

Draft
BOROUGH OF HIGH BRIDGE
REGULAR COUNCIL MEETING MINUTES

Date: July 18, 2024 – 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

Councilman Doyle present Councilwoman Matos present Mayor Lee present
Councilwoman Ferry present Councilman Nowell present
Councilman Graham present Councilman Silvestri present

Also present were Administrator Brett Bartman, Deputy Clerk Lisa Creamer, Clerk Adam Young, and nine members of the public and press. Councilman Doyle and Councilman Silvestri joined by audio visual system.

READING OF PRIOR MINUTES: 06/27/2024

Motion to dispense with the reading of the June 27, 2024 regular minutes: Nowell / Graham
Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;
Motion passes: 6 yes

APPROVAL OF PRIOR MINUTES: 06/27/2024

Motion to approve the June 27, 2024 regular minutes: Ferry / Graham
Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;
Motion passes: 6 yes

VISITORS: NONE

PUBLIC COMMENTS: 3 MINUTES PER PERSON

Sally Ward spoke about praise for Department of Public Works efforts during and after the last storm.

PUBLIC HEARINGS: NONE

WRITTEN COMMUNICATIONS:

- A.** June Tax Report
- B.** June Zoning Report
- C.** Veteran Center Community Access Point Letter

OLD BUSINESS: NONE

NEW BUSINESS:

- A.** Consent Agenda

RESOLUTION #	TITLE
Resolution - 198 - 2024	Approval To Submit A Grant Application And Execute A Grant Contract With The New Jersey Department Of Transportation For The Buffalo Hollow Road, Hickory Circle, Woodglen Drive
Resolution - 199 - 2024	Authorizing Execution of Agreement With Colliers Engineering & Design For Engineering Services, Misc. Roads - Water Main Replacement Project
Resolution - 200 - 2024	Authorizing Memorandum Of Understanding For Arrive Together Program
Resolution - 201 - 2024	Award of Contract - F250
Resolution - 202 - 2024	Award of Contract - Loader
Resolution - 203 - 2024	Calling Upon The Veterans Administration To Create A Community Access Point In Hunterdon County

Resolution - 204 - 2024	Rejection of Bid - Commons Park Bathroom Improvement Project
Resolution - 205 - 2024	Third Quarter Tax Bill Due Date Extension
Resolution - 206 - 2024	Utility Rates and Fees Updated
Resolution - 207 - 2024	Award of Contract - Borough Hall Roof Repairs

Motion to approve the consent agenda: Ferry / Nowell

Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;

Motion passes: 6 yes

Resolution -198 - 2024, Resolution 199 - 2024, Resolution 201- 2024, Resolution 202 – 2024, Resolution 206 - 2024:

Councilman Silvestri spoke about the intent of the Resolutions.

Motion to approve Resolution -198 - 2024, Resolution 199 - 2024, Resolution 201- 2024, Resolution 202 – 2024, Resolution 206 - 2024: Ferry / Nowell

Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;

Motion passes: 6 yes

INTRODUCTION OF NEW ORDINANCES:

A. Ordinance 2024-030: Bond Ordinance 2024

Motion to introduce Ordinance 2024-030: Nowell / Ferry

Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;

Motion passes: 6 yes

Mayor Lee states that the Ordinance 2024-030 shall be published in the Hunterdon Review and/or the Hunterdon County Democrat along with the public hearing date of August 15, 2024.

B. Ordinance 2024-031: Borough Hall Improvements and Equipment

Motion to introduce Ordinance 2024-031: Graham / Ferry

Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;

Motion passes: 6 yes

Mayor Lee states that the Ordinance 2024-031 shall be published in the Hunterdon Review and/or the Hunterdon County Democrat along with the public hearing date of August 15, 2024.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT REPORTS: NONE

LEGAL ISSUES: NONE

APPROVAL OF BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$2,476,204.73**

Motion to approve bill list: Ferry / Nowell

Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;

Motion passes: 6 yes

PUBLIC COMMENTS: 1 MINUTE PER PERSON: NONE

EXECUTIVE SESSION: NONE

ADJOURNMENT:

Motion to adjourn: Ferry / Nowell

Roll call vote: Doyle, yes ; Ferry, yes ; Graham, yes ; Matos, yes ; Silvestri, yes ; Nowell, yes ;

Motion passes: 6 yes

Next Council Meeting: August 15, 2024 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ

Introduction 7/18/2024
Publication 7/25/2024
Adoption
Publication

Ordinance 2024-030

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

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$932,500 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$886,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough"), as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$932,500, and further including the aggregate sum of \$46,000 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to

be issued in the principal amount of \$886,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) Acquisition of police vehicle and equipment, including all related costs and expenditures incidental thereto.	\$95,000	\$90,000	5 years
b) Borough-wide crack seal repair, including all work and materials necessary therefor and incidental thereto.	\$20,000	\$19,000	5 years
c) Paving on Wilson Avenue and surrounding areas, including all work and materials necessary therefor and incidental thereto.	\$400,000	\$380,500	10 years
d) Acquisition of golf equipment, including all related costs and expenditures incidental thereto.	\$392,500	\$373,500	5 years
e) Acquisition of radios for Fire Department, including all related costs and expenditures incidental thereto.	<u>\$25,000</u>	<u>\$23,500</u>	5 years
Totals:	<u>\$932,500</u>	<u>\$886,500</u>	

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with

the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 7.14 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$886,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$93,250 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduction 7/18/2024
Publication 7/25/2024
Adoption
Publication

Ordinance 2024-031

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

**AN ORDINANCE AUTHORIZING AS A GENERAL IMPROVEMENT THE ACQUISITION
OF CERTAIN COMPUTER EQUIPMENT BY HIGH BRIDGE BOROUGH AND
APPROPRIATING \$14,000.00 THEREFOR FROM THE "CAPITAL IMPROVEMENT FUND"
OF SAID BOROUGH.**

BE IT ORDAINED by the Borough Council of the High Bridge Borough in Hunterdon County, New Jersey as follows:

Section 1. High Bridge Borough in Hunterdon County (hereinafter referred to as "Municipality") is hereby authorized to acquire the following equipment for the Municipality:

A. Purchase of Computer Equipment, including but not limited to computers, printers, software, office equipment, and other equipment as deemed appropriate.

Computer Equipment & Software	\$14,000.00
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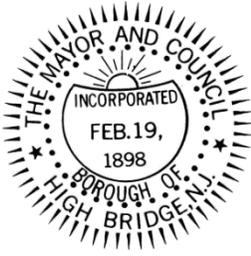
Section 2. The work, acquisitions or improvements authorized by Section 1. of this Ordinance (the estimated cost of which is noted opposite each item of work, acquisition or improvement) shall be undertaken as a general improvement, the entire cost of which shall be contributed and borne by the Municipality as a general expense, and no part of said cost shall be specially assessed against any property. The estimated cost noted opposite each item of work, acquisition or improvement is not to be interpreted as either a maximum or minimum amount to be expended for the item; however, the total cost of said items shall not exceed \$14,000.00 unless this Ordinance is amended.

Section 3. It is hereby determined and stated that the undertaking of the aforesaid work, acquisitions or improvements (hereinafter referred to as "purpose") is not a current expense of the Municipality; and that the total estimated cost of said purpose is \$14,000.00 estimated cost for each specific item having been noted in Section 1 above.

Section 4. The sum of \$14,000.00 appropriated for said purpose from the "Capital Improvement Fund" of the Municipality for said purpose as required by law and now available therefor under a budget or budgets of the Municipality previously adopted.

Section 5. The capital budget of the Municipality is hereby amended to conform with the provisions of this Ordinance to the extent of any inconsistency herewith.

Section 6. This Ordinance shall take effect upon its passage and publication as provided by law.



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:

July 2024

Zoning Permits – Residential Use:

1. Block 20.03 Lot 28	Generator	Approved 7-18-2024
2. Block 31.14 Lot 2	Tree removal	Approved 7-19-2024
3. Block 20 Lot 4.03	Tree Removal	Approved 7-22-2024
4. Block 37 Lot 31	AST	Approved 7-24-2024
5. Block 20 Lot 48	Solar Roof Panels	Approved 7-24-2024
6. Block 20 Lot 2.03	Tree removal	Approved 7-29-2024
7. Block 2 Lot 4.04	Solar Roof Panels	Approved 7-31-2024

Zoning Permits- Commercial Use:

Zoning Signs:

General Inquiries/ Letters:

Accessory structures
Permitted uses in DB zone
Adding EV chargers to commercial property

Complaints:

Storage concerns
Detention area disturbance

Warning & Violations:

B. 20 L. 4.03 Hazardous tree
B. 20.06 L. 9 Hazardous tree
Property Maintenance warnings- Multiple owners

Summons:

Land Use Board Referrals:

Respectfully submitted,
Allison Witt, Zoning Officer



The Board of County Commissioners
County of Hunterdon
State of New Jersey

71 Main Street, Administration Building
PO Box 2900
Flemington, New Jersey 08822-2900

Jeff Kuhl, Director
Susan J. Soloway, Deputy Director

John E. Lanza, Commissioner
Zachary T. Rich, Commissioner
Shaun C. Van Doren, Commissioner

August 1, 2024

Dear Mayor,

On behalf of our colleagues on the Hunterdon County Board of County Commissioners, we are writing to ask for your support for state legislation that will put a question on the New Jersey ballot to increase the Veterans property tax deduction from its current \$250 to \$2,500, which would be phased in over four years.

The amount of the deduction can only be changed by a Constitutional amendment approved by the voters of this state. The legislation to put the question on the ballot, SCR 81 and ACR 58 (please see attached Resolution), has bi-partisan sponsorship in the New Jersey Legislature, but legislators need to hear from their constituents to push this effort forward.

The property tax deduction has not been increased in over twenty years, while property taxes continue to skyrocket. Veterans, in our opinion, deserve this recognition that has been earned through sacrifice and dedicated service to the Nation.

That is why, at the August 6th Commissioner Board meeting, the Board will be introducing a Resolution of support of SCR-81 and ACR-58 that we will forward to members of the New Jersey Legislature and Governor's office.

We are asking Hunterdon residents for their help to make sure legislators and the Governor's office is doing right by our County's veterans, by lending their name as a supplement to the Board's resolution by [completing the Veterans Property Tax Deduction Support Sign-Up located on the Hunterdon County website](#).

Please feel free to forward this [link](#) to Veterans, and residents of your community, to ensure as much support for placing the property tax deduction increase on the ballot.

Getting this measure on the ballot for a public referendum is the first step in continuing to ensure that Hunterdon Residents are never forgotten.

We are confident that the ballot question will ultimately be approved by the voters.

Thank you for your help,

Susan J. Soloway
Deputy Director Commissioner & Co-Veterans Liaison

John E. Lanza
Commissioner, Co-Veterans Liaison

HB

HIGH BRIDGE

BOROUGH

Monthly Report – July 2024

Projects:

- Bunnvale - High Priority
 - Active project
- Transit Village
 - No Update
- Elizabethtown Gas Line (Solitude Village)
 - Active project

Grants/Funding:

- NJDOT FY24 Municipal Aid \$219,330
- NJTPA FY23 \$875K -
- NJ Transportation Alternatives Grant YF23 \$520K (Bridge Street Streetscape)
- Green Communities Grant (\$3,000 match).
- Stormwater assistance grant \$15,000
- SRTS22 (\$244,998.52)
 - Preliminary design
- FY18 SRTS
 - MOD 1 executed by DOT. Final Design
- SRTS FY24
 - Application submitted
- Water Improvement Infrastructure 2024
 - \$4M

Other:

- Progress report submitted for Green Communities Grant
- Historic Trust Progress Report Submitted (Historical District Grant)
- Historic Trust Progress Report Submitted (Construction Documents for north porch)
- 2021 Recreational Improvement Grant Progress Report Submitted
- 2023 Recreational Improvement Grant Progress Report Submitted
- Submitted funding request to the Highlands Council for checklist update scope of work
- Submitted request to Somerset County under Shared Services for Guardrail repair / replacement for Cregar Road

- Submitted request to Somerset County under Shared Services for CDL training for 3 DPW employees.
- Updated Stormwater Ordinance for Engineer review with Hunterdon County review recommendations.
- Assigned DPW and Borough Hall staffing training through Joint Insurance Fund Portal
- Execute Lake Solitude Dam Inspection

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

GOVERNING BODY CERTIFICATION OF THE 2023 ANNUAL AUDIT

RESOLUTION: 208-2024

ADOPTED:

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2023 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations", and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Borough of High Bridge in the County of Hunterdon and in the State of New Jersey hereby state that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Report of Audit

on the

Financial Statements

of the

Borough of High Bridge

in the

County of Hunterdon
New Jersey

for the

Year Ended
December 31, 2023

BOROUGH OF HIGH BRIDGE

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BOROUGH OF HIGH BRIDGE

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BOROUGH OF HIGH BRIDGE

PART I

INDEPENDENT AUDITOR'S REPORT ON
AUDIT OF FINANCIAL STATEMENTS
AND SUPPLEMENTARY SCHEDULES AND DATA

REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
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YEARS ENDED DECEMBER 31, 2023 AND 2022

SUPLEE, CLOONEY & COMPANY LLC

Basis for Adverse and Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division, and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Borough and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

Matter Giving Rise to Adverse Opinion

As described in Note 1 of the regulatory financial statements, the regulatory financial statements are prepared by the Borough on the basis of the financial reporting provisions prescribed by the Division, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of New Jersey. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the regulatory financial statements in accordance with the regulatory basis of accounting prescribed by the Division, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of regulatory financial statements that are free from material misstatement, whether due to fraud or error. In preparing the regulatory financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Borough's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

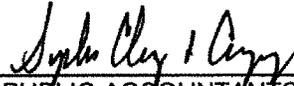
Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the regulatory financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards* and audit requirements prescribed by the Division will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

SUPLEE, CLOONEY & COMPANY LLC

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated July 24, 2024 on our consideration of the Borough's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Borough's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Borough's internal control over financial reporting and compliance.



CERTIFIED PUBLIC ACCOUNTANTS



REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 24, 2024

SUPLEE, CLOONEY & COMPANY LLC

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Borough of High Bridge's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

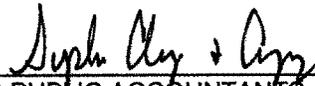
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

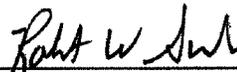
As part of obtaining reasonable assurance about whether the Borough's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Borough of High Bridge's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough of High Bridge's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CERTIFIED PUBLIC ACCOUNTANTS



REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 24, 2024

CURRENT FUND

BOROUGH OF HIGH BRIDGE

CURRENT FUND

BALANCE SHEETS - REGULATORY BASIS

	<u>REF.</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2023</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2022</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Liabilities:			
Appropriation Reserves	A-3:A-13	\$ 165,192.77	\$ 88,441.21
Prepaid Taxes	A-17	63,239.34	65,042.00
Due State of New Jersey-Chapter 20, PL 1971	A-8	2,089.17	2,089.17
Interfunds Payable	A-10	58,469.03	20,271.62
County Taxes-Payable	A-14	1,638.20	4,046.23
Local District Taxes Payable	A-15	1,646,710.55	1,578,380.55
Regional High School Taxes Payable	A-16	605,743.84	498,164.33
Reserve for Encumbrances	A-20	212,587.19	159,116.48
Reserve for Miscellaneous Deposits	A-21	59,577.34	36,031.10
		<u>\$ 2,815,247.43</u>	<u>\$ 2,451,582.69</u>
Reserve for Receivables and Other Assets	A	942,680.87	733,421.36
Fund Balance	A-1	949,401.78	1,193,328.37
		<u>\$ 4,707,330.08</u>	<u>\$ 4,378,332.42</u>
Grant Fund:			
Encumbrances Payable	A-23	\$ 208,251.95	\$ 60,860.00
Due Current Fund	A-24	96,665.61	
Unappropriated Reserves	A-19	2,709.77	179,335.90
Appropriated Reserves	A-25	341,634.35	99,929.15
		<u>\$ 649,261.68</u>	<u>\$ 340,125.05</u>
		<u>\$ 5,356,591.76</u>	<u>\$ 4,718,457.47</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE

CURRENT FUND

STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	REF.	ANTICIPATED		REALIZED	EXCESS OR (DEFICIT)
		BUDGET	SPECIAL N.J.S. 40A:4-87		
Fund Balance Anticipated	A-1	\$ 900,000.00		\$ 900,000.00	
Miscellaneous Revenues:					
Licenses:					
Fees and Permits:					
Construction Code Official	A-2	\$ 65,000.00		\$ 77,837.00	\$ 12,837.00
Other	A-2	580.00		72,092.24	71,512.24
Golf Fees	A-9	1,210,000.00		1,346,584.67	136,584.67
Fines:					
Municipal Court	A-9	22,000.00		32,624.21	10,624.21
Interest and Costs on Taxes	A-9	47,000.00		121,261.88	74,261.88
Garden State Preservation Trust Fund	A-9	12,931.00		15,924.00	2,993.00
Consolidated Municipal Property Tax Relief Aid	A-9	1,434.00			(1,434.00)
Energy Receipts Tax	A-9	290,475.00		293,926.78	3,451.78
Hunterdon County Open Space	A-9	10,794.00		11,409.50	615.50
Cable TV Franchise Fee	A-9	11,018.00		11,213.86	195.86
Municipal Relief Aid	A-21	15,227.12		15,227.12	
Clean Communities Program	A-26		10,672.59	10,672.59	
Body Armor Grant	A-26	876.02		876.02	
Recycling Tonnage Program	A-26	1,831.36		1,831.36	
NJ Historic Trust- Solitude House	A-26	6,375.00		6,375.00	
NJ Highlands Water Protection & Planning Council	A-26		20,350.00	20,350.00	
Operation Safe Passage- County of Somerset	A-26	10,000.00		10,000.00	
County Historic Grant- Solitude Porch	A-26	81,226.41		81,226.41	
Donations- Garden Club of Somerset- Trees	A-26		1,000.00	1,000.00	
West Main Stream Stabilization Grant	A-26	180,000.00		180,000.00	
NJ Stormwater Assistance Grant	A-26		15,000.00	15,000.00	
Local Recreation Improvement Grant	A-26		220,000.00	220,000.00	
	A-1	\$ 1,966,767.91	\$ 267,022.59	\$ 2,545,432.64	\$ 311,642.14
Receipts from Delinquent Taxes	A-1:A-2	\$ 157,000.00		\$ 527,805.00	\$ 370,805.00
Amount to be Raised by Taxation for Support of Municipal Budget:					
Local Tax for Municipal Purposes	A-2:A-7	\$ 3,593,163.05		\$ 3,783,745.82	\$ 190,582.77
<u>Budget Totals</u>		\$ 6,616,930.96	\$ 267,022.59	\$ 7,756,983.46	\$ 873,029.91
Non-Budget Revenue	A-1:A-2			197,198.96	197,198.96
		\$ 6,616,930.96	\$ 267,022.59	\$ 7,954,182.42	\$ 1,070,228.87
	REF.	A-3	A-3		

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	APPROPRIATIONS		EXPENDED		CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
\$	24,514.00	\$ 29,114.00	\$ 22,011.80	\$ 7,102.20	\$
<u>GENERAL GOVERNMENT</u>					
Administrative and Executive:					
Salaries and Wages	9,800.00	9,800.00	9,788.17	11.83	
Other Expenses:	3,500.00	3,500.00	3,443.98	56.02	
Internet					
Miscellaneous	6,000.00	6,000.00	3,000.00	3,000.00	
Mayor and Council:					
Salaries and Wages	10,000.00	10,000.00	8,115.00	1,885.00	
Other Expenses:	7,700.00	7,700.00	7,700.00		
Advertising Costs	1,400.00	1,400.00	1,359.20	40.80	
Newsletter					
Miscellaneous	30,018.00	30,018.00	29,502.74	515.26	
Municipal Clerk:	5,000.00	5,000.00	4,977.03	22.97	
Salaries and Wages	2,500.00	2,500.00	1,793.20	706.80	
Other Expenses	11,000.00	11,000.00	10,965.00	35.00	
Election Expense					
Codification of Ordinances					
Financial Administration:					
Salaries and Wages	58,049.00	55,049.00	52,205.77	2,843.23	
Other Expenses	6,500.00	8,700.00	8,697.48	2.52	
Audit Services	24,375.00	24,375.00	24,375.00		
Assessment of Taxes:					
Salaries and Wages	46,981.00	47,981.00	46,619.95	1,361.05	
Other Expenses	1,500.00	1,500.00	1,489.94	10.06	
Collection of Taxes:					
Salaries & Wages	57,855.00	50,855.00	45,594.36	5,260.64	
Other Expenses	5,100.00	5,100.00	5,089.75	10.25	
Legal Services and Costs:					
Other Expenses	60,000.00	71,300.00	59,276.58	12,023.42	
Engineering Services and Costs:					
Other Expenses	60,000.00	60,000.00	59,747.50	252.50	

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	APPROPRIATIONS		EXPENDED		CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>HEALTH AND HUMAN SERVICES:</u>					
Board of Health:					
Salaries and Wages	\$ 4,000.00	\$ 200.00	\$	\$ 200.00	\$
Other Expenses	2,700.00	500.00		500.00	
Cultural and Heritage	3,500.00	3,500.00	3,500.00		
<u>PARKS AND RECREATION:</u>					
Recreation Services:					
Other Expenses:	1,500.00	1,500.00	588.00		912.00
Special Events	15,000.00	15,000.00	14,098.86		901.14
Miscellaneous					
Golf Course:					
Other Expenses	1,170,000.00	1,170,000.00	1,107,395.26		62,603.74
Expenses of Participation in County Library:					
Salaries and Wages	22,965.00	22,965.00	22,963.94		1.06
<u>STATE UNIFORM CONSTRUCTION CODE</u> <u>(N.J.S.A. 52:270-120 ET SEQ.)</u>					
Building Inspector:					
Salaries and Wages	5,743.00	5,743.00	5,715.00		28.00
Construction Code Enforcement:					
Salaries and Wages	5,100.00	5,100.00	3,825.00		1,275.00
Construction Code Official:					
Salaries and Wages	49,066.00	49,066.00	47,894.98		1,171.02
Other Expenses	500.00	500.00	62.50		437.50
<u>UTILITIES:</u>					
Telephone	20,000.00	20,000.00	16,112.75		3,887.25
Electricity	28,400.00	31,400.00	27,939.57		3,460.43
Gasoline	53,300.00	83,300.00	83,000.00		300.00
Fuel Oil	35,000.00	35,000.00	35,000.00		
Street Lighting	39,200.00	40,400.00	40,264.19		135.81
TOTAL OPERATIONS WITHIN "CAPS"	\$ 4,151,142.00	\$ 4,229,642.00	\$ 4,081,668.98	\$ 147,973.02	\$

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	APPROPRIATIONS		EXPENDED		CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>PUBLIC PRIVATE PROGRAMS OFF-SET BY REVENUES</u>					
Highlands - Water Protection & Planning Council (N.J.S.A. 40A:4-87 + \$20,350.00)	\$	\$ 20,350.00	\$ 20,350.00	\$	\$
NJ Emergency Management Grant	10,000.00	10,000.00	10,000.00		
West Main Stream Stabilization Grant	180,000.00	180,000.00	180,000.00		
West Main Stream Stabilization Grant- Muni Share	20,000.00	20,000.00	20,000.00		
NJ Stormwater Assistance Grant (N.J.S.A. 40A:4-87 + \$15,000.00)	15,000.00	15,000.00	15,000.00		
Local Recreation Improvement Grant (N.J.S.A. 40A:4-87 + \$220,000.00)	220,000.00	220,000.00	220,000.00		
Donations- Garden Club of Somerset- Trees (N.J.S.A. 40A:4-87 + \$1,000.00)	1,000.00	1,000.00	1,000.00		
NJ Historic Trust- Solitude House	6,375.00	6,375.00	6,375.00		
Solitude Porch	81,226.41	81,226.41	81,226.41		
Body Armor Fund	876.02	876.02	876.02		
Recycling Tonnage Grant	1,831.36	1,831.36	1,831.36		
Clean Communities (N.J.S.A. 40A:4-87 + \$10,672.59)	10,672.59	10,672.59	10,672.59		
<u>TOTAL PUBLIC AND PRIVATE PROGRAMS OFF-SET BY REVENUE</u>	\$ 300,308.79	\$ 567,331.38	\$ 567,331.38	\$	\$
<u>TOTAL OPERATIONS EXCLUDED FROM "CAPS"</u>	\$ 425,024.79	\$ 692,047.38	\$ 676,839.21	\$ 15,208.17	\$
<u>CAPITAL IMPROVEMENTS-EXCLUDED FROM "CAPS"</u>					
Capital Improvement Fund	\$ 345,000.00	\$ 345,000.00	\$ 345,000.00	\$	\$
<u>TOTAL CAPITAL IMPROVEMENTS EXCLUDED FROM "CAPS"</u>	\$ 345,000.00	\$ 345,000.00	\$ 345,000.00	\$	\$
<u>MUNICIPAL DEBT SERVICE-EXCLUDED FROM "CAPS"</u>					
Payment of Bond Principal	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$	\$
Payment of Bond Anticipation Notes & Capital Notes	185,025.00	185,025.00	185,025.00		
Interest on Bonds	192,550.00	192,550.00	192,550.00		
Interest on Notes	41,000.00	41,000.00	40,561.62		438.38
NJEIT - Principal and Interest	60,000.00	60,000.00	51,331.88		8,668.12
Loan Payment for Capital Lease	84,000.00	84,000.00	62,443.84		1,556.16
Dam Restoration Loan	237,200.00	237,200.00	237,129.60		70.40
<u>TOTAL MUNICIPAL DEBT SERVICE-EXCLUDED FROM "CAPS"</u>	\$ 849,775.00	\$ 849,775.00	\$ 839,041.94	\$	\$ 10,733.06

The accompanying Notes to the Financial Statements are an integral part of this statement.

TRUST FUND

GENERAL CAPITAL FUND

"C-1"

BOROUGH OF HIGH BRIDGE

GENERAL CAPITAL FUND

STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>REF.</u>	
Balance, December 31, 2022 and December 31, 2023	C	\$ <u><u>389,728.97</u></u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

WATER UTILITY FUND

BOROUGH OF HIGH BRIDGE

WATER UTILITY FUND

BALANCE SHEETS - REGULATORY BASIS

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2023</u>	<u>BALANCE DECEMBER 31, 2022 (as restated)</u>
Operating Fund:			
Liabilities:			
Appropriation Reserves	D-4:D-10	\$ 8,829.10	\$ 32,509.14
Encumbrances Payable	D-11	35,485.45	40,850.29
Interfunds Payable	D-8	<u>364,313.00</u>	<u>73,359.43</u>
		\$ 408,627.55	\$ 73,359.43
Reserve for Receivables and Inventory	D	28,958.07	63,562.18
Fund Balance	D-1	<u>142,947.50</u>	<u>128,462.60</u>
		<u>\$ 580,533.12</u>	<u>\$ 265,384.21</u>
<u>Total Operating Fund</u>			
Capital Fund:			
Improvement Authorizations:			
Funded	D-15	\$ 10,934.06	\$ 6,971.00
Unfunded	D-15	169,122.65	120,014.41
Capital Improvement Fund	D-18	14,296.81	119,294.17
Bond Anticipation Notes	D-14	1,050,100.00	1,160,300.00
Future NJIB Loans Payable	D-25	1,600,000.00	
Interfunds Payable	D-9	495,200.00	
Reserve for:			
Contracts Payable	D-17	1,086,818.01	1,587,212.92
Amortization	D-16	4,413,714.58	4,057,701.13
Deferred Amortization	D-13	1,080,350.00	947,716.09
Fund Balance	D-2	<u>42,975.07</u>	<u>42,975.07</u>
		<u>\$ 9,963,511.18</u>	<u>\$ 8,042,184.79</u>
<u>Total Capital Fund</u>			
		<u>\$ 10,544,044.30</u>	<u>\$ 8,307,569.00</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE

WATER UTILITY CAPITAL FUND

STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>REF.</u>	
Balance, December 31, 2022 (as restated) and December 31, 2023	D	\$ <u>42,975.07</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE

WATER UTILITY OPERATING FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	APPROPRIATIONS		EXPENDED		
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	CANCELED
Operating:					
Salaries and Wages	\$ 242,373.00	\$ 241,673.00	\$ 233,819.48	\$ 7,853.52	\$
Other Expenses	312,147.00	372,147.00	371,762.22	384.78	
Total Operating	\$ 554,520.00	\$ 613,820.00	\$ 605,581.70	\$ 8,238.30	\$
Capital Improvements:					
Capital Improvement Fund	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$	\$
Total Capital Improvements	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$	\$
Debt Services:					
Payment of Bond Anticipation Notes	\$ 110,200.00	\$ 110,200.00	\$ 110,200.00	\$	\$
Interest on Notes	39,200.00	39,200.00	37,709.75		1,490.25
Total Debt Services	\$ 149,400.00	\$ 149,400.00	\$ 147,909.75	\$	\$ 1,490.25
Deferred Charges:					
Deferred Unfunded	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$	\$
Total Deferred Charges	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$	\$
Statutory Expenditures:					
Contributions to:					
Public Employees' Retirement System	\$ 29,739.00	\$ 29,739.00	\$ 29,738.37	\$ 0.63	\$
Social Security System (O.A.S.I.)	18,542.00	19,242.00	18,651.83	590.17	
Total Statutory Expenditures	\$ 48,281.00	\$ 48,981.00	\$ 48,390.20	\$ 590.80	\$
	\$ 847,201.00	\$ 907,201.00	\$ 896,881.65	\$ 8,829.10	\$ 1,490.25
REF.	D-3		D-1	D:D-1	
Budget	D-3	\$ 847,201.00			
Emergency Authorization	D-23	60,000.00			
		\$ 907,201.00			
Disbursements	D-5		\$ 861,396.20		
Encumbrances Payable	D-11		35,485.45		
			\$ 896,881.65		

The accompanying Notes to the Financial Statements are an integral part of this statement.

SEWER UTILITY FUND

BOROUGH OF HIGH BRIDGE

SEWER UTILITY FUND

BALANCE SHEETS - REGULATORY BASIS

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2023</u>	<u>BALANCE DECEMBER 31, 2022</u>
Operating Fund:			
Liabilities:			
Appropriation Reserves	E-4:E-10	\$ 1,297.96	\$ 103,401.32
Accrued Interest Payable	E-20	39,318.75	39,881.25
Encumbrances Payable	E-11	172,877.82	162,072.87
Interfunds Payable	E-8	100,000.00	
		<u>\$ 313,494.53</u>	<u>\$ 305,355.44</u>
Reserve for Receivables	E	51,506.50	105,734.88
Fund Balance	E-1	<u>491,311.23</u>	<u>546,523.64</u>
<u>Total Operating Fund</u>		<u>\$ 856,312.26</u>	<u>\$ 957,613.96</u>
Capital Fund:			
Improvement Authorizations:			
Funded	E-15	\$ 64,790.28	\$ 351,664.08
Capital Improvement Fund	E-13	156,551.88	136,551.88
Serial Bond Payable	E-17	2,335,000.00	2,365,000.00
Reserve For:			
Contracts Payable	E-21	255,703.25	6,969.65
Amortization	E-16	3,308,247.09	3,278,247.09
Deferred Amortization	E-12	630,000.00	550,000.00
Fund Balance	E-2	<u>1,494.66</u>	<u>1,494.66</u>
<u>Total Capital Fund</u>		<u>\$ 6,751,787.16</u>	<u>\$ 6,689,927.36</u>
		<u>\$ 7,608,099.42</u>	<u>\$ 7,647,541.32</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE

SEWER UTILITY CAPITAL FUND

STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>REF.</u>	
Balance, December 31, 2022		
and December 31, 2023	E	\$ <u>1,494.66</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGE

SEWER UTILITY OPERATING FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	<u>CANCELED</u>
Operating:					
Salaries and Wages	\$ 161,490.00	\$ 160,990.00	\$ 159,870.87	\$ 1,119.13	\$
Other Expenses	<u>753,854.00</u>	<u>803,354.00</u>	<u>803,301.28</u>	<u>52.72</u>	
<u>Total Operating</u>	<u>\$ 915,144.00</u>	<u>\$ 964,344.00</u>	<u>\$ 963,172.15</u>	<u>\$ 1,171.85</u>	\$
Capital Improvements:					
Capital Improvement Fund	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$	\$
<u>Total Capital Improvements</u>	<u>\$ 100,000.00</u>	<u>\$ 100,000.00</u>	<u>\$ 100,000.00</u>	\$	\$
Debt Services:					
Payment of Bond Principal	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$	\$
Interest on Bonds	<u>105,600.00</u>	<u>105,600.00</u>	<u>105,037.50</u>		<u>562.50</u>
<u>Total Debt Services</u>	<u>\$ 135,600.00</u>	<u>\$ 135,600.00</u>	<u>\$ 135,037.50</u>	\$	<u>\$ 562.50</u>
Deferred Charges:					
Emergency Authorizations	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$	\$
<u>Total Deferred Charges</u>	<u>\$ 100,000.00</u>	<u>\$ 100,000.00</u>	<u>\$ 100,000.00</u>	\$	\$
Statutory Expenditures:					
Contributions to:					
Public Employees' Retirement System	\$ 22,730.00	\$ 22,730.00	\$ 22,729.18	\$ 0.82	\$
Social Security System (O.A.S.I.)	<u>11,526.00</u>	<u>12,326.00</u>	<u>12,200.71</u>	<u>125.29</u>	
<u>Total Statutory Expenditures</u>	<u>\$ 34,256.00</u>	<u>\$ 35,056.00</u>	<u>\$ 34,929.89</u>	<u>\$ 126.11</u>	\$
	<u>\$ 1,285,000.00</u>	<u>\$ 1,335,000.00</u>	<u>\$ 1,333,139.54</u>	<u>\$ 1,297.96</u>	<u>\$ 562.50</u>
<u>REF.</u>	E-3		E-1	E:E-1	
Budget	E-3	\$ 1,285,000.00			
Emergency Authorization (40A:4-46)	E-22	<u>50,000.00</u>			
		<u>\$ 1,335,000.00</u>			
Disbursements	E-5		\$ 955,224.22		
Encumbrances Payable	E-11		172,877.82		
Accrued interest	E-20		<u>105,037.50</u>		
			<u>\$ 1,333,139.54</u>		

The accompanying Notes to the Financial Statements are an integral part of this statement.

SOLID WASTE UTILITY FUND

"F-1"

BOROUGH OF HIGH BRIDGE
SOLID WASTE UTILITY OPERATING FUND
STATEMENTS OF OPERATIONS
AND CHANGE IN FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	<u>REF.</u>	YEAR ENDED DECEMBER 31, 2023	YEAR ENDED DECEMBER 31, 2022
<u>REVENUE AND OTHER INCOME REALIZED</u>			
Fund Balance Utilized	F-2	\$ 30,000.00	\$ 30,000.00
Solid Waste Collection Fees	F-2	592,181.67	555,332.94
Other Credits to Income:			
Miscellaneous Revenue not Anticipated	F-2	13,243.74	2,253.67
Unexpended Balance of Appropriation Reserves	F-9	<u>69,671.40</u>	<u>22,615.55</u>
<u>TOTAL INCOME</u>		<u>\$ 705,096.81</u>	<u>\$ 610,202.16</u>
<u>EXPENDITURES</u>			
Operating	F-3	\$ 556,733.00	\$ 544,375.00
Statutory Expenditures and Deferred Charges	F-3	18,267.00	15,625.00
Capital Outlay	F-3	<u>5,000.00</u>	<u>5,000.00</u>
<u>TOTAL EXPENDITURES</u>		<u>\$ 575,000.00</u>	<u>\$ 565,000.00</u>
Excess in Revenue		\$ 130,096.81	\$ 45,202.16
<u>Fund Balance</u>			
Balance, January 1	F	96,277.13	81,074.97
		<u>\$ 226,373.94</u>	<u>\$ 126,277.13</u>
Decreased by:			
Utilization by Water Operating Budget	F-2	<u>30,000.00</u>	<u>30,000.00</u>
Balance, December 31	F	<u>\$ 196,373.94</u>	<u>\$ 96,277.13</u>

The accompanying Notes to the Financial Statements are an integral part of this statement.

BOROUGH OF HIGH BRIDGESOLID WASTE UTILITY OPERATING FUNDSTATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2023

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>	
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>
Operating:				
Salaries and Wages	\$ 92,042.00	\$ 96,042.00	\$ 95,045.01	\$ 996.99
Other Expenses	<u>465,191.00</u>	<u>460,691.00</u>	<u>440,371.17</u>	<u>20,319.83</u>
<u>Total Operating</u>	<u>\$ 557,233.00</u>	<u>\$ 556,733.00</u>	<u>\$ 535,416.18</u>	<u>\$ 21,316.82</u>
Statutory Expenditures:				
Contributions to:				
Public Employees' Retirement System	\$ 10,725.00	\$ 10,725.00	\$ 10,724.84	\$ 0.16
Social Security System (O.A.S.I.)	<u>7,042.00</u>	<u>7,542.00</u>	<u>7,127.50</u>	<u>414.50</u>
<u>Total Statutory Expenditures</u>	<u>\$ 17,767.00</u>	<u>\$ 18,267.00</u>	<u>\$ 17,852.34</u>	<u>\$ 414.66</u>
	<u>\$ 575,000.00</u>	<u>\$ 575,000.00</u>	<u>\$ 553,268.52</u>	<u>\$ 21,731.48</u>
	<u>REF.</u>	<u>F-2</u>	<u>F-1</u>	<u>F:F-1</u>
Disbursements	F-4		\$ 534,916.55	
Encumbrances Payable	F-7		<u>18,351.97</u>	
			<u>\$ 553,268.52</u>	

The accompanying Notes to the Financial Statements are an integral part of this statement.

GENERAL FIXED ASSETS ACCOUNT GROUP

NOTES TO FINANCIAL STATEMENTS

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Description of Funds (Continued)

The accounting policies of the Borough of High Bridge conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the financial transactions and accounts of the Borough of High Bridge are organized on the basis of funds and an account group which is different from the fund structure required by GAAP. A fund or account group is an accounting entity with a separate set of self-balancing accounts established to record the financial position and results of operation of a specific government activity. As required by the Division of Local Government Services, the Borough accounts for its financial transactions through the following individual funds and account group:

Current Fund - resources and expenditures for governmental operations of a general nature, including federal and state grant funds

Trust Fund - receipts, custodianship and disbursement of funds in accordance with the purpose for which each reserve was created

General Capital Fund - receipt and disbursement of funds for the acquisition of general capital facilities, other than those acquired in the Current Fund

Water Utility Operating and Capital Funds - account for the operations and acquisition of capital facilities of the municipally owned Water Utility

Sewer Utility Operating and Capital Funds - account for the operations and acquisition of capital facilities of the municipally owned Sewer Utility

Solid Waste Utility Operating and Capital Funds - account for the operations and acquisition of capital facilities of the municipally owned Solid Waste Utility

General Fixed Assets Account Group - utilized to account for property, land, buildings and equipment that have been acquired by other governmental funds

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Foreclosed Property - is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved. GAAP requires such property to be recorded in the General Fixed Assets Account Group at its market value.

Sale of Municipal Assets - The proceeds from the sale of municipal assets can be held in a reserve until anticipated as revenue in a future budget. GAAP requires such proceeds to be recorded as a gain or loss on disposition in the year of sale.

Interfunds - Interfund receivables in the Current Fund are recorded with offsetting reserves which are created by charges to operations. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves. GAAP does not require the establishment of an offsetting reserve.

General Fixed Assets - N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets, as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles, requires the inclusion of a statement of general fixed assets of the Borough as part of its basic financial statements. General fixed assets are defined as nonexpendable personal and real property having a physical existence, a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized.

General Fixed Assets that have been acquired and are utilized in a governmental fund operation are accounted for in the General Fixed Asset Account Group rather than in a governmental fund. No depreciation has been provided on General Fixed Assets or reported in the financial statements.

The Borough has developed a fixed assets accounting and reporting system based on an inspection and valuation prepared by an independent appraisal firm. Adjustments for assets acquired/sold subsequent to this date have been recorded. Fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Buildings and land are stated at the assessed value contained in the Borough's most recent property revaluation.

Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Under GAAP, municipalities are required to recognize the pension liability in Statements of Revenues, Expenses, Changes in Net Position (balance sheets) and Notes to the Financial Statements in accordance with GASB 68. The liability required to be displayed by GASB 68 is displayed as a separate line item in the Unrestricted Net Position area of the balance sheet.

New Jersey's municipalities and counties do not follow GAAP accounting principles and, as such, do not follow GASB requirements with respect to recording the net pension liability as a liability on their balance sheets. However, N.J.A.C. 5:30 6.1(c) (2) requires municipalities to disclose GASB 68 information in the Notes to the Financial Statements. The disclosure must meet the requirements of GASB 68.

The New Jersey Division of Local Government Services issued Local Finance Notice 2021-10 which allows local units to disclose the most recently available information as it relates to the New Jersey Division of Pensions and Benefits' reporting on GASB 68. As of the date of this report, the information for the period ended June 30, 2023 was not available; therefore, the information dated June 30, 2022 is disclosed.

Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB)

The Governmental Accounting Standards Board (GASB) has issued Statement No. 75, "*Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*". This statement establishes standards for measuring and recognizing liabilities, deferred outflows and inflows of resources, and expenses for postemployment benefits other than pensions.

It also requires the State of New Jersey to calculate and allocate to each participating member, for note disclosure purposes only, the OPEB net liability of New Jersey Health Benefits Local Government Retiree Plan (the Plan). The statement does not alter the amount of funds that must be budgeted for OPEB payment under existing state law.

Under GAAP, municipalities are required to recognize the OPEB liability in Statements of Revenues, Expenses, Changes in Net Position (balance sheets) and Notes to the Financial Statements in accordance with GASB 75. The liability required to be displayed by GASB 75 is displayed as a separate line item in the Unrestricted Net Position area of the balance sheet.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Basic Financial Statements

The GASB codification also defines the financial statements of a governmental unit to be presented in the basic financial statements to be held in accordance with GAAP. The Borough presents the financial statements listed in the table of contents of the "Requirements of Audit and Accounting Revision of 1987" as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which differ from the financial statements required by GAAP.

NOTE 2: CASH AND CASH EQUIVALENTS

The Borough considers petty cash, change funds, cash in banks and certificates of deposit as cash and cash equivalents.

A. Deposits

New Jersey statutes permit the deposit of public funds in institutions which are located in New Jersey and which meet the requirements of the Governmental Unit Deposit Protection Act (GUDPA) or the State of New Jersey Cash Management Fund. GUDPA requires a bank that accepts public funds to be a public depository. A public depository is defined as a state bank, a national bank, or a savings bank, which is located in the State of New Jersey, the deposits of which are insured by the Federal Deposit Insurance Corporation. The statutes also require public depositories to maintain collateral for deposits of public funds that exceed certain insurance limits. All collateral must be deposited with the Federal Reserve Bank or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.00.

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

B. Investments (Continued)

2. Government money market mutual funds which are purchased from an investment company or investment trust which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. 80a-1 et seq., and operated in accordance with 17 C.F.R. § 270.2a-7 and which portfolio is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. § 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. These funds are also required to be rated by a nationally recognized statistical rating organization;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
5. Bonds or other obligations, having a maturity date not more than 397 days from date of purchase, approved by the Division of Local Government Services of the Department of Community Affairs for investment by Local Units;
6. Local government investment pools that are fully invested in U.S. Government securities that meet the definition of eligible security pursuant to 17 C.F.R. § 270a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. This type of investment is also required to be rated in the highest category by a nationally recognized statistical rating organization;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (c.52:18A-90.4); or

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

SUMMARY OF MUNICIPAL DEBT

	<u>YEAR 2023</u>	<u>YEAR 2022</u>	<u>YEAR 2021</u>
Issued:			
General:			
Bonds, Loans and Notes	\$ 7,124,581.22	\$ 7,533,187.38	\$ 8,237,583.58
Water Utility:			
Bonds and Notes	1,050,100.00		
Sewer Utility:			
Bonds and Notes	<u>2,335,000.00</u>	<u>2,365,000.00</u>	<u>2,395,000.00</u>
	10,509,681.22	9,898,187.38	10,632,583.58
Less: Funds Temporarily Held to Pay			
Bond and Notes - General Capital	<u>17,770.49</u>		
<u>Net Debt Issued</u>	<u>10,491,910.73</u>	<u>9,898,187.38</u>	<u>10,632,583.58</u>
Authorized But Not Issued:			
General - Bonds and Notes	114,584.00	219,084.00	171,000.00
Water Utility - Bonds and Notes	<u>2,523,801.74</u>	<u>2,847,551.74</u>	<u>1,949,251.74</u>
<u>Total Authorized But Not Issued</u>	<u>2,638,385.74</u>	<u>3,066,635.74</u>	<u>2,120,251.74</u>
NET BONDS AND NOTES ISSUED AND AUTHORIZED BUT NOT ISSUED	\$ <u>13,130,296.47</u>	\$ <u>12,964,823.12</u>	\$ <u>12,752,835.32</u>

BORROWING POWER UNDER N.J.S. 40A:2-6 AS AMENDED

Equalized Valuation Basis* - December 31, 2023	\$ <u>422,896,047.33</u>
3-1/2% of Equalized Valuation Basis	\$ 14,801,361.66
Net Debt	<u>7,221,394.73</u>
Remaining (Deficit) Borrowing Power	\$ <u>7,579,966.93</u>

*Equalized Valuation basis is the average of the equalized valuation of Real Estate, including improvements, and the assessed valuation of Class II Railroad Property of the Borough for the last three (3) preceding years.

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

CALCULATION OF "SELF-LIQUIDATING PURPOSE"- SOLID WASTE UTILITY
PER N.J.S.A. 40A:2-45 AT DECEMBER 31, 2023

Cash Receipts from Fees, Rents of Other Charges for Year and Anticipated Surplus	\$635,425.41
Deduction:	
Operating and Maintenance Cost	<u>575,000.00</u>
Excess in Revenue	<u><u>\$60,425.41</u></u>

Long-Term Debt

General Capital Fund

General Serial Bonds:

\$4,863,000.00 of 2010 General Improvement Bonds due in annual installments of \$20,000.00 to \$340,000.00 through February 2030 at interest rate of 5.00%.	\$ 1,665,000.00
\$2,445,000.00 of 2020 General Improvement Refunding Bonds due in annual installments of \$220,000.00 to \$325,000.00 from February 2031 through February 2039 at interest rates of 4.00% to 5.00%.	<u>2,445,000.00</u>
	<u><u>\$ 4,110,000.00</u></u>

Sewer Utility Capital Fund

Sewer Utility Bonds:

\$2,937,000.00 of 2010 Sewer Utility Bonds due in annual installments of \$30,000.00 to \$90,000.00 through February 2030 at an interest rate of 5.00%.	\$ 485,000.00
\$1,850,000.00 of 2020 Sewer Utility Refunding Bonds due in annual installments of \$160,000.00 to \$215,000.00 from February 2031 through February 2040 at interest rates of 4.00% to 5.00%.	<u>1,850,000.00</u>
	<u><u>\$ 2,335,000.00</u></u>

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

SCHEDULE OF ANNUAL DEBT SERVICE FOR PRINCIPAL AND INTEREST FOR BONDED DEBT ISSUED AND OUTSTANDING DECEMBER 31, 2023

Calendar Year	General Capital		Sewer Utility Capital		Total
	Principal	Interest	Principal	Interest	
2024	\$ 20,000.00	\$ 190,300.00	\$ 30,000.00	\$ 104,100.00	\$ 344,400.00
2025	270,000.00	183,050.00	30,000.00	102,600.00	585,650.00
2026	220,000.00	170,800.00	80,000.00	99,850.00	570,650.00
2027	215,000.00	159,925.00	85,000.00	95,725.00	555,650.00
2028	265,000.00	147,925.00	85,000.00	91,475.00	589,400.00
2029-33	1,370,000.00	519,750.00	665,000.00	375,625.00	2,930,375.00
2034-38	1,460,000.00	208,400.00	940,000.00	183,250.00	2,791,650.00
2039-40	290,000.00	5,800.00	420,000.00	16,800.00	732,600.00
Total	\$ <u>4,110,000.00</u>	\$ <u>1,585,950.00</u>	\$ <u>2,335,000.00</u>	\$ <u>1,069,425.00</u>	\$ <u>9,100,375.00</u>

SCHEDULE OF ANNUAL DEBT SERVICE FOR PRINCIPAL AND INTEREST AS OF DECEMBER 31, 2023

GREEN TRUST LOANS

CALENDAR YEAR	LOAN PRINCIPAL	LOAN INTEREST	TOTAL
2024	\$ 205,272.72	\$ 31,856.88	\$ 237,129.60
2025	209,398.70	27,730.90	237,129.60
2026	213,607.61	23,521.99	237,129.60
2027	217,901.13	19,228.48	237,129.61
2028	222,280.94	14,848.67	237,129.61
2029-31	575,446.12	17,377.90	592,824.02
	\$ <u>1,643,907.22</u>	\$ <u>134,564.82</u>	\$ <u>1,778,472.04</u>

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

SHORT-TERM DEBT (CONTINUED)

(3) no such notes shall be renewed beyond the third anniversary date of the original notes unless an amount of such notes, at least equal to the first legally payable installment of the bonds in anticipation of which those notes are issued, is paid and retired on or before each subsequent anniversary date beyond which such notes are renewed from funds other than the proceeds of obligations.

Bond Anticipation Notes

Outstanding Bond Anticipation Notes are summarized as follows:

	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount</u>
General Capital	3.250%	6/13/2024	\$ <u>1,167,525.00</u>
Water Utility Capital	3.250%	6/13/2024	\$ <u>1,050,100.00</u>

In accordance with NJSA 40A:4 sections 64 through 73, in any fiscal year, in anticipation of the collection of taxes for such year, whether levied in such year, or in anticipation of other revenue for such year, the Borough may, by resolution, borrow money and issue its negotiable notes, each of which shall be designated by the fiscal year to which it pertains. The proceeds may be used to pay outstanding previous notes of same purpose, or for purposes provided for in the budget or for which taxes are levied or to be levied for in such year. The amount outstanding shall not exceed an amount certified as the gross borrowing power, and no such notes shall be authorized in excess of an amount certified as the net borrowing power. Tax anticipation notes may be renewed from time to time, but any note shall mature within 120 days after the beginning of the succeeding fiscal year and bear an interest rate that does not exceed 6%. The Borough did not have any Tax Anticipation Notes in 2023.

NOTE 4: FUND BALANCES APPROPRIATED

Fund balances at December 31, 2023, which were appropriated and included as anticipated revenue in their own respective funds for the year ending December 31, 2024, were as follows:

Current Fund	\$900,000.00
Sewer Operating Fund	300,000.00
Water Operating Fund	100,000.00
Solid Waste Operating Fund	30,000.00

NOTE 6: PENSION PLANS (CONTINUED)

Police and Fireman's Retirement System (PFRS) - The Police and Fireman's Retirement System (PFRS) was established as of July 1, 1944, under the provisions of N.J.S.A. 43:16A. to provide retirement, death, and disability benefits to its members. The PFRS is a cost-sharing multiple-employer plan. Membership is mandatory for substantially, all full-time county and municipal police or firemen or officer employees with police powers appointed after June 30, 1944.

Defined Contribution Retirement Program (DCRP) - The Defined Contribution Retirement Program (DCRP) was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, and was expanded under the provisions of Chapter 89, P.L. 2009. The DCRP provides eligible employees and their beneficiaries with a tax-sheltered, defined contribution retirement benefit, along with life insurance coverage and disability coverage.

Vesting and Benefit Provisions

The vesting and benefit provisions for PERS are set by N.J.S.A. 43:15A and 43:36. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service. Members may seek early retirement after achieving 25 years of service credit or they may elect deferred retirement after achieving ten years of service credit, in which case, benefits would begin the first day of the month after the member attains normal retirement age.

The vesting and benefit provisions for PFRS are set by N.J.S.A. 43:16A and 43:36. All benefits vest after ten years of service, except for disability benefits, which vest after four years of service. Retirement benefits for age and service are available at age 55. Members may seek special retirement after achieving 25 years of creditable service or they may elect deferred retirement after achieving ten years of service.

Newly elected or appointed officials that have an existing DCRP account or are a member of another State-administered retirement system are immediately invested in the DCRP. For newly elected or appointed officials that do not qualify for immediate vesting in the DCRP. Employee and employer contributions are held during the initial year of membership. Upon commencing the second year of DCRP membership, the member is fully invested. However, if a member is not eligible to continue in the DCRP for a second year of membership, the member may apply for a refund of the employee contributions from the DCRP, while the employer contributions will revert back to the employer. Employees are required to contribute 5.5% of their base salary and employers contribute 3.0%.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS)

At June 30, 2022, the State reported a net pension liability of \$1,223,241.00 for the Borough's proportionate share of the total net pension liability. The total pension liability for the June 30, 2022 measurement date was determined by an actuarial valuation as of July 1, 2021, which was rolled forward to June 30, 2022. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2022, the Borough's proportion was 0.0081055597 percent, which was an increase of 0.0007050987 percent from its proportion measured as of June 30, 2021.

For the year ended June 30, 2022, the State recognized an actuarially determined pension benefit of (\$46,103.00) for the Borough's proportionate share of the total pension benefit. The pension expense recognized in the Borough's financial statements based on the April 1, 2022 billing was \$86,668.00.

At June 30, 2022, the State reported deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between expected and actual experience	\$ 8,829.00	\$ 7,786.00
Changes of assumptions	3,790.00	183,168.00
Net difference between projected and actual earnings on pension plan investments	50,629.00	
Changes in proportion and differences between Borough contributions and proportionate share of contributions	<u>225,969.00</u>	<u>9,607.00</u>
	<u>\$ 289,217.00</u>	<u>\$ 200,561.00</u>

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

Actuarial Assumptions (Continued)

Pre-retirement mortality rates were based on the Pub-2010 General Below-Median Income Employee mortality table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2021.

The actuarial assumptions used in the July 1, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2018 to June 30, 2021.

Long-Term Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2022) is determined by the State Treasurer, after consultation with the Directors of the Division of Investment and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major assets class included in PERS's target assets allocation as of June 30, 2022 asset are summarized in the following table:

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

Sensitivity of the Borough's proportionate share of net pension liability to changes in the discount rate

The following presents the Borough's proportionate share of the net pension liability of the participating employers as of June 30, 2022 respectively, calculated using the discount rate as disclosed above as well as what the Borough's proportionate share of the net pension liability would be if it was calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	June 30, 2022		
	1%	At Current	1%
	Decrease <u>6.00%</u>	Discount Rate <u>7.00%</u>	Increase <u>8.00%</u>
Borough's proportionate share of the pension liability	\$1,571,506.00	\$1,223,241.00	\$926,853.00

Special Funding Situation

In accordance with N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. For PERS, the legislation which legally obligates the State is found in Chapter 133, P.L. 2001. This special funding situation is due to the State paying the additional normal cost related to benefit improvements from Chapter 133. Previously, this additional normal cost was paid from the Benefit Enhancement Fund (BEF). As of June 30, 2022, there is no net pension liability associated with this special funding situation as there was no accumulated difference between the annual additional normal cost under the special funding situation and the actual State contribution through the valuation date.

The amounts contributed by the State on behalf of the Borough under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68, and the State is treated as a nonemployer contributing entity. Since the Borough does not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows or inflows to disclose in the notes to the financial statements of the Borough related to this legislation.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen’s Retirement System (PFRS) (Continued)

Actuarial Assumptions

The total pension liability for the June 30, 2022 measurement date was determined by an actuarial valuation as of July 1, 2021, which rolled forward to June 30, 2022. This actuarial valuation used the following assumptions:

Inflation	
Price	2.75%
Wage	3.25%
Salary Increases	3.25-16.25%
	Based on years of Service
Investment Rate of Return	7.00%

Employee mortality rates were based on the Pubs-2010 amount-weighted mortality table with a 105.6% adjustment for males and 102.5% adjustment for females. For healthy annuitants, mortality rates were based on the Pubs-2010 amount-weighted mortality table with a 96.7% adjustment for males and 96.0% adjustment for females. Disability rates were based on the PubS-2010 amount-weighted mortality table with a 152.0% adjustment for males and 109.3% adjustment for females. Mortality improvement is based on scale MP-2021.

The actuarial assumptions used in the July 1, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2018 to June 30, 2021.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Long-Term Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00 percent at June 30, 2022) is determined by the State Treasurer, after consultation with the Directors of the Division of Investment and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2022 are summarized in the following table:

<u>Assets Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
US Equity	27.00%	8.12%
Non-U.S. Developed Market Equity	13.50%	8.38%
Emerging Market Equity	5.50%	10.33%
Private Equity	13.00%	11.80%
Real Estate	8.00%	11.19%
Real Assets	3.00%	7.60%
High Yield	4.00%	4.95%
Private Credit	8.00%	8.10%
Investment Grade Credit	7.00%	3.38%
Cash Equivalents	4.00%	1.75%
U.S. Treasury's	4.00%	1.75%
Risk Mitigation Strategies	3.00%	4.91%

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Special Funding Situation

In accordance with N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation which legally obligates the State is as follows: Chapter 8, P.L. 2000, Chapter 318, P.c. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.c. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed by the State on behalf of the Borough under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68, and the State is treated as a nonemployer contributing entity. Since the Borough does not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows or inflows to disclose in the notes to the financial statements of the Borough related to this legislation.

The non-employer contributing entities' total proportionate share of the collective net pension liability that is associated with the Borough as of December 31, 2022 and 2021 is 0.02361451% and 0.0212675765% respectively, the non-employer contributing entities' contribution for the year ended June 30, 2022 and 2021 was \$59,889.00 and \$37,979.00, respectively and the employer pension expense and related revenue for the year ended June 30, 2022 and 2021 was \$55,501.00 and \$48,691.00, respectively.

At June 30, 2022 and 2021, the State's proportionate share of the net pension liability attributable to the Borough for the PFRS special funding situation is \$481,056.00 and \$437,193.00, respectively.

At June 30, 2022, the Borough's and State of New Jersey's proportionate share of the PFRS net pension liability were as follows:

Borough's Proportionate Share of Net Pension Liability	\$2,703,007.00
State of New Jersey Proportionate Share of Net Pension Liability Associated with the Borough	<u>481,056.00</u>
	<u>\$3,184,063.00</u>

NOTE 10: CONTINGENT LIABILITIES

The Borough participates in several federal and state financial assistance grant programs. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of funds for eligible purposes. In addition, these programs are also subject to compliance and financial audits by the grantors or their representatives. As of December 31, 2023, the Borough does not believe that any material liabilities will result from such audits.

NOTE 11: RISK MANAGEMENT

The Borough is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions, injuries to employees; and natural disasters. The Borough of High Bridge is a member of the Statewide Excess Liability Fund. This is an insured group of municipalities established for the purpose of providing low-cost insurance coverage for member municipalities in order to keep local property taxes at a minimum. The fund is an insurance purchasing pool in which the participants seek to lower insurance costs through their combined joint purchasing power. Each participant receives their own insurance policies. Risk transfers through the pool to the insurance company from which the policies are purchased. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Borough. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

New Jersey Unemployment Compensation Insurance - The Borough has elected to fund its New Jersey Unemployment Compensation Insurance under the "Benefit Reimbursement Method". Under this plan, the Borough is required to reimburse the New Jersey Unemployment Trust Fund for benefits paid to its former employees and charged to its account with the State. The Borough is billed quarterly for amounts due to the State. The following table is a summary of Borough contributions, employee contributions, reimbursements to the State for benefits paid and the ending balance of the Borough's expendable trust fund for the 2023 and the previous two years:

<u>Fiscal Year</u>	<u>Interest Earned</u>	<u>Employee Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2023	\$ 3,145.08	\$ 3,370.41	\$ 233.45	\$ 129,937.24
2022	424.84	3,088.87	141.82	123,655.20
2021	17.16	2,810.13	341.37	120,283.31

NOTE 14: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75

The Governmental Accounting Standards Board (GASB) has issued Statement No. 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions". This statement establishes standards for measuring and recognizing liabilities, deferred outflows and inflows of resources, and expenses for postemployment benefits other than pensions. OPEB obligations are non-pension benefits that the municipality has contractually or otherwise agreed to provide employees once they have retired and, in most instances, will be for retirement health, prescription and dental insurance coverage.

Under current New Jersey budget and financial reporting requirements, the municipality is not required to fund any amounts in excess of their current costs on a pay-as-you-go basis or to accrue funds, create a trust or issue debt to finance their other post-employment benefit liability. Additionally, the municipality is not required to recognize any long-term obligations resulting from OPEB on their financial statements.

Plan Description and Benefits Provided

The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost-sharing multiple-employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. The Plan meets the definition of an equivalent arrangement as defined in paragraph 4 of GASB Statement No. 75, *Accounting and Financial Reporting for the Postemployment Benefits Other Than Pensions*; therefore, assets are accumulated to pay associated benefits.

NOTE 14: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75 (CONTINUED)

Total Net OPEB Liability

At June 30, 2022, the Plan reported a Liability of \$2,431,806.00 for the Borough's proportionate share of the collective Net OPEB liability. The total Net OPEB Liability measured as of June 30, 2022 was determined by an actuarial valuation as of June 30, 2021, which was rolled forward to June 30, 2022.

The Borough's proportion of the Net OPEB Liability was based on the ratio of the plan members of an individual employer to the total members of the Plan's nonspecial funding situation during the measurement period July 1, 2021 through June 30, 2022.

At June 30, 2022, the Borough's proportion was 0.015058 percent, which was an increase of 0.015058 percent from its proportion measured as of June 30, 2021.

For the year ended June 30, 2022, the State reported OPEB expense of \$445,307.00. This OPEB expense was based on the OPEB plans June 30, 2022 measurement date.

At June 30, 2022, the State reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between expected and actual experience	\$125,581.00	\$450,753.00
Changes of assumptions	324,535.00	829,929.00
Net difference between projected and actual earnings on OPEB plan investments	640.00	
Changes in proportion	<u>2,881,970.00</u>	
	<u>\$3,332,726.00</u>	<u>\$1,280,682.00</u>

NOTE 14: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75 (CONTINUED)

Actuarial Assumptions and Other Inputs (Continued)

Mortality:

PERS	Pub-2010 General classification headcount weighted mortality with fully generational mortality improvement projections from the central year using scale MP-2021
PFRS	Pub-2010 Safety classification headcount weighted mortality with fully generational mortality improvement projections from the central year using scale MP-2021

*Salary increases are based on the defined benefit plan that the member is enrolled in and his or her age.

Actuarial assumptions used in the July 1, 2021 valuation were based on the results of the PFRS and PERS experience studies prepared for July 1, 2018 to June 30, 2021.

100% of active members are considered to participate in the Plan upon retirement.

Discount Rate

The discount rate for June 30, 2022 was 3.54%. This represents the municipal bond return rate as chosen by the State. The source is the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

NOTE 14: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75 (CONTINUED)

Special Funding Situation (Continued)

The State also provides funding for retiree health benefits to survivors of local police officers and firefighters who die in the line of duty under Chapter 271, P.L.1989.

Therefore, these employers are considered to be in a special funding situation as defined by GASB Statement No 75 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan, there is no Net OPEB Liability, deferred outflows of resources or deferred inflows of resources to report in the financial statements of the local participating employers related to this legislation.

At June 30, 2022 and 2021, the State's proportionate share of the Net OPEB Liability attributable to the Borough for the special funding situation is \$410,424.00 and \$2,542,357.00 respectively.

At June 30, 2022, the Borough's and State of New Jersey's proportionate share of the Net OPEB Liability were as follows:

Borough's Proportionate Share of the Net OPEB Liability	\$0
State of New Jersey's Proportionate Share of Net OPEB Liability Associated with the Borough	<u>410,424</u>
	<u>\$410,424</u>

OPEB Plan Fiduciary Net Position

Detailed information about the OPEB plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey State Health Benefits Local Government Retired Employees Plan. The report may be obtained at State of New Jersey Division of Pensions and Benefits P.O. Box 295 Trenton, New Jersey 08625-0295 <http://www.state.nj.us/treasury/pensions>.

NOTE 17: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2023, the following deferred charges are shown on the balance sheets of the various funds:

	BALANCE DECEMBER 31, 2023	2024 BUDGET APPROPRIATION	DEFERRED TO BUDGETS OF SUCCEEDING YEARS
<u>Current Fund:</u>			
Emergency Authorization	<u>\$80,000.00</u>	<u>\$80,000.00</u>	<u> </u>
<u>Water Utility Fund:</u>			
Emergency Authorization	<u>\$60,000.00</u>	<u>\$60,000.00</u>	<u> </u>
<u>Sewer Utility Fund:</u>			
Emergency Authorization	<u>\$50,000.00</u>	<u>\$50,000.00</u>	<u> </u>

NOTE 18: PRIOR PERIOD ADJUSTMENTS

As stated in Note 1, restatements were made to prior year balances as follows:

	BEGINNING BALANCE 12/31/2022	ADJUSTMENT	BEGINNING BALANCE (AS RESTATED) 12/31/2022	EXPLANATION
<u>WATER UTILITY CAPITAL FUND:</u>				
Reserve for Amortization	\$4,012,701.13	\$45,000.00	\$4,057,701.13	Prior Year Deferred Unfunded Amount Raised by Budget
Fund Balance	87,975.07	(45,000.00)	42,975.07	

NOTE 19: SUBSEQUENT EVENTS

The Borough has evaluated subsequent events occurring after the financial statement date through July 24, 2024 which is the date the financial statements were available to be issued. Based upon this evaluation, the Borough has determined that no subsequent events need to be disclosed.

BOROUGH OF HIGH BRIDGE
SUPPLEMENTARY SCHEDULES – ALL FUNDS
YEAR ENDED DECEMBER 31, 2023

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF CASH-COLLECTOR

	<u>REF.</u>		
Balance, December 31, 2022	A		\$ 409,993.28
Received:			
Revenue Accounts Receivable	A-9	\$ 121,261.88	
Taxes Receivable	A-7	15,079,777.47	
Tax Title Liens	A-12	360,881.34	
PILOT Revenue	A-2	19,639.60	
Miscellaneous Revenue	A-2	1,389.70	
2024 Taxes Prepaid	A-17	63,239.34	
Tax Overpayments	A-18	2,928.52	
Reserve for Outside Liens	A-10	95,833.41	
		<u>15,744,951.26</u>	
			\$ <u>16,154,944.54</u>
Decreased by Disbursements:			
Payments to Treasurer	A-4		<u>15,768,635.25</u>
Balance, December 31, 2023	A		\$ <u><u>386,309.29</u></u>

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

YEAR	BALANCE DECEMBER 31, 2022	2023 LEVY	ADDED	COLLECTIONS 2022	2023	TRANSFERRED TO TAX TITLE LIENS	CANCELED	BALANCE DECEMBER 31, 2023
Prior	\$ 168,892.67	\$	\$	\$	\$ 166,923.66	\$	\$ 1,969.01	\$
	\$ 168,892.67	\$	\$	\$	\$ 166,923.66	\$	\$ 1,969.01	\$
2023		15,157,777.00		65,042.00	14,929,968.20	2,032.35	12,527.63	148,206.82
	\$ 168,892.67	\$ 15,157,777.00	\$ -0.00	\$ 65,042.00	\$ 15,096,891.86	\$ 2,032.35	\$ 14,496.64	\$ 148,206.82

REF. A A-2-A-17 A-2 A-12 A

Collector Due From State of N.J. per Chapter 20, P.L. 1971

REF. A-5 \$ 15,079,777.47
A-8 17,114.39
\$ 15,096,891.86

ANALYSIS OF 2023 PROPERTY TAX LEVY

TAX YIELD		
General Purpose Tax	\$	15,142,202.81
Added Taxes (54:4-63.1 et. seq.)		15,574.19
	\$	15,157,777.00
TAX LEVY		
Local District School Tax (Abstract)	A-15	\$ 7,429,290.00
Regional High School Tax (Abstract)	A-16	2,523,164.00
County Taxes:		
County Tax	A-14	\$ 1,334,602.68
County Library Tax	A-14	131,052.12
County Open Space Preservation Tax	A-14	127,459.05
County Added	A-14	1,638.20
		1,594,752.05
Local Tax for Municipal Purposes (Abstract)	A-2	\$ 3,593,163.05
Add: Additional Tax Levied		17,407.90
Local Tax for Municipal Purposes Levied		3,610,570.95
	\$	15,157,777.00

"A-9"

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

<u>REF.</u>	BALANCE DECEMBER 31, 2022	ACCRUED IN 2023	COLLECTOR	COLLECTED BY TREASURER	BALANCE DECEMBER 31, 2023
A-2	\$	71,995.34	\$	71,995.34	\$
A-2		78,539.00		78,539.00	
A-2	3,071.26	29,552.95		32,624.21	
A-2		1,346,584.67		1,346,584.67	
A-2		15,924.00		15,924.00	
A-2		293,926.78		293,926.78	
A-2		11,409.50		11,409.50	
A-2		11,213.86		11,213.86	
A-2		121,261.88	121,261.88		
	\$ 3,071.26	\$ 1,980,407.98	\$ 121,261.88	\$ 1,862,217.36	\$

REF. A A-5 A-4 A

Clerk:
 Fees and Permits
 Construction Code Official:
 Fees and Permits
 Municipal Court:
 Fines and Costs
 Golf Fees
 Garden State Trust
 Energy Receipts Tax
 Hunterdon County Open Space
 Cable Franchise Fee
 Interest and Costs on Taxes

"A-11"

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF PETTY CASH

<u>DEPARTMENT</u>	<u>RECEIVED</u>	<u>RETURNED</u>
Finance	\$ 200.00	\$ 200.00
Police	200.00	200.00
	<u>\$ 400.00</u>	<u>\$ 400.00</u>
<u>REF.</u>	A-4	A-4

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF 2022 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2022	MODIFIED BUDGET	PAID OR CHARGED	BALANCE LAPSED
<u>SALARIES AND WAGES</u>				
Municipal Clerk	\$ 229.77	\$ 229.77	\$	\$ 229.77
General Administration	4,052.83	4,052.83		4,052.83
Financial Administration	1,607.70	1,607.70	1,600.00	7.70
Assessment of Taxes	2,567.32	2,567.32		2,567.32
Collection of Taxes	1,539.07	1,539.07	1,403.50	135.57
Planning Board	229.99	229.99		229.99
Construction Code Enforcement	897.01	897.01		897.01
Fire	74.56	74.56		74.56
Police	7,332.91	7,332.91		7,332.91
Public Works	2,673.23	2,673.23		2,673.23
County Library	473.11	473.11		473.11
Building Inspector	0.91	0.91		0.91
<u>OTHER EXPENSES</u>				
Municipal Clerk - Miscellaneous	224.01	799.29	791.68	7.61
Election Expense	55.66	55.66		55.66
Codification of Ordinances	10.00	1,342.40	1,195.00	147.40
General Administration - Internet	10.00	2,089.68	226.10	1,863.58
General Administration - Miscellaneous	303.23	912.73	493.00	419.73
Mayor and Council - Advertising Costs	1,000.00	3,600.95	484.05	3,116.90
Mayor and Council - Newsletter	156.50	1,376.50	1,120.00	256.50
Mayor and Council - Miscellaneous	41.23	41.25		41.25
Financial Administration	1.83	1,705.08	1,374.15	330.93
Economic Development	2,500.00	2,500.00		2,500.00
Assessment of Taxes	27.32	599.44		599.44
Collection of Taxes	2.08	42.08		42.08
Legal Services		9,029.63	7,210.00	1,819.63
Engineering	7,250.00	23,361.25	1,777.50	21,583.75
Public Buildings & Grounds - Maintenance	3,969.29	14,844.27	3,550.77	11,293.50
Public Buildings & Grounds - Miscellaneous	82.55	5,215.71	2,743.09	2,472.62
Planning Board	62.28	5,055.63	2,014.00	3,041.63
Workers Compensation	461.20	461.20		461.20
Liability Insurance	58.60	2,058.60	1,000.00	1,058.60
Group Insurance	114.41	1,042.57		1,042.57
Construction Official	50.00	112.50		112.50
Police - Miscellaneous	12.84	12,960.23	7,984.85	4,975.38
Emergency Management Services	43.91	142.83	54.11	88.72
Public Works - Field Maint.	316.00	2,482.02	513.00	1,969.02
Public Works - Miscellaneous	6,935.59	59,683.45	21,403.55	38,279.90
Golf Course	487.36	487.42		487.42
Welfare Functions - Cultural and Heritage	500.00	500.00		500.00
Environmental Commission	1,785.62	1,844.62		1,844.62
Board of Health	44.22	44.22		44.22
Recreation - Special Events	912.00	912.00		912.00
Recreation - Miscellaneous	249.00	5,702.00	3,147.63	2,554.37
Electricity	1,368.70	6,375.00	3,444.00	2,931.00

"A-14"

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF COUNTY TAXES PAYABLE

	<u>REF.</u>		
Balance, December 31, 2022	A		\$ 4,046.23
2023 Tax Levy:			
County Taxes	A-1:A-7	\$ 1,593,113.85	
County Share of Added Taxes	A-1:A-7	<u>1,638.20</u>	
			1,594,752.05
			\$ <u>1,598,798.28</u>
Decreased by:			
Disbursements	A-4		<u>1,597,160.08</u>
Balance, December 31, 2023	A		\$ <u><u>1,638.20</u></u>

"A-16"

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF REGIONAL HIGH SCHOOL TAX

	<u>REF.</u>	
Balance, December 31, 2022:		
School Tax Payable	A	\$ 498,164.33
Increased by:		
Levy	A-7	2,523,164.00
		<u>\$ 3,021,328.33</u>
Decreased by:		
Disbursements	A-4	<u>2,415,584.49</u>
Balance, December 31, 2023:		
School Tax Payable	A	<u>\$ 605,743.84</u>
2023 Liability for Regional High School Tax:		
Tax Paid	A-4	\$ 2,415,584.49
Tax Payable, December 31, 2023	A-16	<u>605,743.84</u>
		<u>3,021,328.33</u>
Less:		
Tax Payable, December 31, 2022	A-16	<u>498,164.33</u>
Charge to Operations	A-1	<u>\$ 2,523,164.00</u>

"A-19"

BOROUGH OF HIGH BRIDGE

GRANT FUND

SCHEDULE OF RESERVE FOR GRANTS UNAPPROPRIATED

<u>GRANT</u>	BALANCE DECEMBER 31, 2022	RECEIPTS	APPLIED TO WATER CAPITAL ORDINANCE	APPLIED TO RECEIPTS	BALANCE DECEMBER 31, 2023
ARP Funds	\$ 178,459.88	\$	\$ 178,450.00	\$	9.88
Body Armor Fund	876.02	1,075.89		876.02	1,075.89
Statewide Grant		1,624.00			1,624.00
	<u>\$ 179,335.90</u>	<u>\$ 2,699.89</u>	<u>\$ 178,450.00</u>	<u>\$ 876.02</u>	<u>\$ 2,709.77</u>

REF.

A

A-4

A-28

A-26

A

"A-21"

BOROUGH OF HIGH BRIDGE

CURRENT FUND

SCHEDULE OF RESERVE FOR MISCELLANEOUS DEPOSITS

	BALANCE DECEMBER 31, 2022	INCREASED	DECREASED	BALANCE DECEMBER 31, 2023
<u>GRANT/PROGRAM</u>				
Marriage Licenses Due State	\$ 150.00	\$	\$ 125.00	\$ 25.00
Health Benefits	92,126.60		85,000.24	7,126.36
Insurance Claims	6,216.00	28,173.81	27,093.07	7,296.74
State Training Fees	1,402.00	5,277.00	4,889.00	1,790.00
Police Services for Outside Vendors	9,754.73	23,604.52	25,798.80	7,560.45
Prepaid Fees for Landlord Registration	1,900.00	1,950.00	1,900.00	1,950.00
Police Donations	206.25			206.25
Municipal Relief Fund Aid	15,227.12	30,447.54	15,227.12	30,447.54
County Food Inspections	1,325.00	2,550.00	700.00	3,175.00
	<u>\$ 36,031.10</u>	<u>\$ 184,279.47</u>	<u>\$ 160,733.23</u>	<u>\$ 59,577.34</u>

REF.

A

A

Receipts
Transferred Encumbrances

\$ 182,961.80
1,317.67
\$ 184,279.47

Disbursements
Encumbrances Payable
Applied to Revenue

\$ 139,883.43
3,722.68
17,127.12
\$ 160,733.23

"A-24"

BOROUGH OF HIGH BRIDGE

GRANT FUND

SCHEDULE OF DUE CURRENT FUND

	<u>REF.</u>		
Balance, December 31, 2022 (Due From)	A	\$	20,271.62
Decreased by:			
Receipts	A-4	\$	136,631.32
Canceled Reserves	A-25		<u>305.91</u>
			136,937.23
Increased by:			
Local Share	A-10		<u>20,000.00</u>
Balance, December 31, 2023 (Due To)	A	\$	<u><u>96,665.61</u></u>

BOROUGH OF HIGH BRIDGE

GRANT FUND

SCHEDULE OF GRANTS RECEIVABLE

<u>GRANT</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2022</u>	<u>2023</u> <u>REVENUE</u> <u>ANTICIPATED</u>	<u>RECEIPTS</u>	<u>UNAPPROPRIATED</u> <u>APPLIED</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2023</u>
NJ Highlands Council Grants:	\$ 21,673.55	\$ 20,350.00		\$	\$ 21,673.55
Plan Conformance Grant					20,350.00
Wastewater Management Plan	40,000.00				40,000.00
TDR Feasibility Program	560.00				560.00
Drive Sober or Get Pulled Over			1,831.36		
Recycling Tonnage Grant		1,831.36			
Clean Communities		10,672.59	10,672.59		
NJ Emergency Management Grant		10,000.00	10,000.00		
West Main Stream Stabilization Grant		180,000.00			
Sanitary Sewer Plans	17,500.00				180,000.00
NJ Historic Trust- Solitude House	6,600.00	6,375.00			17,500.00
Solitude Porch	44,500.00	81,226.41			12,975.00
NJ Stormwater Assistance Grant		15,000.00	15,000.00		
Body Armor Fund		876.02		876.02	
Sustainable NJ Grant	10,000.00				10,000.00
Operation Safe Passage	560.00		560.00		
Donations- Garden Club of Somerset- Trees		1,000.00	1,000.00		
Local Recreation Improvement Grant		220,000.00			
	<u>\$ 141,393.55</u>	<u>\$ 547,331.38</u>	<u>\$ 39,063.95</u>	<u>\$ 876.02</u>	<u>\$ 648,784.96</u>

REF.

A

A-2

A-4

A-19

A

"A-28"

BOROUGH OF HIGH BRIDGE

GRANT FUND

SCHEDULE OF DUE WATER CAPITAL FUND

REF.

Increased by:			
ARP Funds	A-19	\$	178,450.00
Decreased by:			
Disbursements	A-4	\$	<u>178,450.00</u>

"B-2"

BOROUGH OF HIGH BRIDGE

TRUST FUND

SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

	<u>REF.</u>	
Balance, December 31, 2022	B	\$ 54.85
Increased by:		
Dog License Fees Collected	B-1	2,842.53
		<u>\$ 2,897.38</u>
Decreased by:		
Expenditures Under R.S.4:19-15.11:		
Disbursements	B-1	460.50
		<u>460.50</u>
Balance, December 31, 2023	B	<u>\$ 2,436.88</u>

LICENSE FEES COLLECTED

<u>YEAR</u>		<u>AMOUNT</u>
2022	\$	2,656.20
2021		<u>2,625.00</u>
	\$	<u>5,281.20</u>

"B-3"

SCHEDULE OF DUE STATE OF NEW JERSEY -
ANIMAL CONTROL FUND

Balance, December 31, 2022	B	\$ 4.20
Increased by:		
Receipts	B-1	339.60
		<u>\$ 343.80</u>
Decreased by:		
Disbursements	B-1	339.60
		<u>339.60</u>
Balance, December 31, 2023	B	<u>\$ 4.20</u>

BOROUGH OF HIGH BRIDGE

TRUST FUND

SCHEDULE OF VARIOUS RESERVES AND DEPOSITS

	<u>BALANCE DECEMBER 31, 2022</u>	<u>INCREASED</u>	<u>DECREASED</u>	<u>BALANCE DECEMBER 31, 2023</u>
State Unemployment	\$ 123,655.20	\$ 6,396.30	\$ 114.26	\$ 129,937.24
Developers Escrow	81,220.35	92,988.28	107,754.20	66,454.43
Open Space Trust	4,617.66	43.98		4,661.64
Payroll Withholdings Payable	4,320.54	3,159,837.90	3,164,158.44	57,342.01
Rehabilitation Escrow	55,943.08	1,398.93		27,900.00
Tax Sale Premium	7,200.00	68,500.00	47,800.00	19.20
Outside Liens	19.20	248,164.38	248,164.38	15,129.03
Special Events	13,860.43	8,311.95	7,043.35	3,181.89
Historical Preservation	3,110.56	2,167.29	2,095.96	4,778.69
Recreational Trust	4,662.10	116.59		
	<u>\$ 298,609.12</u>	<u>\$ 3,587,925.60</u>	<u>\$ 3,577,130.59</u>	<u>\$ 309,404.13</u>
	B			B
Receipts		\$ 3,585,957.62		
Prior Year Encumbrances		<u>1,967.98</u>		
		<u>\$ 3,587,925.60</u>		
Disbursements			\$ 3,566,597.44	
Encumbrances Payable			<u>10,533.15</u>	
			<u>\$ 3,577,130.59</u>	

REF.

B-1
B-4

B-1
B-4

"C-2"

BOROUGH OF HIGH BRIDGE

GENERAL CAPITAL FUND

SCHEDULE OF CASH - TREASURER

	<u>REF.</u>		
Balance, December 31, 2022	C		\$ 842,333.62
Increased by Receipts:			
Budget Appropriation:			
Capital Improvement Fund	C-8	\$ 345,000.00	
Grants Receivable	C-10	58,469.03	
Due Current Fund	C-9	21,223.44	
Due Open Space Trust	C-16	43.98	
Various Reserves and Deposits	C-15	17,770.49	
Bond Anticipation Notes	C-13	<u>1,167,525.00</u>	
			<u>1,610,031.94</u>
			\$ <u>2,452,365.56</u>
Decreased by Disbursements:			
Contracts Payable	C-6	\$ 538,305.16	
Bond Anticipation Notes	C-13	1,063,025.00	
Due Current Fund	C-9	<u>79,692.47</u>	
			<u>1,681,022.63</u>
Balance, December 31, 2023	C:C-3		\$ <u><u>771,342.93</u></u>

BOROUGH OF HIGH BRIDGE

GENERAL CAPITAL FUND

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED

	<u>REF.</u>		
Balance, December 31, 2022	C		\$ 6,285,137.38
Decreased by:			
2023 Budget Appropriation to Pay:			
Bond Principal	C-12	\$ 70,000.00	
Green Trust Loan Principal	C-11	201,228.03	
Environmental Infrastructure Loan Principal	C-14	<u>56,853.13</u>	
			<u>328,081.16</u>
Balance, December 31, 2023	C		\$ <u>5,957,056.22</u>

"C-6"

BOROUGH OF HIGH BRIDGE

GENERAL CAPITAL FUND

SCHEDULE OF CONTRACTS PAYABLE

	<u>REF.</u>		
Balance, December 31, 2022	C	\$	573,487.63
Increased by:			
Contracts Issued	C-7		<u>544,415.95</u>
		\$	<u>1,117,903.58</u>
Decreased by:			
Disbursements	C-2	\$	538,305.16
Canceled	C-7		<u>43,616.46</u>
			<u>581,921.62</u>
Balance, December 31, 2023	C	\$	<u><u>535,981.96</u></u>

"C-8"

BOROUGH OF HIGH BRIDGE

GENERAL CAPITAL FUND

SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>		
Balance, December 31, 2022	C		\$ 191,785.80
Increased by:			
2023 Budget Appropriation	C-2	\$ 345,000.00	
Cancellation of Improvement Authorizations	C-7	<u>130,948.36</u>	
			\$ <u>475,948.36</u>
Decreased by:			
Appropriation to Finance Improvement Authorizations	C-7		<u>657,000.00</u>
Balance, December 31, 2023	C		\$ <u><u>10,734.16</u></u>

"C-11"

BOROUGH OF HIGH BRIDGE
GENERAL CAPITAL FUND

SCHEDULE OF GREEN ACRES TRUST LOANS PAYABLE

<u>IMPROVEMENT DESCRIPTION</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>AMOUNT OF ORIGINAL ISSUE</u>	<u>OUTSTANDING DECEMBER 31, 2023</u>	<u>INTEREST RATE</u>	<u>BALANCE DECEMBER 31, 2022</u>	<u>DECREASED</u>	<u>BALANCE DECEMBER 31, 2023</u>
Lake Solitude Dam	06/13/2017	3,318,592.36	\$ 205,272.72	2.000%	\$ 1,845,135.25	\$ 201,228.03	\$ 1,643,907.22
	2025		209,398.70				
	2026		213,607.61				
	2027		217,901.13				
	2028		222,280.94				
	2029		226,748.78				
	2030		231,306.44				
	2031		117,390.89				
					\$ 1,845,135.25	\$ 201,228.03	\$ 1,643,907.22
					\$ 1,845,135.25	\$ 201,228.03	\$ 1,643,907.22

REF.

C-4

C

C

BOROUGH OF HIGH BRIDGE
GENERAL CAPITAL FUND

SCHEDULE OF BOND ANTICIPATION NOTES

<u>ORDINANCE</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>DATE OF ISSUE OF ORIGINAL NOTE</u>	<u>DATE OF ISSUE</u>	<u>DATE OF MATURITY</u>	<u>INTEREST RATE</u>	<u>BALANCE DECEMBER 31, 2022</u>	<u>INCREASED</u>	<u>DECREASED</u>	<u>BALANCE DECEMBER 31, 2023</u>	
17-07	Various Road Improvements	06/22/17	06/16/21	06/15/23	3.250%	\$ 548,350.00	\$	\$ 548,350.00	\$	
18-06	Various Road Improvements	10/01/18	06/16/21	06/13/23	3.250%	109,700.00		109,700.00		
18-06	Various Road Improvements	06/19/19	06/16/21	06/15/23	3.250%	140,000.00		140,000.00		
20-26	Washington Road- Phase II	06/16/21	06/16/21	06/15/23	3.250%	207,000.00		207,000.00		
20-27	Resurfacing of River Road	06/16/21	06/16/21	06/15/23	3.250%	72,000.00		72,000.00		
21-33	River Road Phase II	06/15/22	06/15/22	06/15/23	3.250%	171,000.00		171,000.00		
17-07	Various Road Improvements	06/22/17	06/14/23	06/13/24	5.000%		450,125.00		450,125.00	
18-06	Various Road Improvements	10/01/18	06/14/23	06/13/24	5.000%		88,500.00		88,500.00	
18-06	Various Road Improvements	06/19/19	06/14/23	06/13/24	5.000%		122,500.00		122,500.00	
20-26	Washington Road- Phase II	06/16/21	06/14/23	06/13/24	5.000%		184,000.00		184,000.00	
20-27	Resurfacing of River Road	06/16/21	06/14/23	06/13/24	5.000%		64,000.00		64,000.00	
21-33	River Road Phase II	06/15/22	06/14/23	06/13/24	5.000%		153,900.00		153,900.00	
22-37	Nassau Road Milling and Paving	06/14/23	06/14/23	06/13/24	5.000%		104,500.00		104,500.00	
						<u>\$ 1,248,050.00</u>	<u>\$ 1,167,525.00</u>	<u>\$ 1,248,050.00</u>	<u>\$ 1,167,525.00</u>	
					<u>REF.</u>	<u>C</u>	<u>C-2</u>			<u>C-C-5</u>
	Funded by Budget							\$ 185,025.00		
	Paid by Cash on Hand							<u>1,063,025.00</u>		
								<u>\$ 1,248,050.00</u>		

BOROUGH OF HIGH BRIDGE

GENERAL CAPITAL FUND

SCHEDULE OF VARIOUS RESERVES AND DEPOSITS

	BALANCE DECEMBER 31, 2022	INCREASED BY: RECEIPTS	BALANCE DECEMBER 31, 2023
Reserve for Capital Projects: Open Space	\$ 2,542.03	\$	\$ 2,542.03
Reserve for Debt Service		17,770.49	17,770.49
	<u>\$ 2,542.03</u>	<u>\$ 17,770.49</u>	<u>\$ 20,312.52</u>
<u>REF.</u>	C	C-2	C

"C-17"

BOROUGH OF HIGH BRIDGE

GENERAL CAPITAL FUND

SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

<u>ORDINANCE NUMBER</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE DECEMBER 31, 2023</u>
22-36	Resurfacing of Center Street	\$ <u>114,584.00</u>
		\$ <u><u>114,584.00</u></u>

"D-6"

BOROUGH OF HIGH BRIDGE
WATER UTILITY OPERATING FUND
SCHEDULE OF CASH - COLLECTOR

	<u>REF.</u>	<u>OPERATING</u>	
Increased by Receipts:			
Consumer Accounts Receivable	D-7	\$ 772,690.30	
Interest on Delinquent Accounts	D-3	8,846.81	
Miscellaneous	D-3	<u>1,983.06</u>	
			783,520.17
Decreased by Disbursements:			
Payment to Treasurer:			
Water Operating Fund	D-5	\$ <u>783,520.17</u>	

"D-7"

SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

Balance, December 31, 2022	D	\$ 63,562.18	
Increased by:			
Water Rents Levied - Net		<u>738,086.19</u>	
		\$ <u>801,648.37</u>	
Decreased by:			
Collection	D-3:D-6	<u>772,690.30</u>	
Balance, December 31, 2023	D	\$ <u>28,958.07</u>	

"D-9"

BOROUGH OF HIGH BRIDGE
WATER UTILITY CAPITAL FUND
SCHEDULE OF INTERFUNDS

	<u>REF.</u>	<u>TOTAL</u>	<u>CURRENT FUND</u>	<u>WATER OPERATING FUND</u>
Increased by:				
Receipts	D-5	\$ 1,425,258.49	\$ 1,410,300.00	\$ 14,958.49
Decreased by:				
Disbursements	D-5	<u>1,294,371.49</u>	<u>915,100.00</u>	<u>379,271.49</u>
Balance, December 31, 2023:				
Due From	D	\$ 364,313.00	\$	\$ 364,313.00
Due To	D	<u>\$ 495,200.00</u>	<u>\$ 495,200.00</u>	<u>\$</u>

"D-11"

BOROUGH OF HIGH BRIDGE
WATER UTILITY OPERATING FUND
SCHEDULE FOR ENCUMBRANCES PAYABLE

	<u>REF.</u>		
Balance, December 31, 2022	D	\$	40,850.29
Increased by:			
Charges to 2023 Appropriations	D-4		<u>35,485.45</u>
		\$	<u>76,335.74</u>
Decreased by:			
Transferred to Appropriation Reserves	D-10		<u>40,850.29</u>
Balance, December 31, 2023	D	\$	<u><u>35,485.45</u></u>

"D-12"

SCHEDULE OF ACCRUED INTEREST

NOT APPLICABLE IN 2023

"D-16"

BOROUGH OF HIGH BRIDGE

WATER UTILITY CAPITAL FUND

SCHEDULE OF RESERVE FOR AMORTIZATION

	<u>REF.</u>		
Balance, December 31, 2022 (as restated)	D		\$ 4,057,701.13
Increased by:			
Raised by Budget	D-5	\$ 10,000.00	
Transferred from Deferred Reserve for Amortization	D-13	<u>346,013.45</u>	
			<u>356,013.45</u>
Balance, December 31, 2023	D		\$ <u>4,413,714.58</u>

"D-17"

SCHEDULE OF RESERVE FOR CONTRACTS PAYABLE

Balance, December 31, 2022	D		\$ 1,587,212.92
Increased by:			
Charges to Improvement Authorizations	D-15		<u>1,164,830.55</u>
			\$ <u>2,752,043.47</u>
Decreased by:			
Disbursements	D-5	\$ 1,662,320.97	
Canceled	D-15	<u>2,904.49</u>	
			<u>1,665,225.46</u>
Balance, December 31, 2023	D		\$ <u>1,086,818.01</u>

BOROUGH OF HIGH BRIDGE
WATER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL

<u>ACCOUNT</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2022</u>	<u>INCREASED BY</u> <u>TRANSFER</u> <u>FROM AUTH.</u> <u>AND</u> <u>UNCOMPLETED</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2022 AND</u> <u>31, 2023</u>
Water Plant - Original Costs	\$ 15,000.00	\$	\$ 15,000.00
Source of Supply - Land	534.00		534.00
Storage Reservoir - Land	3,550.97		3,550.97
Miscellaneous Land Capital	475.38		475.38
Springs and Wells	23,918.16		23,918.16
Intake and Supply Mains	794.47		794.47
Chemical Treatment Plants	5,734.97		5,734.97
Pumping Station Structures	881.32		881.32
Power Pumping Equipment	9,906.18		9,906.18
Chlorination Equipment	7,983.37		7,983.37
Hydraulic Power Pumping Equipment	264.60		264.60
Electric Power Pumping Equipment	21,005.16		21,005.16
Storage Reservoir	16,210.39		16,210.39
Distribution Mains and Accessories	299,137.90		299,137.90
Service Pipes and Stops	7,870.82		7,870.82
Meters, Meter Boxes and Vaults	183,098.53		183,098.53
Fire Hydrants	10,277.84	19,997.36	30,275.20
General Equipment	6,981.75		6,981.75
Engineering	417.00		417.00
Air Compressor	7,305.20		7,305.20
Improvements to Water System	1,344,966.93		1,344,966.93
Water Tower	325,000.00		325,000.00
Wells	200,000.00		200,000.00
Water Pump	5,379.00		5,379.00
Water Tank	97,500.00		97,500.00
Bunnvale Well System	206,610.87		206,610.87
Backhoe	20,000.00		20,000.00
Generator	70,000.00		70,000.00
Fencing at Well	25,712.00		25,712.00
Cokesbury Main Extension	129,677.83		129,677.83
Water Main Improvements	32,406.19		32,406.19
Solitude Pump House Improvements		23,516.09	23,516.09
Improvements to Water Tank Overflow	10,000.00		10,000.00
West Main Street Improvements	165,000.00		165,000.00
Improvements to Water Utility	70,000.00		70,000.00
Purchase of Vehicles	63,790.72		63,790.72
Water Asset Management Study		100,000.00	100,000.00
Purchase of Dump Truck	50,000.00		50,000.00
Various Water Systems Improvements	7,500.00	37,500.00	45,000.00
Cregar Road Improvements (Ord. 2011-11)	76,475.85		76,475.85
Fire Hydrant Replacement (Ord. 2011-27)	1,543.86		1,543.86
Washington Avenue Water Main	150,767.51		150,767.51
Cregar Road Improvements	217,726.00		217,726.00
Mine Road Water Main Bypass	105,674.60		105,674.60
McDonald Street Water Main	119,873.50		119,873.50
Water Meters and Equipment		150,000.00	150,000.00
	<u>\$ 4,116,952.87</u>	<u>\$ 331,013.45</u>	<u>\$ 4,447,966.32</u>

REF.

D

D-20

D

"D-21"

BOROUGH OF HIGH BRIDGE

WATER UTILITY CAPITAL FUND

SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

<u>ORDINANCE NUMBER</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE DECEMBER 31, 2023</u>
08-22	Various Improvements	\$ 34,251.74
19-17/20-41/22-21/23-19	Various Improvements	1,248,000.00
22-21	Various Water Utility Improvements	620,000.00
23-04/23-23	Water Mains	<u>621,550.00</u>
		<u>\$ 2,523,801.74</u>

"D-23"

BOROUGH OF HIGH BRIDGE
WATER UTILITY OPERATING FUND
STATEMENT OF DEFERRED CHARGES

	<u>RESULTING FROM 2023 OPERATIONS</u>	<u>BALANCE DECEMBER 31, 2023</u>
Emergency Authorization (40A:4-46)	\$ <u>60,000.00</u>	\$ <u>60,000.00</u>
	\$ <u>60,000.00</u>	\$ <u>60,000.00</u>
<u>REF.</u>	D-1:D-4	D

BOROUGH OF HIGH BRIDGE

WATER UTILITY CAPITAL FUND

SCHEDULE OF FUTURE N.J. INFRASTRUCTURE BANK LOAN PAYABLE

	<u>REF.</u>	
Increased by:		
Infrastructure Loan Approved	D-22	\$ <u>1,600,000.00</u>
Balance, December 31, 2023	D	\$ <u><u>1,600,000.00</u></u>

"E-6"

BOROUGH OF HIGH BRIDGE
SEWER UTILITY OPERATING FUND
SCHEDULE OF CASH - COLLECTOR

	<u>REF.</u>	<u>OPERATING</u>
Increased by Receipts:		
Consumer Accounts Receivable	E-7	\$ 1,056,443.79
Interest on Delinquent Accounts	E-3	13,296.37
Interest on Investments	E-3	<u>1,931.36</u>
		\$ 1,071,671.52
Decreased by Disbursements:		
Payment to Treasurer:		
Sewer Operating Fund	E-5	\$ <u>1,071,671.52</u>

"E-7"

SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

Balance, December 31, 2022	E	\$ 105,734.88
Increased by:		
Sewer Rents Levied - Net		<u>1,002,215.41</u>
		\$ 1,107,950.29
Decreased by:		
Collection	E-3:E-6	<u>1,056,443.79</u>
Balance, December 31, 2023	E	\$ <u>51,506.50</u>

"E-9"

BOROUGH OF HIGH BRIDGE
SEWER UTILITY CAPITAL FUND
SCHEDULE OF INTERFUNDS

	<u>REF.</u>	<u>TOTAL</u>	<u>SEWER OPERATING FUND</u>
Increased by: Receipts	E-5	\$ 11,181.90	\$ 11,181.90
Decreased by: Disbursements	E-5	<u>111,181.90</u>	<u>111,181.90</u>
Balance, December 31, 2023: Due From	E	\$ <u>100,000.00</u>	\$ <u>100,000.00</u>

BOROUGH OF HIGH BRIDGE
SEWER UTILITY OPERATING FUND
SCHEDULE FOR ENCUMBRANCES PAYABLE

	<u>REF.</u>	
Balance, December 31, 2022	E	\$ 162,072.87
Increased by:		
Charges to 2023 Appropriations	E-4	<u>172,877.82</u>
		\$ 334,950.69
Decreased by:		
Transferred to Appropriation Reserves	E-10	<u>162,072.87</u>
Balance, December 31, 2023	E	<u><u>172,877.82</u></u>

"E-13"

BOROUGH OF HIGH BRIDGE
SEWER UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>	
Balance, December 31, 2022	E	\$ 136,551.88
Increased by:		
2023 Budget Appropriation	E-4	<u>100,000.00</u>
		\$ <u>236,551.88</u>
Decreased by:		
Appropriation to Finance Improvement Authorizations	E-15	<u>80,000.00</u>
Balance, December 31, 2023	E	\$ <u><u>156,551.88</u></u>

"E-14"

SEWER UTILITY OPERATING FUND
SCHEDULE OF SEWER OVERPAYMENTS

NOT APPLICABLE

BOROUGH OF HIGH BRIDGE

SEWER UTILITY CAPITAL FUND

SCHEDULE OF RESERVE FOR AMORTIZATION

	<u>REF.</u>	
Balance, December 31, 2022	E	\$ 3,278,247.09
Increased by:		
Serial Bonds Payable	E-17	<u>30,000.00</u>
Balance, December 31, 2023	E	<u>\$ 3,308,247.09</u>

BOROUGH OF HIGH BRIDGE
SEWER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL

<u>ACCOUNT</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2022</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2023</u>
Sanitary Sewerage System	\$ 1,231,917.78	\$ 1,231,917.78
Auxiliary Sewer Pump	35,960.00	35,960.00
Upgrade Sewer Pumping System	583,300.00	583,300.00
Backhoe	20,000.00	20,000.00
Dump Truck	30,245.09	30,245.09
Mains	130,565.97	130,565.97
Improvements to Drainage on West Main St.	30,000.00	30,000.00
Improvements to Sewer Utility	8,000.00	8,000.00
Acquisition of Property	3,100,000.00	3,100,000.00
Purchase of Sewer Pumps	16,398.00	16,398.00
Various Sewer Improvements	50,000.00	50,000.00
Replacement of Hydraulic Sewer Cleaner	41,110.00	41,110.00
Acquisition of Dump Truck	53,743.50	53,743.50
Improvements to Sewer Utility - Ord. 21-05	38,241.00	38,241.00
Cregar Road Improvements	140,000.00	140,000.00
Sewer Valves	14,870.00	14,870.00
Sewer Pumps	68,473.60	68,473.60
Improvements to Sewer Pump Station	15,388.55	15,388.55
Infiltration Study and Improvements	6,577.15	6,577.15
Sewer Line Camera	8,920.95	8,920.95
DPW Vehicle and Equipment	19,535.50	19,535.50
	<u>\$ 5,643,247.09</u>	<u>\$ 5,643,247.09</u>

REF.

E

E

"E-20"

BOROUGH OF HIGH BRIDGE
SEWER UTILITY OPERATING FUND
SCHEDULE OF ACCRUED INTEREST PAYABLE

	<u>REF.</u>	
Balance, December 31, 2022	E	\$ 39,881.25
Increased by:		
Charges to 2023 Budget Appropriations	E-4	105,037.50
		\$ <u>144,918.75</u>
Decreased by:		
Disbursements	E-5	<u>105,600.00</u>
Balance, December 31, 2023	E	<u>\$ 39,318.75</u>

"E-21"

SEWER UTILITY CAPITAL FUND
SCHEDULE OF CONTRACTS PAYABLE

Balance, December 31, 2022	E	\$ 6,969.65
Increased by:		
Charges to Improvement Authorizations	E-15	366,873.80
		\$ <u>373,843.45</u>
Decreased by:		
Disbursements	E-5	<u>118,140.20</u>
Balance, December 31, 2023	E	<u>\$ 255,703.25</u>

BOROUGH OF HIGH BRIDGE

SOLID WASTE UTILITY FUND

SCHEDULE OF CASH - TREASURER

	<u>REF.</u>	<u>OPERATING</u>	<u>CAPITAL</u>
Balance, December 31, 2022	F	\$ 165,948.53	\$ 11,280.78
Increased by Receipts:			
Collector	F-5	\$ 601,525.54	\$
Interfunds	F-8;F-11	278.93	278.93
Miscellaneous Revenue Not Anticipated	F-2	3,899.87	278.93
		<u>605,704.34</u>	<u>278.93</u>
		\$ 771,652.87	\$ 11,559.71
Decreased by Disbursements:			
2023 Appropriations	F-3	\$ 534,916.55	\$
Interfunds	F-8;F-11	<u>278.93</u>	<u>278.93</u>
		535,195.48	278.93
Balance, December 31, 2023	F	\$ <u>236,457.39</u>	\$ <u>11,280.78</u>

"F-6"

BOROUGH OF HIGH BRIDGE
SOLID WASTE UTILITY OPERATING FUND
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

	<u>REF.</u>	
Balance, December 31, 2022	F	\$ 61,044.80
Increased by:		
Solid Waste Charges Levied - Net		567,188.89
		\$ <u>628,233.69</u>
Decreased by:		
Collection	F-2:F-5	<u>592,181.67</u>
Balance, December 31, 2023	F	\$ <u><u>36,052.02</u></u>

"F-7"

SCHEDULE OF ENCUMBRANCES PAYABLE

Balance, December 31, 2022	F	\$ 27,896.86
Increased by:		
Transfer from Budget Appropriations	F-3	18,351.97
		\$ <u>46,248.83</u>
Decreased by:		
Transfer to Appropriation Reserves	F-9	<u>27,896.86</u>
Balance, December 31, 2023	F	\$ <u><u>18,351.97</u></u>

BOROUGH OF HIGH BRIDGE
SOLID WASTE UTILITY OPERATING FUND
SCHEDULE OF 2022 APPROPRIATION RESERVES

	<u>BALANCE DECEMBER 31, 2022</u>	<u>BALANCE AFTER TRANSFERS</u>	<u>BALANCE LAPSED</u>
Operating:			
Salaries and Wages	\$ 14,671.17	\$ 14,671.17	\$ 14,671.17
Other Expenses	25,527.67	53,424.53	53,424.53
Contributions to:			
Public Employees' Retirement System	0.97	0.97	0.97
Social Security System (O.A.S.I.)	<u>1,574.73</u>	<u>1,574.73</u>	<u>1,574.73</u>
	<u>\$ 41,774.54</u>	<u>\$ 69,671.40</u>	<u>\$ 69,671.40</u>
	<u>REF.</u>		
	F		F-1
Balance, December 31, 2022	F-9	\$ 41,774.54	
Encumbrances Payable	F-7	<u>27,896.86</u>	
		<u>\$ 69,671.40</u>	

"F-11"

BOROUGH OF HIGH BRIDGE

SOLID WASTE UTILITY CAPITAL FUND

SCHEDULE OF INTERFUNDS

	<u>REF.</u>	<u>TOTAL</u>	<u>SOLID WASTE OPERATING FUND</u>
Increased by: Receipts	F-4	\$ <u>278.93</u>	\$ <u>278.93</u>
Decreased by: Disbursements	F-4	\$ <u>278.93</u>	\$ <u>278.93</u>

BOROUGH OF HIGH BRIDGE

SOLID WASTE UTILITY CAPITAL FUND

SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

<u>ORDINANCE NUMBER</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>DATE</u>	<u>ORDINANCE AMOUNT</u>	<u>BALANCE DECEMBER 31, 2022</u>	<u>BALANCE DECEMBER 31, 2023</u>
	General Improvements:				
2022-16	Recycling Center Improvements - Phase I	4/28/2022	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
				\$ 10,000.00	\$ 10,000.00

REF.

F

F

"F-16"

BOROUGH OF HIGH BRIDGE

SOLID WASTE UTILITY CAPITAL FUND

SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION

<u>ORDINANCE NUMBER</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>DATE OF ORDINANCE</u>	<u>BALANCE DECEMBER 31, 2022</u>	<u>BALANCE DECEMBER 31, 2023</u>
General Improvements:				
2022-16	Recycling Center	4/28/2022	\$ <u>10,000.00</u>	\$ <u>10,000.00</u>
			\$ <u>10,000.00</u>	\$ <u>10,000.00</u>
		<u>REF.</u>	F	F

PART II

BOROUGH OF HIGH BRIDGE

STATISTICAL DATA

LIST OF OFFICIALS

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2023

COMPARATIVE STATEMENT OF OPERATIONS AND
CHANGE IN FUND BALANCE-WATER UTILITY FUND

	<u>YEAR 2023</u>		<u>YEAR 2022</u>	
	<u>AMOUNT</u>	<u>%</u>	<u>AMOUNT</u>	<u>%</u>
<u>REVENUE AND OTHER INCOME REALIZED</u>				
Fund Balance Utilized	\$ 100,000.00	10.41%	\$ 150,000.00	15.97%
Collection of Water Rents	772,690.30	80.47%	680,477.38	72.46%
Miscellaneous from Other Than Water Rents	<u>87,505.35</u>	<u>9.11%</u>	<u>108,604.45</u>	<u>11.56%</u>
<u>TOTAL INCOME</u>	<u>\$ 960,195.65</u>	<u>100.00%</u>	<u>\$ 939,081.83</u>	<u>100.00%</u>
<u>EXPENDITURES</u>				
Budget Expenditures:				
Operating	\$ 613,820.00	67.77%	\$ 543,286.00	64.29%
Deferred Charges and Statutory Expenditures	58,981.00	6.51%	57,239.00	6.77%
Debt Service	147,909.75	16.33%	89,474.40	10.59%
Capital Improvements	<u>85,000.00</u>	<u>9.38%</u>	<u>155,000.00</u>	<u>18.34%</u>
<u>TOTAL EXPENDITURES</u>	<u>\$ 905,710.75</u>	<u>100.00%</u>	<u>\$ 844,999.40</u>	<u>100.00%</u>
Excess in Revenue	54,484.90		94,082.43	
Fund Balance, January 1	<u>\$ 128,462.60</u>		<u>\$ 184,380.17</u>	
	242,947.50		278,462.60	
Less: Utilization as Anticipated Revenue	<u>100,000.00</u>		<u>150,000.00</u>	
Fund Balance, December 31	<u>\$ 142,947.50</u>		<u>\$ 128,462.60</u>	

COMPARATIVE STATEMENT OF OPERATIONS AND
CHANGE IN FUND BALANCE-SOLID WASTE UTILITY FUND

	YEAR 2023		YEAR 2022	
	AMOUNT	%	AMOUNT	%
<u>REVENUE AND OTHER INCOME REALIZED</u>				
Fund Balance Utilized	\$ 30,000.00	4.25%	\$ 30,000.00	4.92%
Collection of Solid Waste Charges	592,181.67	83.99%	555,332.94	91.01%
Miscellaneous from Other Than Solid Waste Charges	82,915.14	11.76%	24,869.22	4.08%
<u>TOTAL INCOME</u>	<u>\$ 705,096.81</u>	<u>100.00%</u>	<u>\$ 610,202.16</u>	<u>100.00%</u>
<u>EXPENDITURES</u>				
Budget Expenditures:				
Operating	\$ 556,733.00	96.82%	\$ 544,375.00	96.35%
Deferred Charges and Statutory Expenditures	18,267.00	3.18%	15,625.00	2.77%
Capital Improvements			5,000.00	0.88%
<u>TOTAL EXPENDITURES</u>	<u>\$ 575,000.00</u>	<u>100.00%</u>	<u>\$ 565,000.00</u>	<u>100.00%</u>
Excess in Revenue	130,096.81		45,202.16	
Fund Balance, January 1	96,277.13		81,074.97	
	\$ 226,373.94		\$ 126,277.13	
Less: Utilization as Anticipated Revenue	30,000.00		30,000.00	
Fund Balance, December 31	<u>\$ 196,373.94</u>		<u>\$ 96,277.13</u>	

DELINQUENT TAXES AND TAX TITLE LIENS

This tabulation includes a comparison expressed in percentage of the total delinquent taxes, in relation to the tax levies of the last three years:

<u>DECEMBER 31, YEAR</u>	<u>TAX TITLE LIENS</u>	<u>AMOUNT OF DELINQUENT TAXES</u>	<u>TOTAL</u>	<u>PERCENTAGE OF TAX LEVY</u>
2023	\$ 24,471.27	\$ 148,206.82	\$ 172,678.09	1.14%
2022	383,320.26	168,892.67	552,212.93	3.77%
2021	20,251.84	237,221.08	257,472.92	1.83%

PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

The value of property acquired by liquidation of tax title liens on December 31, on the basis of the last assessed valuation of such properties, was as follows:

<u>YEAR</u>	<u>AMOUNT</u>
2023	\$176,000.00
2022	\$176,000.00
2021	\$176,000.00

OFFICIALS IN OFFICE AND SURETY BONDS

The following officials were in office during the period under audit:

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF BOND</u>	<u>NAME OF SURETY</u>
Michele Lee	Mayor	*	
Natalie Ferry	Council President	*	
Kenneth Doyle	Councilman	*	
Alan Schwartz	Councilman	*	
Curtis Nowell	Councilman	*	
Steven Silvestri	Councilman	*	
Christopher Graham	Councilman	*	
Bonnie Ann Fleming	Borough Administrator (until July)	*	
Brett Bartman	Borough Administrator (from November)	*	
Adam Young	Borough Clerk Utility Collector	*	
Bonnie Ann Fleming	Chief Financial Officer, Tax Collector (until July)	\$1,000,000.00	
Michael Pitts	Chief Financial Officer (from July)		
Jennifer Harrington	Tax Collector (from July)	\$1,000,000.00	
Ann Marie Obiedzinski	Tax Assessor	*	
Barry Goodman	Municipal Attorney		

*Public Employees Blanket Bond with the State Insurance Fund in the amount of \$1,000,000.00.

GENERAL COMMENTS AND RECOMMENDATIONS

GENERAL COMMENTS (CONTINUED)

COLLECTION OF INTEREST ON DELINQUENT TAXES AND ASSESSMENTS

The statute provides the method for authorizing interest and the maximum rate to be charged for the non-payment of taxes or assessments on or before the date when they would become delinquent.

The governing body on January 5, 2023 adopted the following resolution authorizing interest to be charged on delinquent taxes.

BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey, that taxes and utilities rent shall be collected quarterly. Taxes are due on February 1, 2023, May 1, 2023, August 1, 2023 and November 1, 2023.

BE IT FURTHER RESOLVED that interest will be charged at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax and/or utilities rent was payable until the date of actual payment. There will be a ten-day (10) grace period after which unpaid taxes and/or utilities rent will be charged interest from the due date.

BE IT FURTHER RESOLVED that pursuant to statute, if a tax and/or utilities rent delinquency is over \$10,000.00 at the end of the year, and additional flat penalty of 6% per annum shall be imposed on that delinquency.

BE IT FURTHER RESOLVED that, in the event that the Borough conducts a sale for unpaid municipal taxes, the interest rate on said tax certificate shall begin at a maximum of 18% per annum.

It appears from an examination of the records that interest was collected in accordance with the forgoing resolution.

RECOMMENDATIONS

None



SUPLEE, CLOONEY & COMPANY LLC

CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Telephone 908-789-9300

Fax 908-789-8535

E-mail info@scnco.com

Mr. Adam Young
Borough Clerk
Borough of High Bridge
97 West Main Street
High Bridge, New Jersey 08829

RE: BOROUGH OF HIGH BRIDGE
HUNTERDON COUNTY, NEW JERSEY

Dear Mr. Young:

Enclosed please find a copy of the Report of Municipal Court prepared by us during the course of our audit for the year 2023.

Yours very truly,

SUPLEE, CLOONEY & COMPANY LLC

Robert W. Swisher, Partner

July 25, 2024

RWS:mvf
Encls.

RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDING DECEMBER 31, 2023

<u>AGENCY</u>	<u>BEGINNING BALANCE AS OF DECEMBER 31, 2022</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE AS OF DECEMBER 31, 2023</u>
STATE OF NEW JERSEY	1,722.85	16,179.27	17,364.73	537.39
COUNTY: FINES	1,274.00	11,134.50	11,964.00	444.50
MUNICIPALITY	3,071.76	30,526.91	32,493.18	1,105.49
MUNICIPALITY - TOWN OF CLINTON				
MUNICIPALITY - P.O.A.A.	12.00	64.00	70.00	6.00
MUNICIPALITY - PUBLIC DEFENDER				
INTEREST	4.73	54.83	57.73	1.83
COUNTY WEIGHTS AND MEASURES		100.00	100.00	
FISH & GAME		100.00	100.00	
RESTITUTION				
SPCA				
MISCELLANEOUS				
TOTAL MAGISTRATE	6,085.34	58,159.51	62,149.64	2,095.21
BAIL	0.23	1,259.00	258.30	1,000.93
	6,085.57	59,418.51	62,407.94	3,096.14

*Was the ending balance disbursed by the 15th of the next month?

Yes

If not, explain?

GENERAL MUNICIPAL COURT INFORMATION

1. Does this court serve more than one municipality? Yes If so please list:
Clinton Township, Union Township, Town of Clinton, Hampton Borough, Lebanon Township

2. Amount paid or charged in 2023 to 2023 appropriations for salaries of judge(s) _____
 Other staff _____ And expenses \$44,000.00
3. Is an approved statewide violations bureau schedule of fines prominently posted in the place where fines are to be paid to the violations clerk? Yes
4. Does the court have an approved supplemental Local Violations Bureau Schedule? No
 If so, is it prominently posted in the place where fines are to be paid to the violations clerk?
N/A
5. List staff members that are bonded:

Judge	<u>Eric Perkins</u>	Amount of Bond	<u>Blanket Bond</u>
Court Director	_____	Amount of Bond	_____
Court Administrator	<u>Kimberly Marino</u>	Amount of Bond	<u>Blanket Bond</u>
Court Administrator	_____	Amount of Bond	_____
Deputy Court Adm.	<u>Savannah Hettman</u>	Amount of Bond	<u>Blanket Bond</u>
Other staff	_____	Amount of Bond	_____
6. When does Judges term expire? December 2024
7. Are uniform traffic tickets serially numbered, properly controlled and accounted for? Yes
8. Are tickets eligible for destruction disposed of in a timely and proper manner? Yes

FINANCIAL PROCEDURES

Daily Financial Procedures

1. Are separate cash boxes maintained for each employee that receipts money? Yes
2. Who is responsible for completing the Daily Bank Deposit? Court Administrator
3. Who is responsible for transporting the Daily Deposit to the bank? Court Administrator
4. What procedures are followed to transport the moneys to the bank (i.e. security)?
The Court Administrator transports the money to the local bank.

5. Are deposits made within 48 hours? Yes If not, please explain:

6. Do the above cash handling procedures provide for adequate security and separation of responsibilities?
Yes

7. Do the deposit slips match the totals provided by the Daily Batch and Criminal Journal? Yes
 If no, please explain: _____

8. Do the Deposit slips match the daily totals displayed on the ATS Monthly Cashbook? Yes
 If no, please explain: _____
9. Are the deposit slips attached to the ATS Daily Batch Report and Criminal Journal? Yes
10. As of what date or dates was cash counted, reconciliation made and bank balances confirmed?
12/31/2023, 6/4/24

Monthly Financial Procedures

11. Are separate general/bail bank accounts maintained? Yes
12. Is the court utilizing the ATS/ACS monthly cash book? Yes If no please explain:

13. Who is responsible for the municipal court financial procedures(name and title)?
Kimberly Marino - Court Administrator
14. Do the monthly disbursement checks equal account totals on part V of the ATS monthly cash book?
Yes If no, please explain: _____
15. Are moneys turned over to the proper agencies on or before the 15th of the month? Yes
 If no, please explain: _____
16. Does the general account accrue interest? Yes Bail? Yes
 Is the interest turned over on a monthly basis? Not for the Bail Account
17. Are overpayment checks written on a monthly basis? Yes Interest? _____
18. Is the bank reconciliation page of the monthly cash book completed and balanced? Yes
 If no, please explain: _____
19. Are the fiscal records kept in a safe place? Yes

Bail Procedures

20. Is bail collected by the police department properly and promptly turned over to the municipal court?
Yes
21. Are bail refunds done in a timely manner? Yes
 Are the refund checks made out to the surety? Yes
22. Are bail forfeitures done in a timely manner? Yes
23. Are the cash balances on the Monthly Bail on Account Report equal to the account balance in the bail account? Yes

**CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT
GROUP AFFIDAVIT FORM
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF *HUNTERDON*

We, members of the governing body of the *Borough* of High Bridge, in the County of *Hunterdon*, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Council of the *Borough of High Bridge* in the county of *Hunterdon*;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year *2023*;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____

Sworn to and subscribed before me this
_____ day of _____
Notary Public of New Jersey

Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

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

AMENDED HISTORICAL COMMITTEE EVENTS 2024

RESOLUTION: 209-2024

ADOPTED:

WHERE AS, the Council adopted Resolution 070-2024 on January 4, 2024 titled Historical Committee Events 2024, and

WHERE AS, the Council wishes to amend the Historical Committee Events to include additional events as follows:

- Solitude Open House – Saturday, September 14, 2024 to coincide with the Grounds For Arts 2nd Annual event

NOW, THEREFORE BE IT RESOLVED The Council of the Borough of High Bridge adopts the above additional events.

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

**APPROVAL OF SOCIAL AFFAIR PERMIT FOR THE HIGH BRIDGE FIRE
DEPARTMENT – GOLF OUTING**

RESOLUTION: 210-2024

ADOPTED:

WHEREAS, the High Bridge Fire Department has applied to the Borough of High Bridge and State of New Jersey for a Plenary Special Permit for Social Affair; and

WHEREAS, the High Bridge Fire Department, as a Non-Profit Organization, is allowed to hold a social affair under N.J.S.A.33:74-1.

WHEREAS, the High Bridge Fire Department has scheduled an event at the 203 Cregar Road, High Bridge NJ, 08829 on September 6, 2024 from 8 a.m. to 3 p.m.;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve of the Plenary Special Permits for Social Affair for the non-profit group High Bridge Fire Department for the event times and dates listed above.

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

**APPROVAL OF SOCIAL AFFAIR PERMITS FOR THE “FOR HIGH BRIDGE”
NON-PROFIT ORGANIZATION AND EVENT CODE EXEMPTIONS**

RESOLUTION: 211-2024

ADOPTED:

WHEREAS, “For High Bridge” seeks to make application to the Borough of High Bridge and State of New Jersey for a Plenary Special Permit for Social Affair which requires permission for the use of Borough grounds; and

WHEREAS, “For High Bridge”, as a Non-Profit Organization, is allowed to hold a social affair under N.J.S.A.33:74-1.

WHEREAS, “For High Bridge” will schedule this event on September 7th , 2024 from 2 pm to 7 pm on the grassy field on top of the Solitude Dam with setup starting at noon and cleanup ending at 9 p.m., and

WHEREAS, “For High Bridge” will schedule the rain date for this event on September 8th, 2024 from 2 pm to 7 pm on the grassy field on top of the Solitude Dam with setup starting at noon and cleanup ending at 9 p.m., and

WHEREAS, , “For High Bridge” as organizers have requested to facilitate an event which may be contrary to rules and regulations provided for under the Borough code, and

WHEREAS, the Council exempts event organizers and participants from applicable requirements set forth in Chapter 261 Parks and Playgrounds, Chapter 112 Alcoholic Beverage, and Chapter 244 Noise as an exempt public celebration in order to enable such approved event.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve of the Plenary Special Permits for Social Affair for “For High Bridge” for the event times and dates listed above pending successful completion of the Social Affair permit application process and that Council does approve the above event to include applicable exemptions to Borough code.

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

**AWARD OF CONTRACT
COMMONS PARK - BATHROOM IMPROVEMENT PROJECT**

RESOLUTION: 212-2024

ADOPTED: _____

WHEREAS, the governing body of the Borough of High Bridge, County of Hunterdon, State of New Jersey originally received bids for the Commons Park - Bathroom Improvement Project (hereinafter referred to as the “Project”) on July 11, 2024; and

WHEREAS, all bids received were above the engineer’s estimate and budget allocated to this project, and the Borough Council subsequently rejected bids at its July 18, 2024 Council meeting; and

WHEREAS, the project was revised to include alternate bids items and the project was re-advertised for public bidding; and

WHEREAS, bids for the Project have been solicited by the Borough of High Bridge in accordance with the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, in response to the request for bids, four bids were received on August 7, 2024; and

WHEREAS, the submitted bids for the Project are as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate Bid ‘A’</u>	<u>Alternate Bid ‘B’</u>
Praktikal LLC	\$202,265.00	\$29,340.00	\$47,150.00
VNL Inc.	\$240,350.00	\$31,476.00	\$10,550.00
Clarke Moynihan Landscaping and Construction	\$254,588.00	\$13,535.00	\$12,470.00
De Sapio Construction Inc.	\$285,874.00	\$49,733.00	\$27,605.00

WHEREAS, the Borough Engineer and Borough Attorney have reviewed the bids and have determined that the bids are responsive, and the bidders are responsible, and

WHEREAS, the apparent lowest bidder based on the bids submitted is Praktikal LLC located at 18 Huntting Dr., Dumont, NJ 07628; and

WHEREAS, the bid submitted by Praktikal LLC is in substantial compliance with the contract documents and in accordance with the bid specifications as written; and

WHEREAS, the Borough Engineer is recommending that the Borough of High Bridge award the Base Bid and Alternate Bid “B” to Practikal LLC in the amount of \$249,415.00; and

WHEREAS, the Chief Financial Officer has certified funds are available for this project, and

NOW, THEREFORE, BE IT RESOLVED this 15th day of August, 2024 by the Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey, as follows:

1. The Borough Council awards the contract for the Commons Bathroom Project Base Bid and Alternate Bid “B” located at 18 Huntting Dr., Dumont, NJ 07628 in the amount of \$249, 415.00.
2. The Borough Council authorizes and directs the Mayor and Municipal Clerk to execute any and all necessary documents in order to implement the intent of the resolution.
3. A certified copy of this Resolution shall be forwarded by the Municipal Clerk to the following:
 - Borough Administrator
 - CFO/QPA
 - Borough Attorney
 - Borough Engineer
 - DPW Director
 - Lowest Responsible Bidder

Adam Young, RMC, Borough Clerk

My signature and the Clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

(Clerk)
Adam Young, RMC
Borough Clerk

(Presiding Officer)
Michele Lee, Mayor

August 12, 2024

Borough Mayor & Council
 Borough of High Bridge
 97 West Main Street
 High Bridge, NJ 08829

Bid Summary & Recommendation of Contract Award
 Commons Park - Bathroom Improvement Project
 Borough of High Bridge, Hunterdon County, New Jersey
 Colliers Engineering & Design Project No. HIB0157

Dear Mayor & Council,

On Wednesday, August 7, 2024, bids were received and opened for the Commons Park – Bathroom Improvement Project. Bids were received from a total of four (4) contractors.

The bids were received and opened as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate Bid 'A'</u>	<u>Alternate Bid 'B'</u>
Praktikal LLC	\$202,265.00	\$29,340.00	\$47,150.00
VNL Inc.	\$240,350.00	\$31,476.00	\$10,550.00
Clarke Moynihan Landscaping and Construction	\$254,588.00	\$13,535.00	\$12,470.00
De Sapio Construction Inc.	\$285,874.00	\$49,733.00	\$27,605.00

<u>Contractor</u>	<u>Total Base Bid & 'A'</u>	<u>Total Base Bid & 'B'</u>	<u>Total Base Bid & 'A' & 'B'</u>
Praktikal LLC	\$231,605.00	\$249,415.00	\$278,755.00
VNL Inc.	\$271,826.00	\$250,900.00	\$282,376.00
Clarke Moynihan Landscaping and Construction	\$268,123.00	\$267,058.00	\$280,593.00
De Sapio Construction Inc.	\$335,607.00	\$313,479.00	\$363,212.00

As you can see the bid proposal included both a Base Bid (inc. concrete pad & bathroom), Alternate Bid 'A' (inc. utility extensions) and Alternate Bid 'B' (inc. ADA parking) to provide some financial flexibility to the Borough.

Following the receipt of the bids, I had a conversation with the owner of Practikal LLC, Aydin Atakent, to review their bid and confirm that the contractor had a good understanding of the scope of the work. While Practikal LLC has not previously performed work in High Bridge Borough, they do have experience on similar projects in other communities.

I also had a conversation with Brandon Metz, DPW Director, and based on a review of the above bids, it was agreed that a cost saving measure would be to have DPW complete the work under the scope of Alternate Bid 'A' which includes extending the water, sanitary sewer and electric to the general location of the proposed bathroom. The contractor would then be responsible for making all utility connections to the new bathroom.

Since Practikal LLC is qualified and has an understanding of the work, I would recommend that the Borough award a contract to Practikal LLC, for the combined Base Bid and Alternate Bid 'B' in the total amount of \$249,415.00, subject to legal review of the bid and the availability of funds.

Should you have any questions regarding this matter, please do not hesitate to call me.

Sincerely,

Colliers Engineering & Design, Inc.
(DBA Maser Consulting)



William H. Burr, IV, P.E.
Borough Engineer

Bid Summary

COMMONS PARK BATHROOM IMPROVEMENT PROJECT PROJECT NO. HIB-0157 Municipality: High Bridge Borough County: Hunterdon County				Engineer's Estimate		Contractor Name De Sapio Construction, Inc.		Contractor Name Praktikal LLC		Contractor Name Clarke Moynihan Landscaping and Construction		Contractor Name VNL Inc.	
						Street	Address	Street	Address	Street	Address	Street	Address
						280 Ridge Road		18 Huntting Dr.		229 Main Street		107 Main St.	
						City	State/Zip	City	State/Zip	City	State/Zip	City	State/Zip
						Frenchtown	NJ / 08825	Dumont	NJ / 07628	Andover	NJ / 07821	Whitehouse Station	NJ 08889
Item #	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
	BASE BID												
1	DRUM	10	UNIT	\$ 50.00	\$ 500.00	\$ 75.00	\$ 750.00	\$ 95.00	\$ 950.00	\$ 100.00	\$ 1,000.00	\$ 80.00	\$ 800.00
2	TRAFFIC CONE	15	UNIT	\$ 35.00	\$ 525.00	\$ 65.00	\$ 975.00	\$ 40.00	\$ 600.00	\$ 50.00	\$ 750.00	\$ 25.00	\$ 375.00
3	CONSTRUCTION SIGNS	100	SF	\$ 20.00	\$ 2,000.00	\$ 6.00	\$ 600.00	\$ 90.00	\$ 9,000.00	\$ 20.00	\$ 2,000.00	\$ 15.00	\$ 1,500.00
4	CLEARING SITE	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 45,000.00	\$ 45,000.00	\$ 9,800.00	\$ 9,800.00	\$ 50,000.00	\$ 50,000.00	\$ 10,000.00	\$ 10,000.00
5	PREFABRICATED BATHROOM STRUCTURE	1	LS	\$ 175,000.00	\$ 175,000.00	\$ 199,000.00	\$ 199,000.00	\$ 165,000.00	\$ 165,000.00	\$ 180,120.00	\$ 180,120.00	\$ 203,000.00	\$ 203,000.00
6	4" POLYVINYL CHLORIDE PIPE, SCHED. 40	33	LF	\$ 100.00	\$ 3,300.00	\$ 455.00	\$ 15,015.00	\$ 55.00	\$ 1,815.00	\$ 136.00	\$ 4,488.00	\$ 200.00	\$ 6,600.00
7	UNDERGROUND ELECTRIC SERVICE	8	LF	\$ 100.00	\$ 800.00	\$ 513.00	\$ 4,104.00	\$ 350.00	\$ 2,800.00	\$ 435.00	\$ 3,480.00	\$ 300.00	\$ 2,400.00
8	CONCRETE PAD	45	SY	\$ 125.00	\$ 5,625.00	\$ 356.00	\$ 16,020.00	\$ 240.00	\$ 10,800.00	\$ 250.00	\$ 11,250.00	\$ 345.00	\$ 15,525.00
9	TOPSOILING, 4" THICK	5	SY	\$ 10.00	\$ 50.00	\$ 322.00	\$ 1,610.00	\$ 100.00	\$ 500.00	\$ 100.00	\$ 500.00	\$ 10.00	\$ 50.00
10	FERTILIZING & SEEDING, TYPE A-3	5	SY	\$ 1.00	\$ 5.00	\$ 280.00	\$ 1,400.00	\$ 100.00	\$ 500.00	\$ 100.00	\$ 500.00	\$ 10.00	\$ 50.00
11	STRAW MULCHING	5	SY	\$ 1.00	\$ 5.00	\$ 280.00	\$ 1,400.00	\$ 100.00	\$ 500.00	\$ 100.00	\$ 500.00	\$ 10.00	\$ 50.00
	TOTAL BASE BID - ITEMS 1 - 11				\$ 202,810.00		\$ 285,874.00		\$ 202,265.00		\$ 254,588.00		\$ 240,350.00
Item #	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
	ALTERNATE BID 'A' - COMMONS PARK - BATHROOM IMPROVEMENT PROJECT												
1A	WATER SERVICE CONNECTION	1	UNIT	\$ 4,000.00	\$ 4,000.00	\$ 11,800.00	\$ 11,800.00	\$ 9,000.00	\$ 9,000.00	\$ 3,500.00	\$ 3,500.00	\$ 6,000.00	\$ 6,000.00
2A	4" POLYVINYL CHLORIDE PIPE, SCHED. 40	55	LF	\$ 100.00	\$ 5,500.00	\$ 316.00	\$ 17,380.00	\$ 150.00	\$ 8,250.00	\$ 81.00	\$ 4,455.00	\$ 240.00	\$ 13,200.00
3A	UNDERGROUND ELECTRIC SERVICE	93	LF	\$ 100.00	\$ 9,300.00	\$ 221.00	\$ 20,553.00	\$ 130.00	\$ 12,090.00	\$ 60.00	\$ 5,580.00	\$ 132.00	\$ 12,276.00
	TOTAL ALTERNATE BID 'A' - ITEMS 1A - 3A				\$ 18,800.00		\$ 49,733.00		\$ 29,340.00		\$ 13,535.00		\$ 31,476.00
Item #	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
	ALTERNATE BID 'B' - COMMONS PARK - BATHROOM IMPROVEMENT PROJECT												
1B	HOT MIX ASPHALT 9.5 M 64 SURFACE COURSE, 2" THICK	12	TON	\$ 150.00	\$ 1,800.00	\$ 458.00	\$ 5,496.00	\$ 490.00	\$ 5,880.00	\$ 300.00	\$ 3,600.00	\$ 200.00	\$ 2,400.00
2B	HOT MIX ASPHALT 19 M 64 BASE COURSE, 4" THICK	25	TON	\$ 150.00	\$ 3,750.00	\$ 439.00	\$ 10,975.00	\$ 490.00	\$ 12,250.00	\$ 100.00	\$ 2,500.00	\$ 200.00	\$ 5,000.00
3B	DENSE GRADED AGGREGATE BASE COURSE, 4" THICK	80	SY	\$ 15.00	\$ 1,200.00	\$ 53.00	\$ 4,240.00	\$ 110.00	\$ 8,800.00	\$ 30.00	\$ 2,400.00	\$ 15.00	\$ 1,200.00
4B	TRAFFIC STRIPES, 4"	80	LF	\$ 2.00	\$ 160.00	\$ 3.00	\$ 240.00	\$ 90.00	\$ 7,200.00	\$ 20.00	\$ 1,600.00	\$ 3.00	\$ 240.00
5B	TRAFFIC MARKING LINES, 24"	60	LF	\$ 8.00	\$ 480.00	\$ 17.00	\$ 1,020.00	\$ 60.00	\$ 3,600.00	\$ 10.00	\$ 600.00	\$ 3.00	\$ 180.00
6B	TRAFFIC MARKINGS, SYMBOLS	12	SF	\$ 10.00	\$ 120.00	\$ 21.00	\$ 252.00	\$ 50.00	\$ 600.00	\$ 10.00	\$ 120.00	\$ 35.00	\$ 420.00
7B	REGULATORY AND WARNING SIGNS	6	SF	\$ 150.00	\$ 900.00	\$ 122.00	\$ 732.00	\$ 220.00	\$ 1,320.00	\$ 50.00	\$ 300.00	\$ 35.00	\$ 210.00
8B	TOPSOILING, 4" THICK	30	SY	\$ 10.00	\$ 300.00	\$ 69.00	\$ 2,070.00	\$ 100.00	\$ 3,000.00	\$ 15.00	\$ 450.00	\$ 10.00	\$ 300.00
9B	FERTILIZING & SEEDING, TYPE A-3	30	SY	\$ 1.00	\$ 30.00	\$ 46.00	\$ 1,380.00	\$ 80.00	\$ 2,400.00	\$ 15.00	\$ 450.00	\$ 10.00	\$ 300.00
10B	STRAW MULCHING	30	SY	\$ 1.00	\$ 30.00	\$ 40.00	\$ 1,200.00	\$ 70.00	\$ 2,100.00	\$ 15.00	\$ 450.00	\$ 10.00	\$ 300.00
	TOTAL ALTERNATE BID 'A' - ITEMS 1B - 10B				\$ 8,770.00		\$ 27,605.00		\$ 47,150.00		\$ 12,470.00		\$ 10,550.00

William H. Burr, IV, P.E.
N.J.P.E. License No. 47029

I certify that this is a true copy of the bids received on August 7, 2024.

Bid Summary

COMMONS PARK BATHROOM IMPROVEMENT PROJECT PROJECT NO. HIB-0157 Municipality: High Bridge Borough County: Hunterdon County				Engineer's Estimate		Contractor Name		Contractor Name		Contractor Name		Contractor Name			
						De Sapia Construction, Inc.		Praktikal LLC		Clarke Moynihan Landscaping and Construction		VNL Inc.			
				Street		Address		Street		Address		Street		Address	
						280 Ridge Road		18 Hunting Dr.		229 Main Street		107 Main St.			
City		State/Zip		City		State/Zip		City		State/Zip					
Frenchtown		NJ / 08825		Dumont		NJ / 07628		Andover		NJ / 07821		Whitehouse Station NJ 08889			
				\$	221,610.00	\$	335,607.00	\$	231,605.00	\$	268,123.00	\$	271,826.00		
TOTAL BASE BID + ALTERNATE BID 'A'				\$	211,580.00	\$	313,479.00	\$	249,415.00	\$	267,058.00	\$	250,900.00		
TOTAL BASE BID + ALTERNATE BID 'B'				\$	230,380.00	\$	363,212.00	\$	278,755.00	\$	280,593.00	\$	282,376.00		
TOTAL BASE BID + ALTERNATE BID 'A' + ALTERNATE BID 'B'				\$	230,380.00	\$	363,212.00	\$	278,755.00	\$	280,593.00	\$	282,376.00		

William H. Burr, IV, P.E.
N.J.P.E. License No. 47029

I certify that this is a true copy of the bids received on August 7, 2024.

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

**AWARD OF CONTRACT – HIGHLAND, MARYLAND, ELM AND TISCO
AVE WATER MAIN REPLACEMENT PROJECTS**

RESOLUTION: 213-2024

ADOPTED:

WHEREAS, the governing body of the Borough of High Bridge, County of Hunterdon, State of New Jersey has solicited bids for the Highland, Maryland, Elm and Tisco Ave (Base Bid) Water Main Replacement Projects (hereinafter referred to as the “Project”); and

WHEREAS, bids for the Project have been solicited by the Borough of High Bridge in accordance with the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, in response to the request for bids, four bids were received on August 7 2024; and

WHEREAS, the submitted bids for the Project are as follows:

BASE BID	
Penn Bower Inc.	\$1,074,838.00
PM Construction Corp	\$1,096,046.00
MSP Construction Corp	\$1,115,677.00
Your Way Construction Inc	\$1,441,555.35

WHEREAS, the Borough Engineer and Borough Attorney have reviewed the bids and have determined that the bids are responsive, and the bidders are responsible, and

WHEREAS, the apparent lowest bidder based on the bid submitted is Penn Bower Inc. located at 143 West Main Street, High Bridge NJ 08829; and

WHEREAS, the bid submitted by Penn Bower Inc. is in substantial compliance with the contract documents and in accordance with the bid specifications as written; and

WHEREAS, the Borough Engineer is recommending that the Borough of High Bridge award the Base Bid to Penn Bower Inc. in the amount of \$1,074,838.00; and

WHEREAS, the Chief Financial Officer has certified funds are available for this project, and

NOW, THEREFORE, BE IT RESOLVED this 15th day of August, 2024 by the Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey, as follows:

1. The Borough Council awards the contract for the Highland, Maryland, Elm and Tisco Ave (Base Bid)Water Main Replacement Projects to Penn Bower Inc. located at 143 West Main Street, High Bridge NJ 08829 in the amount of \$1,074,838.00.
2. The Borough Council authorizes and directs the Mayor and the Municipal Clerk to execute any and all necessary documents in order to implement the intent of the Resolution.
3. A certified copy of this Resolution shall be forwarded by the Municipal Clerk to the following:
 - Borough Administrator
 - CFO/QPA
 - Borough Attorney
 - Borough Engineer
 - DPW Director
 - Lowest Responsible Bidder

I, Michael Pitts, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from \$4M DCA Grant Fund-Acct #10141769-7-Highland Water Main Improvements.

August 8, 2024

Borough Mayor & Council
Borough of High Bridge
97 West Main Street
High Bridge, NJ 08829

Bid Summary & Recommendation of Contract Award
Highland Avenue, Maryland Avenue, Elm Street and Tisco Avenue Water Main Improvements Project
Borough of High Bridge, Hunterdon County, New Jersey
Colliers Engineering & Design Project No. HIB0168

Dear Mayor & Council,

On Wednesday, August 7, 2024, bids were received and opened for the Highland Avenue, Maryland Avenue, Elm Street and Tisco Avenue Water Main Improvements Project. Bids were received from a total of four (4) contractors.

The bids were received and opened as follows:

Contractor	Base Bid
Penn Bower Inc. High Bridge, NJ	\$ 1,074,838.00
P.M. Construction Corp. Hillside, NJ	\$ 1,096,046.00
M. S. P. Construction Corp. Flemington, NJ	\$ 1,115,677.00
Your Way Construction Inc. Irvington, NJ	\$ 1,441,555.35

The apparent low bidder for this project is Penn Bower Inc. of High Bridge NJ, with a bid of \$1,074,838.00. Attached is a copy of the bid summary for your review. Our Engineer's Estimate for this project was \$928,876.00. This project is the first of numerous projects to be funded through the NJDCA \$4,000,000.00 Water System Improvement Grant.

Following the receipt of the bids, I had a conversation with the owner of Penn Bower Inc., Chris Richardson, to review their bid and confirm that the contractor had a good understanding of the scope of the work. Our office has a considerable history of working with Penn Bower Inc.

Since Penn Bower Inc. is qualified and has an understanding of the work, I would recommend that the Borough award a contract to Penn Bower Inc., for the in the total amount of \$1,074,838.00, subject to legal review of the bid and the availability of funds.

Should you have any questions regarding this matter, please do not hesitate to call me.

Sincerely,

Colliers Engineering & Design, Inc.
(DBA Maser Consulting)



William H. Burr, IV, P.E.
Borough Engineer

Bid Summary

HIGHLAND AVE, MARYLAND AVE, ELM ST, & TISCO AVE WATER MAIN IMPROVEMENTS PROJECT NO. HIB-0168 Municipality: High Bridge Borough County: Hunterdon County				Engineer's Estimate		Contractor Name Penn Bower Inc.		Contractor Name P.M. Construction Corp.		Contractor Name M.S.P. Construction Corp.		Contractor Name Your Way Construction Inc.	
						Street	Address	Street	Address	Street	Address	Street	Address
						143 W. Main St.		1310 Central Ave.		19-B Minneakoning Rd		404 Coit St.	
						City	State/Zip	City	State/Zip	City	State/Zip	City	State/Zip
						High Bridge NJ / 08829		Hillside NJ / 07205		Flemington NJ / 08822		Irvington NJ / 07111	
Item #	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
	BASE BID												
1	SOIL EROSION AND SEDIMENT CONTROL	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,720.00	\$ 4,720.00
2	TRAFFIC DIRECTOR, FLAGGER	480	HOURL	\$ 95.00	\$ 45,600.00	\$ 95.00	\$ 45,600.00	\$ 95.00	\$ 45,600.00	\$ 95.00	\$ 45,600.00	\$ 95.00	\$ 45,600.00
3	MAINTENANCE AND PROTECTION OF TRAFFIC	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ 4,720.00	\$ 4,720.00
4	CLEARING SITE	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00	\$ 80,550.00	\$ 80,550.00
5	FUEL PRICE ADJUSTMENT	100	DOLLAR	\$ 1.00	\$ 100.00	\$ 1.00	\$ 100.00	\$ 1.00	\$ 100.00	\$ 1.00	\$ 100.00	\$ 1.00	\$ 100.00
6	EXCAVATION, TEST PIT	50	CY	\$ 150.00	\$ 7,500.00	\$ 150.00	\$ 7,500.00	\$ 1.00	\$ 50.00	\$ 100.00	\$ 5,000.00	\$ 56.70	\$ 2,835.00
7	EXCAVATION AND DISPOSAL OF IMPACTED NON HAZARDOUS SOIL MATERIAL (IF/WHERE DIRECTED)	100	TON	\$ 75.00	\$ 7,500.00	\$ 100.00	\$ 10,000.00	\$ 1.00	\$ 100.00	\$ 100.00	\$ 10,000.00	\$ 103.95	\$ 10,395.00
8	TACK COAT	25	GALLON	\$ 3.00	\$ 75.00	\$ 1.00	\$ 25.00	\$ 1.00	\$ 25.00	\$ 25.00	\$ 625.00	\$ 0.01	\$ 0.25
9	HOT MIX ASPHALT 9.5M64 SURFACE COURSE	25	TON	\$ 100.00	\$ 2,500.00	\$ 150.00	\$ 3,750.00	\$ 500.00	\$ 12,500.00	\$ 500.00	\$ 12,500.00	\$ 142.40	\$ 3,560.00
10	HOT MIX ASPHALT 19M64 BASE COURSE	351	TON	\$ 100.00	\$ 35,100.00	\$ 75.00	\$ 26,325.00	\$ 150.00	\$ 52,650.00	\$ 95.00	\$ 33,345.00	\$ 78.80	\$ 27,658.80
11	CONCRETE SIDEWALK, 4" THICK	4	SY	\$ 80.00	\$ 320.00	\$ 150.00	\$ 600.00	\$ 200.00	\$ 800.00	\$ 250.00	\$ 1,000.00	\$ 185.40	\$ 741.60
12	9" X 18" CONCRETE VERTICAL CURB	4	LF	\$ 35.00	\$ 140.00	\$ 100.00	\$ 400.00	\$ 100.00	\$ 400.00	\$ 100.00	\$ 400.00	\$ 169.10	\$ 676.40
13	GRANITE BLOCK CURB	17	LF	\$ 45.00	\$ 765.00	\$ 100.00	\$ 1,700.00	\$ 100.00	\$ 1,700.00	\$ 100.00	\$ 1,700.00	\$ 53.40	\$ 907.80
14	TRAFFIC STRIPES, 4"	9	LF	\$ 4.00	\$ 36.00	\$ 1.00	\$ 9.00	\$ 1.00	\$ 9.00	\$ 10.00	\$ 90.00	\$ 10.00	\$ 90.00
15	TRAFFIC MARKINGS LINES, 6"	9	LF	\$ 6.00	\$ 54.00	\$ 1.00	\$ 9.00	\$ 1.00	\$ 9.00	\$ 20.00	\$ 180.00	\$ 15.00	\$ 135.00
16	TRAFFIC MARKINGS LINES, 12"	3	LF	\$ 8.00	\$ 24.00	\$ 1.00	\$ 3.00	\$ 1.00	\$ 3.00	\$ 30.00	\$ 90.00	\$ 30.00	\$ 90.00
17	TRAFFIC MARKINGS LINES, 24"	10	LF	\$ 10.00	\$ 100.00	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 70.00	\$ 700.00	\$ 60.00	\$ 600.00
18	6" DIP WATER PIPE, CLASS 52	13	LF	\$ 120.00	\$ 1,560.00	\$ 100.00	\$ 1,300.00	\$ 200.00	\$ 2,600.00	\$ 200.00	\$ 2,600.00	\$ 229.80	\$ 2,987.40
19	8" DIP WATER PIPE, CLASS 52	3603	LF	\$ 130.00	\$ 468,390.00	\$ 149.00	\$ 536,847.00	\$ 150.00	\$ 540,450.00	\$ 173.00	\$ 623,319.00	\$ 184.20	\$ 663,672.60
20	FIRE HYDRANT ASSEMBLY	9	UNIT	\$ 9,000.00	\$ 81,000.00	\$ 10,000.00	\$ 90,000.00	\$ 10,000.00	\$ 90,000.00	\$ 10,000.00	\$ 90,000.00	\$ 12,650.00	\$ 113,850.00
21	CONNECT TO EXISTING WATER MAIN (6")	4	UNIT	\$ 3,000.00	\$ 12,000.00	\$ 9,500.00	\$ 38,000.00	\$ 10,000.00	\$ 40,000.00	\$ 3,000.00	\$ 12,000.00	\$ 683.00	\$ 2,732.00
22	CONNECT TO EXISTING WATER MAIN (8")	3	UNIT	\$ 4,500.00	\$ 13,500.00	\$ 10,000.00	\$ 30,000.00	\$ 10,000.00	\$ 30,000.00	\$ 4,000.00	\$ 12,000.00	\$ 770.50	\$ 2,311.50
23	WATER SERVICE RECONNECTIONS (1")	74	UNIT	\$ 2,000.00	\$ 148,000.00	\$ 1,950.00	\$ 144,300.00	\$ 2,000.00	\$ 148,000.00	\$ 2,000.00	\$ 148,000.00	\$ 4,835.00	\$ 357,790.00
24	WATER SERVICE RECONNECTIONS (6")	1	UNIT	\$ 4,000.00	\$ 4,000.00	\$ 7,500.00	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,350.00	\$ 10,350.00
25	1" COPPER SERVICE PIPE (IF/WHERE DIRECTED)	600	LF	\$ 40.00	\$ 24,000.00	\$ 45.00	\$ 27,000.00	\$ 50.00	\$ 30,000.00	\$ 50.00	\$ 30,000.00	\$ 92.70	\$ 55,620.00
26	8" GATE VALVE	8	UNIT	\$ 4,000.00	\$ 32,000.00	\$ 3,850.00	\$ 30,800.00	\$ 3,000.00	\$ 24,000.00	\$ 3,000.00	\$ 24,000.00	\$ 4,080.00	\$ 32,640.00
27	6" X 6" WET TAP (IF/WHERE DIRECTED)	2	UNIT	\$ 9,500.00	\$ 19,000.00	\$ 12,500.00	\$ 25,000.00	\$ 10,000.00	\$ 20,000.00	\$ 8,000.00	\$ 16,000.00	\$ 7,720.00	\$ 15,440.00
28	TOPSOIL SPREADING, 4" THICK	68	SY	\$ 5.00	\$ 340.00	\$ 20.00	\$ 1,360.00	\$ 10.00	\$ 680.00	\$ 10.00	\$ 680.00	\$ 8.00	\$ 544.00
29	FERTILIZING AND SEEDING, TYPE ERNMIX-106	68	SY	\$ 3.00	\$ 204.00	\$ 20.00	\$ 1,360.00	\$ 10.00	\$ 680.00	\$ 10.00	\$ 680.00	\$ 2.50	\$ 170.00
30	STRAW MULCHING	68	SY	\$ 1.00	\$ 68.00	\$ 5.00	\$ 340.00	\$ 10.00	\$ 680.00	\$ 1.00	\$ 68.00	\$ 1.00	\$ 68.00
	TOTAL BASE BID - ITEMS 1 - 30				\$ 928,876.00		\$ 1,074,838.00		\$ 1,096,046.00		\$ 1,115,677.00		\$ 1,441,555.35

Denotes Math Error:

I certify that this is a true copy of the bids received on August 7, 2024.

William H. Burr, IV, P.E.
N.J.P.E. License No. 47029

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

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE
APPROPRIATION
NJS 40A:4-87**

RESOLUTION: 214-2024

ADOPTED:

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$4,900.00, which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Highlands Land Use Ordinance Grant. Pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$4,900.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Highlands Land Use Ordinance Grant.



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

CARL J. RICHKO
Chairperson

TAHESHA L. WAY
L. Governor

BENJAMIN L. SPINELLI, ESQ.
Executive Director

July 29, 2024

VIA EMAIL ONLY:

The Honorable Michele Lee
High Bridge Borough
97 West Main Street
High Bridge, NJ 08829

Subject: Task 3a: Land Use Planning
Amended Plan Conformance Grant #09-033-011-1014

Dear Mayor Lee:

On behalf of the Highlands Water Protection and Planning Council (Highlands Council), I am pleased to advise you that the Highlands Council has approved the scope of work (SOW) for the incorporation of the Highlands Land Use Ordinance. Funds have been reallocated within the grant from tasks for which there is no approved SOW. Should the Borough wish to reengage the Highlands Council on these efforts, a SOW and budget plan must be submitted for approval by Highlands Council Staff.

Pursuant to your request, we have reallocated funding within High Bridge's Amended Plan Conformance Grant Agreement to provide the not-to-exceed sum of \$4,900.00 in Task 3a: Land Use Planning (see revised summary page 6, attached). As you know, this funding is contingent on the Borough's ability to complete all the work described in the SOW and within the proposed schedule. With this approval, you may authorize your professional(s) to begin work.

Please note that this grant provides strictly for the funding as allocated in the Grant Agreement. Any expenditure in excess of the grant amount will be the responsibility of the Borough. In exceptional circumstances, the Highlands Council will consider written requests for additional funding if submitted for approval by the Executive Director *prior* to costs being incurred or committed to by the municipality. Any request for reallocation of funding for tasks within the grant amount must also be submitted in advance and must include a narrative substantiating the request along with a detailed budget identifying how the funds will be re-allocated between the tasks within the not-to-exceed grant award. Such requests must also address the completion of all tasks identified in the Amended Grant Agreement. In all cases, requests for reimbursement above the amounts set forth in the Amended Grant Agreement will not be honored without prior authorization of the Highlands Council.

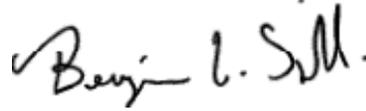
Should you or your elected and appointed officials have questions or require further assistance regarding Land Use Ordinance planning work, please contact your Highlands Council Liaison,

July 29, 2024

Page 2

Maryjude Haddock-Weiler, Planning Manager (telephone ext. 110, e-mail address maryjude.haddock-weiler@highlands.nj.gov). She will continue to assist your professionals as the remaining implementation phases of Plan Conformance proceed. Please do not hesitate to contact me directly (telephone extension 101, e-mail address ben.spinelli@highlands.nj.gov) should you or other municipal officials wish to discuss any other Highlands-related matter. We look forward to continued collaboration with you in the important efforts to protect and preserve the Highlands Region.

Sincerely,

A handwritten signature in black ink that reads "Benjamin L. Spinelli". The signature is written in a cursive style with a large initial "B".

Benjamin L. Spinelli, Esq.
Executive Director

Enc: Approved Scope of Work
Revised Grant Agreement (p.6 replacement)

c: Brett J. Bartman, Deputy Administrator

9. Budget	
Amount of Grant Funding Requested (This Contract)	\$329,407.85
Project Cost Breakdown	
Project Components	Cost Estimate
Task 1 – Build-Out/COAH/IPS	\$24,151.12
Task 3a – Land Use Plan Element	\$35,463.75
Task 7 – Redevelopment Planning	\$28,802.10
Task 8* - WUCMP	\$0.00
Task 9 – Wastewater Mgmt. Planning	\$92,285.45
Task 11 - Training	\$2,862.50
Task 12 – Sustainable Eco. Dev. Pln.	\$49,820.03
Task 13 – Historic Preservation Plan	\$35,380.95
Task 14 – Lake Restoration Mgmt. Plan	\$6,722.65
Task 15 – Stormwater Management Plan	\$29,300.00
<u>Task 16 – Open Spc. & Rec. Plan Elmnt.</u>	<u>\$24,619.30</u>
TOTAL	\$329,407.85
*Highlands Council lead, per Section 8.	
Source of Estimates	
As approved by the Highlands Council in the Highlands Implementation Plan and Schedule pursuant to Highlands Council Resolution 2013-7, February 21, 2013, 2014-31, December 4, 2015, 2017-14, October 19, 2017, 2019-5, March 21, 2019, and 2019-19, October 17, 2019.	

Revised 7/26/2024

Shelbourne at Hunterdon
53 Frontage Road, Suite 110
Hampton, New Jersey 08827
Main: 877 627 3772



June 27, 2024

Brett Bartman, Administrator
Borough of High Bridge
97 West Main Street
High Bridge, NJ 08829

Highlands Land Use Ordinance: Application Form Updates and Ordinance Submission Checklist
Colliers Engineering & Design Project No. HIB0162P

Dear Mr. Bartman,

Colliers Engineering & Design is pleased to submit the following proposal for professional services to perform work associated with the Highlands Land Use Ordinance to incorporate certain aspects into the existing Board Application documents and create a specific submission checklist for the Borough's Highlands Land Use Ordinance to aid applicants, Board Professionals, and Board members.

The proposal is divided into three sections as follows:

- Section I – Scope of Services
- Section II – Schedule of Fees
- Section III – Client Contract Authorization

Section I – Scope of Services

Task 1.0 – Prepare Amended Application Forms and Ordinance Submission Checklist

The Borough's current Planning/Zoning Board Application and Variance Application forms are silent regarding the Highlands Land Use Ordinance. Colliers Engineering & Design will amend both forms to include a section regarding the Highlands Land Use Ordinance. This section would require an Applicant to check "non-applicable" (such as an existing single-family homeowner), "exempt" (which would direct the Applicant to supply the Highlands Exemption Determination Application), or "applicable" (which would refer them to Chapter 200 "Highlands". Colliers Engineering & Design would also amend the Highlands Exemption Determination Application to state the application fee of \$300. Colliers Engineering & Design will utilize Chapter 200 "Highlands" to create a checklist for application submission purposes in the instances where Applicants trigger the Highlands Land Use Ordinance. Once the checklist is drafted, it will be sent to the Highlands Council for review and comment. This task includes two (2) hours of revisions.

Task 2.0 – Meetings

Colliers Engineering & Design will attend up to two (2) meetings during the project. We anticipate this will be with Borough Staff, the Planning Board, and/or Borough Council. This phase includes meeting preparation. After the application forms and checklist are adopted, a PDF of the final documents will be emailed to the Clerk, Planning Board Secretary, and Highlands Liaison.

Task 3.0 – Additional Services

Any services above and beyond the scope of work in Tasks 1.0 – 2.0, including preparation of notices or resolutions or meetings above those delineated above, will be billed hourly in accordance with the approved Rate Schedule between the Borough and Colliers Engineering & Design at the time of service.

Section II – Schedule of Fees

Colliers Engineering & Design shall invoice the above work on an hourly basis in accordance with the rates that are contained in the Schedule of Hourly Rates that is included in the professional services agreement between the Borough and Colliers Engineering & Design at the time of service. The maximum upset fee for this proposal is:

Task Name	Fee
Task 1.0 - Prepare Draft Checklist	\$ 2,850.00
Task 2.0 – Meetings	\$ 2,050.00
Task 3.0 – Additional Services	Hourly

Colliers Engineering & Design will commence work upon receipt of either a resolution approving the proposal or a copy of the executed client contract authorization in Section III.

We want to thank the Borough for providing the opportunity to perform this most important work. If you have any questions or require clarifications regarding the scope of work, please do not hesitate to call our office.

Sincerely,

Colliers Engineering & Design, Inc.
(DBA Maser Consulting)



Darlene A. Green, PP, AICP
Borough Planner



Daniel Bloch, PP, AICP, EADA
Regional Discipline Leader | Planning

Section III – Client Authorization

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature

Date

Printed Name

Title

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

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE
APPROPRIATION
NJS 40A:4-87**

RESOLUTION: 215-2024

ADOPTED:

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$14,300.00, which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Highlands Stormwater Grant. Pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$14,300.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Highlands Stormwater Grant.



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

CARL J. RICHKO
Chairperson

TAHESHA L. WAY
L. Governor

BENJAMIN L. SPINELLI, ESQ.
Executive Director

September 18, 2023

VIA EMAIL ONLY:

The Honorable Michele Lee
High Bridge Borough
97 West Main Street
High Bridge, NJ 08829

Subject: Task 7: Main Street Redevelopment Planning; and,
Task 15: Stormwater Management Planning, Facility Mapping
Amended Plan Conformance Grant #09-033-011-1014

Dear Mayor Lee:

On behalf of the Highlands Water Protection and Planning Council (Highlands Council), I am pleased to advise you that the Highlands Council has approved the scopes of work (SOW) for completion of both a Main Street Redevelopment Plan and Stormwater Facilities Mapping. Funds have been reallocated within the grant from tasks for which there is no approved scope of work. Should the Borough wish to reengage the Highlands Council on these efforts, a scope of work and budget plan must be submitted for approval by Highlands Council Staff. Please note that the supplemental Stormwater funds are intended to add to the previously awarded NJDEP MS4 Permitting Grant (\$25,000).

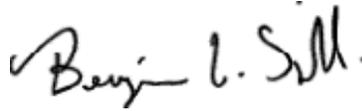
Pursuant to your request, we have reallocated funding within High Bridge's Amended Plan Conformance Grant Agreement to provide the not-to-exceed sums of \$5,900.00 in Task 7: Redevelopment Planning and not-to-exceed \$14,300.00 under Task 15: Stormwater Management Planning (see revised summary page 6, attached). As you know, this funding is contingent on the Borough's ability to complete all the work described in the SOWs and within the proposed schedule. With this approval, you may authorize your professional(s) to begin work on both projects.

Please note that this grant provides strictly for the funding as allocated in the Grant Agreement. Any expenditure in excess of the grant amount will be the responsibility of the Borough. In exceptional circumstances, the Highlands Council will consider written requests for additional funding if submitted for approval by the Executive Director *prior* to costs being incurred or committed to by the municipality. Any request for reallocation of funding for tasks within the grant amount must also be submitted in advance and must include a narrative substantiating the request along with a detailed budget identifying how the funds will be re-allocated between the tasks within the not-to-exceed grant award. Such requests must also address the completion of all tasks identified in the Amended Grant

Agreement. In all cases, requests for reimbursement above the amounts set forth in the Amended Grant Agreement will not be honored without prior authorization of the Highlands Council.

Should you or your elected and appointed officials have questions or require further assistance regarding the stormwater planning work, please contact Highlands Council's Science Manager, Kelley Curran (telephone ext. 116, e-mail address kelley.curran@highlands.nj.gov). Your Highlands Council Staff Liaison, Maryjude Haddock-Weiler, Planning Manager (telephone ext. 110, e-mail address maryjude.haddock-weiler@highlands.nj.gov) will continue to assist your professionals as the remaining implementation phases of Plan Conformance proceed. Please do not hesitate to contact me directly (telephone extension 101, e-mail address ben.spinelli@highlands.nj.gov) should you or other municipal officials wish to discuss any other Highlands-related matter. We look forward to continued collaboration with you in the important efforts to protect and preserve the Highlands Region.

Sincerely,

A handwritten signature in black ink that reads "Benjamin L. Spinelli, Esq." with a stylized flourish at the end.

Benjamin L. Spinelli, Esq.
Executive Director

Enc: Approved Scope of Work
Revised Grant Agreement (p.6 replacement)

c: Brett J. Bartman, Deputy Administrator



BOROUGH OF HIGH BRIDGE

97 WEST MAIN STREET, HIGH BRIDGE NJ 08829-1900

P: (908) 638-6455 - F: (908) 638-9374

E: ADMINISTRATOR@HIGHBRIDGE.ORG

OFFICE OF THE DEPUTY ADMINISTRATOR

August 23, 2023

New Jersey Highlands Council
100 North Road (Route 513)
Chester, NJ 07930-2322

Dear Highlands Council,

On behalf of the Borough of High Bridge we respectfully request that the Highlands Council allocate funding to subsidize the attached scope of work for the Professional Planning Services for the Redevelopment Plan for Block 29.02 Lot 4, 1 Main Street. The Borough is requesting funding to cover the attached scope of work found in the Schedule of Fees for Collier's Engineering and Design. I would furthermore express the need to prioritize as this is an urgent matter for the Borough.

Sincerely,

Brett J. Bartman
Deputy Administrator

Shelbourne at Hunterdon
53 Frontage Road, Suite 110
Hampton, New Jersey 08827
Main: 877 627 3772



VIA E-MAIL
August 2, 2023

Brett J. Bartman, Deputy Administrator
Borough of High Bridge
97 West Main Street
High Bridge, NJ 08829

Re: Proposal for Professional Planning Services
Redevelopment Plan for Block 29.02, Lot 4
1 Main Street (former Casa Maya site)
Colliers Engineering & Design Proposal No.: HIB-0159P

Dear Mr. Bartman,

Colliers Engineering & Design, Inc. (DBA Maser Consulting) is pleased to submit this proposal to provide professional planning services to prepare a Redevelopment Plan for the above-referenced property.

It should be noted that we have discussed this proposal with the Highlands Council, and they have indicated that it is a task that they can fund. The Borough will need to submit this scope to the Highlands Council for potential funding. No work can commence until the Highlands Council either approves or denies the scope of work.

This proposal is divided into four sections as follows:

- Section I** – Scope of Services
- Section II** – Schedule of Fees
- Section III** – Borough Responsibilities
- Section IV** – Client Authorization

Section I – Scope of Services

Based on our conversations and information noted above, we propose to complete the following:

Task 1.0 Prepare Redevelopment Plan

Colliers Engineering & Design will prepare a Redevelopment Plan that meets the requirements of Section 7 of the Local Redevelopment and Housing Law. Specifically, the document will include the following mandatory components:

1. Its relationship to “definite” local objectives regarding land uses, population density, improved traffic and public transportation, public utilities, recreational and community facilities, and other public improvements;
2. The proposed land uses and building requirements in the rehabilitation project area;

3. A plan for the temporary and permanent relocation of displaced residents and businesses, including an estimate of available housing;
4. Any property that may be acquired in accordance with the redevelopment plan;
5. Its relationship to the master plans of contiguous municipalities, the county master plan, the State Development and Redevelopment Plan and the Highlands Regional Master Plan;
6. Its relationship to the development regulations of the municipality (e.g., whether the plan supersedes existing zoning or constitutes an overlay zone); and
7. A provision that requires the replacement, on a one-for-one basis, any affordable unit that is lost as a result of the redevelopment plan implementation.
8. Proposed locations for public electric vehicle charging infrastructure within the project area in a manner that appropriately connects with an essential public charging network.

We intend to utilize text from the 100 West Main Street Redevelopment Plan and update as needed in this report.

Before commencing the drafting of the document, Colliers Engineering & Design will attend one (1) kick-off meeting with the Borough and the property owner. During the kick-off meeting the group will discuss bulk standards, ability to create on-street public parking, etc.

Based on the meeting, Colliers Engineering & Design will begin drafting the Plan. We anticipate coordination with the Borough Attorney in drafting the development regulations. A maximum of two (2) hours coordination is included. Once a draft is prepared, it will be presented to the Borough for review and comment. Following the internal meeting, revisions will be incorporated up to a maximum of three (3) hours. Once the comments are incorporated, the final draft will be sent via email to the Borough. The final draft will then be sent to the Highlands Council for review and comment. A maximum of one (1) hour of revisions is included based on the Highlands Council comments.

Finally, a PDF of the draft Redevelopment Plan will be emailed to the Borough for distribution.

Deliverable: Draft Redevelopment Plan

Task 2.0 Meeting and Coordination

Colliers Engineering & Design will attend a maximum of two (2) meetings under this task. We will prepare and deliver a presentation during the meeting held by the Planning Board. We will prepare and deliver a presentation to the Mayor and Council. This task includes meeting preparation including presentation materials, handouts and display boards. We expect to coordinate with the Borough Attorney, Board Attorney and Borough Clerk throughout Task 2.0 through phone consultations. This task includes a maximum of two (2) hours coordination.

After the report is adopted a signed and sealed PDF will be provided to the Borough along with three signed and sealed copies.

Deliverable: Adopted Redevelopment Plan and Ordinance

Task 3.0 Additional Services

Meetings above those in Task 1.0 and 2.0 will be billed hourly. Any services above and beyond those in Task 1.0 and Task 2.0 will be billed hourly in accordance with the rate schedule in effect with the Borough at the time the services are performed.

Schedule of Fees

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

Task Name	Fee
Task 1.0 – Prepare Redevelopment Plan	\$ 4,000.00
Task 2.0 – Meetings and Coordination	\$ 1,900.00
Task 3.0 – Additional Services	Hourly

Colliers Engineering & Design will commence work upon receipt of either a resolution approving the proposal or a copy of the executed client authorization in Section IV below. We anticipate that this project will take four (4) to five (5) months to complete.

Section III – Borough Responsibilities

The Borough shall be responsible for the following:

1. Coordination of all meetings and hearings;
2. Advertising of all meetings and hearings; and
3. Preparation of all meeting notices, resolutions, etc.

Section IV – Client Authorization

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature

Date

Printed Name

Title

We want to thank the Borough for providing the opportunity to perform this most important work. If you have any questions or require clarifications regarding the scope of work, please do not hesitate to contact our office.

Sincerely,

Colliers Engineering & Design, Inc.
(DBA Maser Consulting)



Darlene A. Green, PP, AICP
Borough Planner



Deborah Alaimo Lawlor, FAICP, PP
Regional Manager, Planning Services

dag/hk

cc: Leonardo E. Ponzio, PLS, Colliers Engineering & Design (via email)

\\corp.collierseng.com\corp\Clinton\Projects\E-H\HIB\HIB0159P\230802dag_proposal_b29.02_14.docx



BOROUGH OF HIGH BRIDGE

97 WEST MAIN STREET, HIGH BRIDGE NJ 08829-1900

P: (908) 638-6455 - F: (908) 638-9374

E: ADMINISTRATOR@HIGHBRIDGE.ORG

OFFICE OF THE DEPUTY ADMINISTRATOR

August 21, 2023

New Jersey Highlands Council
100 North Road (Route 513)
Chester, NJ 07930-2322

Dear Highlands Council,

On behalf of the Borough of High Bridge we respectfully request that the Highlands Council allocate funding with the Borough's existing grant funding budget to subsidize the attached scope of work. The Borough is requesting funding of **\$14,300.00** (excluding the Borough's \$25,000 NJDEP mapping grant) to complete our stormwater mapping.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brett J. Bartman", is written over a horizontal line.

Brett J. Bartman
Deputy Administrator

July 5, 2023

Borough of High Bridge

Brett Bartman

Borough Deputy Administrator

97 West Main Street

High Bridge, New Jersey 07719

Subj: Proposal to Provide Survey Services to Create and Update GIS As-Built Stormwater System Mapping including Stormwater Outfall Mapping Verification for NJDEP MS4 Compliance for the Borough of High Bridge M2023

Dear Mr. Bartman:

REMINGTON & VERNICK ENGINEERS is pleased to submit this proposal to provide stormwater mapping services for the Borough of High Bridge in accordance with State guidelines.

BACKGROUND

As part of a nationwide update mandated by the Environmental Protection Agency, the New Jersey Department of Environmental Protection (NJDEP) has developed stormwater regulations to address groundwater pollution issues (MS4).

Under these regulations, municipalities must provide maps of all municipally owned or operated outfalls with discharge directly to surface water bodies. The outfalls must be inspected for evidence of bank erosion and illicit connections. Repairs must be prioritized by factors including water classification (i.e., NJDEP published Total Maximum Daily Load (TMDL) limits).

It is also recommended that municipalities have, at a minimum, their current utility systems on a GIS system in order to track maintenance. Outfall mapping and data must be posted using the NJDEP "Electronic Submittal Service", which was originally due no later than **December 21, 2020**.

Stormwater drainage in High Bridge Borough is provided through a network of inlet, outfall, and stream locations. For MS4 outfall pipe mapping, it is necessary to show all MS4 outfalls that ultimately empty into a lake, ocean, river, or stream within the jurisdiction of High Bridge Borough. The location and name of the surface water bodies receiving the stormwater discharge must be noted on the map. Each outfall pipe must also be given an identifier, which must be included on the map.

As the Borough is aware, RVE assisted with filing and obtaining a \$25,000 stormwater mapping grant from the NJDEP (**a condition of the grant is the stormwater digital mapping must be completed by January 1, 2026**) – \$15,000 was already disbursed, and the remaining \$10,000 will be disbursed after stormwater mapping is completed by the Borough. This money may be used entirely for stormwater mapping activities as described in this proposal.

SCOPE OF SERVICES

Remington & Vernick Engineers will perform the entire scope of services outlined herein to assist the Borough of High Bridge with stormwater mapping compliance.

Remington & Vernick Engineers will utilize any existing information to update the base map foundation for the new Stormwater System Mapping to reflect current development, street name changes and other pertinent information.

Our office will incorporate and digitize, where needed, any/all existing available Stormwater Utilities data and documents, displaying inlets, catch basins, storm manholes and miscellaneous structures including, but not limited to, pipe and outfall locations received from the Borough. We will also reference and utilize any/all of the Borough of High Bridge Stormwater Outfall mapping and surveyed information on file with our office, if applicable.

These existing hard copy maps do not meet current NJDEP requirements. Using the digitized map, we will perform any field work, if needed and directed, in an effort to verify the location of all of the outfalls within the limits of the Borough, as needed.

There are a total of approximately 117 outfalls owned and maintained within the Borough. Upon preliminary evaluation of the mapped list of locations provided it appears that the coordinates listed for the outfalls located and displayed are not accurately documented as to the method of field verification and data collection and will need to be verified and relocated on the updated stormwater utility maps. RVE will label the Outfalls (1-117) with the coordinates, sizes, material, and inverts after the GPS data collection phase is complete.

The remaining stormwater features to be displayed on the updated map will include pipe sizes, flow directions (where available), wetlands, horseshoe drains, headwalls, inlets, manholes, easements, and laterals, if applicable.

There are approximately (425)+/- inlets/catch basins, (117)+/- outfall structures, (213)+/- drainage structures, including manholes, culverts, headwalls, etc., (2)+/- retention/detention basin structures and approximately (208)+/- segments of stormwater pipes within the High Bridge Borough service area that will need to be mapped as part of this project.

The following Stormwater system facilities will be mapped based on any existing hardcopy and digital as-built drawings collected:

- Location, number of storm outfall structures (approximately 117 structures)
- Location, number of remaining storm structures upstream from outfall structure (approximately 640 structures needed)
- Location, size, material of pipe segments between storm structures and outfall structures (if available)

We will populate the attribute table information from this file, which will meet the requirements for NJDEP electronic submission.

We will apply our surveying and cadastral mapping experience to manipulate and process the point features contained on the maps to ensure an accurate location of these stormwater assets. We will geo-reference these digital point features to the current New Jersey Department of Environmental

Protection (NJDEP) GIS Resource Data and color aerial imagery to establish further associations and increase positional accuracy.

All information will be layered for ease of inventory and maintenance. All work will be performed in accordance with the current NJDEP GIS Mapping and Digital Data Standards and the NJDEP GPS Data Collection Standards for GIS Data Development, including FGDC compliant metadata.

The updated Stormwater Utility Mapping will be drafted in color with ink on bond paper utilizing the latest Autodesk AutoCAD and Esri ArcGIS software applications. Corresponding color-coded legend for each asset will also be provided.

Review and Comment

Once the changes to the Stormwater System Mapping have been completed, a preliminary copy will be provided to High Bridge Borough for review. Any changes or revisions necessary must be marked on the map at this time. The final draft of the new map will be based upon this review process and will be considered complete and ready for delivery once the requested changes have been made.

We understand that the Borough wishes to only map digitally with attributes the outfalls and remaining stormwater structures for the Borough as all inclusive. We will need to field verify any missing/obscured stormwater outfall assets, if and where directed, utilizing a mapping grade GPS data collector. Our office will only survey the stormwater infrastructure information that cannot be verified and confirmed on any hard copy/digital maps on a location-by-location basis, utilizing GPS technology, as needed, and directed to do so by High Bridge Borough. We will also obtain and incorporate the latest Hunterdon County outfall and stormwater information available for reference on this project.

As required by MS4 regulations: This map must show the location of the end of all MS4 outfall pipes (tidal and non-tidal) owned or operated by High Bridge Borough which discharge to a surface water body. The map shall also be current at the end of each year, show the location (and name, where known to the municipality) of all surface water bodies receiving discharges from those outfall pipes, and be included in the Stormwater Pollution Prevention Plan (Part IV.B.6.a).

Our final deliverable will consist of an overall map with the located **117**-Borough and also the obtained Hunterdon County outfalls identified as well as the remaining stormwater assets, if directed by High Bridge Borough, in a color-coded legend. This deliverable is in addition to providing the digital file in a GIS format of the outfalls to NJDEP as requested to satisfy their MS4 requirements.

Specific Assumptions/Exclusions:

1. Based on our experience with Hunterdon County and the State of New Jersey, these map layers will be incorporated provided the map data is made available and in its digital native file format from Local, County, State and/or Federal resources. If information is not available digitally, a separate cost to convert can be discussed and submitted, if requested.
2. The cost of services for any/all mapping work not outlined in this scope of services will be provided as a separate proposal on an as-needed basis and upon High Bridge Borough's request only.

NJDEP COMPLIANT GPS DATA COLLECTION & GIS MAPPING

All survey field collection services and GIS utility mapping work needs to be completed under the auspices of our NJ Professional Licensed Land Surveyor and in accordance with the current State regulations and standards for the “Locations of Existing Utilities” statutes, NJSA 45:8-28(e); NJAC 13:40-1.3; NJAC 13:40-5.1(g)4, as well as the NJ Digital Mapping Computer Aided Drafting (CAD) Standards and comply with any of the Borough applicable standards and requirements.

Phase 1 of the work is RVE personnel to field locate, data collect and document each stormwater asset utilizing our survey grade GPS equipment. RVE would be responsible for post-processing of all GPS data into a form suitable for including in the High Bridge Borough GIS Mapping (see Phase 2 below).

Phase 2 of the work is to take the processed data from Phase 1 and produce GIS Mapping of the Stormwater system. The mapping would include:

- Location/elevation, number of storm outfall structures
- Location/elevation (grates, rims, inverts), number of remaining storm structures upstream from outfall structure
- Location, size, material of pipe segments between storm structures and outfall structures (if available)

COST OF SERVICES

The cost breakdown for the completion of the Surveying Support Services and GIS Mapping Services, as outlined above, is **\$39,300.00**, which will be billed on a time & materials basis and detailed as follows:

1. GPS DATA COLLECTION SERVICES (All stormwater assets including outfalls)

The estimated completion cost for Land Surveying and GPS Data Collection: **\$22,350.00**

(This Phase includes Land Surveying GPS Data Collection Services - Survey the missing/incomplete infrastructure information for the GIS mapping project on a location-by-location basis, utilizing GPS technology, which will ultimately enable electronic submittal to the NJDEP. Cost estimate and estimated completion time to be determined from written authorization to proceed and contingent on schedules, weather conditions, traffic control measures needed, etc., to be in full compliance with the State requirements)

2. GIS STORMWATER INFRASTRUCTURE SYSTEM MAPPING (All stormwater assets including outfalls)

The estimated completion cost for Phase Two services as outlined herein: **\$16,950.00**

(This Phase includes Inventory and Digitizing the Existing Resource Data (Stormwater features) - Scan and vectorize the existing manually generated as built infrastructure mapping using Autodesk AutoCAD software applications)

(This Phase also includes Mapping the GIS Utility Infrastructure Location Data – Utility As-Built Updates and Mapping Layers in an effort to locate any/all known surface utility infrastructure features and the storm sewer structures/outfalls as needed.

(This Phase also includes Numbering Convention - AutoCAD drawing files to be exported and converted into the Esri ArcGIS shapefile format suitable for GIS use.

Note: Additional field survey work may be required and/or requested by the Borough beyond the scope of services presented herein. Any additional survey crew field work will be performed solely at the direction of the Borough for an additional per diem fee of \$2,160.00, including coordination at start-up, necessary research, office support, set-up, downloads, and computations for this project.

If additional work is needed after the not to exceed, **\$39,300.00** cap has been reached, Remington & Vernick Engineers will provide notice in writing to the Borough Administrator of the additional costs needed to complete said work. Remington & Vernick Engineers will not proceed with any additional work that will exceed the not to exceed **\$39,300.00** cap without prior written authorization from the Borough Governing Body. All work will be completed on a time & material basis hourly basis at our current High Bridge Borough contract rates.

Any portion of the allocated not to exceed, **\$39,300.00** budget that is not used for requested work during the requirements of this project may be applied to future maintenance work, or as otherwise directed by the Borough.

PROJECT SCHEDULE

Our estimated completion time is a minimum of three (3) to five (5) months from written authorization to proceed and contingent on schedules, weather conditions, traffic control measures needed, etc.

Remington & Vernick Engineers is aware that High Bridge Borough may want to expedite this project.

All work will be invoiced at the current High Bridge Borough contract rates.

A dedicated project number will be established for billing purposes.

If you have any questions or concerns regarding this project, or if there are budget and timeframe issues based on the scope of work proposed, please contact Mr. Kevin R. Zelinsky, GISP, CMS of our Cherry Hill office at (856) 795-9595, extension 1064, or via e-mail at: Kevin.Zelinsky@rve.com.

We look forward to working with the Borough on this important project.

Sincerely,
REMINGTON & VERNICK ENGINEERS

A handwritten signature in blue ink, appearing to read "Terence M. Vogt". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Terence M. Vogt, PE, PP, CME
Principal

TV/KRZ/mts

cc: Mayor & Council
Brandon Metz, Director of Public Works

Remington & Vernick Engineers Distribution List

Edward Vernick
Craig Remington
Wendell Bibbs
Kevin Zelinsky
Charles Adamson
Stephen Young
Allison Rios

9. Budget	
Amount of Grant Funding Requested (This Contract)	\$329,407.85
Project Cost Breakdown	
Project Components	Cost Estimate
Task 1 – Build-Out/COAH/IPS	\$24,151.12
Task 3a – Land Use Plan Element	\$30,563.75
Task 7 – Redevelopment Planning	\$28,802.10
Task 8* - WUCMP	\$0.00
Task 9 – Wastewater Mgmt. Planning	\$92,285.45
Task 11 - Training	\$2,862.50
Task 12 – Sustainable Eco. Dev. Pln.	\$49,820.03
Task 13 – Historic Preservation Plan	\$35,380.95
Task 14 – Lake Restoration Mgmt. Plan	\$11,622.65
Task 15 – Stormwater Management Plan	\$29,300.00
<u>Task 16 – Open Spc. & Rec. Plan Elmnt.</u>	<u>\$24,619.30</u>
TOTAL	\$329,407.85
*Highlands Council lead, per Section 8.	
Source of Estimates	
As approved by the Highlands Council in the Highlands Implementation Plan and Schedule pursuant to Highlands Council Resolution 2013-7, February 21, 2013, 2014-31, December 4, 2015, 2017-14, October 19, 2017, 2019-5, March 21, 2019, and 2019-19, October 17, 2019.	

Revised 9/15/2023

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

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE
APPROPRIATION
NJS 40A:4-87**

RESOLUTION: 216-2024

ADOPTED:

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$20,000.00, which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: HC HP West Side Porch Grant. Pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$20,000.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: HC HP West Side Porch Grant.

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

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE
APPROPRIATION
NJS 40A:4-87**

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WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$5,900.00, which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Redevelopment Grant-Highlands. Pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$5,900.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Redevelopment Grant-Highlands.



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

CARL J. RICHKO
Chairperson

TAHESHA L. WAY
L. Governor

BENJAMIN L. SPINELLI, ESQ.
Executive Director

September 18, 2023

VIA EMAIL ONLY:

The Honorable Michele Lee
High Bridge Borough
97 West Main Street
High Bridge, NJ 08829

Subject: Task 7: Main Street Redevelopment Planning; and,
Task 15: Stormwater Management Planning, Facility Mapping
Amended Plan Conformance Grant #09-033-011-1014

Dear Mayor Lee:

On behalf of the Highlands Water Protection and Planning Council (Highlands Council), I am pleased to advise you that the Highlands Council has approved the scopes of work (SOW) for completion of both a Main Street Redevelopment Plan and Stormwater Facilities Mapping. Funds have been reallocated within the grant from tasks for which there is no approved scope of work. Should the Borough wish to reengage the Highlands Council on these efforts, a scope of work and budget plan must be submitted for approval by Highlands Council Staff. Please note that the supplemental Stormwater funds are intended to add to the previously awarded NJDEP MS4 Permitting Grant (\$25,000).

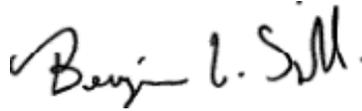
Pursuant to your request, we have reallocated funding within High Bridge's Amended Plan Conformance Grant Agreement to provide the not-to-exceed sums of \$5,900.00 in Task 7: Redevelopment Planning and not-to-exceed \$14,300.00 under Task 15: Stormwater Management Planning (see revised summary page 6, attached). As you know, this funding is contingent on the Borough's ability to complete all the work described in the SOWs and within the proposed schedule. With this approval, you may authorize your professional(s) to begin work on both projects.

Please note that this grant provides strictly for the funding as allocated in the Grant Agreement. Any expenditure in excess of the grant amount will be the responsibility of the Borough. In exceptional circumstances, the Highlands Council will consider written requests for additional funding if submitted for approval by the Executive Director *prior* to costs being incurred or committed to by the municipality. Any request for reallocation of funding for tasks within the grant amount must also be submitted in advance and must include a narrative substantiating the request along with a detailed budget identifying how the funds will be re-allocated between the tasks within the not-to-exceed grant award. Such requests must also address the completion of all tasks identified in the Amended Grant

Agreement. In all cases, requests for reimbursement above the amounts set forth in the Amended Grant Agreement will not be honored without prior authorization of the Highlands Council.

Should you or your elected and appointed officials have questions or require further assistance regarding the stormwater planning work, please contact Highlands Council's Science Manager, Kelley Curran (telephone ext. 116, e-mail address kelley.curran@highlands.nj.gov). Your Highlands Council Staff Liaison, Maryjude Haddock-Weiler, Planning Manager (telephone ext. 110, e-mail address maryjude.haddock-weiler@highlands.nj.gov) will continue to assist your professionals as the remaining implementation phases of Plan Conformance proceed. Please do not hesitate to contact me directly (telephone extension 101, e-mail address ben.spinelli@highlands.nj.gov) should you or other municipal officials wish to discuss any other Highlands-related matter. We look forward to continued collaboration with you in the important efforts to protect and preserve the Highlands Region.

Sincerely,



Benjamin L. Spinelli, Esq.
Executive Director

Enc: Approved Scope of Work
Revised Grant Agreement (p.6 replacement)

c: Brett J. Bartman, Deputy Administrator



BOROUGH OF HIGH BRIDGE

97 WEST MAIN STREET, HIGH BRIDGE NJ 08829-1900

P: (908) 638-6455 - F: (908) 638-9374

E: ADMINISTRATOR@HIGHBRIDGE.ORG

OFFICE OF THE DEPUTY ADMINISTRATOR

August 23, 2023

New Jersey Highlands Council
100 North Road (Route 513)
Chester, NJ 07930-2322

Dear Highlands Council,

On behalf of the Borough of High Bridge we respectfully request that the Highlands Council allocate funding to subsidize the attached scope of work for the Professional Planning Services for the Redevelopment Plan for Block 29.02 Lot 4, 1 Main Street. The Borough is requesting funding to cover the attached scope of work found in the Schedule of Fees for Collier's Engineering and Design. I would furthermore express the need to prioritize as this is an urgent matter for the Borough.

Sincerely,

Brett J. Bartman
Deputy Administrator

Shelbourne at Hunterdon
53 Frontage Road, Suite 110
Hampton, New Jersey 08827
Main: 877 627 3772



VIA E-MAIL
August 2, 2023

Brett J. Bartman, Deputy Administrator
Borough of High Bridge
97 West Main Street
High Bridge, NJ 08829

Re: Proposal for Professional Planning Services
Redevelopment Plan for Block 29.02, Lot 4
1 Main Street (former Casa Maya site)
Colliers Engineering & Design Proposal No.: HIB-0159P

Dear Mr. Bartman,

Colliers Engineering & Design, Inc. (DBA Maser Consulting) is pleased to submit this proposal to provide professional planning services to prepare a Redevelopment Plan for the above-referenced property.

It should be noted that we have discussed this proposal with the Highlands Council, and they have indicated that it is a task that they can fund. The Borough will need to submit this scope to the Highlands Council for potential funding. No work can commence until the Highlands Council either approves or denies the scope of work.

This proposal is divided into four sections as follows:

- Section I** – Scope of Services
- Section II** – Schedule of Fees
- Section III** – Borough Responsibilities
- Section IV** – Client Authorization

Section I – Scope of Services

Based on our conversations and information noted above, we propose to complete the following:

Task 1.0 Prepare Redevelopment Plan

Colliers Engineering & Design will prepare a Redevelopment Plan that meets the requirements of Section 7 of the Local Redevelopment and Housing Law. Specifically, the document will include the following mandatory components:

1. Its relationship to “definite” local objectives regarding land uses, population density, improved traffic and public transportation, public utilities, recreational and community facilities, and other public improvements;
2. The proposed land uses and building requirements in the rehabilitation project area;

3. A plan for the temporary and permanent relocation of displaced residents and businesses, including an estimate of available housing;
4. Any property that may be acquired in accordance with the redevelopment plan;
5. Its relationship to the master plans of contiguous municipalities, the county master plan, the State Development and Redevelopment Plan and the Highlands Regional Master Plan;
6. Its relationship to the development regulations of the municipality (e.g., whether the plan supersedes existing zoning or constitutes an overlay zone); and
7. A provision that requires the replacement, on a one-for-one basis, any affordable unit that is lost as a result of the redevelopment plan implementation.
8. Proposed locations for public electric vehicle charging infrastructure within the project area in a manner that appropriately connects with an essential public charging network.

We intend to utilize text from the 100 West Main Street Redevelopment Plan and update as needed in this report.

Before commencing the drafting of the document, Colliers Engineering & Design will attend one (1) kick-off meeting with the Borough and the property owner. During the kick-off meeting the group will discuss bulk standards, ability to create on-street public parking, etc.

Based on the meeting, Colliers Engineering & Design will begin drafting the Plan. We anticipate coordination with the Borough Attorney in drafting the development regulations. A maximum of two (2) hours coordination is included. Once a draft is prepared, it will be presented to the Borough for review and comment. Following the internal meeting, revisions will be incorporated up to a maximum of three (3) hours. Once the comments are incorporated, the final draft will be sent via email to the Borough. The final draft will then be sent to the Highlands Council for review and comment. A maximum of one (1) hour of revisions is included based on the Highlands Council comments.

Finally, a PDF of the draft Redevelopment Plan will be emailed to the Borough for distribution.

Deliverable: Draft Redevelopment Plan

Task 2.0 Meeting and Coordination

Colliers Engineering & Design will attend a maximum of two (2) meetings under this task. We will prepare and deliver a presentation during the meeting held by the Planning Board. We will prepare and deliver a presentation to the Mayor and Council. This task includes meeting preparation including presentation materials, handouts and display boards. We expect to coordinate with the Borough Attorney, Board Attorney and Borough Clerk throughout Task 2.0 through phone consultations. This task includes a maximum of two (2) hours coordination.

After the report is adopted a signed and sealed PDF will be provided to the Borough along with three signed and sealed copies.

Deliverable: Adopted Redevelopment Plan and Ordinance

Task 3.0 Additional Services

Meetings above those in Task 1.0 and 2.0 will be billed hourly. Any services above and beyond those in Task 1.0 and Task 2.0 will be billed hourly in accordance with the rate schedule in effect with the Borough at the time the services are performed.

Schedule of Fees

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

Task Name	Fee
Task 1.0 – Prepare Redevelopment Plan	\$ 4,000.00
Task 2.0 – Meetings and Coordination	\$ 1,900.00
Task 3.0 – Additional Services	Hourly

Colliers Engineering & Design will commence work upon receipt of either a resolution approving the proposal or a copy of the executed client authorization in Section IV below. We anticipate that this project will take four (4) to five (5) months to complete.

Section III – Borough Responsibilities

The Borough shall be responsible for the following:

1. Coordination of all meetings and hearings;
2. Advertising of all meetings and hearings; and
3. Preparation of all meeting notices, resolutions, etc.

Section IV – Client Authorization

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature

Date

Printed Name

Title

We want to thank the Borough for providing the opportunity to perform this most important work. If you have any questions or require clarifications regarding the scope of work, please do not hesitate to contact our office.

Sincerely,

Colliers Engineering & Design, Inc.
(DBA Maser Consulting)



Darlene A. Green, PP, AICP
Borough Planner



Deborah Alaimo Lawlor, FAICP, PP
Regional Manager, Planning Services

dag/hk

cc: Leonardo E. Ponzio, PLS, Colliers Engineering & Design (via email)

\\corp.collierseng.com\corp\Clinton\Projects\E-H\HIB\HIB0159P\230802dag_proposal_b29.02_14.docx



BOROUGH OF HIGH BRIDGE

97 WEST MAIN STREET, HIGH BRIDGE NJ 08829-1900

P: (908) 638-6455 - F: (908) 638-9374

E: ADMINISTRATOR@HIGHBRIDGE.ORG

OFFICE OF THE DEPUTY ADMINISTRATOR

August 21, 2023

New Jersey Highlands Council
100 North Road (Route 513)
Chester, NJ 07930-2322

Dear Highlands Council,

On behalf of the Borough of High Bridge we respectfully request that the Highlands Council allocate funding with the Borough's existing grant funding budget to subsidize the attached scope of work. The Borough is requesting funding of **\$14,300.00** (excluding the Borough's \$25,000 NJDEP mapping grant) to complete our stormwater mapping.

Sincerely,

Brett J. Bartman
Deputy Administrator

July 5, 2023

Borough of High Bridge

Brett Bartman

Borough Deputy Administrator

97 West Main Street

High Bridge, New Jersey 07719

Subj: Proposal to Provide Survey Services to Create and Update GIS As-Built Stormwater System Mapping including Stormwater Outfall Mapping Verification for NJDEP MS4 Compliance for the Borough of High Bridge M2023

Dear Mr. Bartman:

REMINGTON & VERNICK ENGINEERS is pleased to submit this proposal to provide stormwater mapping services for the Borough of High Bridge in accordance with State guidelines.

BACKGROUND

As part of a nationwide update mandated by the Environmental Protection Agency, the New Jersey Department of Environmental Protection (NJDEP) has developed stormwater regulations to address groundwater pollution issues (MS4).

Under these regulations, municipalities must provide maps of all municipally owned or operated outfalls with discharge directly to surface water bodies. The outfalls must be inspected for evidence of bank erosion and illicit connections. Repairs must be prioritized by factors including water classification (i.e., NJDEP published Total Maximum Daily Load (TMDL) limits).

It is also recommended that municipalities have, at a minimum, their current utility systems on a GIS system in order to track maintenance. Outfall mapping and data must be posted using the NJDEP "Electronic Submittal Service", which was originally due no later than **December 21, 2020**.

Stormwater drainage in High Bridge Borough is provided through a network of inlet, outfall, and stream locations. For MS4 outfall pipe mapping, it is necessary to show all MS4 outfalls that ultimately empty into a lake, ocean, river, or stream within the jurisdiction of High Bridge Borough. The location and name of the surface water bodies receiving the stormwater discharge must be noted on the map. Each outfall pipe must also be given an identifier, which must be included on the map.

As the Borough is aware, RVE assisted with filing and obtaining a \$25,000 stormwater mapping grant from the NJDEP (**a condition of the grant is the stormwater digital mapping must be completed by January 1, 2026**) – \$15,000 was already disbursed, and the remaining \$10,000 will be disbursed after stormwater mapping is completed by the Borough. This money may be used entirely for stormwater mapping activities as described in this proposal.

SCOPE OF SERVICES

Remington & Vernick Engineers will perform the entire scope of services outlined herein to assist the Borough of High Bridge with stormwater mapping compliance.

Remington & Vernick Engineers will utilize any existing information to update the base map foundation for the new Stormwater System Mapping to reflect current development, street name changes and other pertinent information.

Our office will incorporate and digitize, where needed, any/all existing available Stormwater Utilities data and documents, displaying inlets, catch basins, storm manholes and miscellaneous structures including, but not limited to, pipe and outfall locations received from the Borough. We will also reference and utilize any/all of the Borough of High Bridge Stormwater Outfall mapping and surveyed information on file with our office, if applicable.

These existing hard copy maps do not meet current NJDEP requirements. Using the digitized map, we will perform any field work, if needed and directed, in an effort to verify the location of all of the outfalls within the limits of the Borough, as needed.

There are a total of approximately 117 outfalls owned and maintained within the Borough. Upon preliminary evaluation of the mapped list of locations provided it appears that the coordinates listed for the outfalls located and displayed are not accurately documented as to the method of field verification and data collection and will need to be verified and relocated on the updated stormwater utility maps. RVE will label the Outfalls (1-117) with the coordinates, sizes, material, and inverts after the GPS data collection phase is complete.

The remaining stormwater features to be displayed on the updated map will include pipe sizes, flow directions (where available), wetlands, horseshoe drains, headwalls, inlets, manholes, easements, and laterals, if applicable.

There are approximately (425)+/- inlets/catch basins, (117)+/- outfall structures, (213)+/- drainage structures, including manholes, culverts, headwalls, etc., (2)+/- retention/detention basin structures and approximately (208)+/- segments of stormwater pipes within the High Bridge Borough service area that will need to be mapped as part of this project.

The following Stormwater system facilities will be mapped based on any existing hardcopy and digital as-built drawings collected:

- Location, number of storm outfall structures (approximately 117 structures)
- Location, number of remaining storm structures upstream from outfall structure (approximately 640 structures needed)
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We will populate the attribute table information from this file, which will meet the requirements for NJDEP electronic submission.

We will apply our surveying and cadastral mapping experience to manipulate and process the point features contained on the maps to ensure an accurate location of these stormwater assets. We will geo-reference these digital point features to the current New Jersey Department of Environmental

Protection (NJDEP) GIS Resource Data and color aerial imagery to establish further associations and increase positional accuracy.

All information will be layered for ease of inventory and maintenance. All work will be performed in accordance with the current NJDEP GIS Mapping and Digital Data Standards and the NJDEP GPS Data Collection Standards for GIS Data Development, including FGDC compliant metadata.

The updated Stormwater Utility Mapping will be drafted in color with ink on bond paper utilizing the latest Autodesk AutoCAD and Esri ArcGIS software applications. Corresponding color-coded legend for each asset will also be provided.

Review and Comment

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We understand that the Borough wishes to only map digitally with attributes the outfalls and remaining stormwater structures for the Borough as all inclusive. We will need to field verify any missing/obscured stormwater outfall assets, if and where directed, utilizing a mapping grade GPS data collector. Our office will only survey the stormwater infrastructure information that cannot be verified and confirmed on any hard copy/digital maps on a location-by-location basis, utilizing GPS technology, as needed, and directed to do so by High Bridge Borough. We will also obtain and incorporate the latest Hunterdon County outfall and stormwater information available for reference on this project.

As required by MS4 regulations: This map must show the location of the end of all MS4 outfall pipes (tidal and non-tidal) owned or operated by High Bridge Borough which discharge to a surface water body. The map shall also be current at the end of each year, show the location (and name, where known to the municipality) of all surface water bodies receiving discharges from those outfall pipes, and be included in the Stormwater Pollution Prevention Plan (Part IV.B.6.a).

Our final deliverable will consist of an overall map with the located **117**-Borough and also the obtained Hunterdon County outfalls identified as well as the remaining stormwater assets, if directed by High Bridge Borough, in a color-coded legend. This deliverable is in addition to providing the digital file in a GIS format of the outfalls to NJDEP as requested to satisfy their MS4 requirements.

Specific Assumptions/Exclusions:

1. Based on our experience with Hunterdon County and the State of New Jersey, these map layers will be incorporated provided the map data is made available and in its digital native file format from Local, County, State and/or Federal resources. If information is not available digitally, a separate cost to convert can be discussed and submitted, if requested.
2. The cost of services for any/all mapping work not outlined in this scope of services will be provided as a separate proposal on an as-needed basis and upon High Bridge Borough's request only.

NJDEP COMPLIANT GPS DATA COLLECTION & GIS MAPPING

All survey field collection services and GIS utility mapping work needs to be completed under the auspices of our NJ Professional Licensed Land Surveyor and in accordance with the current State regulations and standards for the “Locations of Existing Utilities” statutes, NJSA 45:8-28(e); NJAC 13:40-1.3; NJAC 13:40-5.1(g)4, as well as the NJ Digital Mapping Computer Aided Drafting (CAD) Standards and comply with any of the Borough applicable standards and requirements.

Phase 1 of the work is RVE personnel to field locate, data collect and document each stormwater asset utilizing our survey grade GPS equipment. RVE would be responsible for post-processing of all GPS data into a form suitable for including in the High Bridge Borough GIS Mapping (see Phase 2 below).

Phase 2 of the work is to take the processed data from Phase 1 and produce GIS Mapping of the Stormwater system. The mapping would include:

- Location/elevation, number of storm outfall structures
- Location/elevation (grates, rims, inverts), number of remaining storm structures upstream from outfall structure
- Location, size, material of pipe segments between storm structures and outfall structures (if available)

COST OF SERVICES

The cost breakdown for the completion of the Surveying Support Services and GIS Mapping Services, as outlined above, is **\$39,300.00**, which will be billed on a time & materials basis and detailed as follows:

1. GPS DATA COLLECTION SERVICES (All stormwater assets including outfalls)

The estimated completion cost for Land Surveying and GPS Data Collection: **\$22,350.00**

(This Phase includes Land Surveying GPS Data Collection Services - Survey the missing/incomplete infrastructure information for the GIS mapping project on a location-by-location basis, utilizing GPS technology, which will ultimately enable electronic submittal to the NJDEP. Cost estimate and estimated completion time to be determined from written authorization to proceed and contingent on schedules, weather conditions, traffic control measures needed, etc., to be in full compliance with the State requirements)

2. GIS STORMWATER INFRASTRUCTURE SYSTEM MAPPING (All stormwater assets including outfalls)

The estimated completion cost for Phase Two services as outlined herein: **\$16,950.00**

(This Phase includes Inventory and Digitizing the Existing Resource Data (Stormwater features) - Scan and vectorize the existing manually generated as built infrastructure mapping using Autodesk AutoCAD software applications)

(This Phase also includes Mapping the GIS Utility Infrastructure Location Data – Utility As-Built Updates and Mapping Layers in an effort to locate any/all known surface utility infrastructure features and the storm sewer structures/outfalls as needed.

(This Phase also includes Numbering Convention - AutoCAD drawing files to be exported and converted into the Esri ArcGIS shapefile format suitable for GIS use.

Note: Additional field survey work may be required and/or requested by the Borough beyond the scope of services presented herein. Any additional survey crew field work will be performed solely at the direction of the Borough for an additional per diem fee of \$2,160.00, including coordination at start-up, necessary research, office support, set-up, downloads, and computations for this project.

If additional work is needed after the not to exceed, **\$39,300.00** cap has been reached, Remington & Vernick Engineers will provide notice in writing to the Borough Administrator of the additional costs needed to complete said work. Remington & Vernick Engineers will not proceed with any additional work that will exceed the not to exceed **\$39,300.00** cap without prior written authorization from the Borough Governing Body. All work will be completed on a time & material basis hourly basis at our current High Bridge Borough contract rates.

Any portion of the allocated not to exceed, **\$39,300.00** budget that is not used for requested work during the requirements of this project may be applied to future maintenance work, or as otherwise directed by the Borough.

PROJECT SCHEDULE

Our estimated completion time is a minimum of three (3) to five (5) months from written authorization to proceed and contingent on schedules, weather conditions, traffic control measures needed, etc.

Remington & Vernick Engineers is aware that High Bridge Borough may want to expedite this project.

All work will be invoiced at the current High Bridge Borough contract rates.

A dedicated project number will be established for billing purposes.

If you have any questions or concerns regarding this project, or if there are budget and timeframe issues based on the scope of work proposed, please contact Mr. Kevin R. Zelinsky, GISP, CMS of our Cherry Hill office at (856) 795-9595, extension 1064, or via e-mail at: Kevin.Zelinsky@rve.com.

We look forward to working with the Borough on this important project.

Sincerely,
REMINGTON & VERNICK ENGINEERS

A handwritten signature in blue ink, appearing to read "Terence M. Vogt". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Terence M. Vogt, PE, PP, CME
Principal

TV/KRZ/mts

cc: Mayor & Council
Brandon Metz, Director of Public Works

Remington & Vernick Engineers Distribution List

Edward Vernick
Craig Remington
Wendell Bibbs
Kevin Zelinsky
Charles Adamson
Stephen Young
Allison Rios

9. Budget	
Amount of Grant Funding Requested (This Contract)	\$329,407.85
Project Cost Breakdown	
Project Components	Cost Estimate
Task 1 – Build-Out/COAH/IPS	\$24,151.12
Task 3a – Land Use Plan Element	\$30,563.75
Task 7 – Redevelopment Planning	\$28,802.10
Task 8* - WUCMP	\$0.00
Task 9 – Wastewater Mgmt. Planning	\$92,285.45
Task 11 - Training	\$2,862.50
Task 12 – Sustainable Eco. Dev. Pln.	\$49,820.03
Task 13 – Historic Preservation Plan	\$35,380.95
Task 14 – Lake Restoration Mgmt. Plan	\$11,622.65
Task 15 – Stormwater Management Plan	\$29,300.00
<u>Task 16 – Open Spc. & Rec. Plan Elmnt.</u>	<u>\$24,619.30</u>
TOTAL	\$329,407.85
*Highlands Council lead, per Section 8.	
Source of Estimates	
As approved by the Highlands Council in the Highlands Implementation Plan and Schedule pursuant to Highlands Council Resolution 2013-7, February 21, 2013, 2014-31, December 4, 2015, 2017-14, October 19, 2017, 2019-5, March 21, 2019, and 2019-19, October 17, 2019.	

Revised 9/15/2023

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

RESOLUTION FOR DECOMMISSIONING OF EQUIPMENT AND TRANSFER OF USE

RESOLUTION: 218-2024

ADOPTED:

WHEREAS, the Borough of High Bridge has property previously turned over by the Library that has no value, and there is no charitable service that will accept it and furthermore no longer is serviceable to the Borough; and

WHEREAS, the Borough of High Bridge is requesting the following equipment to be decommissioned and destroyed:

- 3 wooden double sided hook shelves
- 1 metal magazine rack multi sided
- Small wooden computer desk
- 1 wooden tall computer desk
- 1 wooden table m
- 1 wooden credenza
- 1 wooden L shaped desk
- 1 dark wood computer table
- 1 leather chair
- 1 fabric chair
- 1 single metal vertical magazine rack
- 1 single metal wall mounted black magazine rack
- 1 bulletin board

WHEREAS, the Borough of High Bridge is requesting the following equipment to be transferred for use to the Police Department:

- 1 HP Envy 4520 scanner

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of High Bridge, in the County of Hunterdon and in the State of New Jersey hereby approves the listed equipment to be decommissioned and destroyed and transferred.

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

**AWARD OF CONTRACT – SOLITUDE VILLAGE EMERGENCY
PUMPS REPLACEMENT**

RESOLUTION: 219-2024

ADOPTION:

WHEREAS, an emergency exists concerning the Solitude Village two head pressure pumps that are over 30 years old, and

WHEREAS, the Water Operator and DPW Director requested that these pumps be replaced and upgraded as soon as possible, as we are currently only utilizing one pump while the second pump is inoperable, and

WHEREAS, this is a cause of concern affecting public health and safety, an authorization was given to proceed.

WHEREAS, PCS is a vendor on our Emergency Services list approved by the QPA.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve the award of contract to PCS by the QPA.

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

LIEN REDEMPTIONS

RESOLUTION: 220-2024

ADOPTED:

WHEREAS, the High Bridge Tax Collector has received funds from a property owner(s) or other party of interest for redemption of a Tax Sale Lien(s), and

WHEREAS, lien holders are entitled to payment for redemption of the Tax Lien(s) upon receipt of funds by the Tax Collector, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that the High Bridge Tax Collector is hereby authorized to redeem said lien(s) and return applicable premiums in the following amount(s):

<u>TAX LIEN CERT NO.</u>	<u>BLOCK</u>	<u>LOT / QUAL</u>	<u>LIEN HOLDER</u>	<u>AMOUNT</u>
#2023-010	37	34	ProCap 8	\$3,286.42
Premium	37	34	ProCap 8	\$1,900.00

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

**RESOLUTION OF REAPPOINTMENT OF ADAM YOUNG TO THE POSITION
OF MUNICIPAL CLERK**

RESOLUTION: 221-2024

ADOPTED:

WHEREAS, Adam W. Young was duly appointed and confirmed to the position of Municipal Clerk on September 27, 2018 for a three (3) year term in accordance with N.J.S.A. 40A:9-133, et seq. and reappointed to an additional three (3) year term with tenure on October 14, 2021, and

WHEREAS, Adam W. Young is and has been certified as a Registered Municipal Clerk since April 11, 2018 and has satisfied the continuing education requirements for said certification; and

WHEREAS, the Borough Council is desirous of reappointing Adam W. Young, RMC as Municipal Clerk for the Borough of High Bridge effective September 28, 2024; and

WHEREAS, this reappointment has occurred within 60 (sixty) days of the expiration of the three year term identified above.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey as follows:

1. Adam W. Young, RMC is hereby reappointed to the position of Municipal Clerk of the Borough of High Bridge.
2. Adam W. Young, RMC has previously attained tenure pursuant to N.J.S.A. 40A:9-133, et. seq.

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

**RESOLUTION OF THE BOROUGH OF HIGH BRIDGE, IN THE
COUNTY OF HUNTERDON, NEW JERSEY, AUTHORIZING THE
ISSUANCE OF A REQUEST FOR PROPOSALS FOR REHABILITATION
OF CERTAIN PROPERTY IN THE BOROUGH**

RESOLUTION: 222-2024

ADOPTED:

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (the “**Redevelopment Law**”) authorizes municipalities to determine whether certain parcels of land located therein constitute an area in need of rehabilitation; and

WHEREAS, pursuant to the Redevelopment Law, the Borough of High Bridge, New Jersey (the “**Borough**”) designated the entire Borough as an Area in Need of Rehabilitation under the Redevelopment Law (the “**Rehabilitation Area**”); and

WHEREAS, the Borough adopted a Redevelopment Plan for a portion of the Rehabilitation Area identified on the tax map of the Borough as a portion of Block 20, Lots 1 and 1.01, commonly known as the High Bridge Hills Golf Course (the “**Golf Course**”) located at 203 Cregar Road (the “**Property**”), entitled "Golf Course Redevelopment Plan" dated as of May 5, 2021 (the "**Redevelopment Plan**"); and

WHEREAS, the Borough is the owner and operator, pursuant to a private management and operating agreement, of the Golf Course; and

WHEREAS, pursuant to N.J.S.A. 40A:12-4, the Borough is acting as the “redevelopment entity” (as such term is defined at N.J.S.A. 40A:12A-3 of the Redevelopment Law) for the Property; and

WHEREAS, the Borough is seeking a redeveloper for the (i) design, repair and renovation of the barn located on the Property (the “**Barn**”) into a first-class event venue within the existing footprint of the Barn, including electrical, structural and cosmetic improvements, appropriate landscaping and hardscaping (the “**Barn Improvements**”); (ii) refurbishing and landscaping the Golf Course’s existing parking lot to be more efficient and functional (the “**Parking Lot Improvements**”); and (iii) the extension of the water main from the Clubhouse (defined herein) to the Barn and the sewer main if required for the Barn Improvements (the “**Infrastructure Improvements**”, and together with the Barn Improvements and the Parking Lot Improvements, the “**Project**”); and

WHEREAS, the redeveloper may also include a proposal to undertake and finance certain interior and exterior improvements to the clubhouse at the Golf Course (the “**Clubhouse**”) and

may also submit a proposal to assume the food and beverage services at the Golf Course, including operating and maintaining the bar in the Clubhouse; and

WHEREAS, the Borough desires to issue a Request for Proposals, seeking redevelopers interested in the rehabilitation and development of the Project on the Property, in substantially the form attached hereto as Exhibit A (the “**RFP**”).

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of High Bridge as follows:

- 1) The recitals hereto are incorporated herein as if set forth in length.
- 2) The Borough Council hereby authorizes the issuance of the RFP substantially in the form attached hereto as Exhibit A and hereby further authorizes and directs the Borough Administrator, Borough Redevelopment Counsel and/or Borough Planner to distribute the RFP to prospective redevelopers and others interested in the rehabilitation of the Property with the Project.
- 3) The Mayor and Borough Administrator are each hereby further authorized and directed to take any action necessary to effectuate this Resolution, in consultation with counsel.
- 4) This Resolution shall take effect in accordance with law.

EXHIBIT A

RFP

Request for Qualifications and Proposals
High Bridge Hills Golf Course
Rehabilitation Project
Borough of High Bridge,
Hunterdon County, New Jersey

Issue Date:

August 16 , 2024

Submission Deadline:

October 16 , 2024 4:00 p.m.

All proposals shall be prepared in the form required herein and delivered to:

Borough Clerk

High Bridge Borough Hall

97 West Main Street

High Bridge, NJ 08829

I. INTRODUCTION

The Borough of High Bridge, in the County of Hunterdon, New Jersey (the "**Borough**"), is soliciting qualifications and proposals from qualified firms for the rehabilitation and development of the barn at the High Bridge Hills Golf Course (the "**Golf Course**") into an event venue. The Borough owns, and pursuant to a private management and operating agreement, operates the 18 hole, public Golf Course located at 203 Cregar Road, High Bridge, New Jersey.

This is a development opportunity for developers ("**Respondent(s)**") interested in taking part in the transformation of a portion of the Golf Course as identified on the map attached hereto as **Exhibit A** (the "**Property**"), including the (i) design, repair and renovation of the barn located on the Property (the "**Barn**") into a first-class event venue within the existing footprint of the Barn, including electrical, structural and cosmetic improvements, appropriate landscaping and hardscaping (the "**Barn Improvements**"); (ii) refurbishing and landscaping the Golf Course's existing parking lot to be more efficient and functional (the "**Parking Lot Improvements**"); and (iii) the extension of the water main from the Clubhouse (defined herein) to the Barn and the sewer main if required for the Barn Improvements (the "**Infrastructure Improvements**", and together with the Barn Improvements and the Parking Lot Improvements, the "**Project**"). The Project shall be financed by the Respondent. Respondents may also include a proposal to undertake and finance certain interior and exterior improvements to the clubhouse at the Golf Course (the "**Clubhouse**") as identified in **Exhibit C** attached hereto and incorporated herein (the "**Alternate 1**"). Respondents may also submit a proposal to assume the food and beverage services at the Golf Course, including operating and maintaining the bar in the Clubhouse ("**Alternate 2**"). Alternate 2 requires an amendment to the existing Food and Beverage Service Agreement between the Borough and the operator to provide for termination upon execution of a redevelopment agreement in connection with the Project. Respondents are being asked to present their designs and concept plans for the Project as well as a proposal for lease terms for the Project to include (i) annual base rent; (ii) per event charge, and (iii) lease term, subject to further negotiation between the Borough and the Respondent(s).

The rehabilitation of the Property will be undertaken pursuant to the New Jersey Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1 et seq.* (the "**Redevelopment Law**") which affords the Borough broad powers to direct and incentivize the development efforts at the Property. The Property is located in a designated "area in need of rehabilitation" under the Redevelopment Law. The Borough is seeking well capitalized, motivated and creative partners in redevelopment/rehabilitation who share the Borough's vision for the Project.

The following pages contain the Borough's goals for the rehabilitation of the Property, background information, as well as submission requirements, selection criteria and other information necessary for Respondents to successfully respond to this Request for Qualifications and Proposals ("**RFQ/P**").

The Borough is looking forward to reviewing the responses to this RFQ/P and developing a partnership that will untap the unrealized potential of the Property.

II. THE SELECTION PROCESS

Overview of the Selection Process

The Property will be made available for rehabilitation through the following process:

- Issuance of this RFQ/P;
- Respondents submit responses to the RFQ/P;
- Borough reviews the proposal responses;
- Borough may interview some, all or none of the Respondents;
- Borough may request additional information from some, all or none of the Respondents;
- Borough may select a short list of Respondents;
- Borough may seek best and final lease terms for the lease of the Project from some, all or none of the Respondents;
- Borough may designate a Respondent as the redeveloper of the Property, conditioned upon the successful negotiation of the required agreements with the Borough described below;
- Enter into the agreements described below with one of the Respondents; and
- the Project will be leased from the Borough to the selected Respondent to act as redeveloper.

Required Agreements

A successful Respondent (“redeveloper”) will enter into the following agreements with the Borough:

- Interim Costs/Funding agreement
- Lease agreement
- Redevelopment agreement with the Borough
- Such other agreements as are appropriate

Prior to entering into any agreements with the Borough, the successful Respondent will be required to provide the Borough and its agents with an executed hold harmless agreement in a form suitable to the Borough, an executed disclosure statement in a form suitable to the Borough and the successful Respondent’s Articles of Incorporation or other formation documents.

Summary of Key Dates and Times

August 16, 2024 Date of issuance of this RFQ/P.

September 20, 2024; 4:00 p.m. EST Deadline for submission of written questions and/or requests for clarifications from Respondents submitted to the Borough in writing by email to Brett Bartman, Administrator, at administrator@highbridge.org with a copy to fmcmanimon@msbnj.com.

Redevelopment Plan

In July, 1995, the Council of the Borough designated the entire Borough as an Area in Need of Rehabilitation under the Redevelopment Law. The Borough has adopted a Redevelopment Plan for the Property, entitled "Golf Course Redevelopment Plan" dated as of May 5, 2021 attached hereto as Exhibit B (the "**Redevelopment Plan**"). The Redevelopment Plan provides the development standards and permitted and prohibited uses for the Property.

IV. PROPERTY AND OFF-SITE INFRASTRUCTURE

The redeveloper, at the redeveloper's sole cost and expense, shall design and construct or install the Infrastructure Improvements. The redevelopment agreement between the Borough and the redeveloper will contain the terms, conditions, specifications, and a description of required performance guarantees (such as performance bonds or other acceptable performance security) pertaining to redeveloper's obligation to provide the infrastructure and improvements required for the Project.

V. EXISTING ENTITLEMENTS AND APPROVALS; CERTAIN REDEVELOPER OBLIGATIONS

The Redevelopment Plan

The Redevelopment Plan has been prepared by the Borough after careful thought and consideration. The Borough is looking for proposals that comply with the Redevelopment Plan.

Approvals

There are various entities that will need to grant permits or approvals for any project on the Property. The redeveloper will be responsible for obtaining any and all permits and approvals necessary for the implementation of the Redevelopment Plan in accordance with a redevelopment agreement.

The regulatory agencies with jurisdiction over the Property include, but are not limited to: the Highlands Council, New Jersey Department of Environmental Protection, the Borough, and the Borough Planning Board.

The Redevelopment Agreement, Lease Agreement and Other Agreements; Borough Costs

The successful Respondent will be required to enter into a redevelopment agreement with the Borough which redevelopment agreement will address all of the requirements of the Redevelopment Law including limitations on transfer, project schedules, etc. The redevelopment agreement, or such other agreement as agreed to by the parties, will also require the successful Respondent to fund a replenishing escrow for payment of all costs of the Borough and its professionals in connection with the Project. In addition, the successful Respondent will enter into

a lease agreement with the Borough setting forth the terms of the lease of the Project from the Borough to the redeveloper. Such other agreements as may be required to effectuate the rehabilitation of the Property may also be executed.

VI. SUBMISSION REQUIREMENTS

General Requirements

A. SEALED PROPOSAL

Proposals shall be submitted in a securely **SEALED** envelope or carton. Unsealed and emailed or faxed proposals shall not be accepted. All Respondents must submit a proposal for the rehabilitation of the Property and lease of the Project as set forth herein.

B. SUBMISSION DEADLINE/FORMAT

Proposals must be received **by 4:00 p.m. EST on WEDNESDAY, OCTOBER 16, 2024**. Responses to this RFQ/P will be received until the above-mentioned time and date for receipt. Proposals received after the time and date listed above will not be considered.

Respondents should submit six (6) hard copies of their proposal. Proposals should be submitted on 8 ½ x 11 sized paper, printed single sided, and should not exceed 35 pages (excluding appendices). Each page of the proposal shall be numbered. Planning diagrams may be submitted on 11 x 17 sized paper. In addition, one (1) copy of the proposal in PDF format organized in the same manner as the bound proposal, must be submitted on a USB drive.

C. SUBMISSIONS

All proposals should be sent to:

Borough Clerk
Borough of High Bridge
High Bridge Borough Hall
97 West Main Street
High Bridge, NJ 08829

All updates regarding this RFQ/P will be provided via email to all parties requesting this RFQ/P.

D. QUESTIONS AND CLARIFICATIONS TO THIS RFQ/P

The Borough will accept written questions and/or requests for clarifications from Respondents, provided they are submitted to the Borough in writing by email to Brett Bartman, Administrator, at administrator@highbridge.org with a copy to fmcmanimon@msbnj.com , **no later than 4:00 p.m. EST on FRIDAY, SEPTEMBER 20, 2024**. Any written questions and/or requests for clarification which are received by the Borough after this date and time will not be considered. The Borough will provide responses to any such requests by issuance of an addendum to this RFQ/P on or before TUESDAY, OCTOBER 1, 2024. The Borough will distribute such addendum via electronic mail to the principal contact for each Respondent that received the RFQ/P.

If a prospective Respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFQ/P, such Respondent must immediately notify the Borough in writing of such error and request modification or clarification of same. If a prospective Respondent fails to notify the Borough of any discovered error in the RFQ/P prior to the date fixed for submissions of responses to this RFQ/P, such Respondent shall submit a response at its own risk.

No oral interpretation, instruction or information concerning this RFQ/P given by any employee or agent of the Borough shall be binding on the Borough. The Borough will not be responsible for any explanation or interpretation of the RFQ/P, unless such explanation or interpretation of the RFQ/P is in accordance with the procedures outlined in this RFQ/P.

E. ADDENDA OR AMENDMENTS TO THIS RFQ/P

At any time prior to the date fixed for submission of responses to this RFQ/P, the Borough may issue addenda to this RFQ/P. These addenda will be numbered consecutively and will be distributed to each Respondent who received the RFQ/P. These addenda will be issued by, or on behalf of, the Borough and will constitute a part of this RFQ/P. Each Respondent is required to acknowledge receipt of all addenda at the time of submission of its proposal by submitting an executed acknowledgement thereof. Such acknowledgment shall govern not only additions which may be bound in and attached to the RFQ/P at the same time that this RFQ/P is delivered, but also all addenda which may be distributed prior to the date fixed for submission of responses to this RFQ/P. All responses to this RFQ/P shall be prepared with full consideration of the addenda issued prior to the date fixed for submission of responses to this RFQ/P.

F. PROJECT INFORMATION

Respondents are required to submit a narrative description of the Project with concept plan and site-specific rehabilitation proposal for the Project. Respondent's concept plan must clearly outline how the Respondent's proposed project(s) will meet the Borough's goals and conformity with the RFQ/P-stated vision and the overall approach for the Project.

Alternate 1 – Respondents may submit a proposal for the design, funding and construction of the Clubhouse Improvements identified in **Exhibit C** attached hereto and incorporated herein

(the “**Alternate 1 Proposal**”). The Alternate 1 Proposal shall include a project schedule and lease terms including the Project and Alternate 1.

Alternate 2 – Respondents may submit a proposal to assume the food and beverage services at the Golf Course, including operating and maintaining the bar in the Clubhouse, (“**Alternate 2**”). Alternate 2 requires an amendment to the existing Food and Beverage Service Agreement between the Borough and the operator to provide for termination upon execution of a redevelopment agreement in connection with the Project.

G. RESPONDENT TEAM

For this RFQ/P, Respondents should identify a primary point of contact for all submission, inquiries, acknowledgements, amendments and any other correspondence under this RFQ/P and key members of the professional team. Respondents shall also provide the following:

- (i) Respondents should provide a company overview describing its general experience, with concise details on years of operation, financial strength to complete the proposed project, number of projects, range of suburban and architectural project sizes and budgets, awards, prizes, citations, etc.;
- (ii) Name, address, telephone number, fax number, and e-mail address of primary Respondent point of contact and managing principal(s), and such persons’ resume, roles and titles;
- (iii) Identification of any affiliation or other relationship between any members of the Respondent and any development company, parent company or subsidiary; and
- (iv) Confirm no adverse findings.

H. QUALIFICATIONS AND EXPERIENCE

Include three (3) references of clients for whom the Respondent has undertaken a similar project, indicating whether the work was that of the team/staff who will assigned to the Project. Identify the client contact name, organization, type of work provided and contact’s address and phone number.

Respondents must clearly demonstrate qualifications in redevelopment/rehabilitation and prior experience and success with projects similar to their proposed project. Respondents should present relevant projects with particular focus on their proposed project and public-private partnerships. Local and/or regional experience should also be highlighted, particularly in and around the Borough. Respondents may include the following for each project qualification, if available:

- (i) Project summary, including project name, address, size, client, total development cost, project team members, roles, financing structure, architect and date of completion;
- (ii) Brief physical description (may include photograph, site plan, or rendering in Appendices); and
- (iii) References, including names, addresses, telephone numbers, and email addresses for individuals directly involved with projects presented in qualifications section.

I. LEASE TERMS AND CONCESSIONAIRE’S LICENSE

Respondents shall provide a proposal for lease terms to include (i) annual base rent; (ii) per event charge, and (iii) lease term, subject to further negotiation. Respondent shall state whether they will obtain a Concessionaire’s License for the Barn.

J. FINANCIAL INFORMATION AND PROJECT READINESS

Respondents should provide a project schedule and financing plan.

K. FINANCIAL CAPACITY

Respondents are to submit financial statements indicating that the development entity or its principals’ have sufficient equity and/or access to debt financing to complete the Project.

L. REQUIRED DOCUMENTS AND ADDITIONAL INFORMATION

In addition to the submission requirements set forth herein, Respondents shall provide the following required documents and additional information in their responses:

- (i) Original cover letter on the official letterhead of the Respondent (Exhibit D-1);
- (ii) Provide complete identification of all principals holding ten percent (10%) or more of the equity and all officers of all firms or entities so named herein (Exhibit D-2);
- (iii) A Pay-to-Play affidavit (Exhibit D-3);
- (iv) A Non-Collusion Affidavit pursuant to N.J.S.A. 52:34-15 (Exhibit D-4);
- (v) A Consent to Investigate form (Exhibit D-5);
- (vi) A Prohibited Russia-Belarus Activities & Iran Investment Activities Certification, in accordance with N.J.S.A. 52:32-58 and N.J.S.A. 52:32-60.1 (Exhibit D-6);
- (vii) Resumes of key personnel including names, years of service and education, as applicable;
- (viii) Description of any material pending legal, including but not limited to criminal charges, and administrative proceedings (other than ordinary routine litigation incidental to Respondent’s business) in which the Respondent, their officers,

director, employees or principals or any of their subsidiaries or parent(s), their officers, directors, employees or principals is a party or of which any of their property is the subject. Include the name of the court or agency in which the proceeding(s) are pending, the date instituted, and the principal parties thereto, a description of the factual basis alleged to underlie the proceeding and the relief sought. Include similar information as to any such proceedings known to be contemplated by any governmental authority;

- (ix) Description of any occasion in which Respondent, any officer or principal of the Respondent, with a proprietary interest therein, has ever been disqualified, removed, or otherwise prevented from bidding on, participating in, or completing a Federal, state, or local governmental project because of a violation of law, administrative code provision or safety regulation;
- (x) Description of any occasion in which Respondent or the guarantor, if applicable, has been in a position of default in a federal, state or local government project, such that payment proceedings and/or execution on a payment, performance or bid bond, letter of credit, surety or guaranty have been undertaken;
- (xi) All threatened and pending claims, litigation and judgements or settlements, government enforcement actions, notices of violations or permit violations in which the Respondent or the guarantor, if applicable, has been, or is, involved;
- (xii) Indication of whether Respondent, or any of their officers refused to testify or waive immunity before any state or Federal grand jury within the last ten years. If so, provide details.

If multiple organizations are participating (e.g., subsidiaries, parent companies, joint ventures), the information requested in (i) through (ix) above should be provided regarding each of the respective organizations.

VII. SELECTION CRITERIA

Respondents and their proposals will be evaluated by the Borough based on the following criteria, which do not appear in order of importance and which are subject to change in the sole discretion of the Borough:

- Statement of approach and proposed concept plan;
- Lease terms;
- Project timetable;
- Quality and feasibility of the proposal;
- Experience with, and success in, the development of projects similar to the proposed project;
- Proven success in meeting expectations, milestones and schedules;
- Strength of the team's qualifications;
- Demonstration of financial capacity.

Selection Process

Once proposals have been received, the Borough will review each proposal for completeness and then evaluate the proposals. Based upon such review and evaluation, the Borough reserves the right to select one or more Respondent(s) for an interview with the Borough. The Borough may request additional or supplemental information from any Respondent from time to time, designate or conditionally designate the successful Respondent as the "redeveloper" of the Property or take no action at all. Such designation, if any, will be conditioned upon the successful and timely negotiation of a redevelopment agreement between the Borough and the successful Respondent.

VIII. MISCELLANEOUS

Borough's Reservation of Rights

Notwithstanding anything to the contrary, the Borough reserves the right to proceed or not to proceed with this RFQ/P, to amend or supplement this RFQ/P at any time or to terminate the process at any time.

The Borough has no obligation to qualify any Respondent and it expressly reserves the right, at its sole and absolute discretion, to modify, alter, or waive any provisions or informalities of this RFQ/P.

The Borough reserves the right to reject any and all proposals which, in the Borough's sole judgment, is/are not in compliance with the terms of, or is/are not responsive to, the RFQ/P or any part thereof, or which is/are not deemed in the best interest of the Borough.

The award of any contracts with the Borough under this RFQ/P is subject to approval by the Borough Council.

Applicant's Withdrawal of Proposals

Respondents may withdraw their proposals at any time prior to the final filing date and time, as indicated on the cover page to this RFQ/P, by written notification signed by the Respondent's authorized agent(s). Proposals may thereafter be resubmitted, but only up to the final filing date and time.

Applicant's Responsibility

Each Respondent assumes sole responsibility for the complete effort required in the RFQ/P. No special consideration shall be given after the proposals are opened because of Respondent's failure to be knowledgeable about all requirements of this RFQ/P. By submitting a proposal in response to this RFQ/P, the Respondent represents that it has satisfied itself, from its own investigation, of any and all of the requirements of this RFQ/P. Respondents are responsible for ensuring that the responses to this RFQ/P are compliant with all applicable federal, State and local laws, regulations and ordinances.

Borough Not Responsible for Respondent's Costs and/or Disclosures

The Borough will not be responsible for any expenses in the preparation of and/or presentation of the proposals and oral interviews, and otherwise in connection with the participation in this process. Each Proposal and all information required to be submitted in accordance with this RFQ/P, shall be prepared at the sole cost and expense of the Respondent. There shall be no claims whatsoever against the Borough, its staff, or its consultants for reimbursement of any costs or expenses incurred by the Respondent in the preparation of the Proposal or of other information required by the RFQ/P.

In addition, the Borough will not be responsible for the disclosure, if any, of any information or material received in connection with this RFQ/P, whether by negligence or otherwise. Once submitted, all information submitted by Respondents will be considered the property of the Borough and therefore public documents. Proprietary and confidential financial information, if identified as such, will not be disclosed, as permitted by law.

Communications

All communications concerning this RFQ/P, including any questions or requests for additional information shall be addressed in writing by email to Brett Bartman, Administrator, at administrator@highbridge.org with a copy to fmcmanimon@msbnj.com . To the extent that any questions may require clarification or information in addition to that contained in this RFQ/P, a written copy of both the question and the answer will be emailed to all Respondents who have requested an official copy of the RFQ/P and have provided an email address to receive such correspondence.

Completeness

It shall be the sole discretion of the Borough to determine whether a Proposal is complete, meets all requirements of this RFQ/P, and is responsive to the RFQ/P.

Proposal Documents

Each Respondent should inspect its copy of the RFQ/P to ensure that a complete set of proposal documents, including attachments, are included. If a Respondent discovers that its copy of the RFQ/P is incomplete, the Respondent should notify Brett Bartman, Administrator, immediately by email at Administrator@highbridge.org. The Borough will make reasonable arrangements with the Respondent to provide any missing document(s). The Borough, its officials, staff and consultants shall not be responsible for any errors, omissions, incomplete submissions or misinterpretations resulting from a Respondent's use of an incomplete set of proposal documents in preparing or submitting its proposal.

Disposal

Unless withdrawn in accordance with the terms hereof, all responses to this RFQ/P shall become the property of the Borough and will not be returned. At the conclusion of the procurement process, the Borough may dispose of any and all copies of responses received in an appropriate manner. However, prior to such disposal, the Borough will use its best efforts to prevent the unauthorized disclosure of proprietary information, provided same is properly identified. In no event will the Borough be liable for any loss, damage or injury which may result from any disclosure or use of marked data or other information contained in the responses.

Terms and Conditions

By responding to the RFQ/P, the Respondent acknowledges and consents to the following additional terms and conditions:

- (i) The issuance of this RFQ/P is not intended to, and shall not be construed to commit the Borough to execute any agreements or any portion thereof;
- (ii) The issuance of this RFQ/P is not intended to, nor shall be construed to form any joint venture between the Borough or any Respondent to this RFQ/P.
- (iii) Neither the Borough nor any of its officials, staff, agents, or consultants will be liable for any claims or damages resulting from the solicitation or collection of Proposals, nor will there be any reimbursement to any Respondent for the cost of preparing the Proposal or for participating in the RFQ/P process.
- (iv) By submitting a Proposal in response to the RFQ/P, the Respondent accepts and consents to the process selected and implemented, and waives any and all claims as to this process;
- (v) All Proposals will become the property of the Borough and will not be returned;
- (vi) The Borough reserves the right to request additional information and documentation from the Respondents after receipt of Proposals.

Exhibits

Exhibit A	Map of the Property
Exhibit B	Redevelopment Plan
Exhibit C	Clubhouse Improvements
Exhibit D-1	Form of Respondent Information / Cover Letter
Exhibit D-2	Form of Ownership Disclosure Statement
Exhibit D-3	Form of Pay-to-Play Affidavit
Exhibit D-4	Form of Non-Collusion Affidavit
Exhibit D-5	Form of Consent to Investigate
Exhibit D-6	Form of Prohibited Russia-Belarus Activities & Iran Investment Activities Certification
Exhibit D-7	Form of Acknowledgement of Receipt of Addenda

Exhibit A

Map of the Property

[Exhibit A]



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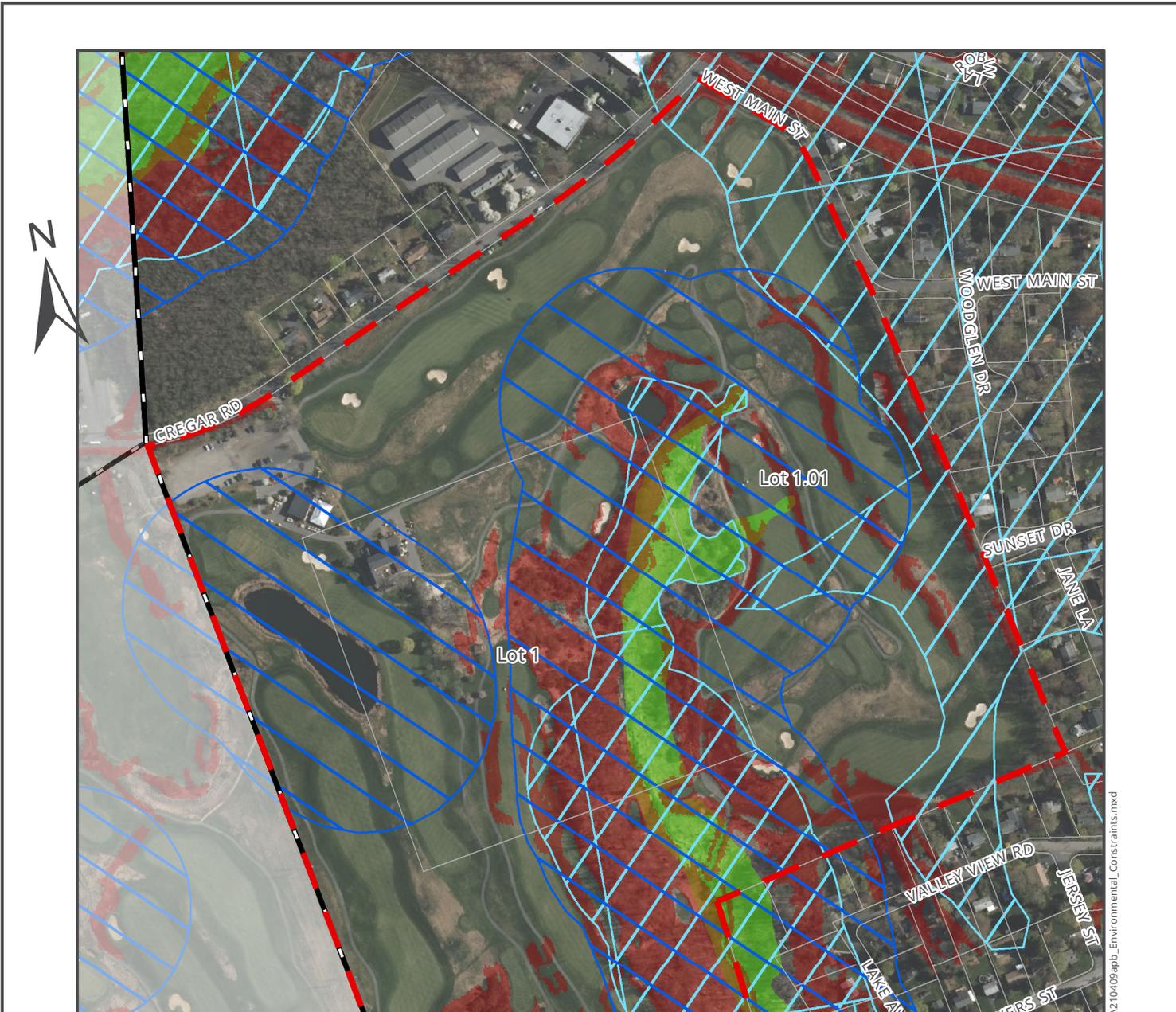
LEGEND

-  Municipal Border
-  Golf Course Rehabilitation Area
-  Parcels

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 Feet
 1 inch = 400 feet

**Golf Course
 Rehabilitation Area**
 Borough of High Bridge
 Hunterdon County, New Jersey

 **Engineering
 & Design**
 April 2021



LEGEND

-  Municipal Border
-  Golf Course Rehabilitation Area
-  Parcels
- Highlands Resources*
-  Open Water Protection Area
-  Riparian Area
-  Steep Slope Protection Area
-  Wetlands

0 200 400
 Feet
 1 inch = 400 feet

Environmental Constraints

Borough of High Bridge
 Hunterdon County, New Jersey



April 2021

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Exhibit B
Redevelopment Plan

[Exhibit A]



Engineering
& Design

Golf Course Redevelopment Plan

Block 20, Lots 1 and 1.01

May 5, 2021

Prepared for:

Borough of High Bridge
Hunterdon County
New Jersey

Prepared by:

Darlene A. Green, PP, AICP
License No. 33L100611400

Colliers Engineering & Design, Inc.
Shelbourne at Hunterdon
53 Frontage Road Suite 110
Hampton, New Jersey 08827

Main: 908 238 0900
Colliersengineering.com

Accelerating success.

Golf Course Redevelopment Plan

Block 20, Lots 1 and 1.01

Recommended by the Planning Board via Resolution 14-2021 on May 24, 2021

Adopted by the Mayor & Council via Ordinance 2021-031 on June 9, 2021

This project has been generously funded by the New Jersey Highlands Water Protection and Planning Council.

Project No. HIB-112

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4. Relationship to Local Objectives & Other Plans	13
5. Redevelopment Plan	20
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Introduction

Chapter 1

1. Introduction

In May of 1995, the High Bridge Council designated the entire Borough as an Area in Need of Rehabilitation (“Rehabilitation Area”) via Resolution 95-27. See Appendix A for a copy of the Resolution. The Rehabilitation designation permits the Borough to develop and adopt redevelopment plans for portions of the Rehabilitation Area.

In February of 2021, the Borough applied to the New Jersey Highlands Water Protection and Planning Council (“Highlands Council”) for a grant to prepare this plan for a portion of the Rehabilitation Area identified on the Borough Tax Maps as Block 20, Lots 1 and 1.01, commonly known as the High Bridge Hills Golf Club (“Golf Course Rehabilitation Area”). On February 23, 2021, the Highlands Council advised the Borough it would provide grant funds for the preparation of a Redevelopment Plan. On February 11, 2021 the Borough Council approved Resolution 085-2021, authorizing the preparation of a redevelopment plan for the Golf Course Rehabilitation Area and retaining Colliers Engineering & Design (then known as Maser Consulting Inc.) to prepare the document (see Appendix B).

This [Golf Course Redevelopment Plan](#) is essentially a master plan with “teeth” – a planning document that merges the vision of a master plan with the authority of a zoning ordinance. The required components of a redevelopment plan are described in the following section.

Required Plan Components

The Local Redevelopment Housing Law (“LRHL”), Section 40A:12A-7a, requires redevelopment plans to include an outline for the planning, development, redevelopment or rehabilitation of the designated parcels. Specifically, the following components are required:

- (1) The Redevelopment Plan’s relationship to definite local objectives as to appropriate land uses, density of population and improved traffic and public transportation, public utilities, recreational and community facilities and other public improvements. (See Chapter 4.)
- (2) Proposed land uses and building requirements in the project area. (See Chapter 5.)
- (3) Adequate provisions for the temporary and permanent relocation, as necessary, of residents in the project area, including an estimate of the extent to which decent, safe and sanitary dwelling units affordable to displaced residents will be available to them in the existing local housing market. (See Chapter 5.)
- (4) An identification of any property within the area, which is proposed to be acquired in accordance with the redevelopment plan. (See Chapter 5.)
- (5) Any significant relationship of the redevelopment plan to the master plans of contiguous municipalities; the master plan of the county in which the municipality is located; the State Development and Redevelopment Plan adopted pursuant to the “State Planning Act”, P.L. 1985, c.398 (C.52:18A-196 et al.). (See Chapter 4.)

- (6) As of the date of the adoption of the resolution finding the area to be in need of redevelopment, an inventory of all housing units affordable to low- and moderate-income households, as defined pursuant to section 4 of P.L.1985, c.222 (C.52:27D-304), that are to be removed as a result of implementation of the redevelopment plan, whether as a result of subsidies or market conditions, listed by affordability level, number of bedrooms, and tenure. (See Chapter 5.)
- (7) A plan for the provision, through new construction or substantial rehabilitation of one comparable, affordable replacement housing unit for each affordable housing unit that has been occupied at any time within the last 18 months, that is subject to affordability controls and that is identified as to be removed as a result of implementation of the redevelopment plan. Displaced residents of housing units provided under any State or federal housing subsidy program, or pursuant to the "Fair Housing Act," P.L.1985, c.222 (C.52:27D-301 et al.), provided that they are deemed to be eligible, shall have first priority for those replacement units provided under the plan; provided that any such replacement unit shall not be credited against a prospective municipal obligation under the "Fair Housing Act," P.L.1985, c.222 (C.52:27D-301 et al.), of the housing unit which is removed had previously been credited toward satisfying the municipal fair share obligation. To the extent reasonably feasible, replacement housing shall be provided within or in close proximity to the redevelopment area. A municipality shall report annually to the Department of Community Affairs on its progress in implementing the plan for provision of comparable, affordable replacement housing required pursuant to this section. (See Chapter 5.)
- (8) Proposed locations for public electric vehicle charging infrastructure within the project area in a manner that appropriately connects with an essential public charging network. (See Chapter 5.)



Golf Course Rehabilitation Area

Chapter 2



2. Golf Course Rehabilitation Area

Block 20, Lots 1 and 1.01 are the subject of this report and are known as the Golf Course Rehabilitation Area. Both lots are owned by the Borough of High Bridge. The Golf Course Rehabilitation Area totals 93.4 acres and is located along the western border of the Borough and has frontage on Cregar Road and West Main Street. The cul-de-sac of Sunset Drive is also adjacent to the Golf Course Rehabilitation Area. Adjacent uses include single-family dwellings, a self-storage facility, and office uses to the north, across Cregar Road. There are single-family dwellings to the east and southeast, land classified as farmland to the southwest, and the remaining portion of the High Bridge Hills Golf Club in the Township of Clinton to the west. The map on page 6 illustrates the boundaries of the Golf Course Rehabilitation Area.

The Golf Course Rehabilitation Area, shown on page 9, does contain some Highlands Resources including wetlands (illustrated in green), steep slopes (illustrated in red), a riparian area (illustrated in light blue hatching), and an open water protection area (illustrated in dark blue hatching). It should be noted that this data is based on publicly available information and no on-site assessment environmental features or delineation of wetlands has occurred. Development within the Golf Course Rehabilitation Area may be subject to the Highlands Land Use Ordinance, which was adopted by the Borough Council via Ordinance 2013-20.

The Parcels

The sections below provide information on each parcel and its current zoning designation.

Block 20, Lot 1

Lot 1 is an interior lot and can be described as the “donut hole” of Lot 1.01. The property is in the “G” Permanently Dedicated Open Space Zone. The lot is developed with a barn that serves as a maintenance building, cart paths, portions of the course’s holes and obstacles, and wooded areas. While the property does not have any street frontage, there is a 20-foot-wide driveway access easement on Lot 1.01 from Cregar Road to Lot 1.¹

Block 20, Lot 1.01

As previously stated, Lot 1.01 surrounds Lot 1 and comprises a majority of the Rehabilitation Area. The property is also located in the “G” Permanently Dedicated Open Space Zone. The lot is developed with the clubhouse building and off-street parking area in the northwest corner, cart paths, holes and obstacles, and wooded areas throughout the remainder of the property.

According to the Borough’s Tax Sheet 10, a portion of a New Jersey Power & Light Co. right-of-way runs in a north-south fashion along the western property line. The parcel has over 1,700 feet of street frontage along Cregar Road and over 350 feet of frontage along West Main Street.

¹ See Tax Map Sheet 10, dated October 2013.



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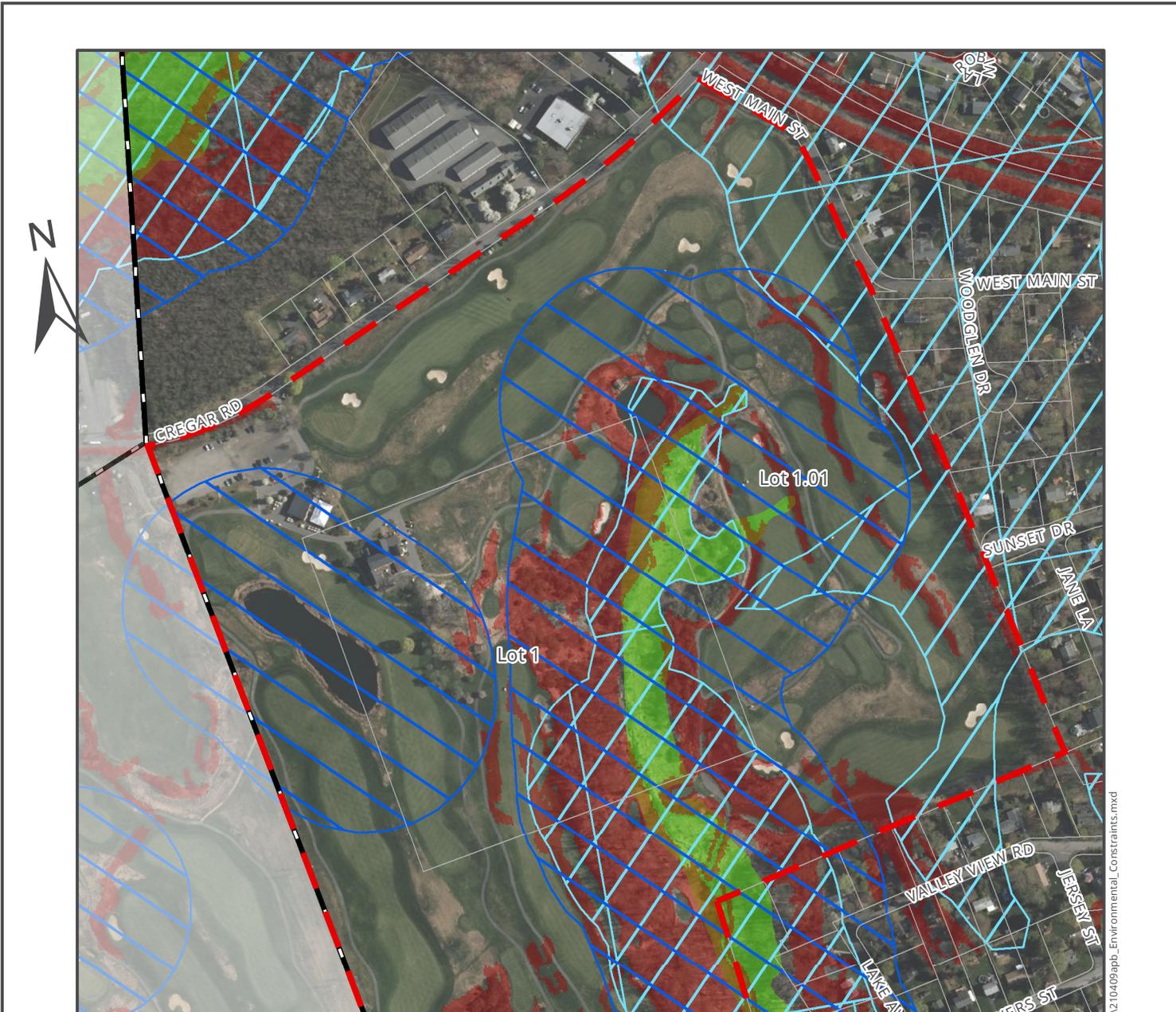
LEGEND

-  Municipal Border
-  Golf Course Rehabilitation Area
-  Parcels

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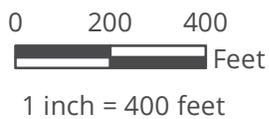
**Golf Course
 Rehabilitation Area**
 Borough of High Bridge
 Hunterdon County, New Jersey

 **Engineering
 & Design**
 April 2021



LEGEND

-  Municipal Border
-  Golf Course Rehabilitation Area
-  Parcels
- Highlands Resources*
-  Open Water Protection Area
-  Riparian Area
-  Steep Slope Protection Area
-  Wetlands



Environmental Constraints

Borough of High Bridge
Hunterdon County, New Jersey



April 2021

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Plan Goals

Chapter 3



3. Plan Goals

The goal of the Golf Course Redevelopment Plan is to allow compatible uses and/or upgrades to enhance the High Bridge Hills Golf Club, which capitalize on the facility's natural beauty and rolling vistas. An expansion of uses would increase and diversify the visitors to the site and have the potential to allow year-round use of the properties.



Relationship to Local Objectives & Other Plans

Chapter 4



4. Relationship to Local Objectives & Other Plans

This chapter analyzes the relationship of the [Golf Course Redevelopment Plan](#) to local objectives, specifically existing master plan goals, objectives, and recommendations. Additionally, this chapter describes the relationship to the master plans of adjacent communities, Hunterdon County, and the State Development and Redevelopment Plan.

Local Objectives and Plans

This section discusses this Plan's relationship to the most recent planning documents in High Bridge and reviews the Plan against the Borough's Land Use and Development Ordinance.

2011 Sustainable Economic Development Plan

High Bridge adopted its [Sustainable Economic Development Plan](#) on October 27, 2011. Chapter 8 discusses the results of a public workshop conducted during the report process. One of the exercises asked participants to select three existing assets within the Borough and brainstorm ways to transform these assets into economic generators that would act as destinations. One of the recommendations noted on page 40 is "building a reception facility at the golf club".

Chapter 14 of the document, the Tourism Plan, discusses strategies to enhance High Bridge Hills Golf Club to help High Bridge become an outdoor recreation destination. On page 65, the Plan references the suggestions on how to improve the Golf Club, which include expanding the facility to have a club house with a gym and/or indoor pool and an event facility. The Plan then recommended the Borough examine if any additional amenities or new buildings could be developed at the High Bridge Hills Golf Club.

2013 Land Use Plan Element

The Borough's [Land Use Plan Element](#) of the Master Plan was adopted on May 20, 2013. One of the goals of the document is to "achieve a desirable balance of residential, open space, recreational, cultural and non-residential uses". This Plan would advance that goal by providing an opportunity to enhance the High Bridge Hills Golf Club.

2020 Open Space & Recreation Plan

The Borough adopted the [Open Space & Recreation Plan](#) on May 18, 2020. As the High Bridge Hills Golf Club parcels are not listed on the Borough's Open Space and Recreation Inventory, no recommendations were provided for the Golf Club.

2021 Master Plan & Development Regulations Reexamination

Most recently, the Borough adopted the [2021 Master Plan & Development Regulations Reexamination](#) ("[2021 Reexamination](#)") on March 15, 2021. The [2021 Reexamination](#) proposes new Goals and Objectives to guide master planning and land use within the Borough. The following

Economic Development Goals would be advanced by this Plan, including one Goal that specifically references the Golf Club:

- Encourage economic growth in a sustainable manner, in consideration of the unique historic and natural resources within High Bridge.
- Diversify High Bridge's economy.
- Utilize existing assets to continue to transform the Borough into a destination for cultural/heritage tourism and outdoor recreation.
- Seek compatible uses and/or upgrades to enhance the High Bridge Hills Golf Club, capitalizing on the facility's natural beauty and rolling vistas.

Additionally, page 48 of the 2021 Reexamination recommends a Redevelopment Plan be crafted for the Golf Club to aid in enhancing and upgrading the facility.

Land Use and Development Ordinance

The two lots in the Rehabilitation Area are in the "G" Permanently Dedicated Open Space Zone. The permitted uses and bulk standards for the G Zone are found in Section 145-408 of the Land Use and Development Ordinance.

Permitted principal uses of the G Zone include:

- Municipal parks, playgrounds and municipal buildings and uses as are deemed appropriate and necessary by the Mayor and Common Council.
- Other public buildings of a governmental or cultural nature.
- Golf courses, pools, tennis courts, basketball courts, ball fields or other recreational facilities approved by the Mayor and Common Council.

The following accessory uses are permitted:

- Off-street parking.
- Other uses and structures customarily incidental to the principal permitted use.

The G District does not have any area, yard and building requirements as the Ordinance indicates these standards are determined by the Mayor and Common Council.

Plan Relationship to Zoning

This Redevelopment Plan supersedes the underlying zoning for the Golf Course Rehabilitation Area. The Plan does utilize the permitted uses within the G Zone as a springboard in crafting the permitted uses within this document.

Conclusion

The Golf Course Redevelopment Plan as proposed is consistent with High Bridge's master planning documents. It advances certain Master Plan Goals and planning objectives that date back as far as 2011. The potential diversification of uses at the Golf Club will realize the vision and objectives to enhance the High Bridge Hills Golf Club.

Plans of Adjacent Communities

Township of Clinton

The Township of Clinton lies to the west of the Borough and Rehabilitation Area. In fact, a portion of the High Bridge Hills Golf Club is located within the Township of Clinton. On March 16, 2020, the Township adopted a 2020 Periodic Reexamination Report of the Master Plan and Development Regulations,² which included a Land Use Plan Element Amendment. A review of the document found no recommended changes relevant to the lands adjacent to the Rehabilitation Area, including the portion of the Golf Club within the Township.

The Township also adopted an Open Space and Recreation Plan³ on December 17, 2018. The High Bridge Hills Golf Club was not mentioned in this Plan.

Township of Lebanon

The Township of Lebanon is also adjacent to the Rehabilitation Area and includes a small portion of the High Bridge Hills Golf Club. The Township's last Master Plan Reexamination was adopted by the Planning Board on April 3, 2012.⁴ A review of the document found no recommendations relevant to the lands adjacent to the Rehabilitation Area.

Lebanon also adopted an Open Space and Recreation Plan on December 5, 2017.⁵ No recommendations were made that are relevant to the Rehabilitation Area.

Hunterdon County Plans

Hunterdon County has adopted several planning documents that support redevelopment and would be advanced by this Redevelopment Plan.

2007 Hunterdon County Growth Management Plan

Serving as the County Master Plan, the Hunterdon County Growth Management Plan⁶ is largely a document for the preservation of environmental resources and open space in a mostly rural county.

² 2020 Periodic Reexamination Report of the Master Plan & Development Regulations & Land Use Element Amendment, adopted on March 16, 2020. <http://www.clintontwpnj.com/modules/showdocument.aspx?documentid=3473>, accessed March 24, 2021.

³ Open Space and Recreation Plan, dated December 17, 2018. <http://www.clintontwpnj.com/modules/showdocument.aspx?documentid=2896>, accessed March 24, 2021.

⁴ 2012 Master Plan Reexamination Report, adopted on April 3, 2012. http://www.lebanontownship.net/government/boards/Planning%20Board/Disk2/Highlands_Munic%20Reex_Report%20Adoption%20Date.pdf, accessed March 24, 2021.

⁵ Open Space and Recreation Plan, adopted on December 5, 2017. <http://www.lebanontownship.net/government/boards/Planning%20Board/2017%20OSRP%20Final%20Complete.pdf>, accessed March 24, 2021.

⁶ Hunterdon County Growth Management Plan, adopted on December 13, 2007. <https://www.co.hunterdon.nj.us/pdf/hcpb/growthmanagement/Final/Final.pdf>, accessed March 24, 2021.

However, the document does acknowledge the use of redevelopment as an important revitalization tool for municipalities.

2014 Hunterdon County Comprehensive Economic Development Strategy

In December of 2014, the County adopted the Hunterdon County Comprehensive Economic Development Strategy.⁷ The Strategy provides a list of goals and objectives on page 23. The following Goals and Objectives would be advanced by this Redevelopment Plan:

- Goal: Foster planned economic development
 - Objective: Develop and support the tourism industry
 - Objective: Develop the collective impact of Hospitality/Retail/Entertainment and Recreation Industries
- Goal: Maintain a high quality of life
 - Objective: Support and develop Hunterdon County's arts, cultural, recreational, and historic assets
 - Objective: Increase the number of local and regional visitors to County parks and open space amenities

2018 Hunterdon County Strategic Park and Open Space Plan

On December 6, 2018, the County Planning Board adopted the Hunterdon County Strategic Park and Open Space Plan,⁸ which thoroughly analyzed the parks and open spaces in the County. Recommendations in this Plan were only made for County-owned parks, open spaces, and recreational facilities.

State Plans

Three State documents are worthy to note, they are described in the following sections.

Highlands Regional Master Plan

The Highlands Regional Master Plan was adopted in 2008⁹ and evaluates how to best protect the natural and cultural resources of the 88 municipalities within the Highlands Region. While the Plan does not specifically address the enhancement of the High Bridge Hills Golf Club, the following Goals, Policies, and Objectives would be advanced by this Redevelopment Plan:

⁷ Hunterdon County Comprehensive Economic Development Strategy, adopted December 2014. https://www.co.hunterdon.nj.us/pdf/planning/CEDS/Hunterdon%20CEDS_Final.pdf, accessed March 24, 2021.

⁸ Hunterdon County Strategic Park and Open Space Plan, adopted on December 6, 2018. <https://www.co.hunterdon.nj.us/openspace/StrategicPlan.htm>, accessed March 24, 2021.

⁹ Highlands Regional Master Plan, adopted on July 17, 2008. <https://www.nj.gov/njhighlands/master/>, accessed March 24, 2021.

- Goal 6H: Guide development away from environmentally sensitive and agricultural lands and promote development and redevelopment in or adjacent to existing developed lands.
 - Policy 6H4: To promote compatible growth opportunities that include in-fill development, adaptive reuse, redevelopment, and brownfields redevelopment in existing developed areas.
- Goal 8C: Expansion of compatible and sustainable tourism and recreation within the Highlands Region.
 - Policy 8C1: To promote recreation and tourism based on economic initiatives, which derive economic benefit from sustainable use of the natural resources of the Highlands Region.

Additionally, it should be noted that on November 4, 2020 the New Jersey State Planning Commission passed Resolution 2020-12 endorsing the Highlands Regional Master Plan. This means that any municipality deemed by the Highlands Council to be in conformance with the Regional Master Plan (whether previously or in the future), is equivalently deemed to have received Plan Endorsement from the State Planning Commission.

2001 State Development and Redevelopment Plan

The most recent State Plan was adopted in 2001. It should be noted that the State of New Jersey did prepare a revision to the 2001 Plan entitled the State Strategic Plan, but it was never adopted.¹⁰ The 2001 Plan contains eight State-wide goals. This document could advance two of those goals:

- Goal #3 – Promote Beneficial Economic Growth, Development and Renewal for all Residents of New Jersey
- Goals #8 – Ensure Sound and Integrated Planning and Implementation Statewide

The 2001 Plan also included a State Plan Policy Map to guide future growth into compact areas and to protect the environs of the State. This Map identified the Golf Course Rehabilitation Area as Planning Area 5, Environmentally Sensitive Planning Area.

State Plan Policy Map

A new State Plan Policy Map was approved by the New Jersey State Planning Commission on December 14, 2020. After the 2001 Plan was adopted, the Highlands Water Protection and Planning Act was adopted in 2004. This regional planning entity encompasses 88 municipalities, including the entirety of High Bridge. The Highlands Council adopted a Regional Master Plan and created Land Use Capability Zones, similar to the state-wide policy zones created in 2001. The 2020 mapping illustrates the Golf Course Rehabilitation Area mostly in the Highlands Existing Community Zone

¹⁰ State Strategic Plan, draft final plan approved on November 14, 2011.
<https://www5.njit.edu/middlestates/sites/middlestates/files/NJ%20State%20Development%20and%20Redevelopment%20Plan%202011.pdf>, accessed March 24, 2021.

(yellow areas in Figure 1).¹¹ The Existing Community Zone consists of areas of concentrated development representing existing communities. These areas tend to have limited environmental constraints due to previous development patterns and may have existing infrastructure that can support additional development or redevelopment. Where served by adequate supporting infrastructure, lands within the Existing Community Zone are suited to higher densities and intensities of development than other Highlands Land Use Capability Zones.

As shown in Figure 1, a small portion of the Golf Course Rehabilitation Area is within the Highlands Existing Community-Environmentally Constrained Subzone (orange areas). The Existing Community Zone-Environmentally Constrained SubZone consists of significant contiguous Critical Habitat, steep slopes, and forested lands within the Existing Community Zone that should be protected from further fragmentation according to the Highlands Council. This Subzone is not appropriate for significant development and is best served by land preservation and protection. Development is subject to stringent limitations on consumptive and depletive water use, degradation of water quality, and impacts to environmentally sensitive lands.

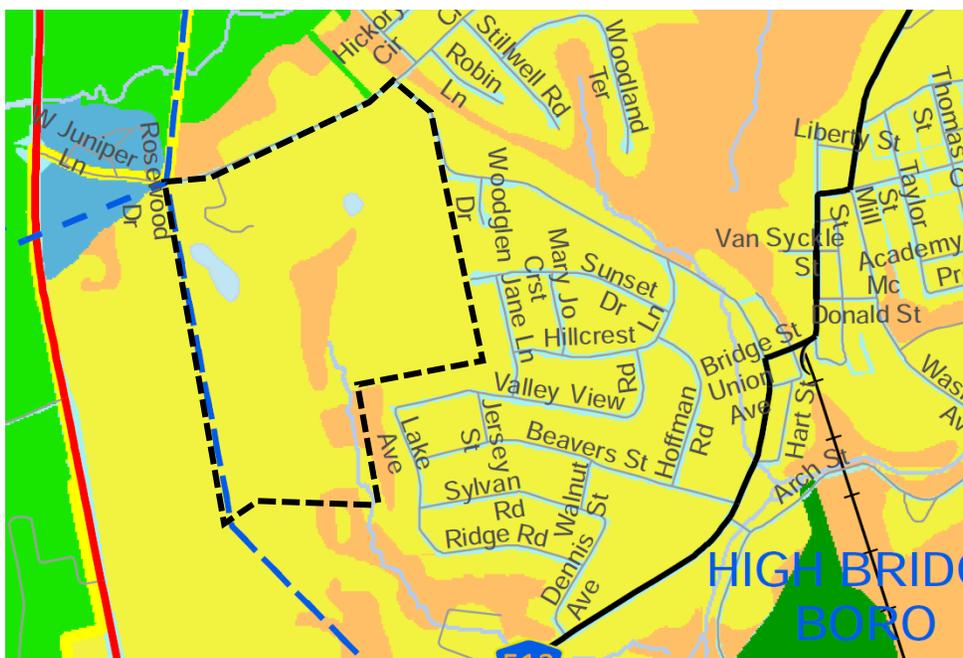


Figure 1 – 2020 State Plan Policy Map, Quadrant 46, With Approximate Golf Course Rehabilitation Area Boundary

The intention of this Golf Course Redevelopment Plan is to utilize the existing facilities on the property and slightly increase impervious coverage to accommodate the new uses. Any development on the site will comply with both the Borough’s ordinances as well as the Highlands Land Use Ordinance, if triggered.

¹¹ <https://nj.gov/state/planning/assets/docs/quads/quad046map.pdf>, accessed May 5, 2021.



Redevelopment Plan

Chapter 5



5. Redevelopment Plan

This chapter of the [Golf Course Redevelopment Plan](#) provides the general provisions, including review process, as well as land use and design requirements for the potential development/redevelopment of the Rehabilitation Area.

General Provisions

Relocation

As noted in Chapter 2, both lots are owned by the Borough. There are no market-rate or affordable residential units or residents that require relocation. Therefore, no relocation assistance is necessitated by this Plan.

Properties To Be Acquired

The Borough owns both lots within the Rehabilitation Area. No acquisition of any property through eminent domain is proposed.

Affordable Housing

Within the Rehabilitation Area there are no existing deed-restricted affordable housing units. Therefore, this Plan does not need to provide for any replacement of affordable housing units or relocation of affordable households.

Charging Infrastructure

The LRHL was recently amended to require redevelopment plans to identify locations for public electric vehicle charging infrastructure within the Rehabilitation Area in a manner that appropriately connects with an essential public charging network. This [Golf Course Redevelopment Plan](#) does not require the installation of electric vehicle charging stations within the Golf Course Rehabilitation Area.

Deviations From Redevelopment Plan Requirements

The Planning Board of the Borough of High Bridge may, after review of an application that is in one or more aspects inconsistent with the [Golf Course Redevelopment Plan](#), grant deviations from the strict application of the regulations contained in this Plan in accordance with the provision for bulk variances in N.J.S.A. 40:55D-70c. Notwithstanding the above, no deviations shall be granted that would permit any of the following:

- A use or principal structure that is not otherwise permitted by this [Golf Course Redevelopment Plan](#).
- An increase in the maximum permitted floor area ratio.
- An increase in the maximum permitted height of a principal structure by more than 10 feet or 10%, whichever is less.

Land Use & Development Requirements

This section of the document is divided into three categories – Definitions, Use and Bulk Requirements and General Standards.

Definitions

For the purposes of this report certain terms are defined as follows:

Banquet Hall – An establishment which is rented for events, including, but not limited to, weddings, receptions, dinners, corporate events, birthday parties, and other social gatherings. The facility may include an on-site kitchen and accessory rooms for purposes other than the main event space, such as a bridal suite. The accessory rooms shall not be rented out as a separate event space. Outdoor event spaces, such as, but not limited to, ceremony areas, shall be accessory to a banquet hall.

Clubhouse – A building used for meetings and/or social activities that is accessory to a golf course.

Directional Sign – A sign that provides direction or information to pedestrians and/or vehicular traffic that is related to the movement on a premises.

Golf Course – One or more tracts of land laid out for at least nine holes for playing the game of golf and improved with tees, greens, fairways, and hazards and that may include a clubhouse and/or pro-shop.

Pro-shop – An establishment at which golfing equipment is sold and/or repaired, which may include the sale of refreshments and snacks.

Restaurant – An eating establishment catering to seated customers indoors and/or outdoors, excluding any stand-up indoor eating places, drive-in or drive-through establishments. A restaurant may also include, as an accessory use, facilities for the sale of alcoholic or other beverages for on-premises consumption.

Tavern – An establishment used primarily for the serving of liquor by the drink to the general public and where food or package liquors may be served or sold only as accessory to the primary use.

Use & Bulk Requirements

A. Permitted Principal Uses

1. Banquet Hall
2. Golf Course
3. Restaurant
4. Tavern

B. Permitted Accessory Uses

1. Clubhouse
2. Fences and walls
3. Outdoor dining, which is accessory to a Restaurant or Banquet Hall
4. Outdoor event space
5. Parking and loading

6. Pro-shop
7. Signs
8. Storage/maintenance building
9. Temporary restroom trailer

C. Area and Bulk Regulations

1. There shall be a minimum 100-foot tract setback from the edge of the overall tract. Within this area no building or structure shall be erected.
2. Building height shall not exceed 40 feet.

General Standards

A. Off-Street Parking

1. All parking spaces shall measure no less than 9 feet by 18 feet.
2. All parking areas shall be designed in conformance with N.J.A.C. 5:23-7.1 et seq., the Barrier-Free Subcode, as well as the Americans with Disabilities Act.
3. Off-street parking shall be setback at least 20 feet from all rights-of-way.
4. Parking Ratios. The following off-street parking shall be provided:
 - (a) Banquet Hall – one space for every 2.5 persons permitted under the Fire Code’s maximum occupancy for each interior rentable space, not including accessory rooms.
 - (b) Golf course – three spaces per tee
 - (c) Restaurant – one space for every two seats
5. A valet parking plan, which is submitted to and reviewed by the Planning Board, may be used to satisfy the required number of parking spaces.

B. Loading

1. Facilities for loading are not required.

C. Lighting

1. Parking areas shall be illuminated with a minimum average of 1.0 footcandle.
2. Pedestrian walkways shall be illuminated with a minimum average of 0.5 footcandle.
3. Light poles shall not exceed 20 feet in height.

D. Trash

1. Trash receptacles shall be located to be inconspicuous.
2. All trash facilities shall be screened on three sides with a solid gate on the fourth side.

E. Signage

1. Refer to Chapter 145 for sign definitions and general sign regulations.
2. The following signs shall be permitted:
 - (a) Wall Signs, subject to the following limitations:
 1. There shall be no more than one wall sign per building unless a building contains multiple principal uses.
 2. The maximum sign area shall be 80 square feet.
 3. Wall signs may be illuminated.
 - (b) Freestanding Signs, subject to the following limitations:
 1. A freestanding sign may be a pole or monument sign.
 2. There shall be no more than one freestanding sign per street frontage.
 3. The maximum sign area shall be 60 square feet.
 4. The maximum sign height shall be 8 feet.
 5. Freestanding signs may be externally illuminated.
 - (c) Directional Signs, subject to the following limitations:
 1. Directional signage shall be installed as needed to guide visitors within the site.
 2. The maximum sign area shall be 5 square feet.
 3. The maximum sign height shall be 4 feet.
 4. Directional signage may be externally illuminated.

F. Fences and Walls. See Section 145-304 for standards.



Relationship to Zoning

Chapter 6



6. Relationship to Zoning

Zoning Provisions

Effect of Plan

The Golf Course Redevelopment Plan supersedes the existing zoning for the Golf Course Rehabilitation Area and the applicable provisions of the Borough's Land Use and Development Ordinance.

Terms & Definitions

Any terms or definitions not addressed within this Golf Course Redevelopment Plan shall rely on the applicable terms and definitions set forth in Chapter 145, Land Use and Development.

Other Applicable Design & Performance Standards

Any design or performance standards not addressed within this Golf Course Redevelopment Plan shall rely on the applicable design and performance standards set for in Chapter 145, Land Use and Development.

Conflict & Severability

If any word, phrase, clause, section, or provision of this plan is found by a court or other jurisdiction to be invalid, illegal, or unconstitutional; such work, phrase, section, or provision shall be deemed severable and the remainder of the Golf Course Redevelopment Plan shall remain in full effect.

Zoning Map Revision

Zoning Map Revision

This Golf Course Redevelopment Plan supersedes the underlying zoning, which requires the Official Zoning Map to be amended for the Golf Course Rehabilitation Area.

The Zoning Map is hereby amended to illustrate the Block 20, Lots 1 and 1.01 as the "Golf Course Rehabilitation Zone".



Amendments & Duration

Chapter 7

7. Amendments & Duration

Amendments to the Redevelopment Plan

This plan may be amended from time to time in accordance with the procedures of the LRHL. To the extent that any such amendment materially affects the terms and conditions of duly executed redevelopment agreements between one or more redevelopers and the Borough of High Bridge, the provisions of the redevelopment plan amendment will be contingent upon the amendment of the redeveloper agreement to provide for the plan amendment.

Recommendations for Redevelopment Agreement Provisions

While this Plan provides an outline for the redevelopment of the designated Golf Course Rehabilitation Area, the details of how the redevelopment will be implemented will need to be specified in a redevelopment agreement that is negotiated between the Borough and the redeveloper(s). No development shall proceed to the High Bridge Planning Board for subdivision or site plan approval until after a redevelopment agreement is executed by the Borough of High Bridge in accordance with Section 9 of the LRHL. The redevelopment agreement shall conform to the provisions of this Plan.

Certificates of Completion & Compliance

Upon the inspection and verification by the Mayor and Council that the redevelopment of a parcel subject to a redeveloper agreement has been completed, a Certificate of Completion and Compliance will be issued to the redeveloper and such parcel will be deemed no longer in need of rehabilitation.

This Plan will remain in effect until Certificates of Completion have been issued for the Golf Course Rehabilitation Area, or until the Plan is deemed no longer necessary for the public interest and repealed by Ordinance of the Mayor and Council.

Designation of Redeveloper(s)

In order to assure that the vision of the Plan will be successfully implemented in an effective and timely way and in order to promptly achieve the goals of the Plan, the Mayor and Council, acting as the Redevelopment Entity in accordance with the LRHL, will designate the redeveloper(s) for any redevelopment project in the area governed by this Plan. All redeveloper(s) will be required to execute a redevelopment agreement satisfactory to the Mayor and Council as one of the requirements to be designated as the redeveloper(s).



Appendix

Chapter 8



8. Appendix

- A. Council Resolution 95-27
- B. Council Resolution 085-2021
- C. Planning Board Resolution 14-2021
- D. Council Ordinance 2021-031

Appendix A

Council Resolution 95-27

May 11, 1995

RESOLUTION #95-27

WHEREAS, the Revised Statutes of the State of New Jersey, more particularly N.J.S.A. 40A:21-1 et seq., the Five Year Exemption and Abatement Law (the "Five Year Law"), allows a municipality to offer certain tax exemptions and abatements for areas deemed to be in need of rehabilitation; and

WHEREAS, the Mayor and Common Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey believe that it is in the best interests of the Borough to encourage improvements to be made to the local infrastructure; and

WHEREAS, a significant portion of the structures found within the Borough are in a deteriorated or substandard condition; and

WHEREAS, an area must be defined as an area in need of rehabilitation pursuant to N.J.S.A. 40A:12A-14 in order to qualify for tax abatements and/or exemptions allowed by the Five Year Law; and

WHEREAS, there is a continuing pattern of vacancy, abandonment or under-utilization of properties within the Borough; and

WHEREAS, there is a persistent arrearage of property tax payments on properties within the Borough.

WHEREAS, the Mayor and Common Council believe that a program of rehabilitation consisting of extensive repair, reconstruction or renovations to existing structures in the Borough will foster the elimination of substandard structural and/or housing conditions and arrest the deterioration of the structures within the Borough; and

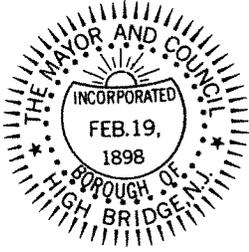
WHEREAS, the Mayor and Common Council believes that the designation of the whole Borough as an area of rehabilitation is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Borough of High Bridge in the County of Hunterdon, State of New Jersey as follows:

1. The entire Borough be and hereby is declared as an area of rehabilitation as provided by N.J.S.A. 40A:21-1 et seq. and N.J.S.A. 40A:12A-14.
2. Prior to the final passage and adoption of this Resolution, a copy shall be submitted to the Planning Board for review and comment.
3. The Planning Board shall thereafter have forty-five (45) days to submit to the Mayor and the Common Council modifications and/or recommendations to this Resolution at which time the Mayor and Common Council may pass this Resolution, with or without any suggested modification and/or recommendations proposed by the Planning Board.

ALFRED W. SCHWEIKERT, III
Mayor

ATTEST:
Claire R. Knapp, Municipal Clerk



BOROUGH OF HIGH BRIDGE

97 WEST MAIN STREET, HIGH BRIDGE NJ 08829-1900

P: (908) 638-6455 - F: (908) 638-9374 - E: CLERK@HIGHBRIDGE.ORG

OFFICE OF THE CLERK

04/17/2019

CERTIFICATION

I, Adam Young, Municipal Clerk, hereby certify that this Resolution #95-27 was duly adopted by the Borough of High Bridge Common Council at a meeting duly held on the 11th day of May 1995; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.



Adam Young, Municipal Clerk

Appendix B

Council Resolution 85-2021

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

AMENDMENT OF PROFESSIONAL SERVICE CONTRACT

RESOLUTION: 085-2021

ADOPTED: 02/11/2021

WHEREAS, a professional service contract for Borough Planner was awarded to Colliers International formerly known as Maser Consulting by Resolution #010-2021 on January 4, 2021; and

WHEREAS, additional professional services are required for planning expenses for preparation of a Redevelopment Plan in the amount of \$10,850.00; and

WHEREAS, a certification of funds available has been completed by the CFO for said project.

NOW THEREFORE BE IT RESOLVED that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey that the contract originally awarded to Colliers International formerly known as Maser Consulting for Borough Planner shall hereby be amended to include an additional \$10,850.00 for preparation of a Redevelopment Plan in the Current Fund.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Acct# 10537620.



Bonnie Ann Fleming
Chief Financial Officer

ATTEST:



Adam Young
Municipal Clerk



Michele Lee
Mayor

Appendix C

Planning Board Resolution 14-2021

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

RESOLUTION NO. 14-2021

**RESOLUTION OF THE BOROUGH OF HIGH BRIDGE PLANNING
BOARD RECOMMENDING THE ADOPTION OF A REDEVELOPMENT
PLAN FOR THE AREA DESIGNATED AS BLOCK 20, LOTS 1 & 1.01 ON
THE BOROUGH TAX MAP(S), KNOWN AS THE GOLF COURSE
REDEVELOPMENT PLAN**

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, *et seq.*, (the “**Redevelopment Law**”), authorizes municipalities to determine whether certain parcels of land in the municipality constitute areas in need of rehabilitation; and

WHEREAS, by Resolution No. 95-27, adopted July 13, 1995, the Council of the Borough of High Bridge (the “**Borough Council**”) designated the entire Borough of High Bridge, in the County of Hunterdon, New Jersey (the “**Borough**”) as an area in need of rehabilitation (the “**Rehabilitation Area**”); and

WHEREAS, the Redevelopment Law requires that the Planning Board of the Borough (the “**Board**”) review the proposed resolution designating the Rehabilitation Area; and

WHEREAS, on June 5, 1995, the Board reviewed the proposed resolution and made recommendations to Borough Council regarding adoption of Resolution No. 95-27; and

WHEREAS, pursuant to N.J.S.A. 40A:12A-4(a) and -7, the Borough Council is authorized to prepare, adopt, revise, and amend a redevelopment plan for an area within the Rehabilitation Area; and

WHEREAS, by Resolution No. 085-2021, the Borough Council authorized and directed planning consultant, Darlene A. Green, PP, AICP, of Colliers Engineering & Design, Inc. (then known as Maser Consulting Inc.) to prepare a redevelopment plan (the “**Redevelopment Plan**”)

for a portion of the Rehabilitation Area identified on the Tax Maps of the Borough as Block 20, Lots 1 and 1.01 (the “**Golf Course Rehabilitation Area**”), draft dated May 5, 2021; and

WHEREAS, pursuant to N.J.S.A. 40A:12A-7, the Board is required to transmit to the Borough Council a report containing its recommendations concerning the Redevelopment Plan, or proffer any revision or amendment thereto, including the Board’s identification of any provision(s) of the Redevelopment Plan that are substantially inconsistent with the Borough Master Plan; and

WHEREAS, on May 13, 2021, the Borough Council adopted Resolution No. 161-2021 directing the Board to review the Redevelopment Plan and transmit its recommendations relating to the Redevelopment Plan to the Borough Council in accordance with the provisions of N.J.S.A. 40A:12A-7(e); and

WHEREAS, on May 24, 2021, the Board conducted a public virtual hearing to review and consider the May 5, 2021 draft of the Redevelopment Plan; and

WHEREAS, the Board was guided in its review of the Redevelopment Plan by the comments and advice of its planning consultant, Darlene A. Green, PP, AICP; and

WHEREAS, the Board provided the public with an opportunity to comment, ask questions, and submit objection(s), if any, to the Redevelopment Plan; and

WHEREAS, having reviewed the Redevelopment Plan and considered any comments made in connection with its evaluation during the May 24, 2021 hearing, the Board finds that all provisions contained within the Redevelopment Plan are consistent with the Borough Master Plan and/or are designed to effectuate the Borough Master Plan; thus, the Board recommends that same be adopted by the Borough Council.

[REMAINDER INTENTIONALLY LEFT BLANK]

NOW THEREFORE, be it resolved by the Borough of High Bridge Planning Board, on this 24th day of May, 2021, as follows:

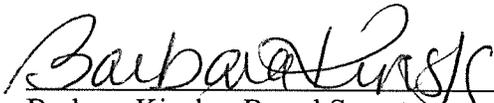
1. The above recitals are incorporated and made a part hereof as if set forth at length herein.
2. The Board makes the following findings of fact:
 - a. The Board's planning consultant, Darlene A. Green, PP, AICP, of Colliers Engineering & Design, Inc., is a duly qualified planning expert and provided expert testimony regarding the Redevelopment Plan proffered to the Board.
 - b. During its consistency review and evaluation, the Board received the comments of Ms. Green, the author of the Redevelopment Plan.
 - c. The Board is satisfied that, after completing the public hearing on May 24, 2021, that the Redevelopment Plan satisfies the criteria required by the Redevelopment Law.
 - d. The Board also finds and determines that the Redevelopment Plan is substantially consistent with, and/or designed to effectuate, the provisions of the Borough Master Plan, and that the provisions therein are not inconsistent with the Borough Master Plan.
3. Accordingly, the Board recommends that the Redevelopment Plan be adopted by the Borough Council.
4. Upon its adoption, the Board Secretary shall furnish a copy of this Resolution along with the comments contained on the attached "**Exhibit A**" (if any), which shall be, and hereby is, the report of the Board, as required by N.J.S.A. 40A:12A-7(e), to the

Borough Council containing the Board's recommendation regarding the adoption of the Redevelopment Plan.

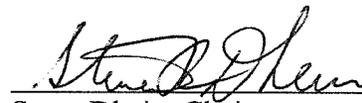
5. This resolution shall take effect immediately.

ATTEST:

Borough of High Bridge Planning Board



Barbara Kinsky, Board Secretary



Steve Dhein, Chairperson

CERTIFICATION

I hereby certify that the foregoing is a true copy of a resolution duly adopted by the Borough of High Bridge Planning Board at a meeting held on May 24, 2021.



Barbara Kinsky, Board Secretary

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

RESOLUTION NO. 14-2021

EXHIBIT A – SCHEDULE OF COMMENTS & RECOMMENDATIONS

The Borough of High Bridge Planning Board does not have any comments or recommendations in connection with this redevelopment plan.

Appendix D

Council Ordinance 2021-031

Introduction 05/27/2021
Publication 06/02/2021
Adoption 06/09/2021
Publication 06/17/2021

ORDINANCE 2021-031

ORDINANCE OF THE COUNCIL OF THE BOROUGH OF HIGH BRIDGE, COUNTY OF HUNTERDON, NEW JERSEY, ADOPTING THE “GOLF COURSE REDEVELOPMENT PLAN BLOCK 20, LOTS 1 AND 1.01” PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW, *N.J.S.A. 40A:12A-1 et seq.*

WHEREAS, the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1 et seq.* (the “**Redevelopment Law**”), authorizes municipalities to determine whether certain parcels of land in the municipality constitute areas in need of rehabilitation; and

WHEREAS, pursuant to *N.J.S.A. 40A:12A-14*, the Council (the “**Borough Council**”) of the Borough of High Bridge, in the County of Hunterdon, New Jersey (the “**Borough**”) by Resolution #95-27, finally adopted July 13, 1995 designated the entire Borough as an area in need of rehabilitation (the “**Rehabilitation Area**”); and

WHEREAS, the Redevelopment Law requires that the planning board of the Borough (the “**Planning Board**”) review the proposed resolution designating the Rehabilitation Area; and

WHEREAS, on June 5, 1995, the Planning Board reviewed the proposed resolution and made recommendations to Borough Council; and

WHEREAS, in order to effectuate the redevelopment of a portion of the Rehabilitation Area identified on the Tax Maps of the Borough as Block 20, Lots 1 and 1.01 (the “**Golf Course Rehabilitation Area**”), and pursuant to the authority granted under the Redevelopment Law, the Borough caused Colliers Engineering & Design, Inc. (the “**Planner**”) to prepare a redevelopment plan for the Golf Course Rehabilitation Area entitled “Golf Course Redevelopment Plan Block 20, Lot 1 and 1.01”, dated May 5, 2021, attached hereto as **Exhibit A** (the “**Redevelopment Plan**”) providing the development standards for the Golf Course Rehabilitation Area; and

WHEREAS, the Borough Council has reviewed and considered the proposed Redevelopment Plan; and

WHEREAS, on May 13, 2021, the Borough Council adopted Resolution #161-2021 directing the Planning Board to review the Redevelopment Plan and transmit its recommendations relating to the Redevelopment Plan to the Borough Council in accordance with the provisions of *N.J.S.A. 40A:12A-7(e)*; and

WHEREAS, on May 24, 2021, the Planning Board presented the Redevelopment Plan and allowed all those present who wished to comment to be heard; and

WHEREAS, upon receipt and review of the Planning Board's recommendations relating to the Redevelopment Plan, and consultation with the Planner and redevelopment counsel, the Borough Council believes that adoption of the Redevelopment Plan is in the best interests of the Borough and will best facilitate the appropriate development of the Golf Course Rehabilitation Area; and

WHEREAS, the Borough has determined to adopt the Redevelopment Plan to ensure the success of redevelopment within the Golf Course Rehabilitation Area in conformity with the Borough's redevelopment objectives.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. The Redevelopment Plan, attached hereto as **Exhibit A**, is hereby adopted pursuant to the terms of *N.J.S.A. 40A:12A-7*.

3. The zoning district map included in the zoning ordinance of the Borough is hereby amended to reference and delineate the property described and governed by the Redevelopment Plan. All of the provisions of the Redevelopment Plan shall supersede the applicable development regulations of the Borough's municipal code, as and where indicated.

4. If any part of this Ordinance shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Ordinance.

5. A copy of this Ordinance and the Redevelopment Plan shall be available for public inspection at the office of the Borough Clerk during regular business hours.

6. This Ordinance shall take effect in accordance with all applicable laws.

[CERTIFICATION ON NEXT PAGE]

CERTIFICATION

I, Adam Young, Borough Clerk of the Borough of High Bridge, Hunterdon County, New Jersey, do hereby certify the foregoing to be a true and exact copy of the ordinance which was adopted by the Municipal Council at a meeting held on the 9th day of June, 2021.



Adam Young, Borough Clerk

ATTEST:



Adam Young
Municipal Clerk



Michele Lee
Mayor

Exhibit C
Clubhouse Improvements

The Clubhouse consists of a quadruple wide trailer which houses rest rooms, a common area, a golf shop, dining facilities and kitchen space. The Clubhouse Improvements shall include exterior painting, landscaping and hardscaping. Proposals may include additional improvements to the Clubhouse including, but not limited to, interior wall coverings and flooring.

Exhibit D-1

**Borough of High Bridge
PROPOSAL FORM D-1**

RESPONDENT INFORMATION/COVER LETTER

(To be Prepared on Respondent's Letterhead)

Date:

Respondent:

Address:

Telephone:

Contact Person:

Type of Business Entity (Corporation, Partnership, Limit Liability Company, Joint Venture, Other):

In submitting this Proposal, the Respondent warrants and represents that:

1. A. The Respondent has reviewed and understands the requirements of the Request for Qualifications/Proposals dated _____, 2024 (the "RFQ/P") issued by the Borough of High Bridge (the "Borough"), in connection with the rehabilitation of the Property, and, if selected, the Respondent will carry out all of the provisions of a redevelopment agreement specifying the terms of the rehabilitation of the Property and the rights and responsibilities of the Borough and Respondent with respect to the project described therein (the "Redevelopment Agreement").

B. All information submitted in support of the Proposal is accurate and factual and all representations made regarding the Respondents willingness and ability to carry out its obligations under the Redevelopment Agreement are true and correct.

C. The name and title of the individuals who served as the Respondents key employees or representatives responsible for preparing the Proposal and who will be responding to questions on behalf of the Respondent are set forth below:

D. If Applicable: If the Proposal is being submitted by a joint venture or more than one firm and/or organization, list the joint venture members and designate a sole Contact Person for the joint venture below:

2. The Respondent shall not share or disclose any information contained in its Proposal with any third party without first obtaining the written consent and approval of the Borough.

3. Except to the extent expressly disclosed in the Proposal, there have been no material changes in the financial status of the Respondent since the date of the most recent financial data (including Forms 10-K, 10-Q and 8-K, if applicable) submitted as part of the response to this

RFQ/P and such financial information and data fairly and accurately reflects the financial position of the Respondent as of the date of submission of the Proposal

4. The Proposal has been duly authorized by any corporate or other action of the Respondent, and is in all respect binding upon, the Respondent. The Proposal is authorized to be prepared and submitted under and in accordance with the provisions of the documents and/or agreements which govern the Respondents business activities.

5. There is no action, suit or proceeding, at law or in equity, before or by any court or similar governmental body or arbitration/dispute resolution tribunal against the Respondent, its officers, directors and/or +1% shareholders, wherein any unfavorable decision, ruling or finding would adversely affect the ability of the Respondent to carry out the duties and obligations imposed upon it in the Redevelopment Agreement.

6. The Respondent is duly organized and validly existing in good standing and is duly qualified to transact business in each and every jurisdiction where such qualification is required to enable the Respondent to perform its obligations under this RFQ/P and the Redevelopment Agreement. Execution of the Redevelopment Agreement and the Performance of all obligations thereunder have been authorized by all required action of the Respondent, including any action required by any charter, by-law, and/or agreement, as the case may be and any applicable laws which regulate the conduct of the Respondents affairs. Submittal of the Proposal and execution of a Redevelopment Agreement and the performance of all obligations set forth therein do not conflict with and do not constitute a breach of or event of default under any charter, by-laws and/or agreement as the case may be, of the Respondent or any agreement, indenture, mortgage, contract or instrument to which the Respondent is a party or by which it is bound so that, upon execution hereof and upon satisfaction of the conditions therein contained, a Redevelopment Agreement will constitute the valid, legally binding obligations of the Respondent, enforceable in accordance with it terms, except to the extent that enforcement thereof is limited by applicable bankruptcy, insolvency, reorganization, moratorium or other laws relating to or limiting creditors' rights generally and the application of the general principles of equity.

7. No corporation, partnership, individual or association, officer, director, employee, manager, parent, subsidiary, affiliate or principal shareholder of the Respondent has been charged or adjudicated to be in violation of any state or federal law, or charged with or convicted of bribery, fraud, collusion, or any violation of any state or federal anti-trust or similar statute within the preceding five (5) years, or previously adjudged in contempt of any court order enforcing such laws.

8. The Respondent is not currently in breach of or in default of any agreement, or any other applicable Federal, state and local laws and regulations that are necessary for or relate to the Respondent's ability to perform its obligations under the Redevelopment Agreement.

9. In the event that a joint venture or other relationship has been formed for purposes of submittal of a Proposal, the Contact Person identified in Paragraphs 1(D) above shall serve as the sole Contact Person for the joint venture or entity. As such, the Borough shall be obligated to provide information, Addenda to the RFQ/P and other documentation only to such Contact Person.

10. The Respondent agrees to participate in good faith in the procurement process described in the RFQ/P (including, without limitation, the negotiations of the Redevelopment Agreement, if required and as permitted by applicable law) and to adhere to the Borough's procurement schedule. The Respondent acknowledges and agrees that submittal of its Proposal constitutes a waiver of any challenge or contest that the Respondent might have with respect to the Borough's action under and furtherance of the transactions contemplated by this RFQ/P, the Redevelopment Agreement.

11. The Respondent acknowledges that all costs incurred by it in connection with the preparation and submission of the Proposal, and any negotiation which results there from (if required and as permitted by applicable law), shall be borne exclusively by the Respondent.

12. The Respondent hereby declares that the only persons or firms participating as Principals are named in the Proposal and that no person or firm other than those named in the Proposal will have any participation as Principals in the Proposals or the Redevelopment Agreement, if executed. Additional persons or firms may subsequently be included as participating Principals upon the provisions of written notice to the Borough.

13. The Respondent acknowledges and agrees that the Borough may modify, amend, suspend, and/or terminate the procurement process (in its sole judgement). The Borough shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ/P.

14. The Respondent acknowledges and agrees that any contract executed with respect to the transactions contemplated by this RFQ/P (including specifically and without limitation, a Redevelopment Agreement) must comply with all applicable affirmative action and similar laws. Respondent hereby agrees to take such actions as are required in order to comply with such applicable law.

15. The Respondent has executed proposal Form A-5 and, as such, the Borough (and/or its designees and agents) shall have the right to contact any person and/or review any documentation (Subject to reasonable agreements as to maintenance of confidentiality) as may be required by the Borough to conduct any due diligence activities relating to the Respondent.

16. The Respondent acknowledges receipt of all Addenda to this RFQ/P, if any.

[NAME OF RESPONDENT]

By:
Name:
Title:

**Exhibit D-2
Borough of High Bridge
PROPOSAL FORM E-2**

OWNERSHIP DISCLOSURE STATEMENT

In accordance with State law, corporate and partnership Respondents must submit a statement of names and addresses of all stockholders in the corporation or partnership owning 10% or more of its stock of any class, or of all individual partners in the partnership who own a 10% or greater interest, as the case may be. If one or more such stockholder or partner is itself a corporation or partnership, the names and addresses of stockholders holding 10% or more of that corporation's stock or of individual partners owning 10% of greater interest in that partnership, as the case may be, shall also be listed. The disclosure shall continue until names and addresses of every known corporate stockholder and individual partner, exceeding the 10% ownership criteria is listed. If the Respondent is neither a corporation nor a partnership, it shall so attest in neither a corporation nor a partnership, he shall so attest in the space provided below:

NAME

ADDRESS

_____	_____
_____	_____
_____	_____
_____	_____

(Signature of President or Authorized Officer)

(Date)

(Name of Partnership or Corporation)

(Print Name and Title)

(Address)

ATTEST:

(Signature of Secretary or Assistant Secretary)

(Print Name and Title)

[Seal]

NOTE: SUBMIT SIMILAR STATEMENT FOR EACH MEMBER OF JOINT VENTURE

If the Respondent on the Agreement is neither a corporation nor a partnership, please sign below.

(Signature of Owner)

(Date)

Exhibit D-3
Borough of High Bridge
PROPOSAL FORM D-3

PAY-TO-PLAY AFFIDAVIT

AFFIDAVIT OF COMPLIANCE WITH N.J.S.A. 19:44A-20.4, 20.5, ET SEQ.

State of _____

County of _____

I, _____(Name of Professional Business Entity if a corporation or name of officer making affidavit) being duly sworn affirm that I am aware of the provisions of N.J.S.A. 19:44A-20.4, 20.5, et seq.

I further declare that neither the professional business entity with which I am associated nor I have made any contribution of money or anything of value including in kind contributions at any time within the past year to any Borough of High Bridge candidate for Commissioner or political party committee or their intermediaries including, but not limited to a Hunterdon County political party committee that has, to our knowledge, contributed to any candidate for High Bridge Council.

I further declare that I am aware that if it is determined that such contributions have been made that it will be deemed as a material breach of any professional services agreement that I have entered into with the Borough of High Bridge and that I may be subject to penalties as may be provided by law.

Signature of Person Making Affidavit_____

Sworn and subscribed to before me this day of ____/____/2024

My Commission expires on ____/____/____

Exhibit D-4
Borough of High Bridge
PROPOSAL FORM D-4

NON-COLLUSION AFFIDAVIT

STATE OF _____)

:SS

COUNTY OF _____)

I, _____, of _____ (name of municipality where Respondent is located) in the County of _____, and the State of _____, of full age being duly sworn according to law on my oath, depose and say that I am _____(TITLE) of _____ (NAME OF RESPONDENT), the Respondent making the proposal to the Borough of High Bridge (the "Borough") in connection with the purchase and development by the Respondent of certain real property in the Borough of High Bridge, Hunterdon County, New Jersey as such terms are defined in the Request for Qualifications/Proposals, dated _____, 2024.

1. I executed the Proposal with full authority to do so.

2. The Respondent has not, directly or indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competition in connection with the Proposal for the development of certain real property in the Borough of High Bridge, Hunterdon County, New Jersey.

3. All Statements contained in the Proposal and in this Affidavit are true and correct, and made with full knowledge that the Borough relies upon the truth of the statements contained in the Proposal and in the statements contained in this Affidavit in awarding a Redevelopment Agreement for the development of certain real property in the Borough of High Bridge, Hunterdon County, New Jersey.

4. No person or selling agency has been employed or retained to solicit or secure agreement by the Borough to award a Redevelopment Agreement to the Respondent, upon an agreement or understanding, for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by the Respondent for the purpose of securing business.

(Name of Respondent)

BY: _____
(Signature of Duly Authorized Representative)

Name: _____

Title: _____

Subscribed and sworn to before me this _____ day of _____, 2024

(Notary Public)

My commission expires _____

Exhibit D-5
Borough of High Bridge
PROPOSAL FORM D-5

CONSENT TO INVESTIGATE

The Respondent (including its officers, directors, principals and partners) hereby gives its consent to the Borough of High Bridge (the Borough"), and its authorized representatives, to investigate and verify all information contained in the Proposal submitted herewith in response to the Request for Qualifications/Proposals (RFQ/P), dated _____, 2024 issued by the Borough with respect to the Respondents development of certain real property in the Borough of High Bridge, Hunterdon County, New Jersey, as defined in the RFQ/P. Such consent shall include information concerning the Respondent (including its principals and partners) maintained by state and/or federal regulatory agencies, including financial and law enforcement agencies. The Respondent (including its principals and partners) agrees that all financial institutions, law enforcement agencies, and regulatory agencies are authorized to release information verifying those representations and/or submissions made by the Respondent (including its principals and partners). The Respondent (including its principals and partners) further gives its consent to the Borough and/or its authorized representatives to inspect all premises or facilities owned and/or operated by the Respondent (including its principals and partners) and relevant records of the Respondent (including its principals and partners) in order to verify information contained in the Proposal.

The Respondent (including its principals and partners) agrees that a photocopy of this Consent to Investigation may be accepted by any agency or institution in lieu of the original.

(NAME OF RESPONDENT)

By: _____

Name: _____

Title: _____

**Exhibit D-6
Borough of High Bridge
PROPOSAL FORM D-6**

Prohibited Russia-Belarus Activities & Iran Investment Activities Certification

Prohibited Russia-Belarus Activities & Iran Investment Activities

Person or Entity

Part 1: Certification

COMPLETE PART 1 BY CHECKING ONE OF THE THREE BOXES BELOW

Pursuant to law, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, for goods or services must complete the certification below prior to contract award to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list or Chapter 25 list as a person or entity engaging in prohibited activities in Russia, Belarus or Iran. Before a contract for goods or services can be amended or extended, a person or entity must certify that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list. Both lists are found on Treasury's website at the following web addresses:

<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>
www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

As applicable to the type of contract, the above-referenced lists must be reviewed prior to completing the below certification.

A person or entity unable to make the certification must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran. The person or entity must cease engaging in any prohibited activities and provide an updated certification before the contract can be entered into.

If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may be provided by law, rule, or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default, and seeking debarment or suspension of the party.

CONTRACT AWARDS AND RENEWALS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate appears on the N.J. Department of Treasury's lists of entities engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 or in investment activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

CONTRACT AMENDMENTS AND EXTENSIONS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate is listed on the N.J. Department of the Treasury's lists of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

IF UNABLE TO CERTIFY



I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate is listed on the Department's Russia-Belarus list and/or Chapter 25 Iran list. I will provide a detailed, accurate, and precise description of the activities as directed in Part 2 below, and sign and complete the Certification below. Failure to provide such will prevent the award of the contract to the person or entity, and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

Part 2: Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS AND/OR INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran in the space below and, if needed, on additional sheets provided by you.

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

I acknowledge that the Borough of High Bridge is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Borough of High Bridge to notify the Borough of High Bridge in writing of any changes to the answers of information contained herein.

I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the Borough of High Bridge and that the Borough of High Bridge at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print)		Title	
Signature		Date	

**Exhibit D-7
Borough of High Bridge
PROPOSAL FORM D-7**

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The Undersigned Respondent hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Acknowledgment by Bidder:

Name of Bidder: _____

By Authorized Representative: _____

Signature: _____

Printed Name of Title: _____

Date: _____

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

**DECLARING BOROUGH OF HIGH BRIDGE RESOLUTION OF SUPPORT
FOR THE JCP&L *ENERGIZENJ* PROGRAM
BPU DOCKET NO. EO23110793**

RESOLUTION: 223-2024

ADOPTED:

Whereas the Borough of High Bridge recognizes that reliable electric service plays a crucial role in the daily lives of Township residents; and

Whereas the Borough of High Bridge recognizes that reliable electric service also is critical to the local businesses within our community, and drives commerce in our Township and across the region; and

Whereas the Borough of High Bridge supports efforts to upgrade our energy infrastructure to continue to provide families and businesses the reliable source of energy they need; and

Whereas the Borough of High Bridge supports efforts to enhance the reliability and resiliency of the electric distribution system against severe weather and reduce the number of customers affected by outages and shorten the duration of outages; and

Whereas the Borough of High Bridge has been informed that Jersey Central Power and Light Company's (JCP&L) *EnergizeNJ* Program includes approximately \$930.5 million in targeted investments above and beyond its regular annual investments to enhance JCP&L's service reliability and resiliency; and

Whereas the Borough of High Bridge has been informed that the JCP&L plan is divided into three key investment areas: grid modernization, system resiliency and substation modernization, that will strengthen the backbone of JCP&L's local electric system, providing the foundation for smart grid capabilities in the future; and

Whereas the Borough of High Bridge has been informed that this investment should provide approximately \$3.36 billion return in reliability benefits to customers by helping to reduce non-storm outages and improving JCP&L's ability to restore power following a major storm event; and

NOW, THEREFORE, BE IT RESOLVED that Mayor and Council of Borough of High Bridge hereby finds and declares:

That JCP&L's *EnergizeNJ* Program will benefit residents and businesses in the Borough of High Bridge and throughout Hunterdon County by making JCP&L's electric distribution system during storm and non-storm events more resistant to storm damage and enabling the system to

recover more quickly when outages do occur and increase the distribution system's resiliency, operational flexibility, safety and security.

JCP&L's *EnergizeNJ* Program should be approved by the New Jersey Board of Public Utilities.

INTRODUCED, READ AND ADOPTED by the Mayor and Council this 15th day of August, 2024.

ATTESTS:

EnergizeNJ

Overview

Five-year, \$930.5 million proposal represents the largest infrastructure upgrade investment in company history.

Grid Modernization

Upgrading over 410 miles of overhead power lines with robust wiring and stronger, durable poles.

Replacing about 46 miles of aging underground lines for increased durability and capacity.

Burying seven miles of specific overhead lines and implementing additional circuit protections.

Installing 2,069 new TripSaver devices across 487 JCP&L circuits.

System Resiliency

Standardizing voltage across the JCP&L system.

Interconnecting existing 12.5 kV circuits for redundancy and enhanced outage restoration.

Building new circuits to add capacity and increase redundancy through additional circuit ties.

Substation Modernization

Installing modernized protective devices and upgrading various substation components.

Enhancing switchgear components at coastal substations with more protective housing to mitigate effects of increased salt in the environment.

Adding additional mobile substations to the fleet for redundancy and emergency backup capacity in the event of significant power outages.

Locations for enhancements are data-driven and determined by historical outage patterns for maximum benefit.

For More Information
bit.ly/JCPL-EnergizeNJ



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

ORDINANCE: 2024-032

AMENDING BOROUGH CODE CHAPTER 120 ANIMALS

WHEREAS, the Borough maintains Borough Code Chapter 120, entitled Animals, which shall be amended to read:

§ 120-11. Deadline for making application.

Applications for licenses for dogs which are required to be licensed by the provisions of 120-9(A)(1) shall be made before the first day of ~~April~~ February of each year. In all other cases, the application for a license shall be made within ten (10) days of the date upon which the dog in question first becomes subject to the provisions of this section.

§ 120-12. Application fees.

The person applying for the license shall pay a fee of ~~\$15.20~~ 10.00 for each dog, annually, which includes one dollar and twenty cents (\$1.20) for any dog under Public Laws of 1983, Chapter 181. Any person applying for a license shall pay a fee of ~~\$3.00~~ 5.00 for any dog of reproductive age which has not had its reproductive capacity permanently altered through sterilization, pursuant to Assembly Bill 1917 adopted as Chapter 172 of the Laws of 1983. The same fees shall be charged for the annual renewal of each license and registration tag. There shall be a late fee of ~~five~~ ten dollars (~~\$5.00~~ 10.00) for any renewal license which is applied for ~~after it is due.~~ in February and an additional five (\$5.00) late fee for each month after that. There shall be no charge for replacement of the first license or tag. There shall be a charge of two dollars (\$2.00) for the replacement of any license or tag after the first replacement license or tag has been issued within one (1) calendar year. Notwithstanding the above, the fee for each potentially dangerous dog license and each renewal thereof shall be \$500.00 annually in accordance with N.J.S.A. 4:19-31.

§ 120-13. Expiration date of license.

Each dog license and registration tag shall expire on the last day of ~~March~~ December of the year following the year in which is was issued.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of High Bridge, in the County of Hunterdon, to amend the Borough code as above.

NOW THEREFORE BE IT FURTHER ORDAINED, that this Ordinance is effective immediately upon passage.

Underlined text indicates added text.
Strikethrough text indicates removed text.

Introduction
Publication
Adoption
Publication

ORDINANCE: 2024-033
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY

Amending Borough Code Chapter 180-18 – Fire Prevention

WHEREAS, the Borough adopted Resolution 048-2024 on January 4, 2024 with the below updated rates, and

WHEREAS, the Borough maintains Borough Code Chapter 180-18, entitled Fees for smoke alarm, carbon monoxide alarm and portable fire extinguisher compliance, which shall be amended to read:

§ 180-18 Fees for smoke alarm, carbon monoxide alarm and portable fire extinguisher compliance.

Fees for certificate of smoke alarm and carbon monoxide alarm and portable fire extinguisher compliance (CSACMAPFEC) as required by N.J.A.C. 5:70-2.3, shall be based upon the amount of time remaining before the change of occupant is expected, as follows:

A. Requests for CSACMAPFEC received more than 10 business days prior to the change of occupant: ~~\$45~~ 100;

B. Requests for CSACMAPFEC received 10 business days or less prior to the change of occupant: ~~\$90~~ 200;

~~C. Requests for a CSACMAPFEC received fewer than four business days prior to the change of occupant: \$161.~~

C. The reinspection fee for a Temporary Certificate of Occupancy (“TCO”) or a Certificate of Occupancy (“CCO”) shall be \$50.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of High Bridge, in the County of Hunterdon, to amend the Borough code as above.

NOW THEREFORE BE IT FURTHER ORDAINED, that this Ordinance is effective immediately upon passage.

Introduction:
Publication:
Planning Board:
Adoption:
Publication:

ORDINANCE 2024-034

AN ORDINANCE OF THE BOROUGH OF HIGH BRIDGE, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AMENDING THE 100 WEST MAIN STREET REDEVELOPMENT PLAN, PREPARED BY COLLIERS ENGINEERING & DESIGN

WHEREAS, the Borough of High Bridge Planner prepared the 100 West Main Street Redevelopment Plan for property at Block 24, Lot 16, as shown on the official tax maps of the Borough, and known commonly as 100 West Main Street (the “**Property**”), which Plan was adopted by the Borough on March 22, 2018 pursuant to Ordinance 2018-012 and amended on May 24, 2018 pursuant to Ordinance 2018-018 (the “**Redevelopment Plan**”); and

WHEREAS, the Mayor and Council believe that certain restrictions in the Redevelopment Plan on multi-family residential uses should be removed and other corrections should be made to the Redevelopment Plan; and

WHEREAS, suggestions from the Mayor and Council have been incorporated in an amended Redevelopment Plan prepared by the Borough Planner;

WHEREAS, immediately following the introduction of this Ordinance, the Borough Clerk was directed to refer this Ordinance and the amended Redevelopment Plan to the Borough of High Bridge Planning Board (the “**Planning Board**”) for its review and recommendations pursuant to the Local Redevelopment and Housing Law, which review was to take place within forty-five (45) days of the referral; and

WHEREAS, on August __, 2024 the Planning Board reviewed the amended Redevelopment Plan and adopted a resolution recommending its adoption; and

WHEREAS, upon review of the Planning Board’s recommendation of the Redevelopment Plan, the Borough Council has determined to adopt the amended Redevelopment Plan, in the form attached hereto as Exhibit A to ensure the success of redevelopment of the Property in conformity with the Borough’s redevelopment and master plan objectives.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of High Bridge as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. The amended 100 West Main Street Redevelopment Plan, dated August, 2024, a copy of which is attached to this Ordinance as Exhibit A, is hereby adopted pursuant to the terms of N.J.S.A. 40A:12A-7.

3. A copy of this Ordinance and the Redevelopment Plan shall be available for public inspection at the office of the Borough Clerk during regular business hours.

4. If any provision or portion of this Ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated and shall remain in full force and effect.

5. This ordinance shall take effect immediately upon final publication as required by law.

6. All ordinances and parts of ordinances that are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

7. This Ordinance shall take effect after final passage and publication as required by law.

8. The Borough Clerk is hereby directed to publish notice of the passage thereof and to file a copy of this Ordinance as finally adopted with the Hunterdon County Planning Board as required by N.J.S.A. 40:55D-16, the Borough Tax Assessor, and the commissioner of the Department of Community Affairs.

ATTEST:

ADOPTED:

Adam Young,
Borough Clerk

Michele Lee,
Mayor

100 West Main Street Redevelopment Plan

For Block 24, Lot 16

Borough of High Bridge
Munierdon County, New Jersey



Engineering
& Design

August 2024

Amendment #2

100 WEST MAIN STREET REDEVELOPMENT PLAN

Known as Block 24, Lot 16

BOROUGH OF HIGH BRIDGE

Hunterdon County, New Jersey

Recommended by the Planning Board: March 19, 2018
Amendment #1 Rec. by the Planning Board: May 21, 2018
Amendment #2 Rec. by the Planning Board:

Adopted by the Mayor & Council: March 22, 2018
Amendment #1 Adopted by the Mayor & Council: May 24, 2018
Amendment #2 Adopted by the Mayor & Council:

Prepared by:

Darlene A. Green, AICP, PP
License #6114

The original Redevelopment Plan preparation was funded by the
New Jersey Highlands Council.

MC Project No. HIB-033

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I. INTRODUCTION

On March 17, 2016 the Mayor and Council adopted Resolution 103-2016, requesting the Planning Board to undertake a preliminary investigation to determine if the property known as Block 24, Lot 16, with a street address of 100 West Main Street, would qualify as an Area in Need of Redevelopment pursuant to the New Jersey Local Redevelopment and Housing Law (hereafter "LRHL"), N.J.S.A. 40A:12A-1 et seq. On March 21, 2016, the Planning Board authorized Maser Consulting to undertake the preliminary investigation of the property to determine if it qualifies as an "Area in Need of Redevelopment".

The Planning Board received a report, dated May 25, 2016, from Maser Consulting, which indicated that the four buildings on the site are in poor condition, unsafe, obsolete and uninhabitable. The report provided detailed findings, which recommended that the site be qualified under four of the criteria.

Based on Maser Consulting's report, the Planning Board found that the site met Criteria A, B, D and H and therefore constituted an Area in Need of Redevelopment. Subsequently, on June 23, 2016 the Mayor and Council adopted Resolution 166-2016, which designated the property as an Area in Need of Redevelopment.

Simultaneously, the Borough applied to the New Jersey Highlands Council for a grant to prepare a Redevelopment Plan for 100 West Main Street. On June 6, 2017 the Highlands advised the Borough it would provide grant funds for the preparation of a Redevelopment Plan.



Photo 1: Dilapidated structures on the site.

This Redevelopment Plan is essentially a master plan with "teeth" – a planning document that merges the vision of a master plan with the authority of a zoning ordinance. The required components of a Redevelopment Plan are described in the following section.

REQUIRED PLAN COMPONENTS

This document has been prepared in accordance with Section 40A:12A-7a of the LRHL, which requires redevelopment plans to include an outline for the planning, development, redevelopment or rehabilitation of the designated parcels. Specifically, the following components are required:

1. The Redevelopment Plan's relationship to definite local objectives as to appropriate land uses, density of population and improved traffic and public transportation, public utilities, recreational and community facilities and other public improvements. (See Chapter IV.)

2. Proposed land uses and building requirements in the project area. (See Chapter VI.)
3. Adequate provisions for the temporary and permanent relocation, as necessary, of residents in the project area, including an estimate of the extent to which decent, safe and sanitary dwelling units affordable to displaced residents will be available to them in the existing local housing market. (See Chapter VI.)
4. An identification of any property within the area, which is proposed to be acquired in accordance with the redevelopment plan. (See Chapter VI.)
5. Any significant relationship of the redevelopment plan to the master plans of contiguous municipalities; the master plan of the county in which the municipality is located; the State Development and Redevelopment Plan adopted pursuant to the "State Planning Act", P.L. 1985, c.398 (C.52:18A-196 et al.). (See Chapter V.)
6. An inventory for all housing units affordable to low and moderate income households that are to be removed as a result of implementation of the redevelopment plan. Additionally, a plan for the replacement of any affordable housing to be removed from the Redevelopment Area. (See Chapter VI.)
7. Description of the plan relationship to pertinent municipal development regulations as defined in the Municipal Land Use Law (hereafter "MLUL"). The plan shall supersede applicable provisions of the development regulations of the municipality or constitute an overlay zoning district within the study area. (See Chapter IV.)

8. All provisions of the redevelopment plan shall be either substantially consistent with the municipal master plan or designed to effectuate the master plan. (See Chapter IV.)

II. REDEVELOPMENT AREA

This Redevelopment Plan has been prepared for Block 24, Lot 16. This parcel is situated at 100 West Main Street between Arch Street to the north and Dennis Avenue to the south. The property is 4.275 acres in size and contains a total of four buildings.



Photo 2: View of the site and its buildings.

The property was used as a tool production plant for 50 years and was known as "Exact Level and Tool Manufacturing". The company closed in the mid-1980s and has since been subject to code violations issued by the Construction Code Official, Board of Health, Fire Marshall and others. The property is currently in disrepair with a partially collapsed roof and ongoing neglect over the past 30 years.

The property is located within the MUC – Mixed Use Corridor Zone, which was created in 2014. The following principal uses are permitted within the MUC Zone:

- Retail stores
- Personal service establishments
- Business/professional offices
- Financial services
- Medical and health services
- Health clubs/fitness facilities
- Child-care centers
- Restaurants and taverns
- Municipal parks, playgrounds and buildings
- Mixed-use structures with two or more permitted uses
- Live-work units

Additionally, the following uses are permitted conditional uses in the MUC Zone:

- Automobile repair, service, gas stations
- Financial services with drive-thru facilities
- Public utilities
- Wireless telecommunications equipment
- Clubs, lodges and fraternal organizations

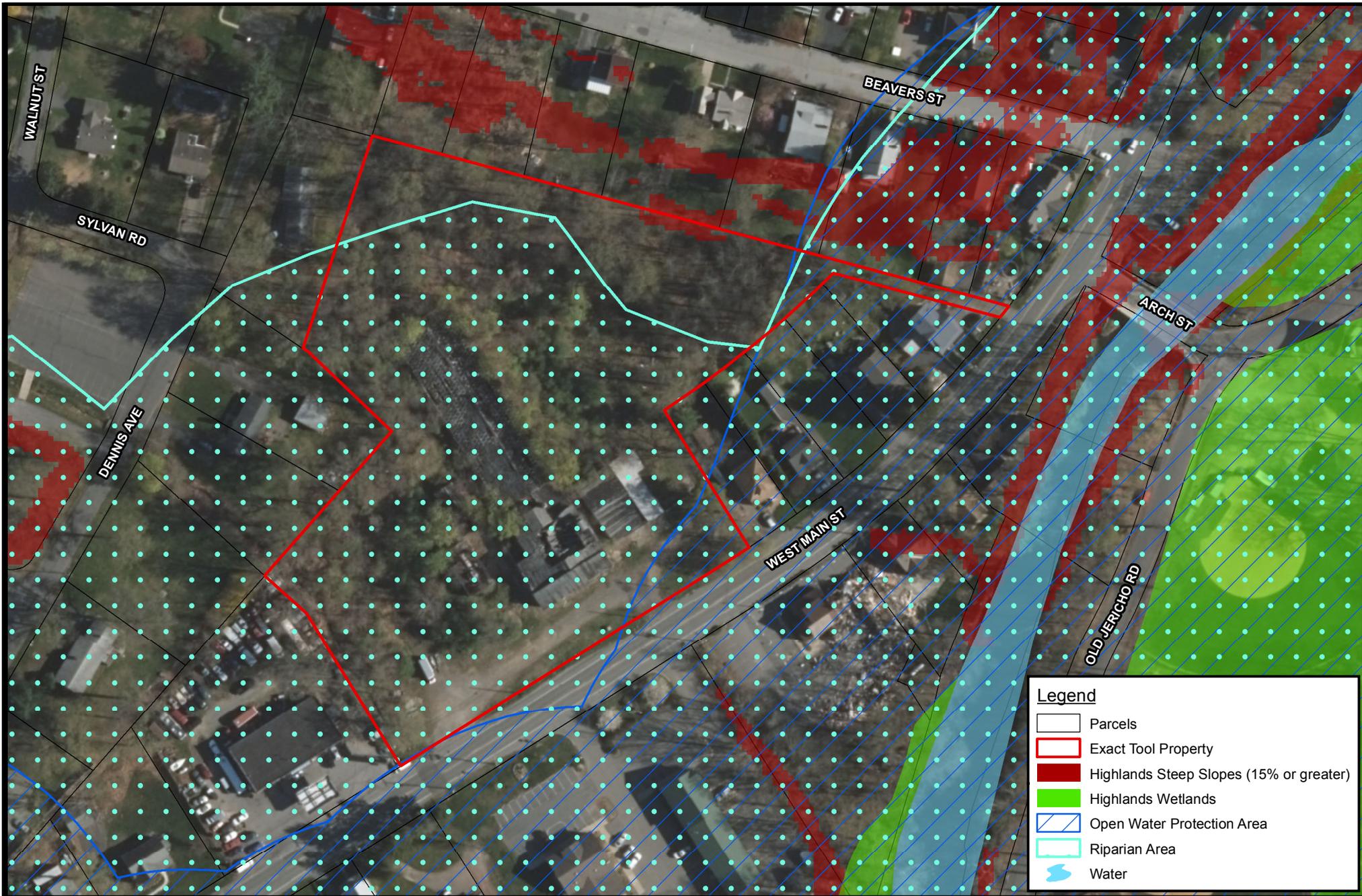
The bulk standards for the MUC Zone are as follows:

- Minimum Lot Area – 15,000 square feet
- Minimum Lot Frontage – 65 feet
- Minimum Front Yard Setback – 10 feet
- Maximum Front Yard Setback – 40 feet
- Minimum Side Yard Setback – 10 feet
- Minimum Rear Yard Setback – 30 feet
- Maximum Height – 35 feet/3 stories
- Maximum Lot Coverage – 70%

As the Borough has opted into the Highlands Planning Area, the site is also located in the Highlands Existing Community Zone. This overlay zone and the associated Highlands Land Use Ordinances would only be applicable if a future application could not achieve an exemption or exclusion from the Highlands Land Use Ordinances. These regulations do not impact bulk standards but do limit certain types of land uses that are considered minor and major contaminants.

The property is surrounded by a mix of non-residential and residential land uses. East of the property are single-family residential dwellings along the west side of West Main Street. On the east side of West Main Street is a commercial property, which is partially demolished due to a fire and is now vacant. To the south across West Main Street is the Borough of High Bridge municipal complex, which includes the Borough Hall, Borough Police Department and Emergency Squad. To the southwest of the property is a gasoline service station and automobile repair shop. The Redevelopment Area is adjacent to single-family residential properties to the west, northwest, north and northeast.

The site is served by both public water and sewer. According to the Highlands Council, the property does not contain any stream, wetland, Forest Resource Area, Critical Habitat Resource Area or Prime Groundwater Recharge Area. The majority of the site is within the Highlands designated riparian area. Less than 10% of the site is considered an Open Water Protection Area according to the Highlands mapping. See map on page 4.



Legend

-  Parcels
-  Exact Tool Property
-  Highlands Steep Slopes (15% or greater)
-  Highlands Wetlands
-  Open Water Protection Area
-  Riparian Area
-  Water



Corporate Headquarters
 331 Newman Springs Road
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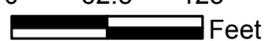
**100 WEST MAIN STREET:
 HIGHLANDS RESOURCES**

BOROUGH OF HIGH BRIDGE
 HUNTERDON COUNTY, NEW JERSEY

N



0 62.5 125
 Feet



Scale: 1 inch = 125 feet

Date: January 2018

MC Project No: HIB-033

III. PLAN GOALS

This chapter provides the goals of the Redevelopment Plan, which are as follows:

1. To improve the aesthetic appearance of the Redevelopment Area, which contains dilapidated structures, debris and graffiti.
2. To provide new commercial opportunities to enhance this section of West Main Street.
3. To create an opportunity for mixed use development.
4. To provide a location for multi-family housing, including affordable housing.

IV. RELATIONSHIP TO LOCAL OBJECTIVES

Redevelopment Plans are required to demonstrate any significant relationship “to pertinent municipal development regulations as defined in the Municipal Land Use Law,” and consistency “with the municipal master plan.” The following sections discuss the most recent planning documents in High Bridge and review the proposed Redevelopment Plan against the site’s current zoning.

MASTER PLAN REEXAMINATION REPORT (2011)

The Borough of High Bridge’s Master Plan was most recently reexamined in 2011. The current Borough of High Bridge Master Plan was adopted on September 1985, and previously reexamined in 1991, 1995 and 2004. Because of the significant

passage of time since original adoption, we will refer only to the 2011 Reexamination for the purpose of this Plan, relying on it to be the most current and accurate document.

This Reexamination report, as well as the 1995 and the 2004 Reexamination reports, expresses concerns regarding the Route 513 corridor in the area of Exact Level. At that time, this area was zoned Commercial, however there appeared to be no incentive to develop. Subsequently thereto, in 2014 these parcels were rezoned MUC, which is the current zoning.

The 2011 Reexamination report, and the 2004 Reexamination report by reference, specifically recommends that “the Exact Level and Tool property, identified on the Borough’s tax maps as Block 24, Lot 16, be studied to determine if it meets the criteria established by the LRHL.”

SUSTAINABLE ECONOMIC DEVELOPMENT PLAN (2011)

This document, completed in 2011, examines the Borough’s economic status and looks at efforts and activities to improve High Bridge’s economic health. Goals, strategies and actions that this Redevelopment Plan assists in accomplishing or advancing include the identification of the Exact Tool property as a potential redevelopment site, and “[w]orking with the Highlands Council and Exact Level & Tool’s owner to move the property through the cleanup and redevelopment process.”

LAND USE PLAN ELEMENT (2013)

This Land Use Plan Element updates a 1985 document, incorporating current concerns and conditions into the land use vision for the municipality, including the adoption of the Highlands Act and High Bridge’s formal conformance therewith in 2010.

As with the 2011 Master Plan Reexamination report, the 2013 Land Use Element again recommends studying the Exact Level and Tool property, Block 24, Lot 16, as a potential Area in Need of Redevelopment. The Element goes on to say that “[t]he property is contaminated and according to the New Jersey Department of Environmental Protection’s website, remediation began in August of 1986.” But, that upon completion of remediation, the redevelopment of the site should take place.

The Element reiterates that position along with recommended zoning changes, saying, “The Borough should study the Exact Level & Tool property, Block 24, Lot 16, to determine if it meets the criteria to be an area in need of redevelopment, once the extent of environmental contamination has been determined.”

ZONING ORDINANCE

The Redevelopment Area lies within the MUC (Mixed Use Corridor) zoning district, which was created in 2014. Prior to that the area was zoned C (Commercial). The permitted uses for the MUC zone are found in Chapter 145, Article 4, Section 406.1 of the municipal code and are listed on page 3 of this Plan, along with the bulk standards for the MUC Zone. This document has utilized the bulk standards found in the MUC and Downtown Business (DB) Zone as a springboard in crafting the land use regulations for this Redevelopment Plan.

PLAN RELATIONSHIP TO ZONING

This Redevelopment Plan supersedes the underlying zoning for the parcel described in this document. The vision for the lot is to demolish the existing buildings and construct new, visually-attractive buildings that form a gateway entrance to the Borough as well as the downtown area.

CONCLUSION

The 100 West Main Street Redevelopment Plan as proposed is substantially consistent with High Bridge’s 2011 Master Plan Reexamination Report, 2011 Sustainable Economic Development Plan, 2013 Land Use Plan Element and Zoning Ordinance. This document advances the recommendations provided in the various master plan documents for the former Exact Tool site and places the Borough one step closer to realizing the redevelopment of the site.

V. RELATIONSHIP TO OTHER PLANS

This chapter of the report describes the relationship to the master plans of adjacent communities and Hunterdon County as well as the report’s relationship to the State Development and Redevelopment Plan.

PLANS OF ADJACENT COMMUNITIES

High Bridge is located in Hunterdon County and is surrounded by the Townships of Lebanon and Clinton. The Redevelopment Area does not border any of the adjacent communities.

Because the parcel is not immediately adjacent to other municipalities, the Redevelopment Plan’s adoption will not impact other communities or their Master Plans.

COUNTY DOCUMENTS

The following County documents support redevelopment and would be advanced by this Redevelopment Plan.

HUNTERDON COUNTY GROWTH MANAGEMENT PLAN (2007)

Serving as the County Master Plan, the Hunterdon County Growth Management Plan is largely a document for the preservation of environmental resources and open space in a mostly rural county. However, the document does acknowledge the use of redevelopment as an important revitalization tool for municipalities.

HUNTERDON COUNTY COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (2014)

In 2014, the Hunterdon County Comprehensive Economic Development Strategy plan was adopted. The plan stated that “[r]evitalization of downtown communities combined with ample repurposing and redevelopment will meet the growing demand for compact, walkable communities,” and acknowledging the opportunity to “[f]ill vacant industrial, retail, and office space.” While not a downtown, this parcel is in walking distance to the train station and downtown district.

The Plan also lists as a goal, “Promote flexible zoning and other incentives to facilitate conversion/redevelopment of vacant buildings for new or mixed uses.” The redevelopment of 100 West Main Street would advance this goal.

STATE DOCUMENTS

HIGHLANDS REGIONAL MASTER PLAN (2008)

The Highlands Region includes 88 municipalities, including High Bridge. The Regional Master Plan seeks to evaluate how best to

protect the natural and cultural resources of the Highlands Region while striving to accommodate a sustainable economy.

Nothing within this document specifically addresses the redevelopment of the Exact Level site. However, the overall Plan does stress smart growth principles and encourages redevelopment. Goal 6H is to promote development and redevelopment in or adjacent to existing developed lands. Policy 6H4 is to promote compatible growth opportunities that include infill development, adaptive reuse, redevelopment and brownfields redevelopment in existing developed areas. Policy 6H5 is to promote land uses which create a sense of place with attractive, walkable neighborhoods that support community connectivity of development lands and community facilities.

The redevelopment of Lot 16 would advance the above goals and policies of the Highlands Council.

NEW JERSEY STATE PLAN

The State Strategic Plan is the revision to the 2001 State Development and Redevelopment Plan. The document sets forth a vision for the future of New Jersey along with strategies to achieve that vision. The State Strategic Plan was intended to be adopted by the State Planning Commission in November 2012 but was postponed due to Super Storm Sandy. The Commission is revising the document to incorporate disaster planning goals considering Super Storm Sandy.

The draft final State Strategic Plan has four overarching goals along with ten “Garden State Values”. This Redevelopment Plan has the ability to advance six of the ten values:

- **Concentrate Development and Mix Uses** – promote mixed-use development that is compact, offers shopping

and services within convenient walking distance of home and jobs

- **Prioritize Redevelopment and Existing Infrastructure** – prioritize the reuse and remediation of existing sites and structures
- **Increase Job and Business Opportunities** – provide opportunities for investment near housing, infrastructure and transportation
- **Create High-Quality, Livable Places** – create places to live, work and recreate; provide pedestrian-friendly streetscapes and enhance community design and character
- **Provide Transportation Choice and Efficient Mobility of Goods** – maintain transportation options
- **Diversify Housing Opportunities** – support the construction of housing that meets the needs of households of all sizes and income levels, located near transit and where services are available

VI. REDEVELOPMENT PLAN

This chapter of the 100 West Main Street Redevelopment Plan provides the general provisions, including review process, as well as land use and design requirements for the redevelopment of the site.

GENERAL PROVISIONS

RELOCATION

No temporary or permanent relocation of residents is contemplated, as there are no residential (market-rate or affordable) units on the parcel. Therefore, no relocation

assistance is necessitated by the 100 West Main Street Redevelopment Plan.

PROPERTIES TO BE ACQUIRED

In designating the Redevelopment Area, the Borough Council did provide notice that they reserve the right to utilize condemnation, if needed. The Council's preference is for the site to be developed by a private developer after the purchase of the property from the current owners. Currently, the Borough does not propose to acquire the site.

DEVIATIONS FROM REDEVELOPMENT PLAN REQUIREMENTS

The Planning Board of the Borough of High Bridge may, after review of a site plan that is in one or more aspects inconsistent with the Redevelopment Plan, grant deviations from the strict application of the regulations contained in this Redevelopment Plan in accordance with the provisions for bulk variances in N.J.S.A. 40:55D-70c. Notwithstanding the above, no deviations shall be granted that would permit any of the following:

- a use or principal structure that is not otherwise permitted by this Redevelopment Plan;
- an increase in the maximum permitted floor area ratio;
- or an increase in the maximum permitted height of a principal structure by more than 10 feet or 10%, whichever is less.

REVIEW PROCEDURES

The review procedures for this Redevelopment Plan are as follows:

- The Mayor and Council shall act as the Redevelopment Entity.
- All development applications shall be submitted to the High Bridge Planning Board through the normal site plan and subdivision procedures as outlined in N.J.S.A. 40:55-1 et seq. and the Borough of High Bridge Code.
- The Planning Board shall deem any application for redevelopment subject to this 100 West Main Street Redevelopment Plan incomplete if the applicant has not been designated as the redeveloper by the Redevelopment Entity and a redevelopment agreement has been executed. No development shall occur on such property except as determined pursuant to such redevelopment agreement.
- The Board of Adjustment is not permitted to grant any deviations from the use provisions of this Redevelopment Plan. Any proposed changes to the Redevelopment Plan involving specific permitted land uses shall be in the form of an amendment to the Redevelopment Plan adopted by the Mayor and Council, in accordance with the procedures set forth in the LRHL.

LAND USE & DEVELOPMENT REQUIREMENTS

This section of the report is divided into three categories:

- Definitions
- Use and Bulk Requirements
- Architectural Standards

DEFINITIONS

Adult daycare – a non-residential facility that supports the health, nutritional, social and daily living needs of adults in a professionally staffed facility. No overnight facilities are provided.

Alternative Treatment Center - any commercial establishment engaged in the cultivation and/or distribution of medical marijuana, including cannabis derived oils, tinctures, and lotions; and related paraphernalia.

Artist studio – a work space in which an artist does his work, such as painting, drawing, photography, sculpture or similar fine art. Said space can be used to both create art work and sell art work.

Child care center - any facility which is maintained for the care, development or supervision of six or more children under six years of age who attend for less than 24 hours per day and which is licensed by the New Jersey Department of Human Services.

Electronic smoking device - an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, or pipe.

Head shop - a retail business that sells any type of syringe, needle, eye dropper, spoon, pipe, testing kit, rolling paper or other paraphernalia or appliances designed for or ordinarily used in smoking, testing, weighing, measuring, injecting, cooking or sniffing marijuana, cocaine, opium, hashish or other controlled dangerous substances as defined by N.J.S.A. 24:21-1 et seq.

Higher education – a facility that offers education beyond high school. These types of facilities include universities, colleges, seminaries and institutes or branches of a main campus.

Incubator space – an office space-type environment that is flexibly designed that accommodates administrative, research and development and/or limited manufacturing activities. The space can be shared by multiple entities that share services. There shall be no emission of any smoke, fumes, gas, dust, odors or any other atmospheric pollutant, which will disseminate beyond the boundaries of the lot occupied by an incubator space. There shall be no vibration that is discernible to the human sense of feeling beyond the boundaries of the subject site.

Indoor recreation – A recreational land use conducted entirely within a building, including, but not limited to an arcade, rock climbing, bowling alley, community center, gymnasium, swimming pool or tennis courts.

Instructional use - uses for the teaching and practice of dance, drama, art, language, martial arts, music, aerobics, sports, fitness, photography and the like. These uses may, from time to time, hold group events, such as birthday parties.

Limited manufacturing – an activity that involves the fabrication, reshaping, reworking, assembly or combining of products from previously prepared materials and which does not involve the synthesis of chemical or chemical products or the processing of any raw materials.

Liquid nicotine - any solution containing nicotine which is designed or sold for use with an electronic smoking device.

Liquid nicotine container - a bottle or other container of liquid, wax, gel, or other substance containing nicotine, where the liquid or other contained substance is sold, marketed or intended for use in a vapor product but does not include containers prefilled and sealed by the manufacturer and not intended to be opened by the consumer.

Massage and bodywork therapies - systems of activity of structured touch which include, but are not limited to, holding, applying pressure, positioning and mobilizing soft tissue of the body by manual technique and use of visual, kinesthetic, auditory and palpating skills to assess the body for purposes of applying therapeutic massage and bodywork principles. Such application may include, but is not limited to, the use of therapies such as heliotherapy or hydrotherapy, the use of moist hot and cold external applications, explaining and describing myofascial movement, self-care and stress management as it relates to massage and bodywork therapies. Massage and bodywork therapy practices are designed to affect the soft tissue of the body to promote and maintain the health and well-being of the client. Massage and bodywork therapies do not include the diagnosis of illness, disease, impairment or disability.

Medical office - the office of a licensed medical or health care practitioner providing health care services to a person for the purpose of maintaining or restoring a person's physical or mental health. The term "licensed" is defined in the New Jersey Administrative Code.

Movie theater – a theater where movies are shown for public entertainment.

Outdoor dining – a designated area of a restaurant, but outside the principal building, and where patrons may sit at tables while consuming food and beverages.

Performance space – a space used for theater, poetry, dance performance, recitals for live music and the like.

Personal service – establishments primarily engaged in providing services involving the care of a person or his or her personal goods or apparel. Examples include dry cleaners, salons, barber shops, travel agencies and the like.

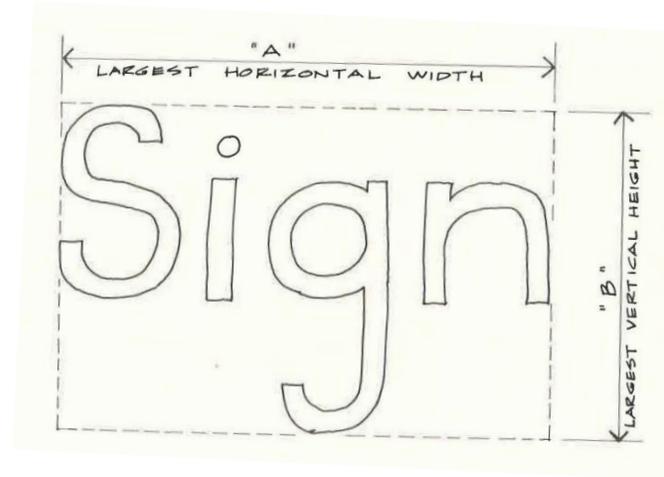
Professional office – a room or group of rooms used for conducting the affairs of a business, profession, industry or government and generally furnished with desks, tables, files and communication equipment.

Retail – establishments engaged in selling goods or merchandise for personal or household consumption and rendering services incidental to the sale of such goods.

Restaurant – an establishment where food and drink are prepared, served and consumed primarily within the principal building.

Sign - any object, device, display or structure, or part thereof, situated outdoors or indoors, permanent or temporary in nature, which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means, including words, letters, figures, design, symbols, logos, fixtures, colors, illumination or projected images.

Sign area - the entire space within a single continuous perimeter enclosing the extreme limits of a sign or where a sign consists of individual letters or logos, the space bounded by the maximum horizontal and vertical dimensions of the lettering/logo. For double-sided identical signs, only one side constitutes total sign area. See example to the upper right:



Sign, Directional – On-site signage that provides direction or information to pedestrians or vehicular traffic that is related to the movement of pedestrians and/or vehicular traffic on the premises (e.g. "entrance", "exit", "one-way", and the like). Logos are not permitted on directional signs.

Sign, Directory - a sign, parallel and attached to the building that contains listings of one or more commercial establishments located on the upper floors of a building that share a common entrance.

Sign, Monument – a sign not affixed to a building where the entire bottom is in contact with the ground.

Sign, Street Address – a sign denoting the street address of the premises on which it is attached or located.

Sign, Wall - all flat signs of solid-face construction and/or individual letters which are placed against a building or other structure and attached to the exterior front, rear or side wall of any building or other structure, so that the display surface is parallel with the plane of the wall. Signs painted on an exterior

wall shall be deemed to be wall signs subject to all applicable requirements.

Sign, Window - any sign temporarily or permanently affixed to the glass of a window or door of a business or that is visible through a window or door and placed within 2 feet of the glass.

Vapor product - any non-combustible product containing nicotine that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, to produce vapor from nicotine in a solution or any form, including any electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device, and any vapor cartridge or other container of nicotine in a solution or other form intended to be used with, or in, any such device.

USE AND BULK REQUIREMENTS

A. Principal permitted uses.

1. Adult daycare.
2. Artist studio.
3. Child care center.
4. Higher education.
5. Incubator space.
6. Instructional uses.
7. Massage and bodywork therapies as licensed by the State of New Jersey.
8. Movie theater.
9. Multi-family residential uses.

¹ The Borough is prohibiting certain hours of operation due to health and safety concerns. The Redevelopment Area has residential uses on three of its five sides. This Redevelopment Plan proposes to introduce commercial uses to the site and wishes to limit noise, light and traffic impacts to these adjacent residential neighbors.

10. Retail.
11. Performance space.
12. Personal services.
13. Professional and medical offices.
14. Restaurants.
15. Tattoo studio.
16. Indoor recreation.
17. Two or more of the aforementioned uses in one building.

B. Permitted accessory uses.

1. Off-street parking.
2. Outdoor dining associated with a permitted restaurant.
3. Outdoor displays of goods shall be permitted during business hours and shall be located on the parcel.

C. Permitted conditional uses.

1. None.

D. Prohibited uses.

1. Any use not specifically permitted is prohibited.
2. Adult-themed retail stores.
3. Automotive repair facilities.
4. Gas stations.
5. Alternative treatment centers.
6. Head shops.
7. New or used car lots.
8. Uses that include a drive-through facility that operates between 9pm and 5am.¹
9. Uses that are open between 11pm and 5am.²

² The Borough is prohibiting certain hours of operation due to health and safety concerns. The Redevelopment Area has residential uses on three of its five sides. This Redevelopment Plan proposes to introduce commercial uses to the site and wishes to limit noise, light and traffic impacts to these adjacent residential neighbors.

E. Bulk standards.

1. Minimum lot area – 4 acres
2. Minimum lot width – 300 feet
3. Minimum front yard setback – 25 feet
4. Maximum front yard setback – 75 feet
5. Minimum side yard setback to adjacent non-residential uses – 20 feet
6. Minimum side and rear yard setback to adjacent residential uses – 50 feet
7. Maximum building coverage – 60%
8. Maximum impervious coverage – 80%
9. Maximum permitted building height – 48 feet and 4 stories; however, roof-mounted equipment, elevator penthouses, and parapets shall extend no more than six feet above the maximum permitted building height.
10. Maximum residential density – 23 units per acre

F. Off-street parking.

1. General Provisions
 - a. All parking spaces shall measure no less than 9 feet in width by 18 feet in length and be delineated by hairpin striping.
 - b. Parking shall be set back a minimum of 5 feet from a public street, 15 feet from an adjacent non-residential use and 35 feet from an adjacent residential use.
 - c. All lighting for off-street parking areas shall be so arranged and shielded as to reflect the light downward and prevent any light from shining directly on adjoining streets, residential zones and residential buildings.
 - d. Parking lot lighting shall provide a maintained minimum average of 0.5 footcandles.

- e. Light illumination at the property line with adjacent existing residential uses shall not exceed zero footcandles.
2. Parking Ratios. The following off-street parking shall be provided:
 - a. Artist studio – 1 space for each 1,000 square feet of gross floor area
 - b. Higher education – 1 space for each 500 square feet of gross floor area
 - c. Incubator space – 1 space for each 750 square feet of gross floor area
 - d. Indoor recreation – 1 space per 200 square feet of floor area
 - e. Instructional uses – 1 space for each 120 square feet of public area for uses with less than 5,000 square feet of public area. For uses with 5,000 or more square feet of public area, the parking requirement shall be determined based maximum fire occupancy
 - f. Retail uses -1 space per 350 square feet of gross floor area
 - g. Movie theater – 1 space for each 3 seats
 - h. Medical and dental office - 1 space per 150 square feet of gross floor area
 - i. Office uses other than medical and dental - 1 space per 250 square feet of gross floor area
 - j. Performance space – 1 space for each three occupants as permitted by the fire code
 - k. Personal service, massage, bodywork therapy uses, tattoo studio - 1 space per 200 square feet of gross floor area
 - l. Restaurants - 1 space per 3 seats and 1 space per 2 employees during the peak shift

- m. Child care center and adult daycare – 1 space per 300 square feet of gross floor area
 - n. Residential units – 1.8 spaces for each one-bedroom unit; 2 spaces for each two-bedroom unit; 2.1 spaces for each three-bedroom unit
3. Shared parking. Nothing in the above requirements or in this sub-section shall be construed to prevent the employment of shared parking:
- a. On-site shared parking. For parcels containing a mixed-use building, on-site shared parking may be implemented in one of two manners.
 - (1) A 50% shared parking allowance shall be permitted for combining weekday uses with evening/weekend uses in the same building. Office, higher education and retail uses are weekday uses, while residential, movie theater, performance space and restaurant uses are considered to be evening/weekend uses.
 - (2) 50% of the parking requirement of the evening/weekend use of the building may be met through parking already provided for the weekday use. For example, a building contains office space that requires 30 parking spaces and residential units that require 16 parking spaces. The residential parking is permitted to be reduced by 50% or 8 parking spaces. Therefore, the development would only be required to construct 38 parking spaces instead of 46.
4. Screening
- a. Off-street parking shall be screened from public view by installing evergreen shrubs, which are a minimum of 3 feet high.
 - b. Parking within 50 feet of an existing adjacent residential use shall be screened from the residential

use by installing a staggered, double row of evergreen shrubs, which are a minimum of 3 feet high. At least 30% of said shrubs shall be a minimum of 3.5 feet high.

- 5. Landscaping
 - a. Within surface parking lots 1 landscape island shall be provided for every 20 parking spaces.
 - b. Said landscape island shall contain a minimum of 160 square feet.
 - c. At least half of the landscape islands shall contain a shade tree and other landscaping; the remainder shall contain shrubs.

G. Loading.

- 1. Facilities for loading shall be provided on the property in other than the front yard. Each parcel shall demonstrate the adequacy of the proposed loading area(s) to meet the requirements of the proposed use. Alternatively, if no loading area is proposed, the applicant/owner shall provide testimony and/or proof to the Planning Board that the use can function without a dedicated loading area.
- 2. Loading areas shall be buffered from existing residential uses by:
 - a. A six-foot-tall solid fence, or
 - b. A landscape buffer 10 feet wide with two rows of staggered deciduous shrubs, which are a minimum of 6 feet high. Said buffer shall effectively form a screen.

H. Trash

- 1. Trash receptacles shall be in the rear yard and shall be enclosed with a solid fence or masonry. No trash receptacle shall be visible from any public street.

2. No dumpster or trash facility shall be located less than 20 feet to a property line shared with an existing single-family home.
3. Such facilities shall be designed so that they fit within an overall project design.
4. Provisions for the collection, disposition and recycling of recyclable materials shall be subject to any other applicable ordinances of the Borough of High Bridge.
5. Trash may be alternatively stored inside the building.

I. Stormwater. All applications for development shall conform to the stormwater regulations contained in the Borough of High Bridge's code.

J. Landscaping.

1. Street trees shall be provided along all public streets with a minimum 3-inch caliper, spaced no more than 50 feet apart. Branching height should bear a relationship to the size and species of the tree but shall have a minimum clearance height of 7 feet above grade before branching begins.
2. There shall be a minimum 35-foot-wide buffer strip along any abutting residential use. The only item that may infringe on the buffer strip is a trash area. Within the buffer strip all existing trees shall be maintained unless dead or diseased.
3. The buffer strip shall contain a mixture of plants and shall include the following:
 - a. One shade tree for every 60 linear feet of buffer;
 - b. One evergreen tree for every 50 linear feet of buffer;
 - c. One ornamental tree for every 80 linear feet of buffer; and
 - d. Ten shrubs for every 100 linear feet of buffer.

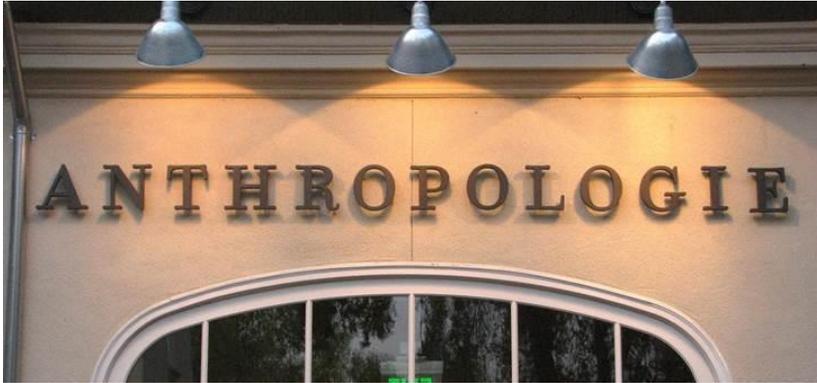
4. Existing plants within the buffer shall count towards the above requirements.
5. Proposed buffer plantings shall be arranged in a natural staggered pattern and shall not be lined up in straight, single rows.
6. Any portion of the Redevelopment Area not used for structures, roadways, loading, parking, etc. shall be landscaped with grass, trees and shrubs, as designed by a Landscape Architect.
7. At the time of planting, evergreen trees shall be a minimum of 6 feet tall, deciduous trees a minimum of 3 inches in caliper, ornamental trees a minimum of 2 inches in caliper and shrubs a minimum of 3 feet tall.

K. Signage. The following standards shall apply to all signs in the Redevelopment Area. No sign type other than those identified below shall be permitted.

1. Wall signage.
 - a. One wall sign shall be permitted per ground floor business.
 - b. The following types of wall signs shall be permitted:
 - (1) Back-lit raised letters with concealed ballast.
Example below.



- (2) Individual cut letters with gooseneck lighting.
Example below.



- c. The maximum sign area shall be 95% of the linear business frontage, with a maximum area of 50 square feet. For example, if the linear business frontage is 20 feet, the maximum sign area shall be 19 square feet.
 - d. The horizontal dimension of the sign shall not exceed 80% of the width of the building frontage occupied by the use.
 - e. Wall signs shall not be permitted above the roofline or the bottom of any second-floor windows, whichever is lower.
 - f. Wall signs shall not project more than 8 inches from the façade.
2. Monument signage.
 - a. If the building is set back 40 or more feet from the property line, 1 monument sign shall be permitted.
 - b. The maximum sign area shall be 30 square feet, excluding the base.
 - c. The maximum sign height shall be 6 feet, including the base.
 - d. The sign shall be set back from the right-of-way a minimum of 8 feet.
 - e. The base of the monument sign shall be constructed of materials that are consistent with the building architecture.
 - f. Monument signs may be externally lit.
 3. Street address signage.
 - a. Street address signage shall be provided on each building or on a monument sign.
 - b. Street address numbers shall have a maximum height of 12 inches.
 4. Directory signage.
 - a. Where a building has upper story non-residential uses, 1 directory sign shall be permitted per entrance to said upper story establishments.
 - b. The maximum sign area shall be 6 square feet.
 - c. Directory signage shall be located next to the exterior entrance to the upper story establishment(s). The top edge of the sign shall be no higher than 7 feet above the sidewalk or grade.
 5. Directional signage.
 - a. Directional signage shall be permitted at driveways that abut public streets.
 - b. The maximum sign area shall be 3 square feet.
 - c. The maximum sign height shall be 3 feet from grade.
 - d. Directional signage may be internally illuminated.
 6. Temporary window signage advertising special sales or events shall be permitted, subject to the following limitations:
 - a. One or more temporary window signs may be displayed at the same time.
 - b. Temporary window signs shall not cover more than 25% of the glass surface.

- c. Temporary window signs shall not be displayed for a period longer than 30 days.
- 7. Temporary grand opening signs, subject to the following limitations:
 - a. One temporary grand opening or coming soon sign may be displayed for the grand opening of a business, relocation of a business or to announce the approaching arrival of a new business.
 - b. Said sign shall not exceed a maximum of 20 square feet.
 - c. Said sign shall be located within the window of the commercial establishment or on the exterior of the building no higher than the roofline.
 - d. A temporary grand opening sign shall not be displayed for a period longer than 45 days.
- 8. Temporary real estate signage.
 - a. For each parcel, 1 temporary real estate sign for each street frontage may be displayed.
 - b. Temporary real estate signs shall be removed within 7 days following the closing or settlement of a sale, lease or rental of the real estate that was offered for sale, lease or rent.

L. Affordable Housing Standards.

- 1. Any application within the Redevelopment Area providing for 5 or more residential units shall be required to provide affordable housing. A minimum 20% affordable housing set-aside shall be provided regardless of whether the units are offered as sale or rental.
- 2. Affordable housing units shall meet the bedroom distribution requirements contained in the Uniform Housing Affordability Controls.

- 3. The units shall meet the low/moderate income distribution requirements contained in the Uniform Housing Affordability Controls. At least 13% of the units shall be reserved for very-low-income units.
- 4. All units shall be deed restricted for a minimum of 40 years in accordance with P.L. 2024, c.2.
- 5. The developer shall be responsible for retaining a qualified Administrative Agent to administer the units, subject to the Borough's approval.
- 6. Non-residential development shall be subject to the State-wide Non-Residential Development Fee Act.

ARCHITECTURAL STANDARDS

M. Purpose

- 1. The purpose of the architecture design standards is to establish a set of principles and requirements to guide future redevelopment. These principles will enhance the Redevelopment Area and encourage redevelopment at a scale that is pedestrian-oriented. The guidelines work to provide standards that allow for flexibility and creativity while encouraging high-quality development. High-quality development is long-lasting and will increase property values. The goal is to create buildings that are attractive and enliven the streetscape.

N. Massing

- 1. Building wall offsets, including both projections and recesses, shall be provided along any street-facing building wall measuring greater than 50 feet in length in order to provide architectural interest and variety to the massing of a building and relieve the negative visual effect of a single, long wall.

2. The maximum spacing between such vertical offsets shall be 40 feet. The minimum projection or depth of any individual vertical offset shall not be less than 8 inches.
3. Vertical offsets can include pilasters, projecting bays, changes in façade materials and balconies.

O. Articulation

1. All street-facing building walls shall have a clearly defined base, body and cap.
2. The base of the building shall align with either the kickplate or sill level of the first story.
3. The body section of a building may be horizontally divided at floor, lintel or sill levels with belt courses.
4. The architectural treatment of a façade shall be completely continued around all street-facing façades of a building. All sides of a building shall be architecturally designed to be consistent regarding style, materials, colors and details.

P. Roof

1. The height of elevator shafts, ventilators, air conditioning and any other apparatus which may be carried on the roof level shall be screened and shall be no higher than 5 feet above the permitted height. Said roof-top equipment shall not be visible from surrounding properties or streets.
2. The shape, pitch and color of a roof shall be architecturally compatible with the style, materials and colors of such building.
3. If the building has a flat roof, a parapet shall project vertically to hide any roof-mounted mechanical equipment. Additionally, a cornice shall project out horizontally from the façade and shall be ornamented with moldings, brackets or other details.

4. Pitched roofs are encouraged to have dormers, chimneys, cupolas and other similar elements to provide architectural interest. These elements shall be compatible with the style, materials, colors and details of the building.
5. Roofline offsets shall be provided along any gable roof measuring more than 50 feet in length to provide architectural interest and articulation to a building.
6. Rooftop heating, ventilating and air-conditioning systems, exhaust pipes and stacks, satellite dishes and other telecommunications receiving devices shall be screened or otherwise specially treated to be inconspicuous as viewed from the street and adjacent properties.
7. If a building containing a fourth floor/story is proposed, said fourth floor/story shall be located within a mansard roof for at least 70% of the length of the street-facing façade.

Q. Transparency

1. Ground floor non-residential uses in the Redevelopment Area shall have large pane display windows. Such windows shall be framed by the surrounding wall and shall be a minimum of 70% of the total ground level facade area. A building's "ground level façade area" is the area bounded by the side edges of the building and the plane coincident with the internal floor of the building and the internal ceiling of the building.
2. Transoms above display windows in the Redevelopment Area are encouraged.
3. Windowsills shall not be more than 3 feet above the sidewalk in the Redevelopment Area for non-residential uses. Base panels or bulkheads are encouraged between the sidewalk and the windowsills.

4. Windows shall be vertically proportioned (taller than wider) where possible.
5. Buildings of architectural styles that normally have windows with muntins (vertical dividers) or divided lights shall utilize those types of windows.
6. Glass blocks are not permitted on façades that abut a public street.
7. Exterior security grates are prohibited.

R. Entrances

1. All entrances to a building shall be defined and articulated by utilizing such elements as lintels, pediments, pilasters, columns, porticos, porches, overhangs, railings, balustrades and other such elements, where appropriate.

S. Materials

1. Building façades visible from a public street shall consist of durable, long-lasting materials.
2. Appropriate materials include brick, stone, cast stone, Hardieplank or other high-quality material.

VII. RELATIONSHIP TO ZONING

ZONING PROVISIONS

EFFECT OF PLAN

The 100 West Main Street Redevelopment Plan supersedes the existing zoning for the parcel and the applicable provisions of the Borough of High Bridge's Land Use Ordinance as provided in Chapter VI above.

TERMS & DEFINITIONS

Any terms or definitions not addressed within this Redevelopment Plan shall rely on the applicable terms and conditions set forth in Chapter 145, Land Use and Development.

OTHER APPLICABLE DESIGN & PERFORMANCE STANDARDS

Any design or performance standards not addressed within this Redevelopment Plan shall rely on the applicable design and performance standards set forth in Chapter 145, Land Use and Development.

CONFLICT

If any word, phrase, clause, section or provision of this plan, is found by a court or other jurisdiction to be invalid, illegal or unconstitutional; such word, phrase, section or provision shall be deemed severable and the remainder of the Redevelopment Plan shall remain in full force and effect.

ZONING MAP REVISION

This Redevelopment Plan supersedes the underlying zoning, which requires the Official Zoning Map to be amended for the parcel. The Zoning Map is hereby amended to illustrate the following block and lots as the "West Main Street Redevelopment Plan":

- Block 24, Lot 16

VIII. AMENDMENTS & DURATION

AMENDMENTS TO THE REDEVELOPMENT PLAN

This plan may be amended from time to time in accordance with the procedures of the LRHL. To the extent that any such amendment materially affects the terms and conditions of duly executed redevelopment agreements between one or more redevelopers and the Borough of High Bridge, the provisions of the redevelopment plan amendment will be contingent upon the amendment of the redeveloper agreement to provide for the plan amendment.

CERTIFICATES OF COMPLETION & COMPLIANCE

Upon the inspection and verification by the Mayor and Council that the redevelopment of a parcel subject to a redeveloper agreement has been completed, a Certificate of Completion and Compliance will be issued to the redeveloper and such parcel will be deemed no longer in need of redevelopment.

This Redevelopment Plan will remain in effect until a Certificate of Completion has been issued for the designated parcel, or until the Redevelopment Plan is deemed no longer necessary for the public interest and repealed by Ordinance of the Mayor and Council.

SELECTION OF REDEVELOPER(S)

In order to assure that the vision of the 100 West Main Street Redevelopment Plan will be successfully implemented in an effective and timely way and in order to promptly achieve the goals of the Plan, the Mayor and Council, acting as the Redevelopment Entity, will designate the redeveloper(s) for any

redevelopment project in the area governed by this Redevelopment Plan. All redeveloper(s) will be required to execute a redevelopment agreement satisfactory to the Mayor and Council.

The implementation of this Redevelopment Plan may utilize a process for the competitive selection of one or more redeveloper(s). The intent of this section of the Redevelopment Plan is to set forth the procedural standards to guide redeveloper selection. The Mayor and Council, acting as the Redevelopment Entity may, at any time, proactively solicit potential redevelopers by utilizing appropriate methods of advertisement and other forms of communication, or may, in its discretion, entertain an unsolicited proposal from a prospective redeveloper(s) for redevelopment of the area.

The selection of a redeveloper by the Mayor and Council, acting as the Borough of High Bridge's Redevelopment Entity for the areas, may be based on a competitive selection process. Under a competitive selection process, which may be undertaken from time to time at the discretion of the Mayor and Council, an applicant for selection as a redeveloper will be required to submit materials to the Mayor and Council that specify their qualifications, financial resources, experience and design approach to the property in question. The competitive selection process will likely include the submission of some or all of the following materials (additional submission materials may be requested by the Mayor and Council as deemed appropriate to the lands in question):

- Conceptual plans and elevations sufficient in scope to demonstrate that the design approach, architectural concepts, number and type of development, parking, traffic circulation, landscaping and other elements are

consistent with the objectives and standards of this Redevelopment Plan.

- Anticipated construction schedule, including estimated pre-construction time period to secure permits and approvals.
- Documentation evidencing the financial responsibility and capability with respect to carrying out site environmental remediation and the proposed redevelopment including but not limited to: type of company or partnership, disclosure of ownership interest, list of comparable projects successfully completed, list of references with name, address and phone information, list of any general or limited partners, and financial profile of the redeveloper entity.

The following provisions regarding redevelopment are hereby included in connection with the implementation of this Redevelopment Plan and the selection of a redeveloper(s) for any property included in the Redevelopment Plan and shall apply notwithstanding the provisions of any zoning or building ordinance or other regulations to the contrary:

1. The redeveloper, its successor or assigns shall develop the property in accordance with the uses and building requirements specified in the Redevelopment Plan.
2. Until the required improvements are completed, and a Certificate of Completion is issued by the Redevelopment Entity, the redeveloper covenants provided for in N.J.S.A. 40A:12A-9 and imposed in any redeveloper agreement, lease, deed or other instrument shall remain in full force and effect.

3. The redevelopment agreement(s) shall contain provisions to assure the timely construction of the redevelopment project, the qualifications, financial capability and financial guarantees of the redeveloper(s) and any other provisions to assure the successful completion of the project.
4. The designated redeveloper(s) shall be responsible for any installation or upgrade of infrastructure related to their project whether on-site or off-site. Infrastructure items include, but are not limited to gas, electric, water, sanitary and storm sewers, telecommunications, recreation or open space, streets, curbs, sidewalks, street lighting and street trees or other improvements. The extent of the designated redeveloper's responsibility will be outlined in the redeveloper's agreements with the Borough. All utilities shall be placed underground.
5. All infrastructure improvements shall comply with applicable local, state and federal law and regulations, including the Americans with Disabilities Act.

Ordinance 2024-035

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

**AMENDING CHAPTER 334 STORMWATER MANAGEMENT TO UPDATE THE
STORMWATER MANAGEMENT CODE**

WHERE AS, the Council of the Borough of High Bridge wishes to amend Chapter 334 to the following:

334-1. Scope and purpose.

A. Policy Statement

Flood control, groundwater recharge, and pollutant reduction shall be achieved through the use of stormwater management measures, including green infrastructure Best Management Practices (GI BMPs) and nonstructural stormwater management strategies. GI BMPs and low impact development (LID) should be utilized to meet the goal of maintaining natural hydrology to reduce stormwater runoff volume, reduce erosion, encourage infiltration and groundwater recharge, and reduce pollution. GI BMPs and LID should be developed based upon physical site conditions and the origin, nature and the anticipated quantity, or amount, of potential pollutants. Multiple stormwater management BMPs may be necessary to achieve the established performance standards for water quality, quantity, and groundwater recharge.

B. Purpose

The purpose of this ordinance is to establish minimum stormwater management requirements and controls for "major development," as defined below in § 334-2.

C. Applicability

1. This ordinance shall be applicable to the following major developments:
 - a. Non-residential major developments; and
 - b. Aspects of residential major developments that are not pre-empted by the Residential Site Improvement Standards at N.J.A.C. 5:21.
2. This ordinance shall also be applicable to all major developments undertaken by the Borough of High Bridge.
3. An application required by ordinance pursuant to 334-1(C)(1) above that has been submitted prior to June 27th, 2024, shall be subject to the stormwater management requirements in effect on June 26th, 2024.

4. An application required by ordinance for approval pursuant to 334-1(C)(1) above that has been submitted on or after March 2, 2021, but prior to June 27, 2024, shall be subject to the stormwater management requirements in effect on June 26th, 2024.
5. Notwithstanding any rule to the contrary, a major development for any public roadway or railroad project conducted by a public transportation entity that has determined a preferred alternative or reached an equivalent milestone before July 17, 2023, shall be subject to the stormwater management requirements in effect prior to July 17, 2023.

D. Compatibility with Other Permit and Ordinance Requirements

Development approvals issued pursuant to this ordinance are to be considered an integral part of development approvals and do not relieve the applicant of the responsibility to secure required permits or approvals for activities regulated by any other applicable code, rule, act, or ordinance. In their interpretation and application, the provisions of this ordinance shall be held to be the minimum requirements for the promotion of the public health, safety, and general welfare.

This ordinance is not intended to interfere with, abrogate, or annul any other ordinances, rule or regulation, statute, or other provision of law except that, where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, the more restrictive provisions or higher standards shall control.

§ 334-2. Definitions

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. The definitions below are the same as or based on the corresponding definitions in the Stormwater Management Rules at N.J.A.C. 7:8-1.2.

"CAFRA Centers, Cores or Nodes" means those areas with boundaries incorporated by reference or revised by the Department in accordance with N.J.A.C. 7:7-13.16.

"CAFRA Planning Map" means the map used by the Department to identify the location of Coastal Planning Areas, CAFRA centers, CAFRA cores, and CAFRA nodes. The CAFRA Planning Map is available on the Department's Geographic Information System (GIS).

"Community basin" means an infiltration system, sand filter designed to infiltrate, standard constructed wetland, or wet pond, established in accordance with N.J.A.C. 7:8-4.2(c)14, that is designed and constructed in accordance with the New Jersey Stormwater Best Management Practices Manual, or an alternate design, approved in accordance with N.J.A.C. 7:8-5.2(g), for an infiltration system, sand filter designed to infiltrate, standard constructed wetland, or wet pond and that complies with the requirements of this chapter.

"Compaction" means the increase in soil bulk density.

"Contributory drainage area" means the area from which stormwater runoff drains to a stormwater management measure, not including the area of the stormwater management measure itself.

"Core" means a pedestrian-oriented area of commercial and civic uses serving the

surrounding municipality, generally including housing and access to public transportation.

“County review agency” means an agency designated by the County Commissioners to review municipal stormwater management plans and implementing ordinance(s). The county review agency may either be:

1. A county planning agency or
2. A county water resource association created under N.J.S.A 58:16A-55.5, if the ordinance or resolution delegates authority to approve, conditionally approve, or disapprove municipal stormwater management plans and implementing ordinances.

“Department” means the Department of Environmental Protection.

“Designated Center” means a State Development and Redevelopment Plan Center as designated by the State Planning Commission such as urban, regional, town, village, or hamlet.

“Design engineer” means a person professionally qualified and duly licensed in New Jersey to perform engineering services that may include, but not necessarily be limited to, development of project requirements, creation and development of project design and preparation of drawings and specifications.

“Development” means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlarge-enlargement of any building or structure, any mining excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission is required under the Municipal Land Use Law, N.J.S.A. 40:55D-1 *et seq.*

In the case of development of agricultural land, development means: any activity that requires a State permit, any activity reviewed by the County Agricultural Board (CAB) and the State Agricultural Development Committee (SADC), and municipal review of any activity not exempted by the Right to Farm Act , N.J.S.A 4:1C-1 *et seq.*

“Disturbance” means the placement or reconstruction of impervious surface or motor vehicle surface, or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation. Milling and repaving is not considered disturbance for the purposes of this definition.

“Drainage area” means a geographic area within which stormwater, sediments, or dissolved materials drain to a particular receiving waterbody or to a particular point along a receiving waterbody.

“Environmentally constrained area” means the following areas where the physical alteration of the land is in some way restricted, either through regulation, easement, deed restriction or ownership such as: wetlands, floodplains, threatened and endangered species sites or designated habitats, and parks and preserves. Habitats of

endangered or threatened species are identified using the Department's Landscape Project as approved by the Department's Endangered and Nongame Species Program.

“Environmentally critical area” means an area or feature which is of significant environmental value, including but not limited to: stream corridors, natural heritage priority sites, habitats of endangered or threatened species, large areas of contiguous open space or upland forest, steep slopes, and well head protection and groundwater recharge areas. Habitats of endangered or threatened species are identified using the Department’s Landscape Project as approved by the Department’s Endangered and Nongame Species Program.

“Empowerment Neighborhoods” means neighborhoods designated by the Urban Coordinating Council “in consultation and conjunction with” the New Jersey Redevelopment Authority pursuant to N.J.S.A 55:19-69.

“Erosion” means the detachment and movement of soil or rock fragments by water, wind, ice, or gravity.

“Green infrastructure” means a stormwater management measure that manages stormwater close to its source by:

1. Treating stormwater runoff through infiltration into subsoil;
2. Treating stormwater runoff through filtration by vegetation or soil; or
3. Storing stormwater runoff for reuse.

"HUC 14" or "hydrologic unit code 14" means an area within which water drains to a particular receiving surface water body, also known as a subwatershed, which is identified by a 14-digit hydrologic unit boundary designation, delineated within New Jersey by the United States Geological Survey.

“Impervious surface” means a surface that has been covered with a layer of material so that it is highly resistant to infiltration by water.

“Infiltration” is the process by which water seeps into the soil from precipitation.

“Lead planning agency” means one or more public entities having stormwater management planning authority designated by the regional stormwater management planning committee pursuant to N.J.A.C. 7:8-3.2, that serves as the primary representative of the committee.

“Major development” means an individual “development,” as well as multiple developments that individually or collectively result in:

1. The disturbance of one or more acres of land since February 2, 2004;
2. The creation of one-quarter acre or more of “regulated impervious surface” since February 2, 2004;
3. The creation of one-quarter acre or more of “regulated motor vehicle surface” since March 2, 2021; or
4. A combination of 2 and 3 above that totals an area of one-quarter acre or more.

The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more.

5. Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of paragraphs 1, 2, 3, or 4 above. Projects undertaken by any government agency that otherwise meet the definition of “major development” but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered “major development.”

“Major development” means an individual “development,” as well as multiple developments that individually or collectively result in the disturbance of one or more acres of land since February 2, 2004.

Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually result in the disturbance of one or more acres of land since February 2, 2004. Projects undertaken by any government agency that otherwise meet the definition of “major development” but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered “major development.”

“Motor vehicle” means land vehicles propelled other than by muscular power, such as automobiles, motorcycles, autocycles, and low speed vehicles. For the purposes of this definition, motor vehicle does not include farm equipment, snowmobiles, all-terrain vehicles, motorized wheelchairs, go-carts, gas buggies, golf carts, ski-slope grooming machines, or vehicles that run only on rails or tracks.

“Motor vehicle surface” means any pervious or impervious surface that is intended to be used by “motor vehicles” and/or aircraft, and is directly exposed to precipitation including, but not limited to, driveways, parking areas, parking garages, roads, race-tracks, and runways.

“Municipality” means any city, borough, town, township, or village.

“New Jersey Stormwater Best Management Practices (BMP) Manual” or “BMP Manual” means the manual maintained by the Department providing, in part, design specifications, removal rates, calculation methods, and soil testing procedures approved by the Department as being capable of contributing to the achievement of the stormwater management standards specified in this chapter. The BMP Manual is periodically amended by the Department as necessary to provide design specifications on additional best management practices and new information on already included practices reflecting the best available current information regarding the particular practice and the Department’s determination as to the ability of that best management practice to contribute to compliance with the standards contained in this chapter. Alternative stormwater management measures, removal rates, or calculation methods may be utilized, subject to any limitations specified in this chapter, provided the design engineer demonstrates to the municipality, in accordance with § 334-4 F. of this ordinance and N.J.A.C. 7:8-5.2(g), that the proposed measure and its design will

contribute to achievement of the design and performance standards established by this chapter.

“Node” means an area designated by the State Planning Commission concentrating facilities and activities which are not organized in a compact form.

“Nutrient” means a chemical element or compound, such as nitrogen or phosphorus, which is essential to and promotes the development of organisms.

“Person” means any individual, corporation, company, partnership, firm, association, political subdivision of this State and any state, interstate or Federal agency.

“Pollutant” means any dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, refuse, oil, grease, sewage sludge, munitions, chemical wastes, biological materials, medical wastes, radioactive substance (except those regulated under the Atomic Energy Act of 1954, as amended (42 U.S.C. §§ 2011 *et seq.*)), thermal waste, wrecked or discarded equipment, rock, sand, cellar dirt, industrial, municipal, agricultural, and construction waste or runoff, or other residue discharged directly or indirectly to the land, ground waters or surface waters of the State, or to a domestic treatment works. “Pollutant” includes both hazardous and nonhazardous pollutants.

“Public roadway or railroad” means a pathway for use by motor vehicles or trains that is intended for public use and is constructed by, or on behalf of, a public transportation entity. A public roadway or railroad does not include a roadway or railroad constructed as part of a private development, regardless of whether the roadway or railroad is ultimately to be dedicated to and/or maintained by a governmental entity.

“Public transportation entity” means a Federal, State, county, or municipal government, an independent State authority, or a statutorily authorized public-private partnership program pursuant to P.L. 2018, c. 90 (N.J.S.A. 40A:11-52 *et seq.*), that performs a public roadway or railroad project that includes new construction, expansion, reconstruction, or improvement of a public roadway or railroad.

“Recharge” means the amount of water from precipitation that infiltrates into the ground and is not evapotranspired.

“Regulated impervious surface” means any of the following, alone or in combination:

1. A net increase of impervious surface;
2. The total area of impervious surface collected by a new stormwater conveyance system (for the purpose of this definition, a “new stormwater conveyance system” is a stormwater conveyance system that is constructed where one did not exist immediately prior to its construction or an existing system for which a new discharge location is created);
3. The total area of impervious surface proposed to be newly collected by an existing stormwater conveyance system; and/or
4. The total area of impervious surface collected by an existing stormwater conveyance system where the capacity of that conveyance system is increased.

“Regulated motor vehicle surface” means any of the following, alone or in combination:

1. The total area of motor vehicle surface that is currently receiving water;
2. A net increase in motor vehicle surface; and/or quality treatment either by vegetation or soil, by an existing stormwater management measure, or by treatment at a wastewater treatment plant, where the water quality treatment will be modified or removed.

“Sediment” means solid material, mineral or organic, that is in suspension, is being transported, or has been moved from its site of origin by air, water or gravity as a product of erosion.

“Site” means the lot or lots upon which a major development is to occur or has occurred.

“Soil” means all unconsolidated mineral and organic material of any origin.

“State Development and Redevelopment Plan Metropolitan Planning Area (PA1)” means an area delineated on the State Plan Policy Map and adopted by the State Planning Commission that is intended to be the focus for much of the State’s future redevelopment and revitalization efforts.

“State Plan Policy Map” is defined as the geographic application of the State Development and Redevelopment Plan’s goals and statewide policies, and the official map of these goals and policies.

“Stormwater” means water resulting from precipitation (including rain and snow) that runs off the land’s surface, is transmitted to the subsurface, or is captured by separate storm sewers or other sewage or drainage facilities, or conveyed by snow removal equipment.

“Stormwater management BMP” means an excavation or embankment and related areas designed to retain stormwater runoff. A stormwater management BMP may either be normally dry (that is, a detention basin or infiltration system), retain water in a permanent pool (a retention basin), or be planted mainly with wetland vegetation (most constructed stormwater wetlands).

“Stormwater management measure” means any practice, technology, process, program, or other method intended to control or reduce stormwater runoff and associated pollutants, or to induce or control the infiltration or groundwater recharge of stormwater or to eliminate illicit or illegal non-stormwater discharges into stormwater conveyances.

“Stormwater runoff” means water flow on the surface of the ground or in storm sewers, resulting from precipitation.

“Stormwater management planning agency” means a public body authorized by legislation to prepare stormwater management plans.

“Stormwater management planning area” means the geographic area for which a stormwater management planning agency is authorized to prepare stormwater management plans, or a specific portion of that area identified in a stormwater management plan prepared by that agency.

“Tidal Flood Hazard Area” means a flood hazard area in which the flood elevation resulting from the two-, 10-, or 100-year storm, as applicable, is governed by tidal flooding from the Atlantic Ocean. Flooding in a tidal flood hazard area may be contributed to, or influenced by, stormwater runoff from inland areas, but the depth of flooding generated by the tidal rise and fall of the Atlantic Ocean is greater than flooding from any fluvial sources. In some situations, depending upon the extent of the storm surge from a particular storm event, a flood hazard area may be tidal in the 100-year storm, but fluvial in more frequent storm events.

“Urban Coordinating Council Empowerment Neighborhood” means a neighborhood given priority access to State resources through the New Jersey Redevelopment Authority.

“Urban Enterprise Zones” means a zone designated by the New Jersey Enterprise Zone Authority pursuant to the New Jersey Urban Enterprise Zones Act, N.J.S.A. 52:27H-60 et. seq.

“Urban Redevelopment Area” is defined as previously developed portions of areas:

1. Delineated on the State Plan Policy Map (SPPM) as the Metropolitan Planning Area (PA1), Designated Centers, Cores or Nodes;
2. Designated as CAFRA Centers, Cores or Nodes;
3. Designated as Urban Enterprise Zones; and
4. Designated as Urban Coordinating Council Empowerment Neighborhoods.

“Water control structure” means a structure within, or adjacent to, a water, which intentionally or coincidentally alters the hydraulic capacity, the flood elevation resulting from the two-, 10-, or 100-year storm, flood hazard area limit, and/or floodway limit of the water. Examples of a water control structure may include a bridge, culvert, dam, embankment, ford (if above grade), retaining wall, and weir.

“Waters of the State” means the ocean and its estuaries, all springs, streams, wetlands, and bodies of surface or groundwater, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

“Wetlands” or “wetland” means an area that is inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under

normal circumstances does support, a prevalence of vegetation typically adapted for life in saturated soil conditions, commonly known as hydrophytic vegetation.

§ 334-3. Design and performance standards for stormwater management measures.

- A. Stormwater management measures for major development shall be designed to provide erosion control, groundwater recharge, stormwater runoff quantity control, and stormwater runoff quality treatment as follows:
 - 1. The minimum standards for erosion control are those established under the Soil and Sediment Control Act, N.J.S.A. 4:24-39 et seq., and implementing rules at N.J.A.C. 2:90.
 - 2. The minimum standards for groundwater recharge, stormwater quality, and stormwater runoff quantity shall be met by incorporating green infrastructure.
- B. The standards in this ordinance apply only to new major development and are intended to minimize the impact of stormwater runoff on water quality and water quantity in receiving water bodies and maintain groundwater recharge. The standards do not apply to new major development to the extent that alternative design and performance standards are applicable under a regional stormwater management plan or Water Quality Management Plan adopted in accordance with Department rules.

§ 334-4. Stormwater management requirements for major development.

- A. The development shall incorporate a maintenance plan for the stormwater management measures incorporated into the design of a major development in accordance with § 334-10.
- B. Stormwater management measures shall avoid adverse impacts of concentrated flow on habitat for threatened and endangered species as documented in the Department's Landscape Project or Natural Heritage Database established under N.J.S.A. 13:1B-15.147 through 15.150, particularly *Helonias bullata* (swamp pink) and/or *Clemmys muhlenbergi* (bog turtle).
- C. The following linear development projects are exempt from the groundwater recharge, stormwater runoff quality, and stormwater runoff quantity requirements of § 334-4 P, Q and R:
 - 1. The construction of an underground utility line provided that the disturbed areas are revegetated upon completion;
 - 2. The construction of an aboveground utility line provided that the existing conditions are maintained to the maximum extent practicable; and

3. The construction of a public pedestrian access, such as a sidewalk or trail with a maximum width of 14 feet, provided that the access is made of permeable material.
- D. A waiver from strict compliance from the green infrastructure, groundwater recharge, stormwater runoff quality, and stormwater runoff quantity requirements of § 334-4 O, P, Q and R may be obtained for the enlargement of an existing public roadway or railroad; or the construction or enlargement of a public pedestrian access, provided that the following conditions are met:
1. The applicant demonstrates that there is a public need for the project that cannot be accomplished by any other means;
 2. The applicant demonstrates through an alternatives analysis, that through the use of stormwater management measures, the option selected complies with the requirements of § 334-4 O, P, Q and R to the maximum extent practicable;
 3. The applicant demonstrates that, in order to meet the requirements of § 334-4 O, P, Q and R, existing structures currently in use, such as homes and buildings, would need to be condemned; and
 4. The applicant demonstrates that it does not own or have other rights to areas, including the potential to obtain through condemnation lands not falling under § 334-4 D.3 above within the upstream drainage area of the receiving stream, that would provide additional opportunities to mitigate the requirements of § 334-4 O, P, Q and R that were not achievable onsite.
- E. Tables 1 through 3 below summarize the ability of stormwater best management practices identified and described in the New Jersey Stormwater Best Management Practices Manual to satisfy the green infrastructure, groundwater recharge, stormwater runoff quality and stormwater runoff quantity standards specified in § 334-4 .O, P, Q and R. When designed in accordance with the most current version of the New Jersey Stormwater Best Management Practices Manual, the stormwater management measures found at N.J.A.C. 7:8-5.2 (f) Tables 5-1, 5-2 and 5-3 and listed below in Tables 1, 2 and 3 are presumed to be capable of providing stormwater controls for the design and performance standards as outlined in the tables below. Upon amendments of the New Jersey Stormwater Best Management Practices to reflect additions or deletions of BMPs meeting these standards, or changes in the presumed performance of BMPs designed in accordance with the New Jersey Stormwater BMP Manual, the Department shall publish in the New Jersey Registers a notice of administrative change revising the applicable table. The most current version of the BMP Manual can be found on the Department's website at:
- <https://dep.nj.gov/stormwater/bmp-manual/>.
- F. Where the BMP tables in the NJ Stormwater Management Rule are different due to updates or amendments with the tables in this ordinance the BMP Tables in the Stormwater Management rule at N.J.A.C. 7:8-5.2(f) shall take precedence.

Table 1 Green Infrastructure BMPs for Groundwater Recharge, Stormwater Runoff Quality, and/or Stormwater Runoff Quantity				
Best Management Practice	Stormwater Runoff Quality TSS Removal Rate (percent)	Stormwater Runoff Quantity	Groundwater Recharge	Minimum Separation from Seasonal High Water Table (feet)
Cistern	0	Yes	No	--
Dry Well ^(a)	0	No	Yes	2
Grass Swale	50 or less	No	No	2 ^(e) 1 ^(f)
Green Roof	0	Yes	No	--
Manufactured Treatment Device ^(a) ^(g)	50 or 80	No	No	Dependent upon the device
Pervious Paving System ^(a)	80	Yes	Yes ^(b) No ^(c)	2 ^(b) 1 ^(c)
Small-Scale Bioretention Basin ^(a)	80 or 90	Yes	Yes ^(b) No ^(c)	2 ^(b) 1 ^(c)
Small-Scale Infiltration Basin ^(a)	80	Yes	Yes	2
Small-Scale Sand Filter	80	Yes	Yes	2
Vegetative Filter Strip	60-80	No	No	--

(Notes corresponding to annotations ^(a) through ^(g) are found on Page D-16)

Table 2 Green Infrastructure BMPs for Stormwater Runoff Quantity (or for Groundwater Recharge and/or Stormwater Runoff Quality with a Waiver or Variance from N.J.A.C. 7:8-5.3)				
Best Management Practice	Stormwater Runoff Quality TSS Removal Rate (percent)	Stormwater Runoff Quantity	Groundwater Recharge	Minimum Separation from Seasonal High Water Table (feet)
Bioretention System	80 or 90	Yes	Yes ^(b) No ^(c)	2 ^(b) 1 ^(c)
Infiltration Basin	80	Yes	Yes	2
Sand Filter ^(b)	80	Yes	Yes	2
Standard Constructed Wetland	90	Yes	No	N/A
Wet Pond ^(d)	50-90	Yes	No	N/A

(Notes corresponding to annotations ^(b) through ^(d) are found on Page D-16)

Table 3 BMPs for Groundwater Recharge, Stormwater Runoff Quality, and/or Stormwater Runoff Quantity only with a Waiver or Variance from N.J.A.C. 7:8-5.3				
Best Management Practice	Stormwater Runoff Quality TSS Removal Rate (percent)	Stormwater Runoff Quantity	Groundwater Recharge	Minimum Separation from Seasonal High Water Table (feet)
Blue Roof	0	Yes	No	N/A
Extended Detention Basin	40-60	Yes	No	1
Manufactured Treatment Device ^(h)	50 or 80	No	No	Dependent upon the device
Sand Filter ^(c)	80	Yes	No	1
Subsurface Gravel Wetland	90	No	No	1
Wet Pond	50-90	Yes	No	N/A

(Notes corresponding to annotations ^(b) through ^(d) are found on Page D-16)

Notes to Tables 1, 2, and 3:

- (a) subject to the applicable contributory drainage area limitation specified at § 334-4 O.2;
 - (b) designed to infiltrate into the subsoil;
 - (c) designed with underdrains;
 - (d) designed to maintain at least a 10-foot wide area of native vegetation along at least 50 percent of the shoreline and to include a stormwater runoff retention component designed to capture stormwater runoff for beneficial reuse, such as irrigation;
 - (e) designed with a slope of less than two percent;
 - (f) designed with a slope of equal to or greater than two percent;
 - (g) manufactured treatment devices that meet the definition of green infrastructure at § 334-2;
 - (h) manufactured treatment devices that do not meet the definition of green infrastructure at § 334-2.
- G. An alternative stormwater management measure, alternative removal rate, and/or alternative method to calculate the removal rate may be used if the design engineer demonstrates the capability of the proposed alternative stormwater management measure and/or the validity of the alternative rate or method to the municipality. A copy of any approved alternative stormwater management measure, alternative removal rate, and/or alternative method to calculate the removal rate shall be provided to the Department in accordance with § 334-4 B. Alternative stormwater management measures may be used to satisfy the requirements at § 334-4 O only if the measures meet the definition of green infrastructure at § 334-2. Alternative stormwater management measures that function in a similar manner to a BMP listed at § 334-4 O.2 are subject to the contributory drainage area limitation specified at § 334-4 O.2 for that similarly functioning BMP. Alternative stormwater management measures approved in accordance with this subsection that do not function in a similar manner to any BMP listed at § 334-4 O.2 shall have a contributory drainage area less than or equal to 2.5 acres, except for alternative stormwater management measures that function similarly to cisterns, grass swales, green roofs, standard constructed wetlands, vegetative filter strips, and wet ponds, which are not subject to a contributory drainage area limitation. Alternative measures that function similarly to standard constructed wetlands or wet ponds shall not be used for compliance with the stormwater runoff quality standard unless a variance in accordance with N.J.A.C. 7:8-4.6 or a waiver from strict compliance in accordance with § 334-4 D is granted from § 334-4 O.
- H. Whenever the stormwater management design includes one or more BMPs that will infiltrate stormwater into subsoil, the design engineer shall assess the hydraulic impact on the groundwater table and design the site, so as to avoid adverse hydraulic impacts. Potential adverse hydraulic impacts include, but are not limited to, exacerbating a naturally or seasonally high water table, so as to cause surficial ponding, flooding of basements, or interference with the proper operation of subsurface sewage disposal systems or other subsurface structures within the zone of influence of the groundwater mound, or interference with the proper functioning of the stormwater management measure itself.

- I. Design standards for stormwater management measures are as follows:
 1. Stormwater management measures shall be designed to take into account the existing site conditions, including, but not limited to, environmentally critical areas; wetlands; flood-prone areas; slopes; depth to seasonal high water table; soil type, permeability, and texture; drainage area and drainage patterns; and the presence of solution-prone carbonate rocks (limestone);
 2. Stormwater management measures shall be designed to minimize maintenance, facilitate maintenance and repairs, and ensure proper functioning. Trash racks shall be installed at the intake to the outlet structure, as appropriate, and shall have parallel bars with one-inch spacing between the bars to the elevation of the water quality design storm. For elevations higher than the water quality design storm, the parallel bars at the outlet structure shall be spaced no greater than one-third the width of the diameter of the orifice or one-third the width of the weir, with a minimum spacing between bars of one inch and a maximum spacing between bars of six inches. In addition, the design of trash racks must comply with the requirements of § 334-8 C.1;
 3. Stormwater management measures shall be designed, constructed, and installed to be strong, durable, and corrosion resistant. Measures that are consistent with the relevant portions of the Residential Site Improvement Standards at N.J.A.C. 5:21-7.3, 7.4, and 7.5 shall be deemed to meet this requirement;
 4. Stormwater management BMPs shall be designed to meet the minimum safety standards for stormwater management BMPs at § 334-8; and
 5. The size of the orifice at the intake to the outlet from the stormwater management BMP shall be a minimum of two and one-half inches in diameter.
- J. Manufactured treatment devices may be used to meet the requirements of this subchapter, provided the pollutant removal rates are verified by the New Jersey Corporation for Advanced Technology and certified by the Department. Manufactured treatment devices that do not meet the definition of green infrastructure at § 334-2 may be used only under the circumstances described at § 334-4 O.4.
- K. Any application for a new agricultural development that meets the definition of major development at § 334-2 shall be submitted to the Soil Conservation District for review and approval in accordance with the requirements at § 334-4 O, P, Q and R and any applicable Soil Conservation District guidelines for stormwater runoff quantity and erosion control. For purposes of this subsection, "agricultural development" means land uses normally associated with the production of food, fiber, and livestock for sale. Such uses do not include the development of land for the processing or sale of food and the manufacture of agriculturally related products.
- L. If there is more than one drainage area, the groundwater recharge, stormwater runoff quality, and stormwater runoff quantity standards at § 334-4 P, Q and R shall be met in each drainage area, unless the runoff from the drainage areas converge onsite and no adverse environmental impact would occur as a result of compliance with any one or more of the individual standards being determined utilizing a weighted average of the results achieved for that individual standard across the affected drainage areas.

- M. Any stormwater management measure authorized under the municipal stormwater management plan or ordinance shall be reflected in a deed notice recorded in the The Hunterdon County Clerk's Office. A form of deed notice shall be submitted to the municipality for approval prior to filing. The deed notice shall contain a description of the stormwater management measure(s) used to meet the green infrastructure, groundwater recharge, stormwater runoff quality, and stormwater runoff quantity standards at § 334-4 O, P, Q and R and shall identify the location of the stormwater management measure(s) in NAD 1983 State Plane New Jersey FIPS 2900 US Feet or Latitude and Longitude in decimal degrees. The deed notice shall also reference the maintenance plan required to be recorded upon the deed pursuant to § 334-10 .B.5. Prior to the commencement of construction, proof that the above required deed notice has been filed shall be submitted to the municipality. Proof that the required information has been recorded on the deed shall be in the form of either a copy of the complete recorded document or a receipt from the clerk or other proof of recordation provided by the recording office. However, if the initial proof provided to the municipality is not a copy of the complete recorded document, a copy of the complete recorded document shall be provided to the municipality within 180 calendar days of the authorization granted by the municipality.
- N. A stormwater management measure approved under the municipal stormwater management plan or ordinance may be altered or replaced with the approval of the municipality, if the municipality determines that the proposed alteration or replacement meets the design and performance standards pursuant to § 334-4 of this ordinance and provides the same level of stormwater management as the previously approved stormwater management measure that is being altered or replaced. If an alteration or replacement is approved, a revised deed notice shall be submitted to the municipality for approval and subsequently recorded with the The Hunterdon County Clerk's Office and shall contain a description and location of the stormwater management measure, as well as reference to the maintenance plan, in accordance with M above. Prior to the commencement of construction, proof that the above required deed notice has been filed shall be submitted to the municipality in accordance with M above.
- O. Green Infrastructure Standards
1. This subsection specifies the types of green infrastructure BMPs that may be used to satisfy the groundwater recharge, stormwater runoff quality, and stormwater runoff quantity standards.
 2. To satisfy the groundwater recharge and stormwater runoff quality standards at § 334-4 P and Q, the design engineer shall utilize green infrastructure BMPs identified in Table 1 at § 334-4 F. and/or an alternative stormwater management measure approved in accordance with § 334-4 G. The following green infrastructure BMPs are subject to the following maximum contributory drainage area limitations:

Best Management Practice	Maximum Contributory Drainage Area
Dry Well	1 acre
Manufactured Treatment Device	2.5 acres
Pervious Pavement Systems	Area of additional inflow cannot exceed three times the area occupied by the BMP
Small-scale Bioretention Systems	2.5 acres
Small-scale Infiltration Basin	2.5 acres
Small-scale Sand Filter	2.5 acres

3. To satisfy the stormwater runoff quantity standards at § 334-4 R, the design engineer shall utilize BMPs from Table 1 or from Table 2 and/or an alternative stormwater management measure approved in accordance with § 334-4 G.
4. If a variance in accordance with N.J.A.C. 7:8-4.6 or a waiver from strict compliance in accordance with § 334-4 D is granted from the requirements of this subsection, then BMPs from Table 1, 2, or 3, and/or an alternative stormwater management measure approved in accordance with § 334-4 G may be used to meet the groundwater recharge, stormwater runoff quality, and stormwater runoff quantity standards at § 334-4 P, Q and R.
5. For separate or combined storm sewer improvement projects, such as sewer separation, undertaken by a government agency or public utility (for example, a sewerage company), the requirements of this subsection shall only apply to areas owned in fee simple by the government agency or utility, and areas within a right-of-way or easement held or controlled by the government agency or utility; the entity shall not be required to obtain additional property or property rights to fully satisfy the requirements of this subsection. Regardless of the amount of area of a separate or combined storm sewer improvement project subject to the green infrastructure requirements of this subsection, each project shall fully comply with the applicable groundwater recharge, stormwater runoff quality control, and stormwater runoff quantity standards at § 334-4 P, Q and R, unless the project is granted a waiver from strict compliance in accordance with § 334-4 D.

P. Groundwater Recharge Standards

1. This subsection contains the minimum design and performance standards for groundwater recharge as follows:
2. The design engineer shall, using the assumptions and factors for stormwater runoff and groundwater recharge calculations at § 334-5, either:
 - i. Demonstrate through hydrologic and hydraulic analysis that the site and its stormwater management measures maintain 100 percent of the average annual pre-construction groundwater recharge volume for the site; or
 - ii. Demonstrate through hydrologic and hydraulic analysis that the increase of stormwater runoff volume from pre-construction to post-construction for the

projected 2-year storm, as defined and determined pursuant to § 334-5 D of this ordinance, is infiltrated.

3. This groundwater recharge requirement does not apply to projects within the “urban redevelopment area,” or to projects subject to 4 below.
4. The following types of stormwater shall not be recharged:
 - i. Stormwater from areas of high pollutant loading. High pollutant loading areas are areas in industrial and commercial developments where solvents and/or petroleum products are loaded/unloaded, stored, or applied, areas where pesticides are loaded/unloaded or stored; areas where hazardous materials are expected to be present in greater than “reportable quantities” as defined by the United States Environmental Protection Agency (EPA) at 40 CFR 302.4; areas where recharge would be inconsistent with Department approved remedial action work plan approved pursuant to the Administrative Requirements for the Remediation of Contaminated Sites rules, N.J.A.C. 7:26C, or Department landfill closure plan and areas; and areas with high risks for spills of toxic materials, such as gas stations and vehicle maintenance facilities; and
 - ii. Industrial stormwater exposed to “source material.” “Source material” means any material(s) or machinery, located at an industrial facility, that is directly or indirectly related to process, manufacturing or other industrial activities, which could be a source of pollutants in any industrial stormwater discharge to groundwater. Source materials include, but are not limited to, raw materials; intermediate products; final products; waste materials; by-products; industrial machinery and fuels, and lubricants, solvents, and detergents that are related to process, manufacturing, or other industrial activities that are exposed to stormwater.

Q. Stormwater Runoff Quality Standards

1. This subsection contains the minimum design and performance standards to control stormwater runoff quality impacts of major development. Stormwater runoff quality standards are applicable when the major development results in an increase of one-quarter acre or more of regulated motor vehicle surface.
2. Stormwater management measures shall be designed to reduce the post-construction load of total suspended solids (TSS) in stormwater runoff generated from the water quality design storm as follows:
 - i. Eighty percent TSS removal of the anticipated load, expressed as an annual average shall be achieved for the stormwater runoff from the net increase of motor vehicle surface.
 - ii. If the surface is considered regulated motor vehicle surface because the water quality treatment for an area of motor vehicle surface that is currently receiving water quality treatment either by vegetation or soil, by an existing stormwater management measure, or by treatment at a wastewater treatment plant is to be modified or removed, the project shall maintain or increase the existing TSS removal of the anticipated load expressed as an annual average.
3. The requirement to reduce TSS does not apply to any stormwater runoff in a discharge regulated under a numeric effluent limitation for TSS imposed under the

New Jersey Pollutant Discharge Elimination System (NJPDES) rules, N.J.A.C. 7:14A, or in a discharge specifically exempt under a NJPDES permit from this requirement. Every major development, including any that discharge into a combined sewer system, shall comply with 2 above, unless the major development is itself subject to a NJPDES permit with a numeric effluent limitation for TSS or the NJPDES permit to which the major development is subject exempts the development from a numeric effluent limitation for TSS.

4. The water quality design storm is 1.25 inches of rainfall in two hours. Water quality calculations shall take into account the distribution of rain from the water quality design storm, as reflected in Table 4, below. The calculation of the volume of runoff may take into account the implementation of stormwater management measures.

Table 4 - Water Quality Design Storm Distribution

Time (Minutes)	Cumulative Rainfall (Inches)	Time (Minutes)	Cumulative Rainfall (Inches)	Time (Minutes)	Cumulative Rainfall (Inches)
1	0.00166	41	0.1728	81	1.0906
2	0.00332	42	0.1796	82	1.0972
3	0.00498	43	0.1864	83	1.1038
4	0.00664	44	0.1932	84	1.1104
5	0.00830	45	0.2000	85	1.1170
6	0.00996	46	0.2117	86	1.1236
7	0.01162	47	0.2233	87	1.1302
8	0.01328	48	0.2350	88	1.1368
9	0.01494	49	0.2466	89	1.1434
10	0.01660	50	0.2583	90	1.1500
11	0.01828	51	0.2783	91	1.1550
12	0.01996	52	0.2983	92	1.1600
13	0.02164	53	0.3183	93	1.1650
14	0.02332	54	0.3383	94	1.1700
15	0.02500	55	0.3583	95	1.1750
16	0.03000	56	0.4116	96	1.1800
17	0.03500	57	0.4650	97	1.1850
18	0.04000	58	0.5183	98	1.1900
19	0.04500	59	0.5717	99	1.1950
20	0.05000	60	0.6250	100	1.2000
21	0.05500	61	0.6783	101	1.2050
22	0.06000	62	0.7317	102	1.2100
23	0.06500	63	0.7850	103	1.2150
24	0.07000	64	0.8384	104	1.2200
25	0.07500	65	0.8917	105	1.2250
26	0.08000	66	0.9117	106	1.2267
27	0.08500	67	0.9317	107	1.2284
28	0.09000	68	0.9517	108	1.2300
29	0.09500	69	0.9717	109	1.2317
30	0.10000	70	0.9917	110	1.2334
31	0.10660	71	1.0034	111	1.2351
32	0.11320	72	1.0150	112	1.2367
33	0.11980	73	1.0267	113	1.2384
34	0.12640	74	1.0383	114	1.2400
35	0.13300	75	1.0500	115	1.2417
36	0.13960	76	1.0568	116	1.2434
37	0.14620	77	1.0636	117	1.2450
38	0.15280	78	1.0704	118	1.2467
39	0.15940	79	1.0772	119	1.2483
40	0.16600	80	1.0840	120	1.2500

- If more than one BMP in series is necessary to achieve the required 80 percent TSS reduction for a site, the applicant shall utilize the following formula to calculate TSS reduction:

$$R = A + B - (A \times B) / 100,$$

Where

R = total TSS Percent Load Removal from application of both BMPs, and

A = the TSS Percent Removal Rate applicable to the first BMP

B = the TSS Percent Removal Rate applicable to the second BMP.

6. Stormwater management measures shall also be designed to reduce, to the maximum extent feasible, the post-construction nutrient load of the anticipated load from the developed site in stormwater runoff generated from the water quality design storm. In achieving reduction of nutrients to the maximum extent feasible, the design of the site shall include green infrastructure BMPs that optimize nutrient removal while still achieving the performance standards in § 334-4 P, Q and R.
 7. In accordance with the definition of FW1 at N.J.A.C. 7:9B-1.4, stormwater management measures shall be designed to prevent any increase in stormwater runoff to waters classified as FW1.
 8. The Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-4.1(c)1 establish 300-foot riparian zones along Category One waters, as designated in the Surface Water Quality Standards at N.J.A.C. 7:9B, and certain upstream tributaries to Category One waters. A person shall not undertake a major development that is located within or discharges into a 300-foot riparian zone without prior authorization from the Department under N.J.A.C. 7:13.
 9. Pursuant to the Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-11.2(j)3.i, runoff from the water quality design storm that is discharged within a 300-foot riparian zone shall be treated in accordance with this subsection to reduce the post-construction load of total suspended solids by 95 percent of the anticipated load from the developed site, expressed as an annual average.
 10. The stormwater runoff quality standards do not apply to the construction of one individual single-family dwelling, provided that it is not part of a larger development or subdivision that has received preliminary or final site plan approval prior to December 3, 2018, and that the motor vehicle surfaces are made of permeable material(s) such as gravel, dirt, and/or shells.
- R. Stormwater Runoff Quantity Standards
1. This subsection contains the minimum design and performance standards to control stormwater runoff quantity impacts of major development.
 2. In order to control stormwater runoff quantity impacts, the design engineer shall, using the assumptions and factors for stormwater runoff calculations at § 334-5, complete one of the following:
 - i. Demonstrate through hydrologic and hydraulic analysis that for stormwater leaving the site, post-construction runoff hydrographs for the current and projected 2-, 10-, and 100-year storm events, as defined and determined in § 334-5 C and D, respectively, of this ordinance, do not exceed, at any point in time, the pre-construction runoff hydrographs for the same storm events;
 - ii. Demonstrate through hydrologic and hydraulic analysis that there is no increase, as compared to the pre-construction condition, in the peak runoff

rates of stormwater leaving the site for the current and projected 2-, 10-, and 100-year storm events, as defined and determined pursuant to § 334-5 C and D, respectively, of this ordinance, and that the increased volume or change in timing of stormwater runoff will not increase flood damage at or downstream of the site. This analysis shall include the analysis of impacts of existing land uses and projected land uses assuming full development under existing zoning and land use ordinances in the drainage area;

- iii. Design stormwater management measures so that the post-construction peak runoff rates for the current and projected 2-, 10-, and 100-year storm events, as defined and determined in § 334-5 C and D, respectively, of this ordinance, are 50, 75 and 80 percent, respectively, of the pre-construction peak runoff rates. The percentages apply only to the post-construction stormwater runoff that is attributable to the portion of the site on which the proposed development or project is to be constructed; or
 - iv. In tidal flood hazard areas, stormwater runoff quantity analysis in accordance with 2.i, ii and iii above is required unless the design engineer demonstrates through hydrologic and hydraulic analysis that the increased volume, change in timing, or increased rate of the stormwater runoff, or any combination of the three will not result in additional flood damage below the point of discharge of the major development. No analysis is required if the stormwater is discharged directly into any ocean, bay, inlet, or the reach of any watercourse between its confluence with an ocean, bay, or inlet and downstream of the first water control structure.
3. The stormwater runoff quantity standards shall be applied at the site's boundary to each abutting lot, roadway, watercourse, or receiving storm sewer system.

§ 334-5. Calculation of Stormwater Runoff and Groundwater Recharge:

- A. Stormwater runoff shall be calculated in accordance with the following:
 1. The design engineer shall calculate runoff using the following method:

The USDA Natural Resources Conservation Service (NRCS) methodology, including the NRCS Runoff Equation and Dimensionless Unit Hydrograph, as described in Chapters 7, 9, 10, 15 and 16 *Part 630, Hydrology National Engineering Handbook*, incorporated herein by reference as amended and supplemented. This methodology is additionally described in *Technical Release 55 - Urban Hydrology for Small Watersheds (TR-55)*, dated June 1986, incorporated herein by reference as amended and supplemented. Information regarding the methodology is available from the Natural Resources Conservation Service website at:

<https://directives.sc.egov.usda.gov/viewerFS.aspx?hid=21422>

or at United States Department of Agriculture Natural Resources Conservation Service, New Jersey State Office.

2. For the purpose of calculating curve numbers and groundwater recharge, there is a presumption that the pre-construction condition of a site or portion thereof is a wooded land use with good hydrologic condition. The term applies to the NRCS

methodology above at § 334-5. A.1. A curve number or a groundwater recharge land cover for an existing condition may be used on all or a portion of the site if the design engineer verifies that the hydrologic condition has existed on the site or portion of the site for at least five years without interruption prior to the time of application. If more than one land cover has existed on the site during the five years immediately prior to the time of application, the land cover with the lowest runoff potential shall be used for the computations. In addition, there is the presumption that the site is in good hydrologic condition (if the land use type is pasture, lawn, or park), with good cover (if the land use type is woods), or with good hydrologic condition and conservation treatment (if the land use type is cultivation).

3. In computing pre-construction stormwater runoff, the design engineer shall account for all significant land features and structures, such as ponds, wetlands, depressions, hedgerows, or culverts, that may reduce pre-construction stormwater runoff rates and volumes.
4. In computing stormwater runoff from all design storms, the design engineer shall consider the relative stormwater runoff rates and/or volumes of pervious and impervious surfaces separately to accurately compute the rates and volume of stormwater runoff from the site. To calculate runoff from unconnected impervious cover, urban impervious area modifications as described in the NRCS *Technical Release 55 – Urban Hydrology for Small Watersheds* or other methods may be employed.
5. If the invert of the outlet structure of a stormwater management measure is below the flood hazard design flood elevation as defined at N.J.A.C. 7:13, the design engineer shall take into account the effects of tailwater in the design of structural stormwater management measures.

B. Groundwater recharge may be calculated in accordance with the following:

The New Jersey Geological Survey Report [GSR-32: A Method for Evaluating Groundwater-Recharge Areas in New Jersey](#), incorporated herein by reference as amended and supplemented. Information regarding the methodology is available from the New Jersey Stormwater Best Management Practices Manual; at the New Jersey Geological Survey website at:

<https://www.nj.gov/dep/njgs/pricelst/gsreport/gsr32.pdf>

or at New Jersey Geological and Water Survey, 29 Arctic Parkway, PO Box 420 Mail Code 29-01, Trenton, New Jersey 08625-0420.

- C. The precipitation depths of the current two-, 10-, and 100-year storm events shall be determined by multiplying the values determined in accordance with items 1 and 2 below:
1. The applicant shall utilize the National Oceanographic and Atmospheric Administration (NOAA), National Weather Service's Atlas 14 Point Precipitation Frequency Estimates: NJ, in accordance with the location(s) of the drainage area(s) of the site. This data is available at:

https://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html?bkmrk=nj; and

2. The applicant shall utilize Table 5: Current Precipitation Adjustment Factors below, which sets forth the applicable multiplier for the drainage area(s) of the site, in accordance with the county or counties where the drainage area(s) of the site is located. Where the major development lies in more than one county, the precipitation values shall be adjusted according to the percentage of the drainage area in each county. Alternately, separate rainfall totals can be developed for each county using the values in the table below.

Table 5: Current Precipitation Adjustment Factors

County	Current Precipitation Adjustment Factors		
	2-year Design Storm	10-year Design Storm	100-year Design Storm
Atlantic	1.01	1.02	1.03
Bergen	1.01	1.03	1.06
Burlington	0.99	1.01	1.04
Camden	1.03	1.04	1.05
Cape May	1.03	1.03	1.04
Cumberland	1.03	1.03	1.01
Essex	1.01	1.03	1.06
Gloucester	1.05	1.06	1.06
Hudson	1.03	1.05	1.09
Hunterdon	1.02	1.05	1.13
Mercer	1.01	1.02	1.04
Middlesex	1.00	1.01	1.03
Monmouth	1.00	1.01	1.02
Morris	1.01	1.03	1.06
Ocean	1.00	1.01	1.03
Passaic	1.00	1.02	1.05
Salem	1.02	1.03	1.03
Somerset	1.00	1.03	1.09
Sussex	1.03	1.04	1.07
Union	1.01	1.03	1.06
Warren	1.02	1.07	1.15

- D. Table 6: Future Precipitation Change Factors provided below sets forth the change factors to be used in determining the projected two-, 10-, and 100-year storm events for use in this chapter, which are organized alphabetically by county. The precipitation depth of the projected two-, 10-, and 100-year storm events of a site shall be determined by multiplying the precipitation depth of the two-, 10-, and 100-year storm

events determined from the National Weather Service’s Atlas 14 Point Precipitation Frequency Estimates pursuant to (c)1 above, by the change factor in the table below, in accordance with the county or counties where the drainage area(s) of the site is located. Where the major development and/or its drainage area lies in more than one county, the precipitation values shall be adjusted according to the percentage of the drainage area in each county. Alternately, separate rainfall totals can be developed for each county using the values in the table below.

Table 6: Future Precipitation Change Factors

County	Future Precipitation Change Factors		
	2-year Design Storm	10-year Design Storm	10-year Design Storm
Atlantic	1.22	1.24	1.39
Bergen	1.20	1.23	1.37
Burlington	1.17	1.18	1.32
Camden	1.18	1.22	1.39
Cape May	1.21	1.24	1.32
Cumberland	1.20	1.21	1.39
Essex	1.19	1.22	1.33
Gloucester	1.19	1.23	1.41
Hudson	1.19	1.19	1.23
Hunterdon	1.19	1.23	1.42
Mercer	1.16	1.17	1.36
Middlesex	1.19	1.21	1.33
Monmouth	1.19	1.19	1.26
Morris	1.23	1.28	1.46
Ocean	1.18	1.19	1.24
Passaic	1.21	1.27	1.50
Salem	1.20	1.23	1.32
Somerset	1.19	1.24	1.48
Sussex	1.24	1.29	1.50
Union	1.20	1.23	1.35
Warren	1.20	1.25	1.37

§ 334-6 Sources for Technical Guidance:

- A. Technical guidance for stormwater management measures can be found in the documents listed below, which are available to download from the Department’s website at:

<https://dep.nj.gov/stormwater/bmp-manual/>.

1. Guidelines for stormwater management measures are contained in the New Jersey Stormwater Best Management Practices Manual, as amended and supplemented. Information is provided on stormwater management measures such as, but not limited to, those listed in Tables 1, 2, and 3.
2. Additional maintenance guidance is available on the Department's website at:
<https://dep.nj.gov/stormwater/maintenance-guidance/>.

B. Submissions required for review by the Department should be mailed to:

The Division of Watershed Protection and Restoration, New Jersey Department of Environmental Protection, Mail Code 501-02A, PO Box 420, Trenton, New Jersey 08625-0420.

§ 334-7 Solids and Floatable Materials Control Standards:

A. Site design features identified under § 334-4 F above, or alternative designs in accordance with § 334-4 G above, to prevent discharge of trash and debris from drainage systems shall comply with the following standard to control passage of solid and floatable materials through storm drain inlets. For purposes of this paragraph, "solid and floatable materials" means sediment, debris, trash, and other floating, suspended, or settleable solids. For exemptions to this standard see § 334-7 A.2 below.

1. Design engineers shall use one of the following grates whenever they use a grate in pavement or another ground surface to collect stormwater from that surface into a storm drain or surface water body under that grate:
 - i. The New Jersey Department of Transportation (NJDOT) bicycle safe grate, which is described in Chapter 2.4 of the NJDOT Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines; or
 - ii. A different grate, if each individual clear space in that grate has an area of no more than seven (7.0) square inches, or is no greater than 0.5 inches across the smallest dimension.

Examples of grates subject to this standard include grates in grate inlets, the grate portion (non-curb-opening portion) of combination inlets, grates on storm sewer manholes, ditch grates, trench grates, and grates of spacer bars in slotted drains. Examples of ground surfaces include surfaces of roads (including bridges), driveways, parking areas, bikeways, plazas, sidewalks, lawns, fields, open channels, and stormwater system floors used to collect stormwater from the surface into a storm drain or surface water body.

- iii. For curb-opening inlets, including curb-opening inlets in combination inlets, the clear space in that curb opening, or each individual clear space if the curb opening has two or more clear spaces, shall have an area of no more than seven (7.0) square inches, or be no greater than two (2.0) inches across the smallest dimension.
2. The standard in A.1. above does not apply:

- i. Where each individual clear space in the curb opening in existing curb-opening inlet does not have an area of more than nine (9.0) square inches;
- ii. Where the municipality agrees that the standards would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets;
- iii. Where flows from the water quality design storm as specified in N.J.A.C. 7:8 are conveyed through any device (e.g., end of pipe netting facility, manufactured treatment device, or a catch basin hood) that is designed, at a minimum, to prevent delivery of all solid and floatable materials that could not pass through one of the following:
 - a. A rectangular space four and five-eighths (4.625) inches long and one and one-half (1.5) inches wide (this option does not apply for outfall netting facilities); or
 - b. A bar screen having a bar spacing of 0.5 inches.

Note that these exemptions do not authorize any infringement of requirements in the Residential Site Improvement Standards for bicycle safe grates in new residential development (N.J.A.C. 5:21-4.18(b)2 and 7.4(b)1).

- iv. Where flows are conveyed through a trash rack that has parallel bars with one-inch (1 inch) spacing between the bars, to the elevation of the Water Quality Design Storm as specified in N.J.A.C. 7:8; or
- v. Where the New Jersey Department of Environmental Protection determines, pursuant to the New Jersey Register of Historic Places Rules at N.J.A.C. 7:4-7.2(c), that action to meet this standard is an undertaking that constitutes an encroachment or will damage or destroy the New Jersey Register listed historic property.

§ 334-8. Safety Standards for Stormwater Management Basins:

- A. This section sets forth requirements to protect public safety through the proper design and operation of stormwater management BMPs. This section applies to any new stormwater management BMP.
- B. The provisions of this section are not intended to preempt more stringent municipal or county safety requirements for new or existing stormwater management BMPs. Municipal and county stormwater management plans and ordinances may, pursuant to their authority, require existing stormwater management BMPs to be retrofitted to meet one or more of the safety standards in § 334-8 C.1, § 334-8 C.2, and § 334-8 C.3 for trash racks, overflow grates, and escape provisions at outlet structures.
- C. Requirements for Trash Racks, Overflow Grates and Escape Provisions
 - 1. A trash rack is a device designed to catch trash and debris and prevent the clogging of outlet structures. Trash racks shall be installed at the intake to the outlet from the Stormwater management BMP to ensure proper functioning of the BMP outlets in accordance with the following:

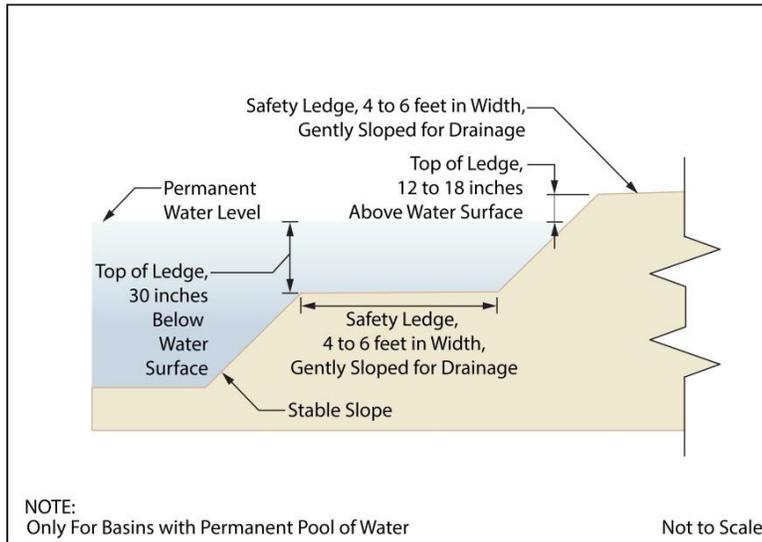
- i. The trash rack shall have parallel bars, with no greater than six-inch spacing between the bars;
 - ii. The trash rack shall be designed so as not to adversely affect the hydraulic performance of the outlet pipe or structure;
 - iii. The average velocity of flow through a clean trash rack is not to exceed 2.5 feet per second under the full range of stage and discharge. Velocity is to be computed on the basis of the net area of opening through the rack; and
 - iv. The trash rack shall be constructed of rigid, durable, and corrosion resistant material and designed to withstand a perpendicular live loading of 300 pounds per square foot.
2. An overflow grate is designed to prevent obstruction of the overflow structure. If an outlet structure has an overflow grate, such grate shall meet the following requirements:
 - i. The overflow grate shall be secured to the outlet structure but removable for emergencies and maintenance.
 - ii. The overflow grate spacing shall be no greater than two inches across the smallest dimension
 - iii. The overflow grate shall be constructed and installed to be rigid, durable, and corrosion resistant, and shall be designed to withstand a perpendicular live loading of 300 pounds per square foot.
3. Stormwater management BMPs shall include escape provisions as follows:
 - i. If a stormwater management BMP has an outlet structure, escape provisions shall be incorporated in or on the structure. Escape provisions include the installation of permanent ladders, steps, rungs, or other features that provide easily accessible means of egress from stormwater management BMPs. With the prior approval of the municipality pursuant to § 334-8 C, a free-standing outlet structure may be exempted from this requirement;
 - ii. Safety ledges shall be constructed on the slopes of all new stormwater management BMPs having a permanent pool of water deeper than two and one-half feet. Safety ledges shall be comprised of two steps. Each step shall be four to six feet in width. One step shall be located approximately two and one-half feet below the permanent water surface, and the second step shall be located one to one and one-half feet above the permanent water surface. See § 334-8 E for an illustration of safety ledges in a stormwater management BMP; and
 - iii. In new stormwater management BMPs, the maximum interior slope for an earthen dam, embankment, or berm shall not be steeper than three horizontal to one vertical.

D. Variance or Exemption from Safety Standard

A variance or exemption from the safety standards for stormwater management BMPs may be granted only upon a written finding by the municipality that the variance or exemption will not constitute a threat to public safety.

E. Safety Ledge Illustration

Elevation View –Basin Safety Ledge Configuration



§ 334-9. Requirements for a Site Development Stormwater Plan:

A. Submission of Site Development Stormwater Plan

1. Whenever an applicant seeks municipal approval of a development subject to this ordinance, the applicant shall submit all of the required components of the Checklist for the Site Development Stormwater Plan at § 334-9 C below as part of the submission of the application for approval.
2. The applicant shall demonstrate that the project meets the standards set forth in this ordinance.
3. The applicant shall submit the required number of copies of the materials listed in the checklist for site development stormwater plans in accordance with § 334-9 C of this ordinance.

B. Site Development Stormwater Plan Approval

The applicant's Site Development project shall be reviewed as a part of the review process by the municipal board or official from which municipal approval is sought. That municipal board or official shall consult the municipality's review engineer to determine if all of the checklist requirements have been satisfied and to determine if the project meets the standards set forth in this ordinance.

C. Submission of Site Development Stormwater Plan

The following information shall be required:

1. Topographic Base Map

The reviewing engineer may require upstream tributary drainage system information as necessary. It is recommended that the topographic base map of the site be submitted which extends a minimum of 200 feet beyond the limits of the proposed development, at a scale of 1"=200' or greater, showing 2-foot contour intervals. The map as appropriate may indicate the following: existing surface water drainage, shorelines, steep slopes, soils, erodible soils, perennial or intermittent streams that drain into or upstream of the Category One waters, wetlands and flood plains along with their appropriate buffer strips, marshlands and other wetlands, pervious or vegetative surfaces, existing man-made structures, roads, bearing and distances of property lines, and significant natural and manmade features not otherwise shown.

2. Environmental Site Analysis

A written and graphic description of the natural and man-made features of the site and its surroundings should be submitted. This description should include a discussion of soil conditions, slopes, wetlands, waterways and vegetation on the site. Particular attention should be given to unique, unusual, or environmentally sensitive features and to those that provide particular opportunities or constraints for development.

3. Project Description and Site Plans

A map (or maps) at the scale of the topographical base map indicating the location of existing and proposed buildings roads, parking areas, utilities, structural facilities for stormwater management and sediment control, and other permanent structures. The map(s) shall also clearly show areas where alterations will occur in the natural terrain and cover, including lawns and other landscaping, and seasonal high groundwater elevations. A written description of the site plan and justification for proposed changes in natural conditions shall also be provided.

4. Land Use Planning and Source Control Plan

This plan shall provide a demonstration of how the goals and standards of § 334-3 through § 334-5 are being met. The focus of this plan shall be to describe how the site is being developed to meet the objective of controlling groundwater recharge, stormwater quality and stormwater quantity problems at the source by land management and source controls whenever possible.

5. Stormwater Management Facilities Map

The following information, illustrated on a map of the same scale as the topographic base map, shall be included:

- i. Total area to be disturbed, paved or built upon, proposed surface contours, land area to be occupied by the stormwater management facilities and the type of vegetation thereon, and details of the proposed plan to control and dispose of stormwater.
- ii. Details of all stormwater management facility designs, during and after construction, including discharge provisions, discharge capacity for each outlet at different levels of detention and emergency spillway provisions with maximum discharge capacity of each spillway.

6. Calculations

- i. Comprehensive hydrologic and hydraulic design calculations for the pre-development and post-development conditions for the design storms specified in § 334-4 of this ordinance.
- ii. When the proposed stormwater management control measures depend on the hydrologic properties of soils or require certain separation from the seasonal high water table, then a soils report shall be submitted. The soils report shall be based on onsite boring logs or soil pit profiles. The number and location of required soil borings or soil pits shall be determined based on what is needed to determine the suitability and distribution of soils present at the location of the control measure.

7. Maintenance and Repair Plan

The design and planning of the stormwater management facility shall meet the maintenance requirements of § 334-10.

8. Waiver from Submission Requirements

The municipal official or board reviewing an application under this ordinance may, in consultation with the municipality's review engineer, waive submission of any of the requirements in § 334-9 C.1 through § 334-9 C.6 of this ordinance when it can be demonstrated that the information requested is impossible to obtain or it would create a hardship on the applicant to obtain and its absence will not materially affect the review process.

§ 334-10. Maintenance and Repair:

A. Applicability

Projects subject to review as in § 334-1 C of this ordinance shall comply with the requirements of § 334-10 B and § 334-10 C.

B. General Maintenance

1. The design engineer shall prepare a maintenance plan for the stormwater management measures incorporated into the design of a major development.
2. The maintenance plan shall contain specific preventative maintenance tasks and schedules; cost estimates, including estimated cost of sediment, debris, or trash removal; and the name, address, and telephone number of the person or persons

responsible for preventative and corrective maintenance (including replacement). The plan shall contain information on BMP location, design, ownership, maintenance tasks and frequencies, and other details as specified in Chapter 8 of the NJ BMP Manual, as well as the tasks specific to the type of BMP, as described in the applicable chapter containing design specifics.

3. If the maintenance plan identifies a person other than the property owner (for example, a developer, a public agency or homeowners' association) as having the responsibility for maintenance, the plan shall include documentation of such person's or entity's agreement to assume this responsibility, or of the owner's obligation to dedicate a stormwater management facility to such person under an applicable ordinance or regulation.
4. Responsibility for maintenance shall not be assigned or transferred to the owner or tenant of an individual property in a residential development or project, unless such owner or tenant owns or leases the entire residential development or project. The individual property owner may be assigned incidental tasks, such as weeding of a green infrastructure BMP, provided the individual agrees to assume these tasks; however, the individual cannot be legally responsible for all of the maintenance required.
5. If the party responsible for maintenance identified under § 334-10 B.3 above is not a public agency, the maintenance plan and any future revisions based on § 334-10 B.7 below shall be recorded upon the deed of record for each property on which the maintenance described in the maintenance plan must be undertaken.
6. Preventative and corrective maintenance shall be performed to maintain the functional parameters (storage volume, infiltration rates, inflow/outflow capacity, etc.) of the stormwater management measure, including, but not limited to, repairs or replacement to the structure; removal of sediment, debris, or trash; restoration of eroded areas; snow and ice removal; fence repair or replacement; restoration of vegetation; and repair or replacement of non-vegetated linings.
7. The party responsible for maintenance identified under § 334-10 B.3 above shall perform all of the following requirements:
 - i. maintain a detailed log of all preventative and corrective maintenance for the structural stormwater management measures incorporated into the design of the development, including a record of all inspections and copies of all maintenance-related work orders;
 - ii. evaluate the effectiveness of the maintenance plan at least once per year and adjust the plan and the deed as needed; and
 - iii. retain and make available, upon request by any public entity with administrative, health, environmental, or safety authority over the site, the maintenance plan and the documentation required by § 334-10 B.6 and B.7 above.
8. The requirements of § 334-10 B.3 and B.4 do not apply to stormwater management facilities that are dedicated to and accepted by the municipality or another

governmental agency, subject to all applicable municipal stormwater general permit conditions, as issued by the Department.

<https://dep.nj.gov/stormwater/maintenance-guidance/>.

9. In the event that the stormwater management facility becomes a danger to public safety or public health, or if it is in need of maintenance or repair, the municipality shall so notify the responsible person in writing. Upon receipt of that notice, the responsible person shall have fourteen (14) days to effect maintenance and repair of the facility in a manner that is approved by the municipal engineer or his designee. The municipality, in its discretion, may extend the time allowed for effecting maintenance and repair for good cause. If the responsible person fails or refuses to perform such maintenance and repair, the municipality or County may immediately proceed to do so and shall bill the cost thereof to the responsible person. Nonpayment of such bill may result in a lien on the property.
- C. Nothing in this subsection shall preclude the municipality in which the major development is located from requiring the posting of a performance or maintenance guarantee in accordance with N.J.S.A. 40:55D-53

§ 334-11. Penalties:

Any person(s) who erects, constructs, alters, repairs, converts, maintains, or uses any building, structure or land in violation of this ordinance shall be subject to the penalties as provided in Chapter 1, Article II, General Penalty.:

§ 334-12. Severability:

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

§ 334-13. Effective Date:

This Ordinance shall be in full force and effect from and after its adoption and any publication as required by law.

ALL OF WHICH IS ADOPTED THIS _____ day of _____, 20_, by the Adam Young, Clerk of the Borough of High Bridge.

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
CURRENT FUND			
2020 - ADAM YOUNG	PO 30802 CLERK - OE - NOTARY	30.00	30.00
2890 - ADS ENVIRONMENTAL INC	PO 30561 BUILDINGS & GROUNDS - REMOVE OIL TANK AT	1,250.00	1,250.00
1331 - AMERIGAS	PO 30305 HEATING FUEL - PROPANE - FIRE HOUSE - AC	1,058.89	1,058.89
2934 - APPROVED ENERGY II, LLC	PO 30751 ELECTRIC - 9 RIVER RD - ACCT #80313799-3	85.67	85.67
2730 - AT&T MOBILITY	PO 29500 WIRELESS DEVICES	295.50	
	PO 30390 WIRELESS DEVICES	2,034.86	2,330.36
2697 - AXON ENTERPRISES INC	PO 30717 BODY WORN CAMERA GRANT	9,360.00	9,360.00
2025 - BANK OF AMERICA	PO 30203 BUILDINGS & GROUNDS/WATER/SPECIAL EVENTS	1,762.79	1,762.79
46 - CALIFON LUMBER	PO 30208 DPW - OE - HARDWARE	87.17	87.17
769 - CINTAS CORPORATION #101	PO 30311 BUILDINGS & GROUNDS - PD & BH - WEEKLY M	200.00	200.00
987 - COMCAST	PO 30256 POLICE - INTERNET - 2024 - A/C 8499-0527	920.86	920.86
987 - COMCAST	PO 30258 INTERNET/PHONE - FIRE DEPT - ACCT # 8499	322.64	322.64
987 - COMCAST	PO 30259 DPW - INTERNET A/C 8499 05 271 0008535	1,160.35	1,160.35
987 - COMCAST	PO 30260 INTERNET - COMMONS ACCT# 8499-0527-10126	539.18	539.18
987 - COMCAST	PO 30261 INTERNET - SOLITUDE - ACCT # 8499-05-271	194.74	194.74
382 - COUNTY OF HUNTERDON	PO 30253 3RD QTR 2024 COUNTY TAX - INV #24000495	376,750.01	376,750.01
382 - COUNTY OF HUNTERDON	PO 30254 3RD QTR 2024 LIBRARY TAX - INV #24000496	38,424.97	38,424.97
382 - COUNTY OF HUNTERDON	PO 30255 3RD QTR 2024 COUNTY OPEN SPACE TAX - INV	37,371.48	37,371.48
1349 - DEER CARCASS REMOVAL SERVICE LLC	PO 30613 BUILDINGS & GROUNDS - DEER CARCASS REMO	114.00	114.00
160 - ELIZABETHTOWN GAS	PO 30248 HEATING - BOROUGH HALL - ACT#7795355339	75.31	
	PO 30250 HEATING - BORO GARAGE - ACCTS # 50386045	1,943.96	2,019.27
2894 - EQUITABLE FINANCIAL LIFE INS CO	PO 30577 GROUP INSURANCE - LIFE/LTD - POLICY #200	342.74	342.74
90 - FIRST ENERGY	PO 30265 STREET LIGHTING - 27 MAIN STREET - STREE	29.56	
	PO 30266 SOLITUDE HOUSE - 7 & 9 RIVER ROAD ACCT #	106.48	
	PO 30267 STREET LIGHTING - SNACK SHACK - WASHINGT	181.17	
	PO 30268 STREET LIGHTING - 72 MAIN STREET - STREE	32.40	349.61
90 - FIRST ENERGY	PO 30276 STREET LIGHTING - AUG 2024 - ACCT#200000	7,175.32	
	PO 30349 ELECTRIC - NORTHWOOD AVE - ACCT#100 154	417.00	7,592.32
714 - FLEMINGTON DEPARTMENT STORE	PO 29720 POLICE - OE - UNIFORMS	57.00	
	PO 30433 DPW - OE - UNIFORMS	294.91	
	PO 30442 POLICE - OE - UNIFORMS / CLOTHING BARTMA	166.45	518.36
2422 - GREATAMERICA FINANCIAL SVCS.	PO 30246 BUILDINGS & GROUNDS - OFFICE EQUIPMENT -	155.00	155.00
33 - GRIFFITH-ALLIED TRUCKING LLC	PO 30200 DPW - GASOLINE ACCT #10-7163673	3,071.73	3,071.73
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 30345 GOLF - OE - MAY/JUNE	146,835.20	146,835.20
1560 - HUNTERDON COUNTY SOIL CONSERVE DIST	PO 30801 BUILDINGS & GROUNDS - COMMONS - SOIL PER	500.00	500.00
2312 - IMPERIAL COPY PRODUCTS, INC	PO 30426 BUILDINGS & GROUNDS - COPIER LEASE RAD71	668.10	668.10
118 - INSTITUTE FOR PROF.DEVELOPMENT	PO 30547 TAX COLLECTOR - OE - SEMINAR - J. HARRIN	50.00	50.00
2933 - INTELLISHRED	PO 30747 BUILDINGS & GROUNDS - BH - SHRED	595.00	595.00
470 - J&D AUTO BODY, INC.	PO 30627 LIABILITY INS - DPW - OE - VEHICLE REPAI	15,391.71	15,391.71
2408 - JERSEY MAIL SYSTEMS, LLC	PO 30793 BUILDINGS & GROUNDS - POSTAGE MACHINE	467.85	467.85
2897 - JOSEPH M ROMEO	PO 30589 DPW - OE - VEHICLE REPAIR	870.71	870.71
2076 - KINSKY, BARBARA	PO 30740 PLANNING BOARD - OE - MISC - POSTAGE	24.62	24.62
131 - L&L LAWN & GARDEN EQUIPMENT, INC	PO 30395 DPW - OE - EQUIPMENT	79.00	79.00
2748 - LEBANON DOOR LLC	PO 30482 BUILDINGS & GROUNDS - RESCUE SQ -	308.00	308.00
1495 - LINDE GAS & EQUIPMENT INC	PO 30586 DPW-OE-MISC- CUSTOMER #71761637 - 12 MON	33.20	33.20
1204 - LYNN HUGHES	PO 30808 GARDEN GRANT - OE - REIMBURSEMENT	38.35	38.35
2064 - MARCO TECHNOLOGIES, LLC	PO 30392 BUILDINGS & GROUNDS - POLICE BLDG - COPI	184.53	184.53
2664 - MASON, GRIFFIN & PIERSON, PC	PO 30439 PLANNING BOARD - OE - LEGAL	133.00	133.00
2892 - MASTER LEAK TECHNOLOGIES, LLC	PO 30570 DCA WATER GRANT - LEAK DETECTION SYSTEM	32,773.00	32,773.00
1540 - MCANJ	PO 30780 CLERK - OE - MEMBERSHIP FOR ADAM YOUNG	100.00	100.00
1542 - MENDHAM GARDEN CENTER	PO 30571 DPW - OE - EQUIP	260.89	260.89
144 - METROPOLITAN LIFE INS CO	PO 30336 GROUP INSURANCE - DENTAL - POLICY #TS053	309.54	309.54
146 - MGL PRINTING SOLUTIONS	PO 30223 TAX COLLECTOR / PB - OE - FORMS	243.50	243.50
2572 - NATIONAL HIGHWAY PRODUCTS, INC	PO 30502 DPW - OE - SIGNS	1,284.90	1,284.90
214 - NJ ADVANCE MEDIA	PO 30197 ADVERTISING - ACCT #1160892 / 1164892 /	115.49	115.49
157 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 30762 ADMIN - 2024 MEMBERSHIP / BULLETINS / 08	135.00	135.00
217 - NO HUNT-VOORHEES REG HS BD ED	PO 30232 SEPT 2024 - REGIONAL HIGH SCHOOL TAX LE	464,878.67	464,878.67
98 - NORTH EAST PARTS GROUP LLC	PO 30206 DPW	65.96	65.96
590 - PENN BOWER, INC	PO 30412 WATER - OE - REPAIRS/CONTRACTS - REPAIR	4,000.00	4,000.00
2887 - PIETER S HEINEKEN	PO 30239 WEBSITE MAINT	525.00	525.00

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
1845 - POWER PLACE, INC	PO 30474 DPW - OE - EQUIPMENT	346.35	346.35
2565 - PRO CAP 8 LLC	PO 30791 OUTSIDE LIEN REDEMPTION-CERT #2023-010 3	3,286.42	3,286.42
2926 - REASSESSMENT SERVICES LLC	PO 30806 REASSESSMENT INSPECTIONS	5,750.25	5,750.25
189 - RUTGERS CTR FOR GOV SERVICES	PO 30509 DPW - OE - CONFERENCE - PUBLIC WORKS CON	481.00	481.00
195 - SHERWIN WILLIAMS CO	PO 30731 PARKS & PLAYGROUNDS - PAINT	966.50	966.50
2878 - SPARTAN TREE SERVICE, LLC	PO 30734 DPW - OE - RECYCLE - TREE REMOVAL	7,000.00	7,000.00
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 30319 INSURANCE - GROUP HEALTH - AUG 2024 ID#	32,914.96	32,914.96
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 30804 PERS PENSION BILLING 2023	1,356.48	1,356.48
1978 - STAVOLA	PO 30404 DPW - OE - BLACKTOP - #2913	8,680.56	8,680.56
246 - TOWN OF CLINTON	PO 30725 ZONING OFFICER - ALLISON WITT	8,698.00	8,698.00
2661 - UNITED SITE SERVICES	PO 30424 BUILDINGS & GROUNDS - LAKE SOLITUDE & CO	283.80	283.80
2141 - VSP VISION CARE	PO 30331 VISION INSURANCE #30065389 - AUG	43.95	43.95
2296 - WELLS FARGO VENDOR FIN	PO 30247 BUILDINGS & GROUNDS - COPIER LEASE #450-	299.99	299.99
1777 - WESTERN PEST SERVICES	PO 30307 BUILDINGS & GROUNDS - BORO HALL - ACCT #	169.18	
	PO 30308 BUILDINGS & GROUNDS - RESCUE - RAT - ACC	273.80	
	PO 30309 BUILDINGS & GROUNDS - POLICE - RAT - ACC	227.06	
	PO 30310 DPW - BUILDING - ACCT #331910	587.66	1,257.70
2547 - YU, BENJAMIN	PO 30549 AGREEMENT CHARGES FOR LIBRARY	570.00	570.00
PREMIUM FUND			
2565 - PRO CAP 8 LLC	PO 30792 PREMIUM - OUTSIDE LIEN REDEMPTION-CERT #	1,900.00	1,900.00
DOG FUND			
153 - NJ DEPT OF HEALTH & SENIOR SERVICES	PO 30445 JULY 2024 DOG FEES	10.80	10.80
GENERAL CAPITAL FUND			
1222 - JESCO, INC	PO 30766 CAPITAL - LOADER - RESO 202-2024	120,000.00	120,000.00
2827 - NIELSEN FORD OF MORRISTOWN	PO 30765 CAPITALS - PICKUP & SNOW PACKAGE - RESO	35,304.00	35,304.00
590 - PENN BOWER, INC	PO 30682 ROAD REPAIRS	14,500.00	14,500.00
1432 - PRECAST MANUFACTURING COMPANY	PO 30705 CAPITAL - VARIOUS ROAD IMPROVEMENTS - CA	3,565.75	3,565.75
WATER UTILITY FUND			
2819 - BRIGHTSPEED	PO 30306 WATER - 2024 - TELEPHONE CUST # 908-730-	53.19	53.19
46 - CALIFON LUMBER	PO 30209 WATER - OE - HARDWARE	8.97	8.97
2534 - CAPITOL SUPPLY INC	PO 30204 WATER - OE - HARDWARE & EQUIP	414.10	414.10
2894 - EQUITABLE FINANCIAL LIFE INS CO	PO 30578 GROUP INSURANCE - LIFE/LTD - POLICY #200	41.93	41.93
176 - EUOFINS ENVIRO TESTING PHILA LLC	PO 30432 WATER - OE - ANALYSIS	934.00	934.00
90 - FIRST ENERGY	PO 30288 WATER- STREET LIGHT - AUG 2024 - ACCT 20	164.09	
	PO 30350 WATER- BUNNVALE WELL - 2024 - ACCT 100 1	1,311.79	1,475.88
2175 - GREEN ROCK RECYCLING, LLC	PO 30221 B&G/WATER/SEWER - OE - STONES	300.00	300.00
144 - METROPOLITAN LIFE INS CO	PO 30337 WATER - GROUP INSURANCE - DENTAL - POLIC	1,628.40	1,628.40
234 - NJ WATER ASSOCIATION	PO 30507 WATER DEPT - 2024 DUES/MEMBERSHIPS	600.00	600.00
1694 - ONE CALL CONCEPTS, INC	PO 30425 WATER - OE - MISC - ONE CALL MESSAGES -	137.28	137.28
590 - PENN BOWER, INC	PO 30412 WATER - OE - REPAIRS/CONTRACTS - REPAIR	5,500.00	5,500.00
686 - STATE OF NEW JERSEY	PO 30757 WATER OE PERMITS/FEES NJ SAFE DRINKING W	720.00	720.00
327 - STATE OF NEW JERSEY - PWT	PO 30471 WATER - OE - PERMITS/FEES	161.41	161.41
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 30319 INSURANCE - GROUP HEALTH - AUG 2024 ID#	7,988.82	7,988.82
2141 - VSP VISION CARE	PO 30331 VISION INSURANCE #30065389 - AUG	61.99	61.99
2818 - VULCAN MATERIALS CO	PO 30222 WATER - OE - HYDRANT STONE	264.48	264.48
WATER CAPITAL FUND			
1222 - JESCO, INC	PO 30766 CAPITAL - LOADER - RESO 202-2024	30,000.00	30,000.00
2827 - NIELSEN FORD OF MORRISTOWN	PO 30765 CAPITALS - PICKUP & SNOW PACKAGE - RESO	10,500.00	10,500.00
SEWER UTILITY FUND			
987 - COMCAST	PO 30262 SEWER - 2024 - TELEPHONE - ACCT# 8499 05	61.85	61.85
2894 - EQUITABLE FINANCIAL LIFE INS CO	PO 30579 GROUP INSURANCE - LIFE/LTD - POLICY #200	35.35	35.35
90 - FIRST ENERGY	PO 30300 SEWER- STREET LIGHTING - AUG 2024 -20000	5,788.84	5,788.84
2499 - MCGOWAN LLC	PO 30216 SEWER - OE - CONTRACTS - SEWER OPERATOR	2,110.00	2,110.00
144 - METROPOLITAN LIFE INS CO	PO 30338 SEWER - GROUP INSURANCE - DENTAL - POLIC	237.01	237.01
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 30319 INSURANCE - GROUP HEALTH - AUG 2024 ID#	6,681.68	6,681.68
246 - TOWN OF CLINTON	PO 30469 2024 - 2ND QUARTER - SEWER TREATMENT CHA	181,144.05	181,144.05
2141 - VSP VISION CARE	PO 30331 VISION INSURANCE #30065389 - AUG	274.99	274.99

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
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SEWER CAPITAL FUND

1222 - JESCO, INC	PO 30766 CAPITAL - LOADER - RESO 202-2024	30,000.00	30,000.00
2827 - NIELSEN FORD OF MORRISTOWN	PO 30765 CAPITALS - PICKUP & SNOW PACKAGE - RESO	10,500.00	10,500.00

SOLID WASTE UTILITY FUND

2894 - EQUITABLE FINANCIAL LIFE INS CO	PO 30580 GROUP INSURANCE - LIFE/LTD - POLICY #200	19.89	19.89
2048 - LMR DISPOSAL, LLC	PO 30344 SOLID WASTE - CONTRACTED HAULER- 2024 -	29,750.00	29,750.00
144 - METROPOLITAN LIFE INS CO	PO 30339 SOLID WASTE - GROUP INSURANCE - DENTAL -	123.39	123.39
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 30319 INSURANCE - GROUP HEALTH - AUG 2024 ID#	4,347.85	4,347.85
2141 - VSP VISION CARE	PO 30331 VISION INSURANCE #30065389 - AUG	24.79	24.79

SOLID WASTE CAPITAL FUND

1222 - JESCO, INC	PO 30766 CAPITAL - LOADER - RESO 202-2024	20,000.00	20,000.00
2827 - NIELSEN FORD OF MORRISTOWN	PO 30765 CAPITALS - PICKUP & SNOW PACKAGE - RESO	7,000.00	7,000.00

DEVELOPER ESCROW TRUST FUND

1398 - COLLIERS ENGINEERING & DESIGN	PO 30463 ESCROW - 1 MAIN ST - DeTOMMASO - HIP0047	2,653.75	2,653.75
1398 - COLLIERS ENGINEERING & DESIGN	PO 30786 ESCROW - DRIVEWAY - 9 SUNSET - HIB0172	253.75	253.75
1398 - COLLIERS ENGINEERING & DESIGN	PO 30787 ESCROW - 100 WEST MAIN - HIP0053	1,080.00	1,080.00
2664 - MASON, GRIFFIN & PIERSON, PC	PO 30788 ESCROW - 1 MAIN ST	551.00	551.00

SUI

1216 - STATE OF NEW JERSEY-DEPT. OF LABOR	PO 30635 SUI EXPENDITURES - UNEMPLOYMENT	987.60	987.60
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SPECIAL EVENTS

2025 - BANK OF AMERICA	PO 30754 CRIT RACE 2024 SUPPLIES	613.09	613.09
2866 - BETHLEHEM TWP RECREATION BOOSTER CLUB	PO 30807 HUNTERDON GAMES REGISTRATION & SHIRTS	426.25	426.25
46 - CALIFON LUMBER	PO 30809 GFA EVENT 2024 - SUPPLIES	1,235.44	
	PO 30810 CRIT RACE 2024	210.00	1,445.44
213 - COUNTY OF HUNTERDON	PO 30770 CRIT RACE	39.00	39.00
2847 - CURTIS NOWELL	PO 30797 GROUNDS FOR ARTS 2024	105.53	105.53
452 - ERCOLANO'S NURSEY, LLC	PO 30720 ENVIRONMENTAL COMMISSION - OE - TREES	432.80	432.80
1204 - LYNN HUGHES	PO 30808 GARDEN GRANT - OE - REIMBURSEMENT	169.44	169.44
146 - MGL PRINTING SOLUTIONS	PO 30800 PAINT OUT - GFA - BANNERS	324.00	324.00
2691 - TSS PHOTOGRAPHY	PO 30794 CRIT RACE 2024	940.00	940.00

TOTAL

1,773,011.66

Total to be paid from Fund 10 CURRENT FUND	1,228,819.32
Total to be paid from Fund 22 PREMIUM FUND	1,900.00
Total to be paid from Fund 23 DOG FUND	10.80
Total to be paid from Fund 30 GENERAL CAPITAL FUND	173,369.75
Total to be paid from Fund 60 WATER UTILITY FUND	20,290.45
Total to be paid from Fund 61 WATER CAPITAL FUND	40,500.00
Total to be paid from Fund 62 SEWER UTILITY FUND	196,333.77
Total to be paid from Fund 63 SEWER CAPITAL FUND	40,500.00
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND	34,265.92
Total to be paid from Fund 65 SOLID WASTE CAPITAL FUND	27,000.00
Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND	4,538.50
Total to be paid from Fund 73 SUI	987.60
Total to be paid from Fund 78 SPECIAL EVENTS	4,495.55
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	1,773,011.66

Checks Previously Disbursed

80124	KS STATEBANK	PO# 30556 BLANKET - KS STATEBANK PAYMENT	724.95	8/01/2024

			724.95	

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
Totals by fund	Previous Checks/Voids	Current Payments	Total
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Fund 10 CURRENT FUND	724.95	1,228,819.32	1,229,544.27
Fund 22 PREMIUM FUND		1,900.00	1,900.00
Fund 23 DOG FUND		10.80	10.80
Fund 30 GENERAL CAPITAL FUND		173,369.75	173,369.75
Fund 60 WATER UTILITY FUND		20,290.45	20,290.45
Fund 61 WATER CAPITAL FUND		40,500.00	40,500.00
Fund 62 SEWER UTILITY FUND		196,333.77	196,333.77
Fund 63 SEWER CAPITAL FUND		40,500.00	40,500.00
Fund 64 SOLID WASTE UTILITY FUND		34,265.92	34,265.92
Fund 65 SOLID WASTE CAPITAL FUND		27,000.00	27,000.00
Fund 71 DEVELOPER ESCROW TRUST FUND		4,538.50	4,538.50
Fund 73 SUI		987.60	987.60
Fund 78 SPECIAL EVENTS		4,495.55	4,495.55
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BILLS LIST TOTALS	724.95	1,773,011.66	1,773,736.61 =====