.00											
Vendor Total:			500.00											
MONMOUTH COUNTY TREASURER														
MON001	11/30/20	2020 flood warning system												
1	2020	flood warning system	1,500.00		0-01-25-252-000-203	B	Emergency Mgmt: Shared Services	R		11/30/20	12/07/20		2020-6	N
Vendor Total:			1,500.00											
MONMOUTH TELECOM														
20-00010	01/10/20	DATA AND VOICE SERVICES												
11	DATA AND VOICE SERVICES		781.25		0-01-31-440-000-213	B	Telephone	R		12/07/20	12/07/20		314616	N
Vendor Total:			781.25											
MTAGC010 MTAG CUST FIG CAP INV NJ13 LLC														
20-01248	12/07/20	LIEN REDEMPTION												
1	LIEN REDEMPTION		1,721.63		T-03-56-851-000-003	B	Trust: Redemption O/S Liens	R		12/07/20	12/07/20		Bill/L10	N
Vendor Total:			1,721.63											
NAVLORS NAVLORS AUTO PARTS														
20-01276	12/08/20	1540 gallon rot												
1	1540 gallon rot		107.70		0-01-26-300-000-294	B	Mech Garage: Other	R		12/08/20	12/08/20		162707	N
2	wiper blade		37.98		0-01-26-300-000-201	B	Mech Garage: Motor Vehicle - Streets	R		12/08/20	12/08/20		162840	N
3	battery		136.99		0-01-26-300-000-201	B	Mech Garage: Motor Vehicle - Streets	R		12/08/20	12/08/20		163307	N
4	battery-oen		235.98		0-01-26-300-000-294	B	Mech Garage: Other	R		12/08/20	12/08/20		163359	N
5	battery/alternator		499.98		0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R		12/08/20	12/08/20		163794	N
6	battery		410.97		0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R		12/08/20	12/08/20		164178	N
7	battery/cable terminal		6.98		0-01-26-300-000-294	B	Mech Garage: Other	R		12/08/20	12/08/20		164295	N
8	jif grease		87.80		0-01-26-300-000-294	B	Mech Garage: Other	R		12/08/20	12/08/20		164708	N
9	diamond grip/wiper blade		79.16		0-01-26-300-000-201	B	Mech Garage: Motor Vehicle - Streets	R		12/08/20	12/08/20		164725	N
10	battery		130.16		0-01-26-300-000-201	B	Mech Garage: Motor Vehicle - Streets	R		12/08/20	12/08/20		165182	N

Vendor #	Name	Contract	PO Type	Acct Type	Description	Stat/chk	First Rcvd	chk/Void	Invoice	1099
PO #	PO Date	Description	Amount	Charge Account			Enc Date	Date		Excl
Item	Description									

NAVLORS NAVLORS AUTO PARTS

20-01276	12/08/20	1540 gallon rot	Continued								
11	control arm/with ball joint	353.98	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	165208	N	
12	lamp	48.75	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	165213	N	
13	thermostat	19.49	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	165338	N	
14	thermostat housing	29.99	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	165335	N	
15	headlight bulb	26.98	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	166103	N	
16	battery	136.99	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	166385	N	
17	marine anti freeze	28.74	0-01-26-300-000-294	B	Mech Garage: Other	R	12/08/20	12/08/20	166430	N	
18	belt/extractorblade	122.27	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	166498	N	
19	belt idler pulley	38.99	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	166558	N	
20	oil filters	62.21	0-01-26-300-000-203	B	Mech Garage: Motor Vehicle - Police	R	12/08/20	12/08/20	166890	N	
		2,504.59									
	Vendor Total:	2,504.59									

NJAMERIC NEW JERSEY AMERICAN WATER

20-01256	12/07/20	17-1 SHORE DR FIREHSE									
1	17-1 SHORE DR FIREHSE	137.45	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	17-1 FIREHSE	N	
2	22 SINGHARBOR AVE	52.93	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	22 SINGHARBOR	N	
3	S BAY AVENUE	19.78	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	S BAY AVENUE	N	
4	LINDEN AVENUE	19.78	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	LINDEN AVENUE	N	
5	S 2ND ST W SDE GARAGE	29.94	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	BORO GARAGE	N	
6	WATERWITCH AVENUE	22.66	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	WATERWITCH	N	
7	BAY AVENUE PARK	45.65	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	BAY AVE PARK	N	
8	42 SHORE DRIVE	15.37	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	42 SHORE DR	N	
9	27 SHORE DRIVE	22.66	0-01-31-445-000-219	B	Water	R	12/07/20	12/07/20	27 SHORE DR	N	
10	17-1 SHORE HYDRANT	79.36	0-01-31-463-000-193	B	Fire Hydrants	R	12/07/20	12/07/20	17-1 SHORE D	N	
11	GRAVELLY POINT HYD	179.22	0-01-31-463-000-193	B	Fire Hydrants	R	12/07/20	12/07/20	GRAVELLY PT HYD	N	
12	40 SHORE DRIVE	67.51	0-05-55-502-000-219	B	Sewer: Water	R	12/07/20	12/07/20	40 SHORE DR	N	
		692.31									
	Vendor Total:	692.31									

NJ FIRE NEW JERSEY FIRE EQUIPMENT CO.

20-00767	08/10/20	air packs									
1	air packs	54,255.00	0-01-44-901-000-276	B	Firehouse - Fire Truck Repair/replace	R	08/10/20	12/07/20	64413	N	

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Bill List By Vendor Name

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Vendor #	Name	Contract	PO Type	Acct Type	Description	Stat	Chk	First	Rcvd	Chk/Void	Invoice	1099
PO #	PO Date	Description	Amount	Charge Account	Acct Type	Description	Stat	Chk	Enc	Date	Date	Excl
PMC	PMC ASSOCIATES WIRELESS COMM											
20-00862	08/26/20	new radio install in 1730										
1	new radio install in 1730	3,005.75	0-01-25-252-000-213	B	Emergency Mgt: Communications	R		08/26/20	12/08/20		87553	N
Vendor Total:		3,005.75										
ROBER035	ROBERT T. BURTON											
20-01255	12/07/20	REIMBURSEMENT/TRAINING										
1	REIMBURSEMENT/TRAINING	20.25	0-01-25-240-000-288	B	Police: Crime Prevention	R		12/07/20	12/07/20		11/1/20	N
Vendor Total:		20.25										
RUTGSTAT	RUTGERS, THE STATE UNIVERSITY											
20-01270	12/08/20	land use Secretary Certificate										
1	land use Secretary Certificate	50.00	0-01-21-180-000-236	B	Municipal Land use: Schooling/Training	R		12/08/20	12/08/20		MH & NT CERT'S	N
Vendor Total:		50.00										
SEABO005	SEABOARD WELDING SUPPLY, INC.											
20-00752	07/29/20	oxygen/argon										
6	oxygen/argon	39.50	0-01-26-310-000-170	B	B&G: Leased Equipment	R		12/07/20	12/07/20		917342	N
Vendor Total:		39.50										
SPECTROL	SPECTROTEL, INC.											
20-01254	12/07/20	POLICE DEPARTMENT										
1	POLICE DEPARTMENT	403.22	0-01-31-440-000-213	B	Telephone	R		12/07/20	12/07/20		9977931	N
Vendor Total:		403.22										
STAPLES	STAPLES ADVANTAGE											
20-00917	09/11/20	office supplies										
2	office supplies	480.97	0-01-20-152-000-254	B	Central Services: Equipment Maintenance	R		09/15/20	12/07/20		8060439047	N
3	office supplies	14.29	0-01-20-120-000-201	B	Municipal Clerk: Office Supplies	R		09/15/20	12/07/20		8060439047	N



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Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
VERIZON1 VERIZON															
20-01251 12/07/20 VALLEY ST PUMP															
1	VALLEY ST PUMP				39.63	0-05-55-502-000-213		B Sewer: Telephone		R	12/07/20	12/07/20		VALLEY ST	N
2	40 SHORE DRIVE				121.51	0-05-55-502-000-213		B Sewer: Telephone		R	12/07/20	12/07/20		40 SHORE DR	N
3	POLICE REPEATER				956.04	0-01-35-410-000-201		B Contingent		R	12/07/20	12/07/20		POLICE REPEATER	N
					1,117.18										
Vendor Total:					1,117.18										
VERIZO15 VERIZON CONNECT															
20-01253 12/07/20 BUNDLED BILLING															
1	BUNDLED BILLING				150.00	0-01-35-410-000-201		B Contingent		R	12/07/20	12/07/20		2278301	N
Vendor Total:					150.00										
VERMIRE VERIZON WIRELESS															
20-01252 12/07/20 CELLPHONE FIRST AID															
1	CELLPHONE FIRST AID				76.02	0-01-35-410-000-201		B Contingent		R	12/07/20	12/07/20		9867252936	N
Vendor Total:					76.02										
VETER005 VETERANS OF FOREIGN WARS															
20-01267 12/08/20 Election County Payment															
1	Election County Payment				400.00	0-01-20-120-000-226		B Municipal Clerk: Election Expense		R	12/08/20	12/08/20		JULY/NOVEMBER	N
Vendor Total:					400.00										
COAST VILLAGE OFFICE SUPPLY															
20-01170 11/10/20 name plates															
1	name plates				24.00	0-01-21-180-000-294		B Municipal Land Use Law: other		R	11/10/20	12/07/20		4425611-0	N
2	SHIPPING				7.50	0-01-21-180-000-294		B Municipal Land Use Law: other		R	11/10/20	12/07/20		4425611-0	N
					31.50										
Vendor Total:					31.50										

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Rcvd	Chk/Void	1099	
Item	Description											Enc Date	Date	Invoice	Excl
LAIRD1 WILLIAM F. LAIRD															
20-01196	11/18/20 residential modeling 2021 reas						840.00	0-01-20-150-000-255							
1	residential modeling 2021 reas						840.00		B	Tax Assessor: Assessment Services (New)	R	11/18/20	12/07/20	2020-02	N
Vendor Total:							840.00								
Total Purchase Orders:			66	Total P.O. line Items:		139	Total list Amount:		371,800.48	Total Void Amount:		0.00			

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CAPITAL PROJECTS	0-01	140,622.42	0.00	140,622.42	0.00	0.00	140,622.42
	0-05	2,864.83	0.00	2,864.83	0.00	0.00	2,864.83
	Year Total:	143,487.25	0.00	143,487.25	0.00	0.00	143,487.25
	C-04	45,749.25	0.00	45,749.25	0.00	0.00	45,749.25
	G-02	200.00	0.00	200.00	0.00	0.00	200.00
TRUST NON BUDGET-TWO RIVER	T-03	182,363.98	0.00	182,363.98	0.00	0.00	182,363.98
Total of All Funds:		371,800.48	0.00	371,800.48	0.00	0.00	371,800.48



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 20-258**

### **A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND JFK MEDICAL CENTER ("JFK") FOR EMS SERVICES**

**WHEREAS**, John F. Kennedy Medical Center Emergency Medical Services ("JFK EMS") is a licensed provider of Basic Life Support (BLS) and Advanced Life Support (ALS) Services by the New Jersey Department of Health and Human Services Office of Emergency Medical Service; and

**WHEREAS**, JFK EMS has a long history of supporting municipal BLS agencies by way of providing primary, dedicated back-up or mutual aid BLS assistance; and

**WHEREAS**, the Borough wishes to enter into an Agreement with JFK EMS, for the period beginning January 1, 2021 through December 31, 2021, wherein JFK shall provide a staffed and dedicated BLS ambulance from the hours of 9am to 5pm, Monday through Friday, based in the Borough of Highlands to provide primary BLS response in the Borough and mutual aid to surrounding municipalities, for a fee of \$10,000 per month.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Highlands, that the Mayor and/or Interim Borough Administrator be and are hereby authorized to execute the EMS Agreement between the Borough of Highlands and John F. Kennedy Medical Center, to be effective for the period of January 1, 2021 through December 31, 2021, in a form that is acceptable to the Borough Attorney.

**BE IT FURTHER RESOLVED**, that the Mayor and interim Borough Administrator are authorized to undertake such acts as are reasonable and necessary to accomplish the purpose of this Resolution.

**BE IT FURTHER RESOLVED**, that certified copies of this Resolution be forwarded to JFK EMS and the Chief Financial Officer.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL						
MAZZOLA						
RYAN						
VALKOS						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

Date of Vote: December 16, 2020

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Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 20-259

### A RESOLUTION AUTHORIZING PURCHASE OF A CANYON CREW CAB PICK UP TRUCK

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), the Borough may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the Borough of Highlands has the need to purchase a 2021 GMC T2N43 Canyon Crew Cab Pick Up, 4WD, using NJ State ESCNJ Co-Op #65 MCESCCPS, Contract #PO20-1287, from Beyer Bros. Corp. and

**WHEREAS**, the Chief Financial Officer has determined that sufficient funds are available using budget # 0-05-55-502-000-296 & 0-05-55-502-000-294 in the amount of \$33,183.48.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Highlands authorizes the purchase of a 2021 GMC T2N43 Canyon Crew Cab Pick Up, 4WD, in the amount of \$33,183.48.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL						
MAZZOLA						
RYAN						
VALKOS						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

Date of Vote: December 16, 2020

\_\_\_\_\_  
Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 20-260

### A RESOLUTION AUTHORIZING "WINDOW" CONTRACTS

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4 et seq. (New Jersey Local Unit Pay-To-Play Laws), the Borough must award by resolution all goods and services contracts with a dollar amount between \$17,500 and \$43,999. These contracts are not bid, but vendors are still responsible to provide political contribution and company disclosure information in order to do business with the Borough.

**WHEREAS**, pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq., when the cost of goods and/or services that fall between \$17,500 and the bid threshold of \$44,000 in the aggregate, an approval by resolution must be in place; and

**WHEREAS**, the Borough of Highlands retained the services of:

- Advanced Micro Distribution
- Delta Dental
- Peter P. Faccas & Sons
- IMPAC
- North American Pipe
- Ready 2 Go Restroom Trailers
- Stavola Companies
- Verizon Wireless

**WHEREAS**, requests for quotes for the required work to be performed was requested from several contractors; and

**WHEREAS**, the above mentioned vendors completed and submitted a Business Entity Disclosure Certification which certifies the business entity has not made any reportable contributions to a political or candidate committee in the Borough in the previous one year, and that the contract will prohibit the above said vendors from making any reportable contributions through the term of the contract.

**NOW THEREFORE, BE IT RESOLVED** that the Council of the Borough authorized the Purchasing Agent on behalf of the Borough to issue and execute a Purchase Order for the foregoing to the above vendors with funds certified available by the Chief Financial Officer; and

**BE IT FURTHER RESOLVED** that the CFO has been authorized to arrange to pay for the foregoing in accordance with the terms of the purchase order in the amount not to exceed of \$44,000.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL						
MAZZOLA						
RYAN						
VALKOS						
BROULLON						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

Date of Vote: December 16, 2020

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Michelle Hutchinson, Acting Municipal Clerk