

**Draft**  
**BOROUGH OF HIGH BRIDGE**  
**REGULAR COUNCIL MEETING MINUTES**

Date: February 27, 2025 – 7:30 p.m. – Location: Fire House, 7 Maryland Ave., High Bridge NJ

**CALL TO ORDER BY MAYOR LEE**

**FLAG SALUTE: LEAD BY MAYOR LEE**

**ROLL CALL**

Councilwoman Conroy	present	Councilwoman Hamlin	present	Mayor Lee	present
Councilman Doyle	present	Councilwoman Matos	present		
Councilwoman Ferry	absent	Councilman Nowell	present		

Also present were Attorney Gabrielle Canaie, Administrator Brett Bartman, Clerk Adam Young and nine members of the public and press.

**READING OF PRIOR MINUTES: NONE AS PER RESOLUTION 083-2025**

**APPROVAL OF PRIOR MINUTES: 02/13/2025**

Motion to approve the February 13, 2025 regular minutes: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

**VISITORS:**

A. South Branch Emergency Services – Not present this evening.

**PUBLIC COMMENTS: 3 MINUTES PER PERSON**

Mary Healy spoke about costs of utility bills, discussing the sale of the utilities, and pothole issues outside the Commons park. Mayor Lee and Councilman Nowell spoke about addressing those issues.

**PUBLIC HEARINGS:**

A. **Ordinance 2025-002:** Amend Chapter 180 Fire Prevention - Life Hazard Fees

Motion to open the public hearing for Ordinance 2025-002: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

Administrator Bartman spoke about the intent of the Ordinance.

Motion to close the public hearing for Ordinance 2025-002: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

Motion to adopt Ordinance 2025-002: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

B. **Ordinance 2025-003:** Updated Salary and Wage Ranges

Motion to open the public hearing for Ordinance 2025-003: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

Administrator Bartman and Mayor Lee spoke about the intent of the Ordinance.

Motion to close the public hearing for Ordinance 2025-003: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

Motion to adopt Ordinance 2025-003: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

**WRITTEN COMMUNICATIONS: NONE**

## OLD BUSINESS: NONE

## NEW BUSINESS:

### A. Consent Agenda

RESOLUTION #	TITLE
Resolution - 102 - 2025	Adopt Procedures For Administration And Inspection Of Federal Aid Highway Projects With Additional Supporting Documents
Resolution - 103 - 2025	Appointment of Tax Assessor - Aaron Wilson
Resolution - 104 - 2025	Authorizing Execution Of Agreement With Colliers Engineering & Design For Engineering Services For The Wilson Avenue Improvement Project
Resolution - 105 - 2025	Authorizing Member Participation in the Hunterdon County Cooperative Pricing
Resolution - 106 - 2025	Award of Bid - Main St., Liberty St., Cregar Ave., Larrison Rd., Cregar Rd. Water Main Replacement
Resolution - 107 - 2025	Award of Emergency Contractor Services
Resolution - 108 - 2025	Dewey Ave. Natural Recycling Dates

Motion to approve the consent agenda: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

## INTRODUCTION OF NEW ORDINANCES: NONE

## COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT REPORTS:

### Councilwoman Conroy – Green Team / Board of Health / Environmental Commission

Spoke about the Environmental Commission meeting, the Batty about Bats event, the Main Street cleanup event, adopting a storm drain, and mulching practices. Spoke about the Green Team tobacco free community initiative, Commons park benches, a government services Town Hall event, and the hazardous waste cleanup day.

### Councilman Doyle – Golf / Emergency Services

Spoke about golf course preliminary earnings, South Branch Emergency Squad increasing volunteer numbers, read the Police Department statistics, and spoke about the Fire Department construction project.

### Councilwoman Ferry – Education

Councilman Nowell read Councilwoman Ferry's report. The report spoke about the High Bridge Board of Education training continuing, student awards won, state aid and drafting the new budget.

### Councilwoman Hamlin – Website / Newsletter / Social Media / Economic Development Committee / Open Space and Recreation

Spoke about the coming The Bridge magazine release and new offerings, and signing up for public service announcements. Spoke about the Criterium Race event, the bike rodeo event, recommendations to improve Borough properties and maps, Nassau and Springside trails are hiking only, and pickleball in the Borough. Spoke about the New Jersey Film Ready program,

### Councilwoman Matos – Historical

Spoke about preparations for the 250<sup>th</sup> Anniversary of the American Revolution, collaborative events with other sites, and coming Borough events.

### Councilman Nowell – Finance / Creative Team / Department of Public Works and Engineering

Spoke about snow events in the Borough, use of salt, Department of Public Works projects completed, award of contract for a water main project, the Commons bathroom is in production, ongoing paving projects, and Safe Routes to School is still pending.

### Administrator Bartman – Administrator's Report

Spoke about lighting improvements to Borough buildings, census survey completed, submission of fourth round fair share grant, work on Safe Routes to School completed, updates to PFAS litigation file, submission of Sustainable New Jersey grant, execution of services contract, prepare federal eligibility documents, and work on the Film Ready program.

### Mayor Lee – Executive Services

Spoke about starting to draft the municipal budget, JCP&L rate increases and interplay with the energy cooperative pricing program, participating in an affordable housing podcast discussion, and development projects in the Borough progressing.

**LEGAL ISSUES:**

Attorney Gabrielle Canaie spoke about receiving a challenge to the Borough's submitted affordable housing unit numbers and the process of the challenge with more update in the future.

**APPROVAL OF BILL LIST:**

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$1,087,731.85**

Motion to approve bill list: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

**PUBLIC COMMENTS: 1 MINUTE PER PERSON**

Mary Healy asked about plans to bring revenue to the Borough to lower taxes and to lower utility rates. Mayor Lee asked for her to reach directly to Borough Hall about this issue.

**EXECUTIVE SESSION: NONE**

**ADJOURNMENT:**

Motion to adjourn: Nowell / Doyle

Roll call vote: Conroy, yes ; Doyle, yes ; Ferry, absent ; Hamlin, yes ; Matos, yes ; Nowell, yes

Motion passes: 5 yes, 1 absent

**Next Council Meeting:** March 13, 2025 - 7:30 pm – Emergency Squad, 95 W. Main St, High Bridge NJ

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**PROCLAIM SUPPORT FOR LYMPHEDEMA AWARENESS MONTH**

**PROCLAMATION: 002-2025**

**PROCLAIMED:**

WHEREAS, Lymphedema is a debilitating condition characterized by an accumulation of lymphatic fluid that causes swelling in the arms, legs or other areas of the body;

and WHEREAS, Patients suffering from lymphedema may struggle with intense pain and disfigurement and may experience financial and psychological strains due to the difficulties of managing their condition, which has the potential to cause severe infections or loss of the use of limbs;

and WHEREAS, While there are rare cases of lymphedema that are inherited, most lymphedema cases are developed as a result of an infection, trauma, surgery, radiation therapy, or removal of lymph nodes;

and WHEREAS, Because the removal of lymph nodes is typical in cancer-related surgeries, cancer survivors are especially susceptible to developing lymphedema; for instance, it is estimated that 10 to 15 percent of mastectomy patients develop lymphedema of the arm;

and WHEREAS, Research about lymphedema treatment has been notably limited and the condition requires lifelong management by the patient;

and WHEREAS, The National Lymphedema Network sponsors Lymphedema Awareness "D" Day each year on March 6th to honor patients and to raise awareness of the treatment needs and severity of this condition;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey proclaim the month of March "Lymphedema Awareness Month," The Mayor is respectfully requested to annually issue a proclamation calling upon public officials, High Bridge Borough Committees and Boards, the health care, wellness and fitness communities and the citizens of High Bridge, Hunterdon County, New Jersey to observe the month by promoting awareness of the treatment needs, the severity of lymphedema and honor inspirational lymphedema patients by using the Boroughs bountiful outdoor resources with appropriate accessible activities and programs.

# HB

# HIGH BRIDGE

## BOROUGH

### Monthly Report – February 2025

#### Projects:

- Transit Village
  - Hearing 2/6/25 results pending

#### Grants/Funding:

- NJDOT FY24 Municipal Aid \$219,330
- NJTPA FY23 \$875K -
- NJ Transportation Alternatives Grant FY23 \$520K (Bridge Street Streetscape)
- Green Communities Grant (\$3,000 match). - Closing grant
- Stormwater assistance grant \$15,000
- SRTS22 (\$244,998.52)
  - Preliminary design
- FY18 SRTS
  - DEP Permits pending
- SRTS FY24
  - Awarded \$530k
- Water Improvement Infrastructure 2024
  - \$4M

#### Other:

- Exterior Lighting repairs and upgrades Borough Hall and Squad building.
- Completed BAS Census Survey
- Submitted funding request to Highlands Council for fourth round housing element and fair share plan.
- Submitted soil permitting for SRTS FY18 to GPI.
- Submitted updates for PFAS litigation file for Borough Attorney.
- Submitted Sustainable NJ grant and resolution.
- Executed Colliers services proposal after Highlands Grant approval received for fourth round and fair share plan.
- Prepared federal eligibility documents for Safe Routes FY24.
- Attended NJ Film Ready meeting to discuss next steps.

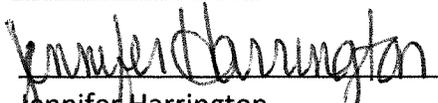
## COLLECTOR'S REPORT OF RECEIPTS

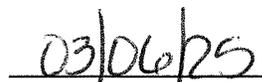
To the Borough of High Bridge Council:

I herewith submit to you my report of receipts for the Month ending:

**February 28, 2025**

	QTR	CURRENT	YTD
CURRENT 2025	96.23%	\$ 2,949,532.10	\$ 3,804,284.31
TAXES YEAR 2024		16,887.42	53,686.18
TAXES YEAR 2026		-	-
MISC REV		-	-
TAX SALE COST		-	-
LIENS		19,660.96	24,717.48
PILOT		-	-
INTEREST/PENALTY		2,179.07	3,779.43
PREMIUM		-	-
DUE UTILITY COLLECTOR		-	-
REDEMPTIONS - MUNI LIENS		-	-
<b>TOTAL</b>		<b>\$ 2,988,259.55</b>	<b>\$ 3,886,467.40</b>

  
 Jennifer Harrington  
 Tax Collector

  
 Date



**BOROUGH OF HIGH BRIDGE**  
97 WEST MAIN STREET, HIGH BRIDGE NJ 08829-1900

E: ZONING@HIGHBRIDGE.ORG

OFFICE OF THE ZONING OFFICER

## Monthly Zoning Officer's Report:

### February 2025

#### Zoning Permits – Residential Use:

1. Block 19.01 Lot 9	Deck & Patio	Approved 2-5-2025
2. Block 35 Lot 5	Fence	Approved 2-13-2025
3. Block 20.06 Lot 15	Shed	Approved 2-17-2025
4. Block 37 Lot 34	Condenser	Approved 2-19-2025
5. Block 31.01 Lot 8	Roof over front door	Approved 2-24-2-2025
6. Block 22 Lot 17	Fence	Approved 2-27-2025

#### Zoning Permits- Commercial Use:

#### General Inquiries/ Letters:

Accessory Structures  
Chickens

#### Complaints:

#### Warning & Violations:

#### Summons:

Block 39.03 Lot 321                      Property Maintenance                      Initial court date scheduled 3-5-2025

#### Land Use Board Referrals:

Respectfully submitted,  
Allison Witt, Zoning Officer

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**AMENDING FEBRUARY 27, 2025 BILL LIST TOTAL AMOUNT**

**RESOLUTION: 109-2025**

**ADOPTED:**

WHEREAS, the bill list on February 27, 2025 was adopted by Council with all bills to be paid and a total of \$1,087,731.85, and

WHEREAS, the bill list totaled an additional \$300.00, and

THEREFORE, BE IT RESOLVED that the Council of the Borough of High Bridge do hereby amend the February 27, 2025 bill list total to \$1,087,431.85 and approve the bill list as amended.

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**RESOLUTION OF THE MUNICIPALITY OF THE BOROUGH OF HIGH BRIDGE,  
COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AUTHORIZING THE  
APPOINTMENT OF AARON WILSON AS TAX ASSESSOR**

**RESOLUTION: 110-2025**

**ADOPTED:**

**WHEREAS**, N.J.S.A. 40A:9-148 requires every Municipality to provide for the appointment of a Tax Assessor; and

**WHEREAS**, the current non- tenured Tax Assessor has retired/resigned their position; and

**WHEREAS**, it is the desire of the Mayor and Council of the Borough of High Bridge to appoint Aaron Wilson for the unexpired term of office starting on 3/1/2025 – 6/30/2028 pursuant to N.J.S.A. 40A:9-148, for an annual salary of 20,000.00;

**WHEREAS**, the Tax Assessor will hold public office hours by appointment; and

**NOW, THEREFORE, BE IT RESOLVED**, Resolution 110-2025 was duly adopted by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey at a public meeting held on March 13, 2025, to appoint a part time Tax Assessor; and

Said appointment is a conditional offer of employment subject to the requirements of Resolution 103-2025.

**BE IT FURTHER RESOLVED THAT**, certified copies of said Resolution shall be forwarded to the following:

1. Director, Division of Taxation
2. Administrator, Board of Taxation
3. Administrator of the Municipality
4. Tax Assessor

I, Adam Young, Municipal Clerk of the Borough of High Bridge, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at their regular meeting held on March 13, 2025.

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Adam Young, Borough Clerk, RMC

**ATTEST:**

Adam Young  
Municipal Clerk

Michele Lee  
Mayor

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**STORMWATER ENGINEER APPOINTMENT FOR 2024 MS4 ANNUAL REPORTING  
AND COMPLIANCE SERVICES**

**RESOLUTION: 111-2025**

**ADOPTED:**

**WHEREAS**, the Borough wishes to appoint an engineering firm for the Stormwater Management, 2025 MS4 Annual Reporting and Compliance; and

**WHEREAS**, Remington and Vernick was selected as the Engineer for Stormwater Management, 2024 MS4 Annual Reporting and Compliance Services in the amount not to exceed \$6,500.00; and

**NOW, THEREFORE, BE IT RESOLVED**, the Council of the Borough of High Bridge hereby appoint the firm of Remington and Vernick as the engineering firm for the Stormwater Management, 2025 MS4 Annual Reporting and Compliance Services.

February 24, 2025

**Borough of High Bridge**  
97 West Main Street  
High Bridge, New Jersey 07719

**Attn: Brett J Bartman, Administrator**

**Subject: 2025 MS4 Annual Reporting and Compliance Services**

Dear Mr. Bartman:

**REMINGTON & VERNICK ENGINEERS** is pleased to provide the following proposal to provide year 2025 MS4 Annual Reporting and Compliance Services.

RVE will provide the following annual reporting and permit compliance services:

- Preparation and filing (on NJDEP Online) of year 2024 MS4 Annual Report and Certification and year 2024 stormwater questionnaire (due May 1, 2025).
- Revisions to **2024** Stormwater Pollution Prevention Plan (SPPP) prepared by our office (and filing on NJDEP online). An updated (2025) SPPP will be filed on or around July 1, 2025.
- As needed general compliance assistance to High Bridge DPW staff.

We will provide these services for a time and material, not to exceed fee of **\$6,500.00**.

Please note that the above-mentioned services referenced in this proposal **do not** include preparation and filing of the Borough's **Phase 1 Watershed Inventory Report** (due 1/1/2026). A second proposal will be provided for this work under separate cover.

Should you have any questions or require additional information, please do not hesitate to contact me at our Morganville office at (732) 955-8000.

Sincerely,  
**REMINGTON & VERNICK ENGINEERS**



Terence Vogt, PE, PP, CME  
Principal, Regional Manager

cc: Brandon Metz, DPW Supt

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**BOROUGH EVENT – CRITERIUM RACE**

**RESOLUTION: 112-2025**

**ADOPTED:**

**WHEREAS**, the Borough wishes to set the following Borough Event; and

**WHEREAS**, the Borough approves of the attached course for the event;

**NOW, THEREFORE BE IT RESOLVED**, by the Council of the Borough of High Bridge that the following event be set and the attached course is approved for the event:

Criterion Race

- August 9, 2025
- 11 a.m. to 6 p.m.

# Tour of High Bridge Criterium Course Approval

# Proposed Date/Time

Event Time: 12pm - 5pm Saturday August 9th

Road Closure: 11am - 6pm

# Proposed Course



## 2025 Bike Criterium Race Route Proposal D

1.02 Miles

OFF MAIN STREET OPTION  
START / FINISH AT FRONT OF MIDDLE SCHOOL  
PARKING AT COMMONS LOT



Adjusted course due to Main St. construction.

## Communication Plan With Impacted Residents:

- Door knocking campaign to distribute impacted resident notices
- 2 Town Email Notices
- Zoom/Online call for impacted residents to ask questions
- Traffic signage in place several days ahead of time to make sure residents are aware of the closure
- Communication will mention exiting with vehicle may only be done between races which can last up to an hour and encourage residents to park at the elementary school if they need to leave during the event (pending BOE approval)

# Additional Help Requested from the Town

- Access to Give Butter or similar tool to collect sponsor money (reduce administrative work for town finance team)
- Open Container approval for the entire course, except where not allowed due to school rules, during the event
- Provide a copy of the closure plan once approved by the county

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**BOROUGH EVENT EXEMPTIONS TO PROVISIONS OF CHAPTER 268, ARTICLE 1**

**RESOLUTION: 113-2025**

**ADOPTED:**

**WHEREAS**, under Chapter 268, Article 1, General Provisions provides for the requirement of obtaining a license for the purposes as outlined within the scope of the chapter; and

**WHEREAS**, the Council wishes to allow for the temporary exemptions of such licensing requirements of Chapter 268, Article 1 for the following dates; and

**WHEREAS**, the temporary exemptions afforded shall be in effect as follows:

- DATE(s): May 17 and May 18, 2025
- LOCATION: Borough of High Bridge

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of High Bridge, in the County of Hunterdon, State of New Jersey, it is established that the licensing requirements of Chapter 268, Article 1 are temporarily exempted for the purpose of allowing the participation in the Borough Yard Sale event.

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**ESTABLISHING AND ADOPTING COMPLETE AND  
GREEN STREETS POLICY**

**RESOLUTION: 114-2025**

**ADOPTED:**

WHEREAS, safe, convenient, accessible, equitable, healthy, and environmentally and economically beneficial non-vehicular modes of transportation for all users is a priority of the Borough of High Bridge; and

WHEREAS, the New Jersey Department of Transportation's Model Complete Streets Policy defines a complete street as "a means to provide a comprehensive, integrated, connected multi-modal network of transportation options through planning, design, construction, maintenance, and operation of new and retrofit transportation facilities along the entire right-of-way for all users of all ages and abilities;" and

WHEREAS, "all users" includes bicyclists, pedestrians, persons with disabilities, older adults, and children; and

WHEREAS, Complete Streets allow for multiple modes of travel, aside from personal automobiles, so that those who are unable to drive, who cannot afford a car, or choose to reduce their car usage may travel by bicycle or on foot safely and conveniently; and

WHEREAS, Complete Streets allow for walking and cycling to be a viable alternative to driving, thereby providing environmental benefits by reducing carbon emissions and air pollution, promoting exercise and healthy living, being less costly to the commuter, reducing traffic congestion, increasing the capacity and efficiency of the road network, and enhancing the general quality of life for community members; and

WHEREAS, Green Streets design elements, such as green stormwater infrastructure, traffic calming treatments, shade trees, and the use of recycled materials protect and create a healthier natural and social environment, improve air and water quality, and reduce localized flooding; and

WHEREAS, Complete and Green Streets implementation promotes economic vitality and neighborhood livability by enhancing access to local businesses, schools, parks, transit, and jobs; and

WHEREAS, implementation of the Complete and Green Streets Policy should not negatively impact the affordability of the neighborhood for current residents and should provide benefit to neighborhoods through procedures that ensure fair treatment, equitable funding and resource distribution, and meaningful involvement of community members in all phases from selection, planning, and design to construction and long-term maintenance; and

WHEREAS, the Complete and Green Streets Policy applies to new, reconstruction, retrofit, and resurfacing projects, including design, planning, construction, maintenance, and operations, for the entire right-of-way; and

WHEREAS, all initial planning and concept and design studies of infrastructure projects consider design elements that improve public health, environment, economy, equity, and safety.

NOW THEREFORE, BE IT RESOLVED, Borough of High Bridge adopts the Complete and Green Streets Policy attached hereto and makes it part of this Resolution subject to the following conditions:

- 1) Pedestrian and bicycle facilities shall not be required where they are prohibited by law.
- 2) Significant adverse environmental impacts outweigh the positive effects of the infrastructure.
- 3) Character of the road shall be considered in the implementation of the MUNICIPAL Policy.

BE IT FURTHER RESOLVED, that requests for all exceptions must be submitted in writing to Borough Council, with supporting documentation, and made publicly available with a minimum of 30 days allowed for public comment.

BE IT FURTHER RESOLVED, that copies of this Resolution shall be forwarded to all Borough departments within thirty (30) days of the adoption of this Resolution.

#### CERTIFICATION

I, Adam Young, Clerk of the Borough of High Bridge, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough of High Bridge on the \_\_\_\_ day of \_\_\_\_\_, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of this Borough of High Bridge on this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Municipal Clerk

Attached Hereto:

Borough of High Bridge Complete and Green Streets Policy

The Borough of High Bridge is committed to developing an integrated and connected multi-modal transportation system of Complete and Green Streets that serve all neighborhoods and populations.

Toward this end:

1. All transportation projects shall be designed and constructed as Complete and Green Streets, whenever feasible to do so, that allow safe, environmentally healthy, economically sound, equitable, accessible, and convenient travel along and across streets for users of all ages and abilities and for all modes of transportation, including motorists,

bicyclists, pedestrians, public transportation vehicles and their passengers, delivery trucks and movers of commercial goods, drivers of agricultural vehicles, and emergency vehicles, and strive to meet the following goals:

- a. Environment: Improve air and water quality; reduce flooding; mitigate traffic congestion.
- b. Safety: Improve safety for people walking and bicycling.
- c. Economic: Stimulate economic prosperity in business districts.
- d. Health: Increase physical activity and social connectivity for residents and visitors.
- e. Equity: Implement policies and distribute funding and other resources equitably and responsibly in all neighborhoods, particularly in neighborhoods with higher populations of transportation-dependent commuters.

2. This Policy shall apply to all public and/or private transportation projects, including those using funds awarded by federal, state, regional, county, municipal, or any other public agency. This shall include new construction, reconstruction, resurfacing, restoration, repaving, rehabilitation, private development projects, and maintenance of highways, roads, and streets. Bicycle and pedestrian ways shall be established, when appropriate, in such projects unless a condition of the resolution is met.

3. The Planning Board, Zoning Board of Adjustment, and their respective planning and engineering professionals shall incorporate this Complete and Green Streets Policy into their reviews and recommendations of major site plan and development/redevelopment projects; that all initial planning, designing studies and review for projects requiring funding or approval by the Borough of High Bridge should (a) evaluate the effect of the proposed project on safe travel by all users, and (b) identify measures to mitigate any adverse impacts on such travel that are identified.

4. This Complete and Green Streets Policy shall be incorporated into the next Reexamination, update, revision, amendment, or adoption of the Master Plan.

5. The design and construction of new roads and facilities shall anticipate future demand for biking, walking, and other alternative transportation facilities and not preclude the provision of future improvements.

6. The Borough of High Bridge, Borough Planner, and Borough Engineer shall routinely work in coordination with each other and adjacent jurisdictions, and any relevant committees, to create Complete and Green Streets and to ensure consistency with the Borough of High Bridge's Master Plan and Elements and any other existing Pedestrian/Bicycle/Multimodal Plans, Stormwater Management Plans, Pollution Prevention Plans, and Historic Preservation Plans.

7. Transportation projects and Master and Capital Plans shall include, when appropriate, sustainable design elements, including, but not limited to:

- a. Green street stormwater infrastructure practices
- b. Traffic calming
- c. Shade trees and other vegetation
- d. Rain gardens
- e. Bioswales
- f. Permeable pavements — including those made from recycled materials such as rubber, concrete, glass, and plastic.

9. Transportation projects and Master and Capital Plans shall include, where appropriate, pedestrian and bicycle design elements and transit amenities, including but not limited to: curb extensions, sidewalks, paved pedestrian paths, radar feedback signs, pedestrian countdown signals, pedestrian refuge islands, road diets, lane width reductions, bike lanes, protected bike lanes, bike parking, lighting, wayfinding, seating, trash receptacles, transit amenities, etc.

10. The Borough Council shall utilize the most current editions of guides, manuals, and best practices on street design, historic preservation, construction, operations, and maintenance that apply to bicycle, pedestrian, transit, stormwater, and highway facilities. All manuals, standards, and guidelines shall be made publicly available online.

11. The Borough Administrator shall lead the implementation of this Policy and formally coordinate with the Borough Planner and Borough Engineer with advice and input from the Planning Board, Zoning Board of Adjustment, and relevant committees to set benchmarks to ensure the successful implementation of the Complete and Green Streets Policy. Beginning with the planning stage, the Borough of High Bridge shall identify an existing process or develop a new process that allows for public participation in decision-making concerning the planning, design, and use of streets and roadways covered by this Policy.

12. One or more of the following implementation tools may be used in support of this Complete and Green Streets Policy:

- a. Establishment of a checklist for project review.
- b. Inventory, audit, and update of procedures, policies, plans, documents, training programs, performance measures and other guidance documents to be consistent with this Policy, including, but not limited to, funding, planning, designing, operating, and maintaining transportation infrastructure.
- c. Establishment and reporting of benchmarks reflecting the ability of all users to travel safely and conveniently along highways, roads, and streets.
- d. Collection and monitoring of data to assess benchmarks and evaluate how well the streets are serving all users.
- e. Identification of capital improvements that expand the opportunities for safe roadway use by all users.

### **Key Terms & Definitions**

**Complete Streets:** An integrated transportation network designed to enable safe and convenient travel and access along and across streets for all users of all ages and abilities, including pedestrians, bicyclists, motorists, movers of commercial goods, and transit riders.

**Green Streets:** Streets with landscaped features installed in the rights-of-way that capture and allow stormwater runoff to infiltrate into the ground, while still preserving the primary function of a street as a conduit for pedestrians, bicyclists, motorists, and transit riders. Stormwater runoff is excess water generated from rain and snowmelt events that flow over impervious surfaces, such as paved streets, parking lots, and building rooftops, and does not infiltrate into the ground.

**Green Street Stormwater Infrastructure Practices:** Includes types of green infrastructure techniques used to manage stormwater, including but not limited to:

1. **Street tree trenches/boxes:** utilize soil, gravel, and plants to infiltrate and filter stormwater runoff from impervious surfaces
2. **Bioswales:** shallow channels that convey, slow down, and infiltrate stormwater runoff.
3. **Vegetated curb bump outs:** a vegetated curb extension that protrudes into the street either mid-block or at an intersection, creating a new curb some distance from the existing curb.
4. **Permeable pavement:** a stormwater drainage system that allows rainwater and runoff to move through the pavement's surface to a storage layer below, with water eventually seeping into underlying soil. Types of permeable pavement include pervious concrete, porous asphalt, interlocking concrete pavers, and grid pavers.

**Green Stormwater Infrastructure:** An approach to managing stormwater by infiltrating it in the ground where it is generated using vegetation or porous surfaces, or by capturing it for later reuse. Infiltration is when water falls to the earth as precipitation and seeps into the soil.

**Road Diet:** A lane reduction strategy to improve safety and multi-modal transportation on a roadway. It may include, but not be limited to, the removal of a road lane and/or reduction of a lane width to repurpose the roadway space for other uses and travel modes.

**Traffic Calming:** The combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized street users. Traffic calming objectives include:

1. Achieving slow speeds for motor vehicles
2. Reducing collision frequency and severity
3. Increasing the safety and the perception of safety for non-motorized users of the street(s)
4. Reducing the need for police enforcement
5. Enhancing the street environment (e.g., streetscaping)
6. Encouraging water infiltration into the ground using Green Street stormwater infrastructure practices
7. Increasing access for all modes of transportation, and reducing cut-through motor vehicle traffic

**Transit Amenities:** Include seating, shelter and shade, wayfinding signage, trash and recycling cans, lighting, route information, bike infrastructure (lockers, racks, fix-it stations, depots, bikeshare, etc.).

**Transportation Project:** Any public and/or private land development, project, program, or practice that affects the transportation network or occurs in the public right-of-way, including any construction, reconstruction, retrofit, signalization operations, resurfacing, restriping, rehabilitation, maintenance (excluding routine maintenance that does not change the roadway geometry or operations, such as mowing, sweeping, and spot repair), operations, alteration, and repair of any public street or roadway within a jurisdiction (including alleys, bridges, frontage roads, and other elements of the transportation system).

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**MAYOR'S MONARCH PLEDGE SURVEY**

**RESOLUTION: 115-2025**

**ADOPTED:**

**WHEREAS**, High Bridge is a small town in Northern New Jersey and home to over 300 acres of Green Acres Open Space; and

**WHEREAS**, High Bridge is committed to preserving and enhancing its Monarch Habitat and promoting Monarch Awareness;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and the State of New Jersey that following Mayors' Monarch Pledge Survey be accepted and adopted.

# Mayors' Monarch Pledge Survey



## Review Information

### Review Information

#### Mayor's Basic Information

[Edit Section](#)

Title  
**Mayor**

First Name  
**Michele**

Last Name  
**Lee**

Email Address  
**mlee@highbridge.org**

#### Community

[Edit Section](#)

Name

**High Bridge Borough**

City

**High Bridge**

State

**New Jersey**

**Mayor's Mailing Address**

[Edit Section](#)

Address Line 1

**Borough Hall**

Address Line 2

**97 West Main Street**

City

**High Bridge**

State

**New Jersey**

Zip

**08829**

**Staff Point of Contact**

[Edit Section](#)

Title

**Lead Volunteer**

First Name

**Mia**

Last Name

**Baldwin**



Phone Number

**N/A**

## **Pledge Summary**

[\*\*Edit Section\*\*](#)

High Bridge is a small town in Northern New Jersey and home to over 300 acres of Green Acres Open Space. High Bridge is committed to preserving and enhancing its Monarch Habitat and promoting Monarch Awareness. One space, Monarch Way on Nassau Road, is home to three large Common Milkweed colonies consisting of over 1000 Common Milkweed plants, a Monarch Larva Monitoring Project site, a certified National Wildlife Federation Wildlife Habitat, and a certified Monarch Waystation.

## **Action Item Selection**

[\*\*Edit Section\*\*](#)

### **Communications and Convening**

- ✓ Issue a proclamation to raise awareness about the decline of the monarch butterfly and the species' need for habitat. This proclamation must incorporate a focus on monarch conservation.
- ✓ Launch or maintain a public communication effort to encourage residents to plant monarch gardens at their homes or in their neighborhoods. (If you have community members who speak a language other than English, we encourage you to also communicate in that language; Champion Pledges must communicate in that language.)
- ✓ Engage with community garden groups and urge them to plant native milkweeds and nectar-producing plants.
- ✓ Engage with city parks and recreation, public works, sustainability, and other relevant staff to identify opportunities to revise and maintain mowing programs and milkweed / native nectar plant planting programs.
- ✓ Engage with gardening leaders and partners (e.g., Master Naturalists, Master Gardeners, Nature Centers, Native Plant Society Chapters , other long-standing and influential community leaders) to support monarch butterfly conservation.

- ✓ Create a community art project to enhance and promote monarch and pollinator conservation as well as cultural awareness and recognition.

## **Program and Demonstration Gardens**

- ✓ Host or support a native seed or plant sale, giveaway or swap.
- ✓ Facilitate or support a milkweed seed collection and propagation effort.
- ✓ Plant or maintain a monarch and pollinator-friendly demonstration garden at City Hall or another prominent or culturally significant community location.
- ✓ Plant milkweed and pollinator-friendly native nectar plants along roadsides, medians, or public rights-of-way.
- ✓ Launch or maintain an outdoor education program(s) (e.g., at schools, after-school programs, community centers and groups) that builds awareness and creates habitat by engaging students, educators, and the community in planting native milkweed and pollinator-friendly native nectar plants (i.e., National Wildlife Federation's Schoolyard Habitats program and Monarch Mission curriculum).
- ✓ Earn or maintain recognition for being a wildlife-friendly city by participating in other wildlife and habitat conservation efforts (i.e., National Wildlife Federation's Community Wildlife Habitat program).
- ✓ Initiate or support community science (or citizen science) efforts that help monitor monarch migration and health.
- ✓ Add or maintain native milkweed and nectar-producing plants in gardens in the community.
- ✓ Launch, expand, or continue an invasive species removal program that will support the re-establishment of native habitat for monarch butterflies and other pollinators.
- ✓ Display educational signage at monarch gardens and pollinator habitat.

## **Systems Change**

- ✓ Change weed or mowing ordinances to allow for native prairie and plant habitats.
- ✓ Increase the percentage of native plants, shrubs and trees that must be used in city landscaping ordinances and encourage use of milkweed, where appropriate.
- ✓ Launch, expand, or continue an effort to change municipal planting ordinances and practices to include more native milkweed and native nectar producing plants at city properties.
- ✓ Reduce or eliminate the use of herbicides, pesticides, or other chemicals that are harmful to monarchs and pollinators and urban wildlife.
- ✓ Launch, expand, or continue one or more ordinances to reduce light pollution to benefit urban wildlife.

### Question & Comments

[Edit Section](#)

**BACK**

**SUBMIT**

[SIGNATORIES \(/SIGNATORIES\)](#)

[CONTACT US \(HTTPS://WWW.NWF.ORG/ABOUT-US/CONTACT-US?SC\\_CAMP=0298CE2BD2794B3D836CB6355FFF83B1\)](https://www.nwf.org/about-us/contact-us?SC_CAMP=0298CE2BD2794B3D836CB6355FFF83B1)



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**MAYORS  
MONARCH  
PLEDGE**

# Mayors' Monarch Pledge Survey

**Open Pledge Period: December 1 – March 31**

Thanks for your interest in taking the National Wildlife Federation Mayors' Monarch Pledge this year. Only mayors and heads of local and tribal government (or their staff designees) may fill out this pledge form. Please note: the survey will not save and will need to be completed in one sitting.

Information from this form will be used to create a public community profile page to showcase your mayor's progress and efforts in the program.

Please be sure to read the pledge language and FAQ before taking the pledge. If you have any questions, you can email us at [mayorsmonarchpledge@nwf.org](mailto:mayorsmonarchpledge@nwf.org).

## Mayor's Basic Information

If you are not a "mayor," or the head of local or tribal government, please enter your name and appropriate title here.

Title

First Name

Last Name

Email Address

Community Name

*If your community doesn't have an official name, consider using the following formats:  
Town of Herndon, City of Fairfax, etc.*

City

State

**Mayor's Mailing Address**

Address Line 1

Address Line 2

City

State

Zip Code

## Staff Point of Contact Information

Please provide your professional title in the space below.

Please note that the Staff Point of Contact you entered below will be the default user for your community profile. Please make sure you enter a valid email address.

Title

First Name

Last Name

Email

*Note: This email address is your log in account.*

Phone Number

## Pledge Summary

Please type a description of your community, your community's efforts and/or interest in committing to monarch and pollinator conservation. This information will populate on your community's profile page, but can be updated and edited after this survey is submitted. See below for a sample description.

*Example Description: Exampleville is a city in central Virginia with a population of roughly 50,000. The city is nestled in the Green Ridge Mountains and is home to the beautiful Exampleville Regional Park and many community gardens. Mayor Smith of Exampleville, VA has committed to saving the monarch butterfly and other pollinators with their signing of the Mayors' Monarch Pledge and looks forward to engaging residents in building more pollinator habitat throughout the city.*

## Action Item Selections

Each year, you must commit to at least 3 Action Items from this list which you will report on at the end of the year. At least 1 action must be taken from the “Program & Demonstration Gardens” section.

### Communications and Convening

- Issue a Proclamation to raise awareness about the decline of the monarch butterfly and the species’ need for habitat.

*Example Activities:*

1. *Issue a Monarch Day Pledge*
2. *Incorporate monarchs into your Earth Day, Pollinator Week or other proclamation*

- Launch or maintain a public communication effort to encourage residents to plant monarch gardens at their homes or in their neighborhoods. (If you have community members who speak a language other than English, we encourage you to also communicate in that language; Champion Pledges must communicate in that language.)
- Engage with community garden groups and urge them to plant native milkweeds and nectar-producing plants.
- Engage with city parks and recreation, public works, sustainability, and other relevant staff to identify opportunities to revise and maintain mowing programs and milkweed / native nectar plant planting programs.
- Engage with gardening leaders and partners (e.g., Master Naturalists, Master Gardeners, Nature Centers, Native Plant Society Chapters) to support monarch butterfly conservation.

*Example Activities:*

1. *Develop community gardens with local gardening leaders*
2. *Host programming and other activities with Nature Centers*
3. *Coordinate and collaborate with local gardening groups at schools, colleges, and universities*

- Engage with Homeowners Associations (HOAs), Community Associations or neighborhood organizations to identify opportunities to plant monarch gardens and revise maintenance and mowing programs.
- Engage with developers, planners, and landscape architects to identify opportunities to create monarch habitat.

- Create a community-driven educational conservation strategy that focuses on and benefits local, underserved residents.

*Example Activities:*

1. *Conduct outreach and support habitat / green space improvements in underserved communities.*
2. *Develop brochures in different languages*

- Create a community art project to enhance and promote monarch and pollinator conservation as well as cultural awareness and recognition.

*Example Activities:*

1. *Host photo contests*
2. *Commission murals*
3. *Create and show films and documentaries*
4. *Support public art installations*
5. *Collaborate with local artists, including school, college, and university art departments to create community-wide art*

## **Program and Demonstration Gardens**

- Host or support a native seed or plant sale, giveaway or swap.
- Facilitate or support a milkweed seed collection and propagation effort.
- Plant or maintain a monarch and pollinator-friendly demonstration garden at City Hall or another prominent community location.
- Convert abandoned lots to monarch habitat.
- Plant milkweed and pollinator-friendly native nectar plants in medians and public rights-of-way.
- Launch or maintain an outdoor education program in school gardens that builds awareness and creates habitat by engaging students, teachers, and the community in planting native milkweed and pollinator-friendly native nectar plants (i.e., National Wildlife Federation's Eco-Schools USA Schoolyard Habitats program and Monarch Mission curriculum).

*Example Activities:*

1. [Eco-Schools USA Schoolyard Habitats](#)
2. [PK-12 Monarch Mission Curriculum](#) (English and Spanish)
3. [National Wildlife Federation Campus Pollinator Pledge](#)

- Earn or maintain recognition for being a wildlife-friendly city by participating in other wildlife and habitat conservation efforts (i.e., National Wildlife Federation's Community Wildlife Habitat program).

*Example Activities:*

1. Join the [Community Wildlife Habitat](#)

- Host or support a monarch neighborhood challenge to engage neighborhoods and homeowners' associations within the community to increase awareness and/or create habitat for the monarch butterfly.

*Example Activities:*

1. Host photo challenges
2. Create property certification challenges
3. Collaborate with schools, universities, and colleges to host joint awareness and habitat creation challenges

- Initiate or support community science (or citizen science) efforts that help monitor monarch migration and health.

*Example Activities:*

1. [Citizen Science Opportunities](#) (Monarch Joint Venture)
2. NWF's Monarch Stewards Program Certification
3. Engage with local colleges and universities science departments to host community-wide opportunities

- Add or maintain native milkweed and nectar producing plants in public community gardens.

- Launch, expand, or continue an invasive species removal program that will support the re-establishment of native habitats for monarch butterflies and other pollinators.

- Host or support a city monarch butterfly festival to promote monarch and pollinator conservation, as well as cultural awareness and recognition

- Display educational signage at monarch gardens and pollinator habitat beyond monarch demonstration gardens.

*Example Activities:*

1. [Neighborhood Garden Signs \(Victory Garden of Tomorrow\)](#)
2. Create plant labels or interpretive language for community gardens, parks, prairie habitat, rights-of-way, etc.

## Systems Change

Please select the actions that you will begin to work on this year, are in progress, or have already been completed.

- Remove milkweed from the list of noxious plants in city weed / landscaping ordinances (if applicable).
- Change weed or mowing ordinances to allow for native prairie and plant habitats.
- Increase the percentage of native plants, shrubs and trees that must be used in city landscaping ordinances and encourage use of milkweed, where appropriate.
- Direct city property managers to consider the use of native milkweed and nectar plants at city properties, where appropriate.
- Integrate monarch butterfly conservation into the city's Park Master Plan, Sustainability Plan, Climate Resiliency Plan or other city plans.
- Change ordinances so pesticide, herbicide, insecticide or other chemicals used in the community are not harmful to pollinators.

### *Example Activities:*

1. *Work with local school districts to eliminate or minimize the use of pesticides, herbicides, and insecticides on school properties*
2. *Adopt Integrated Pest Management (IPM) practices*

- Adopt ordinances that support reducing light pollution.
- California Specific: Pass a resolution to protect over-wintering monarch butterfly habitat on public and private lands.

## Questions or Comments

Do you have any questions or comments?

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**AUTHORIZATION OF OPEN CONTAINER BOROUGH EVENT**

**RESOLUTION: 116-2025**

**ADOPTED:**

**WHEREAS**, legislative bill(s) S-2921 and A-5554 were signed into law amending R.S. 40:48-1 authorizing a municipality to permit people to consume alcoholic beverages outdoors in an “open container area”; and

**WHEREAS**, Borough Ordinance 112-25 provides for an “open container area” which shall be determined by resolution of the Mayor and Council for sanctioned events limited to the specific date(s), time(s) and location(s) of such events; and

**WHEREAS**, notwithstanding any other provision of law to the contrary, the Borough intends to authorize the consumption of alcoholic beverages within an open container area by persons who are at least 21 years of age; and

**WHEREAS**, the Council shall permit an open container area as per the following details:

DATE(s):	August 9, 2025
SETUP TIME:	11 a.m.
OPEN CONTAINER TIME:	12 p.m. to 5 p.m.
LOCATION:	Sidewalk areas of race map. Excludes 40 Fairview Avenue (Elementary School), Block 15, Lot 9, 50 Thomas Street (Middle School), Block 4.05, Lot 57.
AREA:	Sidewalks
EVENT:	Criterium bicycle race



**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of High Bridge, in the County of Hunterdon, State of New Jersey, establishes an open container area where persons are permitted to carry and consume open containers of alcoholic beverages as stated above in accordance with all local, state, and federal laws.

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**AUTHORIZATION OF CLIENT SERVICES FOR FY2025 NJDOT  
TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION**

**RESOLUTION: 117-2025**

**ADOPTED:**

**WHEREAS**, Collier's Engineering and Design has proposed a professional services for preparation and submission of a FY 2025 NJDOT Transportation Alternatives Program grant application; and

**WHEREAS**, the proposed project funding is for pedestrian infrastructure improvements to portions of Thomas Street, Church Street, and Fairview Avenue in the amount not to exceed \$9,000.00; and

**WHEREAS**, the Borough wishes to apply for this advantageous grant opportunity; and

**THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey authorizes the Borough Administrator to execute the Client Authorization Form (Exhibit A) and any required documents.

## Client Authorization Form

**Date:** March 10, 2025  
**Client:** Borough of High Bridge  
**Project Name:** FY2025 NJDOT Transportation Alternatives Program Application  
**Task Name:** Grant Application  
**Colliers Engineering & Design Project No.:** HIB0192P

We request your review and authorization of services as outlined below in order to proceed:

**Services requested by:** Brett Bartman, Borough Administrator

**Description of service contract scope:**

Colliers Engineering & Design, Inc. (CED) proposes to provide the following service(s):

Our team will assist with the preparation and submission of a FY2025 NJDOT Transportation Alternatives Program grant application by the deadline of May 22, 2025. Funding requests should fall between \$350,000 and \$1.5 million, and no matching funds are required. The proposed project for funding is pedestrian infrastructure improvements to portions of Thomas Street, Church Street, and Fairview Ave. The scope of work for application assistance include: Pre-Application Conference Facilitation; Draft Resolution; Application Forms; Narratives; Cost Estimate; Location Map; Concept Design; Project Schedule; Letters of Support; and Project Site Photos.

Please note, all applicants must hold a mandatory pre-application conference with NJDOT. Additionally, the client must indicate and certify the continual ownership and maintenance of the infrastructure improvements for the useful life of the improvements.

To date, Colliers Engineering and Design Grant Services has secured over \$2.1 million in Transportation Alternatives and Safe Routes to School funding for the Borough.

Should you have any questions or require any additional information, please do not hesitate to contact me directly.

**The Business Terms and Conditions of the original contract shall still apply.**

Services outlined above shall be invoiced:

- Per diem/hourly  
 Lump sum

**Payment terms are NET30 of receipt of invoice.**

**Estimated Budget = \$** \_\_\_\_\_

**Lump Sum Fee = \$** 9,000.00

I (we) hereby authorize the services to proceed as outlined above:

\_\_\_\_\_  
Signer's Name (Print)

Signature

Date

Client Authorization Form prepared by:

Kelsey Howard, Principal Associate

\_\_\_\_\_  
Project Manager's Name (Print)

Project Manager's Signature

3/11/2025

Please sign the form where indicated & email or mail to Colliers Engineering & Design for our records.

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**PROCEDURES FOR ADMINISTRATION AND INSPECTION OF FEDERAL AID  
HIGHWAY PROJECTS WITH ADDITIONAL SUPPORTING DOCUMENT APP G  
TITLE VI POLICY STATEMENT**

**RESOLUTION: 118-2025**

**ADOPTED:**

**WHEREAS**, Resolution 084-2025, titled A Resolution to Adopt Procedures for Administration and Inspection of Federal Aid Highway Projects was passed by the Borough Council on February 13, 2025; and

**WHEREAS**, additional documentation is required to be approved by the Borough Council for this project which is attached here to; and

**WHEREAS**, the Federal Highway Administration (FHWA) provides opportunities for Local Public Agencies (LPA), such as the BOROUGH OF HIGH BRIDGE, to receive Federal Aid Highway Program (FAHP or federal-aid) funds through New Jersey Department of Transportation (NJDOT); and

**WHEREAS**, the BOROUGH OF HIGH BRIDGE is presently the recipient of federal-aid funds through a project awarded under the NJDOT/FHWA 2024 Safe Routes to Schools Project, Fairview Ave. & Church St; and

**WHEREAS**, the BOROUGH OF HIGH BRIDGE as an LPA, is responsible for administering federal-aid funded projects in compliance with all federal-aid requirements established by the FHWA; and

**WHEREAS**, the NJDOT, through its Stewardship Agreement with FHWA, is responsible for ensuring that the BOROUGH OF HIGH BRIDGE is adequately staffed and suitably equipped to undertake federal-aid projects, and ensure that federal requirements are met; and

**WHEREAS**, the BOROUGH OF HIGH BRIDGE, as required by the NJDOT, has developed a Policy outlining the required procedures for the Administration of Federally Funded Transportation Projects administered through the NJDOT;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the BOROUGH OF HIGH BRIDGE, County of Hunterdon, State of New Jersey, that the BOROUGH OF HIGH BRIDGE adopts the policy entitled, "BOROUGH OF HIGH BRIDGE Procedures for the Administration and Inspection of federal Aid Highway Projects" dated April 2024.

I, \_\_\_\_\_, RMC, Municipal Clerk of the BOROUGH OF HIGH BRIDGE, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of High Bridge Borough held this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this    day of    ,  
2025.

\_\_\_\_\_  
, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
, MAYOR

APPROVED: \_\_\_\_\_

**BOROUGH OF HIGH BRIDGE**  
**Office of the Borough Administrator**

**DATE**

**Title VI Nondiscrimination Policy Statement**

It is the policy of the BOROUGH OF HIGHBRIDGE, New Jersey to abide by Title VI of the Civil Rights Act of 1964, the Uniform Relocation and Real Property Acquisition Policies Act of 1970, Executive Order 12898 for Environmental Justice, Executive Order 13166 for Limited English Proficiency, 42 U.S.C. 4601, 23 U.S.C. Section 324, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, the Civil Rights Restoration Act of 1987, Executive Order 11246 for Equal Employment Opportunity, the Vietnam Era Veterans Readjustment Assistance Act of 1972, N.J.S.A. 52:32-31.1 et. seq., New Jersey Law Against Discrimination N.J.S.A. 10:5-1 et. seq. and implementing regulations at N.J.A.C. 17:27 et. seq., and other related nondiscrimination laws, statutes, Executive Orders, or policies.

*No person in the United States shall, on the grounds of race, creed, color, national origin, age, ancestry, nationality, marital/domestic partnership/civil union status, gender, disability, religion, affectional or sexual orientation, gender identity or expression, family status, atypical cellular or blood trait, genetic information, military services, veterans status, income level or ability to read, write or speak English, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any program or activity which is administered by a BOROUGH OF HIGH BRIDGE program, activity or service regardless of funding source.*

Any person who believes that because of his or her race, creed, color, national origin, age, ancestry, nationality, marital/domestic partnership/civil union status, gender, disability, religion, affectional or sexual orientation, gender identity or expression, family status, atypical cellular or blood trait, genetic information, military service, veterans status, income level or ability to read, write or speak English, he or she has been excluded from participation in any program or activity which is administered by the BOROUGH OF HIGHBRIDGE , or who believes that he or she has been denied any benefits provided by such program or activity, or believe he or she has been unfairly treated in connection with such program or activity, should contact the following office within 180 days from the date of occurrence of any violation of this policy:

Affirmative Action Officer  
BOROUGH OF HIGHBRIDGE  
97 West Main Street, High Bridge, New Jersey 08829  
Office: (908) 638-6455  
Fax: (908) 638-9374

---

Borough Administrator

---

Dated

Introduction  
Publication  
Adoption  
Publication

**ORDINANCE: 2025-004**  
**BOROUGH OF HIGH BRIDGE**  
**COUNTY OF HUNTERDON**  
**STATE OF NEW JERSEY**

**AMEND CHAPTER 2-20, APPOINTMENT**

**WHEREAS**, Chapter 2-20. Appointment shall be amended to read as follows:  
§ 2-20, Appointment.

A. The following standing committees of the Council, consisting of three Council members each, or two Council members and the Mayor ~~shall~~ may be appointed at the annual meeting:

- ~~(1) Emergency Services and Education.~~
- ~~(2) Public Health, Environmental, Solid Waste/Recycling, Open Space.~~
- ~~(3) Information, Development, Culture and Heritage.~~
- ~~(4) (3) Public Works and Recreation.~~
- ~~(5) (4) Planning and Engineering.~~
- ~~(6) (5) Finance, Golf and Citizens Advisory Board.~~
- (6) Education
- (7) Environmental
- (8) Solid Waste/Recycling
- (9) Open Space
- (10) Information
- (11) Development
- (12) Historical
- (13) Recreation
- (14) Golf
- (15) Citizens Advisory Board

Underlined text has been added.  
~~Strikethrough~~ text has been deleted.

Introduction  
Publication  
Adoption  
Publication

**ORDINANCE: 2025-005**  
**BOROUGH OF HIGH BRIDGE**  
**COUNTY OF HUNTERDON**  
**STATE OF NEW JERSEY**

**AMEND CHAPTER 261 PARKS AND PLAYGROUNDS**

**WHEREAS**, Chapter 261-2. Hours, C, currently reads:

C. The recycling area at Dewey Avenue located at the intersection of Dewey Avenue and Mac Arthur Street shall be open to High Bridge residents two Saturdays per month from 8:00 a.m. through 12:00 p.m., March 15 through November 15. The area shall remain closed from November 16 through March 14. Council shall approve the Saturday schedule each February. Said schedule shall be posted on the Borough website and shall be published in the Borough newsletter if possible.

**NOW THEREFORE BE IT ORDAINED**, by the Borough Council of the Borough of High Bridge, in the County of Hunterdon, that Chapter 261-2. Hours, C, be amended to read:

C. The recycling area at Dewey Avenue located at the intersection of Dewey Avenue and Mac Arthur Street shall be open to High Bridge residents on a schedule set by Resolution each year. Said schedule shall be posted on the Borough website and shall be published in the Borough newsletter if possible.

Introduction  
Publication  
Adoption  
Publication

**ORDINANCE: 2025-006**

**BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**AMEND CH 303, SECTION 303-13 TO REPEAL PARAGRAPH CC PERTAINING TO  
GREASE TRAPS AND OTHER APPLIANCES; CURB VENTS AND CLEANOUTS.**

**AMEND CH 303 TO ADD A NEW ARTICLE III, GREASE TRAPS AND OTHER  
APPLIANCES; CURB VENTS AND CLEANOUTS.**

**WHERE AS**, Ch 303-13. Construction standards CC. currently reads as follows:

**303-13. Construction standards.**

CC. Grease traps and other appliances; curb vents and cleanouts.

[Amended 12-14-2023 by Ord. No. 2023-033]

- (1) Grease traps or other appliances necessary to properly protect the sewer system from stoppage shall be installed by the owner or the occupant of a property at its or their expense when required by this article or the National Plumbing Code. The grease trap shall be no smaller than two gallons and be completely installed within 120 days of the inspection. Upon failure or neglect of any such owner or occupant to comply, in addition to the penalty hereinafter provided for in this article, the permit to connect the property to the sewer system may be revoked by the Borough.
- (2) Inspections shall be conducted per the state statutes and the National Plumbing Code. The fee for this inspection is \$200 paid to the Borough of High Bridge at the time of inspection. If it is found that a grease trap must be installed, the fee shall be \$100 paid to the Borough of High Bridge. The grease trap must be installed within 120 days of this inspection date. This subsection applies to all food and beverage preparation facilities in the Borough of High Bridge.
- (3) Curb vents or cleanout plugs at the curb shall be maintained at the expense of the owner or occupant of the premises.

**WHERE AS**, Ch 303-13. Construction standards CC. shall be amended as follows:

**303-13. Construction standards.**

~~CC. Grease traps and other appliances; curb vents and cleanouts.~~

~~[Amended 12-14-2023 by Ord. No. 2023-033]~~

- ~~(1) Grease traps or other appliances necessary to properly protect the sewer system from stoppage shall be installed by the owner or the occupant of a property at its or their expense when required by this article or the National Plumbing Code. The grease trap~~

shall be no smaller than two gallons and be completely installed within 120 days of the inspection. Upon failure or neglect of any such owner or occupant to comply, in addition to the penalty hereinafter provided for in this article, the permit to connect the property to the sewer system may be revoked by the Borough.

- (2) Inspections shall be conducted per the state statutes and the National Plumbing Code. The fee for this inspection is \$200 paid to the Borough of High Bridge at the time of inspection. If it is found that a grease trap must be installed, the fee shall be \$100 paid to the Borough of High Bridge. The grease trap must be installed within 120 days of this inspection date. This subsection applies to all food and beverage preparation facilities in the Borough of High Bridge.
- (3) Curb vents or cleanout plugs at the curb shall be maintained at the expense of the owner or occupant of the premises.

**WHERE AS**, Article III, Grease traps and other appliances; curb vents and cleanouts, shall be amended into the Borough code as follows:

### **§ 303-43 Pretreatment rules and regulations as to food establishment**

#### **Definition.**

As used in this section, the following terms shall have the meanings indicated:

**FOOD ESTABLISHMENT** — Any business or other entity that sells, processes, manufactures, makes or otherwise deals in or with and empties into the sewer system food, food by-products, and/or other animal products.

#### **A. Prohibited Wastes.**

The following solid or viscous wastes which will or may cause obstruction to the flow in the sewer lines, or otherwise interfere with the proper operation of the treatment of sewage are prohibited from entering the sewer system: any liquid containing oils, fats, wax, or grease, baking goods, cooking oils, batter, lard, fried or sauteed foods, shortening (whether emulsified or not) in excess of 100 mg/l of solvent soluble materials, or containing substances which may solidify or become viscous at temperatures between 32° F. and 150° F. (0° C. and 65° C.); improperly shredded garbage, animal guts or tissues, bones, hides, entrails, feathers, spent grains or hops, milk or milk by-products, waste paper and such similar substances as may be designated by the High Bridge Borough Sewer Utility.

#### **B. Installation.**

All food establishments shall install such grease traps, filters or other pretreatment facilities and operating procedures designed to prevent such above-specified materials from entering the sewer system. A detail of the plan for such grease traps, filters, etc., shall be supplied to the sewerage utility along with an outline of the establishment's operating procedures to prevent entry into the sewer system. Such installation, plans and procedures shall be approved by the sewer utility. In order to identify those traps, filters, etc., which may be malfunctioning or are of a capacity or design inadequate to properly intercept the waste discharged, each food establishment subject to this section shall, at the owner's expense, install a monitoring point(s) on the premises. The monitoring point(s) shall consist of cleanouts extended to be flush with the existing grade at a point on the

premises as near to the sanitary sewer main as possible. Access to the monitoring point(s) shall be kept reasonably open to the Plumbing Subcode Official or the sewer utility or its agents. Should a food establishment feel that it should be exempt from some or all of the requirements of this section, they may apply in person or in writing to the sewer utility. The sewer utility may, for good cause shown, waive some or all of the requirements here set forth. Such waiver shall apply only to the then owner and shall be in effect only so long as the then existing use and/or procedures continue and only so long as there is no evidence that prohibited wastes are entering the sewer system.

### **C. Maintenance.**

All food establishments shall maintain such traps, filters, etc., in proper working order and they shall perform the necessary operating procedures on a continuous basis. Removal of trapped wastes shall be only by licensed haulers. Each food establishment shall maintain a written record of trap maintenance for a period of three years. All such records shall be readily available for inspection by the Borough at all times.

### **D. Inspections.**

The Plumbing Subcode Official, sewer utility, its agents or employees, may inspect such filters, traps, etc., and such operating procedures to insure that they are properly installed, maintained, cleaned out and to insure that the operating procedures are being implemented.

### **E. Cleanout.**

In the event it shall be necessary to clean out, repair and/or replace any sewer line due to failure to install and/or maintain such traps, filters, and/or procedures, the cost of same shall be paid by the owner of such property. In addition, should it become necessary for the Borough to clean out such traps or filters, the cost of the same shall be paid by the owner of such property. Failure to pay shall result in the cost of same being added to the sewer bill.

### **F. New Establishments.**

All new food establishments shall install and have approved such traps, filters, etc., prior to commencing business.

### **G. Existing Establishments.**

Within 90 days after receipt of notice, all food establishments as of the date of the adoption of this section shall provide the Plumbing Subcode Official with details as to existing traps, filters, pretreatment facilities and operating procedures. Upon review and/or inspection by the Plumbing Subcode Official, Borough said food establishments shall within six months install and implement such traps, filters, pretreatment facilities and/or operating procedures as determined by the Plumbing Subcode Official in order to comply with this section.

### **H. Use of Bacteria Products**

Bacteria products used in the maintenance of grease traps, grease interceptors or other pretreatment devices shall be preapproved by the Borough and by the Town of Clinton Sewer Authority (TOCSA). The owners or managers of food establishments that wish to use such products must obtain written approval from the Borough and the TOCSA. Each site wishing to use a product must obtain separate approval. As a minimum, a Material Safety Data Sheet (MSDS) must be submitted

to the Borough and the TOCSA for approval of the product prior to beginning treatment. The MSDS, or other information submitted, must identify all active and inactive ingredients of the product.

### **I. Inspection Fees.**

An annual inspection fee of \$100 for homeowners / \$200 for businesses shall be charged and payable to the Borough of High Bridge. In the event a reinspection is necessary, a fee of \$50 for homeowners / \$100 for businesses shall be charged and payable to the Borough of High Bridge for each reinspection.

### **J. Violations and Penalties.**

In the event of a failure to provide plans, failure to install and maintain, and/or a failure to comply with operating procedures, or the refusal to allow inspection, the sewer utility may, upon 30 days' notice to comply, impose such surcharge upon the sewer bill as is reasonably estimated to cover any existing or anticipated added costs due to such failure. Further, in the event of such noncompliance, the sewer utility may, upon 60 days' notice, terminate sewer service by the severance of sewer connection and such shall not be restored until proof of elimination of such noncompliance is supplied. In addition, the sewer utility shall seek imposition of a court ordered penalty of up to \$2,000.

### **K. SUMP PUMPS.**

#### **1. Connection to Sanitary Sewer System Prohibited.**

No sump pump or other device which discharges drainage resulting from rainwater, springs, wells, or other groundwater shall be connected to the Borough of High Bridge sanitary sewer system.

#### **2. Sump Pump Certificates.**

Prior to the sale of any property located in the Borough of High Bridge and/or upon specific request of the Borough, the property owner shall obtain from the Borough of High Bridge's Director of Public Works or his/her designee a certificate stating that no sump pump or other device which discharges drainage resulting from rain water, spring, wells or other groundwater or prohibited discharge as defined under Chapter 303 is connected to the sanitary sewer system in violation of Chapter 303. If the seller fails to comply with this or any subsection of this section, the seller and the new owner after the sale will be jointly and severally responsible for said compliance and all resulting penalties.

#### **3. Application for Certificate; Procedures; Fee.**

Certificates of sump pump compliance shall be in accordance with the following procedures:

- a. Application Required; Fee. Applications for certificates of sump pump compliance shall be filed with the Borough of High Bridge Director of Public Works by the seller of the property at least 10 days prior to the change in ownership. Applications shall be submitted on the forms supplied by the Borough of High Bridge Director of Public Works.
- b. Inspection.

1. Upon receipt of a completed application, the Borough of High Bridge Director of Public Works or his/her designee shall conduct an inspection of the property to determine compliance with the standards set forth in Chapter 303.
2. The Director of Public Works or his/her designee shall inspect any property located in the Borough to determine compliance with this section. Thereafter, the Director of Public Works or his/her designee shall inspect all non-owner-occupied residential property, each commercial property, and each property with five or more dwelling units on a schedule to be determined by the Director of Public Works or his/her designee at least once every two years, except that any such property that was sold and received a certificate in compliance with this section during any such two-year period does not have to be inspected during that two-year period. The fees shall be in accordance with Chapter 303.
3. The Borough reserves the right to use whatever tests are available to determine the existence of illicit connections. It also reserves the right to inspect properties in order to enforce these prohibitions. If a test is used which might cause some discomfort if an illicit connection exists, it shall be recognized that any discomfort, or other effect of the test, is of less value and importance than the effects of such illicit connection on the health, comfort and welfare of the residents of the Borough, and consequently there shall be no cause for action against the Borough in law or in equity.
4. Upon notice of the required inspection by the Borough, the owner of the property shall have 60 days to schedule such inspection.
5. If a violation is discovered during the inspection, the property owner shall be mailed a notice within three business days of the inspection that clearly describes the violation.

#### **L. Penalties**

In the event of a failure to comply with any subsection of this section, including but not limited a failure to provide plans, comply with the operating procedures, or to timely obtain a sump pump certificate, or the refusal to allow inspection, the sewer utility may, upon 90 days' written notice to comply, shall issue a fine up to \$2,000.

#### **§ 303-44. Access.**

The Borough shall have the right of access at reasonable times to any part of any improved property served by the sewer system as shall be required for purposes of inspection, measurement, sampling and testing and for the performance of other functions relating to service rendered by the Borough through the sewer system. All applications for permits for connections shall contain an agreement permitting such access as a condition of granting the permit.

#### **§ 303-45. Amendment; adoption of additional rules and regulations.**

The Borough reserves the right to amend these rates, rules and regulations or to adopt additional rates, rules and regulations as it deems necessary and proper in connection with the use and operation of the sewer system or as may be required to meet the necessary costs and expenses.

#### **§ 303-46. Variances.**

No officer or employee of the Borough or Borough shall vary these rules without action by the Mayor and Council.

**§ 303-47. Control of service.**

The Borough or Town of Clinton shall not be liable for a deficiency or failure of service when occasioned by an emergency, required repairs or failure from any cause beyond control. The Borough and Town of Clinton reserve the right to restrict the use of sewer service whenever the public welfare requires it.

**§ 303-48. Billing requirements.**

Every owner of improved property, which is connected to the sanitary sewer system, shall provide the Borough with his/her correct address and any changes thereafter. Failure of any person to receive quarterly bills for sewer rentals and charges shall not be considered an excuse for nonpayment, nor shall this failure result in an extension of the period of time during which the net bill is payable.

**§ 303-49. Hookup fee.**

- A. There is hereby imposed upon the owner of each flat rate sewer rental unit a hookup fee, which shall be set by the High Bridge Mayor and Council, and recalculated at the end of each budget year, pursuant to N.J.S.A. 40:26A-11.<sup>11</sup> The revised fee shall be imposed upon those who subsequently connect to the system in the next budget year. This hookup or connection fee shall apply for each apartment, home, condominium or rental facility unit within the Borough.
- B. This hookup fee shall be due and payable to the Borough, prior to obtaining a connection permit, by those owners who are required to connect to a sewer or shall be due and payable 30 days after written notice by the Borough to the owner has been given requiring the owner to connect, whichever date is earlier. If the hookup fee is not paid when due, said payment shall be considered delinquent and subject to interest at the prevailing rate fixed by the statute from the date due until paid in full.
- C. Determination of the hookup fee shall be made by Mayor and Council.
- D. There shall be a one-time GIS fee of \$10.

**§ 303-50. Service laterals; notice of completion of system.**

All service laterals completed during the initial construction period for the sanitary sewer system shall be installed at the Borough's expense. The actual date of completion of the sanitary sewage collection system shall be published and made known to the owners of all connection units.

**§ 303-51. Industrial waste charges and rentals.**

All connection units discharging industrial waste into the sanitary sewer system shall be charged a sanitary sewer rental based on measured volume of discharge, in accordance with a schedule to be established from time to time by H.B.S.U., provided that a minimum charge equal to a flat-rate sanitary sewer rental shall be paid by each connection unit discharging industrial waste.

**§ 303-52. Unpaid charges and rentals to become liens.**

Unpaid charges and rentals for connection to and use of the sanitary sewer system shall be liens upon the premises connected until paid, and the Borough shall have the same remedies for the collection thereof, with interest, costs and penalties, as the Borough has by law for the collection of taxes upon real estate.

### List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
<b>CURRENT FUND</b>			
2841 - A & M ROOFING LLC	PO 31264 GOLF - OE - ROOF REPAIR	850.00	850.00
2743 - ACCUSCAN	PO 31096 BUILDINGS & GROUNDS - OFFICE	980.00	980.00
2384 - BALKEN RISK MANAGEMENT	PO 31300 LIABILITY - BOND FOR BRETT BARTMAN / J H	100.00	100.00
2025 - BANK OF AMERICA	PO 31009 BUILDINGS & GROUNDS/WATER/SPECIAL EVENTS	5,956.09	
	PO 31180 B&G - OFFICE	1,694.66	7,650.75
46 - CALIFON LUMBER	PO 31244 DPW - OE - HARDWARE	6.37	
	PO 31309 B&G	70.64	77.01
52 - CERTIFIED SPEEDOMETER SERVICE, INC	PO 31203 POLICE - OE - MAINTENANCE CONTRACTS	132.00	132.00
1398 - COLLIERS ENGINEERING & DESIGN	PO 30496 PLANNING BOARD - OE - ENGINEERING - HIP0	2,272.50	2,272.50
987 - COMCAST	PO 31069 POLICE - INTERNET - 2025 - A/C 8499-0527	459.80	459.80
987 - COMCAST	PO 31070 INTERNET/PHONE - BOROUGH HALL - ACCT #84	464.80	464.80
987 - COMCAST	PO 31071 INTERNET/PHONE - FIRE DEPT - ACCT # 8499	329.14	329.14
987 - COMCAST	PO 31073 INTERNET - SOLITUDE - ACCT # 8499-05-271	411.64	411.64
213 - COUNTY OF HUNTERDON	PO 31219 REC BROCHURES	65.00	65.00
2977 - DLGS	PO 31301 LEAD ASSISTANCE GRANT	5,368.00	5,368.00
160 - ELIZABETHTOWN GAS	PO 31066 HEATING - BOROUGH HALL - ACT#7795355339	534.88	534.88
160 - ELIZABETHTOWN GAS	PO 31067 HEATING - BORO GARAGE - ACCTS # 50386045	1,382.91	1,382.91
160 - ELIZABETHTOWN GAS	PO 31068 HEATING - RESCUE SQUAD - ACT# 7167962582	547.00	547.00
2699 - ENFORSYS, INC	PO 31296 DPW - FIRE MODULE	2,015.00	2,015.00
90 - FIRST ENERGY	PO 31253 STREET LIGHTING - 27 MAIN STREET - STREE	921.68	921.68
86 - GALLS LLC	PO 30958 POLICE - OE - UNIFORMS/CLOTHING	183.58	183.58
2615 - GOLD TYPE BUSINESS MACHINES, INC	PO 31044 POLICE - OE - MAINTENANCE CONTRACTS	3,090.00	3,090.00
92 - GREENBAUM ROWE SMITH & DAVIS LLP	PO 31269 LEGAL -	858.00	858.00
2659 - HOPE ELECTRIC LLC	PO 31175 BUILDINGS AND GROUNDS	1,699.74	1,699.74
2312 - IMPERIAL COPY PRODUCTS, INC	PO 31243 BUILDINGS & GROUNDS - COPIER LEASE RAD71	163.47	163.47
2686 - JEC COMPUTERS, LLC	PO 31199 SUPPORT CONTRACT JANUARY 2025	249.99	249.99
1495 - LINDE GAS & EQUIPMENT INC	PO 31056 DPW-OE-MISC- CUSTOMER #71761637 - 12 MON	56.64	56.64
976 - LOWE'S	PO 31278 GOLF - OE	3,035.26	3,035.26
2951 - MONMOUTH TELECOM	PO 31173 TELEPHONE ACCT #36964	499.73	499.73
2364 - MORTON SALT	PO 31002 DPW - OE - WINTER MATERIAL - SALT - (51-	9,071.26	9,071.26
1108 - NEW JERSEY WATER SUPPLY AUTHORITY	PO 31304 BUILDINGS & GROUNDS - TREE REMOVAL	1,483.69	1,483.69
214 - NJ ADVANCE MEDIA	PO 30197 ADVERTISING - ACCT #1160892 / 1164892 /	21.43	21.43
2857 - NJ HILLS MEDIA GROUP	PO 31004 ADVERTISING - ACCT #000630	114.40	114.40
161 - ODB COMPANY, INC.	PO 31048 DPW - OE - LEAF VAC	2,197.10	2,197.10
2888 - ON-SITE FLEET SERVICE, INC	PO 31016 DPW - OE - VEHICLE REPAIR - ACCT #5230	10,616.39	10,616.39
2493 - P3 GENERATOR SERVICES	PO 31082 B&G -GENERATOR MAINT - FIRE HOUSE & POLI	2,883.19	2,883.19
2887 - PIETER S HEINEKEN	PO 31032 WEBSITE MAINT	525.00	525.00
2335 - RICK ALLEN'S AUTO REPAIR, INC.	PO 30978 POLICE - OE - VEHICLE REPAIR 14-11	527.52	
	PO 31204 POLICE - OE - VEHICLE REPAIR 14-11	765.65	1,293.17
1762 - RIO SUPPLY, INC	PO 31308 GOLF - OE - METER	1,499.00	1,499.00
1765 - RUDERMAN & GLICKMAN, PC	PO 30452 LEGAL - OE - SPECIAL COUNSEL Reso - 2024	765.00	765.00
559 - SHAMMY SHINE CAR WASHES INC.	PO 31200 POLICE - OE - MAINTENANCE CONTRACTS	5.00	5.00
2121 - STATEWIDE INSURANCE FUND	PO 31090 LIABILITY INSURANCE - 2nd qtr 2025 ASSES	28,195.05	28,195.05
1586 - TIRPOK GROUP, INC	PO 31201 POLICE - OE - UNIFORMS/CLOTHING	83.16	83.16
1586 - TIRPOK GROUP, INC	PO 31202 POLICE - OE - UNIFORMS/CLOTHING	130.48	130.48
2661 - UNITED SITE SERVICES	PO 31097 BUILDINGS & GROUNDS - LAKE SOLITUDE & CO	622.89	622.89
2296 - WELLS FARGO VENDOR FIN	PO 31065 BUILDINGS & GROUNDS - COPIER LEASE #450-	299.99	299.99
<b>DOG FUND</b>			
153 - NJ DEPT OF HEALTH & SENIOR SERVICES	PO 31177 2025 DOG FEES	229.20	229.20
<b>GENERAL CAPITAL FUND</b>			
2687 - ELITE VEHICLE SOLUTIONS	PO 30795 CAPITAL - PICKUP LIGHTING	201.92	201.92
1993 - GPI	PO 30945 SRTS - 2023-DT-DLA-507	13,918.01	13,918.01
2964 - WIRELESS	PO 30974 CAPITAL - FIRE DEPT RADIOS	14,781.00	14,781.00
<b>WATER UTILITY FUND</b>			
176 - EUROFINS ENVIRO TESTING PHILA LLC	PO 31182 WATER - OE - ANALYSIS	2,288.00	2,288.00
2073 - JEFFREY SMITH	PO 31295 WATER - OE - CHEMICALS	37.32	37.32
1694 - ONE CALL CONCEPTS, INC	PO 31228 WATER - OE - MISC - ONE CALL MESSAGES -	153.36	153.36

### List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
2121 - STATEWIDE INSURANCE FUND	PO 31090 LIABILITY INSURANCE - 2nd qtr 2025 ASSES	7,048.76	7,048.76
	<b>WATER CAPITAL FUND</b>		
590 - PENN BOWER, INC	PO 31305 WATER CAP - CENTER ST	4,000.00	4,000.00
	<b>SEWER UTILITY FUND</b>		
987 - COMCAST	PO 31076 SEWER - 2025- TELEPHONE - ACCT# 8499 052	72.53	72.53
2121 - STATEWIDE INSURANCE FUND	PO 31090 LIABILITY INSURANCE - 2nd qtr 2025 ASSES	7,048.76	7,048.76
	<b>SOLID WASTE UTILITY FUND</b>		
2121 - STATEWIDE INSURANCE FUND	PO 31090 LIABILITY INSURANCE - 2nd qtr 2025 ASSES	4,699.18	4,699.18
	<b>DEVELOPER ESCROW TRUST FUND</b>		
1398 - COLLIERS ENGINEERING & DESIGN	PO 31230 ESCROW - 1 MAIN ST - DeTOMMASO - HIP0047	131.25	131.25
1398 - COLLIERS ENGINEERING & DESIGN	PO 31232 ESCROW - 100 WEST MAIN - HIP0053	225.00	225.00
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TOTAL			149,039.01

Total to be paid from Fund 10 CURRENT FUND	94,204.72
Total to be paid from Fund 23 DOG FUND	229.20
Total to be paid from Fund 30 GENERAL CAPITAL FUND	28,900.93
Total to be paid from Fund 60 WATER UTILITY FUND	9,527.44
Total to be paid from Fund 61 WATER CAPITAL FUND	4,000.00
Total to be paid from Fund 62 SEWER UTILITY FUND	7,121.29
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND	4,699.18
Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND	356.25
	=====
	149,039.01