



# BOROUGH OF WATCHUNG

15 MOUNTAIN BOULEVARD  
WATCHUNG, NEW JERSEY 07069

## MAYOR & COUNCIL MEETING AGENDA

**THURSDAY, APRIL 4, 2024**

**7:30 P.M.**

### MAYOR

Ronald Jubin, Ph.D.

### COUNCIL

Christine B. Ead, President

Curt S. Dahl

Paul Fischer

Paolo Marano

Sonia Abi-Habib

Robert Gibbs

James J. Damato  
**Business Administrator**

Edith G. Gil  
**Borough Clerk**

Joseph Sordillo, Esq.  
**Borough Attorney**

**THIS MEETING AND ALL BUSINESS SHALL BE CONDUCTED IN-PERSON, INCLUDING THE ACCEPTANCE OF PUBLIC COMMENT.** No public comment shall be allowed to be made virtually or accepted in writing and read into the record. All writings received shall be acknowledged and accepted by the Council as regular correspondence. The Borough may broadcast its meetings virtually for public viewing as a courtesy.

**VIEWING INSTRUCTIONS:** To listen to the meeting via phone, dial 1 (646) 558-8656. It will prompt you for a meeting ID. Type **99501390087#**. You do not need a participating ID, just press # | To view the meeting using a smart phone or computer, download the free **ZOOM** app. Type in the **meeting ID 99501390087** or click on <https://zoom.us/j/99501390087>. **Agenda items can also be requested by emailing [egil@watchungnj.gov](mailto:egil@watchungnj.gov)**

**BOROUGH OF WATCHUNG  
MAYOR & COUNCIL MEETING AGENDA**

**APRIL 4, 2024 - 7:30 P.M.**

**MAYOR’S STATEMENT:** This meeting is being held in compliance with the Open Public Meetings Act. Under the provisions of N.J.S.A.10:4-6 et seq., notice of the time and place of this meeting was given by way of the Annual Meeting Notice to the Courier News, Echoes Sentinel, the Star Ledger, posted at Borough Hall and on the Borough’s website.

**SALUTE TO THE FLAG and MOMENT OF SILENCE FOR OUR SERVICE MEN AND WOMEN,  
SERVING HOME AND ABROAD**

**ROLL CALL**

**PROCLAMATION**

- ❖ National Volunteer Month

**SPECIAL PRESENTION**

- ❖ Board of Education Budget Presentation  
Julie Glazer, Ph.D., Superintendent  
Karen Bishop-Johnson, Business Administrator

**REPORTS OF STANDING COMMITTEES**

1. Administration & Finance
2. Police
3. Public Works / Buildings and Grounds
4. Public Affairs:
  - Environmental
  - Recreation
  - Historical
  - Board of Health
  - Green Team
5. Fire
6. Laws/Ordinances

**REPORTS OF BOROUGH OFFICERS**

7. Police Chief
8. Fire Official
9. Rescue Squad
10. Emergency Management
11. Attorney
12. Tax Assessor
13. Clerk
14. Administrator
15. Youth Services
16. Planning Board

**BOROUGH OF WATCHUNG  
MAYOR & COUNCIL MEETING AGENDA**

**APRIL 4, 2024 - 7:30 P.M.**

- 17. Municipal Alliance
- 18. Library Advisory Committee
- 19. Traffic and Beautification

**PUBLIC PORTION / AGENDA ITEMS ONLY**

*A public portion is held prior to Council action for comments of agenda items only. Individuals commenting are limited to **3 minutes** per person, and will not be permitted to speak again until everyone has had an opportunity to speak. If a group is represented by an attorney, the attorney will be given 5 minutes to make the presentation for the group.*

**DISCUSSIONS**

**UNFINISHED BUSINESS**

**ORDINANCE ON PUBLIC HEARING & FINAL ADOPTION**

**OR 24/04: AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND TO ESTABLISH A CAP BANK WHEN THE COLA IS EQUAL TO OR LESS THAN 2.5 PERCENT (N.J.S.A. 40A:4-45.14) FOR CY 2024**

**NEW BUSINESS**

**REPORTS & CORRESPONDENCE:**

Acknowledging Receipt of the following Borough Reports:

Board of Adjustment Meeting Minutes	January 11, 2024
Engineer's Monthly Status Report	March 2024
Environmental Commission Meeting Minutes	February 26, 2024
Fire Prevention Monthly Report	March 2024
Green Team Advisory Committee Minutes	February 28, 2024
Historical Committee Meeting Minutes	February 21, 2024
Mayor and Council Meeting Minutes	February 15, 2024 March 21, 2024
Plainfield Area Regional Sewerage Authority Minutes	March 7, 2024

**#6:** New Jersey American Water, Notice of Public Hearing scheduled for 4/10/2024, Petition for approval of increase tariff rates & charges for water and wastewater service, recv'd 3/22/24, cc: M&C, JD

**#7:** Dance for the Cure, Req. to Tie the Town Pink in September, recv'd 3/22/24, cc: M&C, JD

**BOROUGH OF WATCHUNG  
MAYOR & COUNCIL MEETING AGENDA**

**APRIL 4, 2024 - 7:30 P.M.**

**CONSENT ITEMS**

*The resolutions listed below were submitted to the Governing Body for review and will be adopted by one motion.*

R1: Authorizing Purchases over Allowed Threshold – National Auto Fleet Group (2- 2023 Ford super duty)

R2: Authorizing Bill List

R3: Establishing Annual Sewer Rates for 2024

R4: Authorizing a Field & Facility Permit Application from Postpartum Support International for the Use of Mobus Field on October 13, 2024

R5: Authorizing Refund for Overpayment of Food Handler License Application to Circle Convenience Store, LLC

R6: Waiving Delinquent Interest on 40 Vail Lane, Block 7302/ Lot 11

R7: Authorizing Raffle License #679 to Volunteer Lawyers for Justice for Activities on May 14, 2024

R8: Authorizing Raffle License #680 to Mary E Wilson Memorial Union Church for Activities on September 28, 2024

R9: Authorizing a Field & Facility Permit Application for the Use of Pillips Field to Watchung Hills Baseball and Softball Association on various dates/times

**NON- CONSENT ITEMS**

R10: Authorizing an Agreement with Round Top Swim and Tennis Club, Inc. for the Borough's 2024 Summer Camp Program

R11: Authorizing a Professional Services Contract to Potter Architects, LLC for the remainder of Phase 2 and Phases 3 to 6 in Connection with the Rehabilitation of the Watchung Library

R12: Authorizing a Contract Expansion to Remington & Vernick Engineers for Environmental Services for 666 Mountain Boulevard (Former Ness Farm Site)

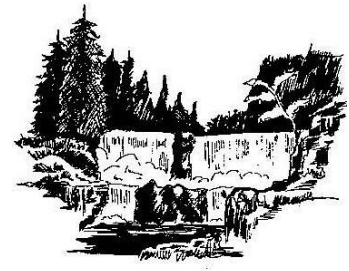
**PUBLIC PORTION - GENERAL DISCUSSION**

*Individuals commenting are limited to 3 minutes per person. An Attorney will be given 5 minutes to present on behalf of a group.*

**ADJOURNMENT**

The next meeting of the Mayor and Council will be Thursday, April 18, 2024 at 7:30 P.M.

# BOROUGH OF WATCHUNG



## ADMINISTRATION AND FINANCE COMMITTEE

Chair: Fischer

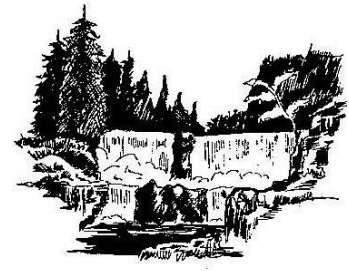
Gibbs

Abi-Habib

The Committee met with the Borough Administrator, Chief Financial Officer, and Borough Clerk to discuss the following:

- 1) Purchases authorized by Bond Ordinance 24/03 adopted on March 7<sup>th</sup>; the borough will move forward with ordering the vehicles needed for Public Works under a state contract.
- 2) Sewer Rate Resolution – the rate has been \$465 since 2020, due to increases from Berkely Heights, the borough will have to increase sewer rates by \$5/year.

# BOROUGH OF WATCHUNG



## **Public Works Committee**

Chair: Ead  
Abi-Habib  
Dahl

The Committee met with the Administrator, Borough Engineer, and Public Works Manager on March 26<sup>th</sup> and discussed the following:

### **Work to Police Headquarters Completed**

#### **Plans for Operation Pride Complete:**

- Event Scheduled for April 26<sup>th</sup> rain date 27<sup>th</sup>

#### **Mobus Field:**

- working to add motion lights to Pavilion for safety
- Gaga court ordered, assembly spring 2024

**Fountains back in both lakes, PW will turn on/off for rain & weather  
Related events**

**Philips Field cleaned, prepped and ready for Little League**

**Arbor Day at Bayberry for new tree planting scheduled April 26th**

**May 8<sup>th</sup> Senior Luncheon scheduled at Exempt Hall**

**T-Mobile Grant opportunities reviewed**

**NJBPU Grant for EV Charger in discussion**

#### **PSE&G Updates as March 4- March 15**

- Meadowlark paving slated for spring/summer 2024
- Signs up for new gas construction work continuing  
Valley Road, Hillcrest and Knightsbridge
- Future gas line replacement will be announced as project continues

**2023 Road Project: Completed except for final paving on  
Meadowlark**

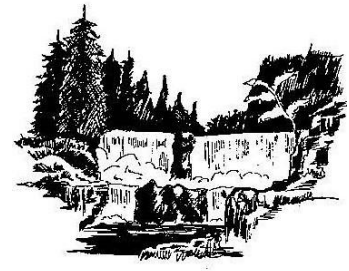
**2024 Road Project: Final design with Engineering/once complete  
Will go out to bid:**

- Vail Lane, Wolford Court, and Drift Road (3)-for DOT grant

#### **Gazebos Mountain Blvd. and Village Green:**

- new roof and shingles complete

# BOROUGH OF WATCHUNG



-power wash, wood repair and stain slated for spring 2024

## **Endeavor:**

-grant application submitted for continued improvements

## **Sidewalk/Valley Furniture across parking lot to Best Lake**

-plans complete, start date spring 2024

## **Culvert Repair Work:**

-continuous work to clear, clean-out and repair where needed

## **Library Bridge**

-Contractor Bid Accepted, steel ordered, start date to follow

## **Phillips Bridge:**

-next steps on phase one design with engineering

-work to move forward fall 2024

-FEMA grant dates extended

-Continued efforts to additional grants and funding submitted

## **I & I Study**

-I-Bank funds & American Rescue funds in plans for repairs

## **Ness Farm:**

-Plans for next steps on Agenda for further testing to reduce scope of

Overall cleanup to go to grant phase

-Plans for grant application in works and testing results will be used for

Grant process and possible claw-back of past testing fees

## **Hometown Hero Banners installed end of April 2024 for Somerset St**

## **Various cement stair, sidewalk, step improvements scheduled spring 2024**

## **Fire House landscaping improvements and dead tree removal scheduled**

## **Street Sweeper Shared Services scheduled for next available date**

## **Watchung Lake and Best Lake Dredge**

-new technology under consideration for perimeter clean-up

-Pursuing all grant opportunities that open up Spring 2024

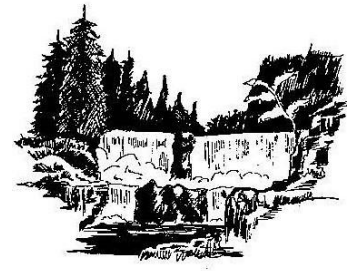
## **NJ DEP MS4 Permit Requirements:**

- up to code, grant proposal in for funds

## **Phase One Sidewalk Project: Completed**

-Valley Road from Best Lake to Bayberry

# BOROUGH OF WATCHUNG



-Phase two in planning and discussion ongoing, timing tbd

## **Signs:**

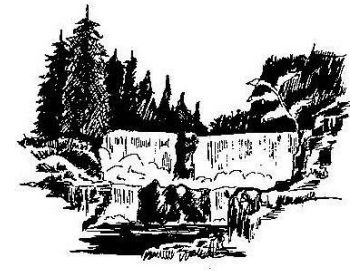
- new dedication sign for Philips under construction
- new sign under construction “Gods Acre”

## **Landscape Improvements:**

- New trees scheduled for Spring 2024 and include:  
Cherry Trees, lake area, Somerset Street and other locations

DRAFT

# BOROUGH OF WATCHUNG



## LAWS AND ORDINANCES COMMITTEE

Chair: Gibbs

Marano

Fischer

The Committee met with the Borough Administrator and the Borough Attorney on March 18<sup>th</sup> and discussed the following:

- 1) Soil Testing Ordinance – we reviewed draft ordinance establishing process for dealing with soil imported from outside of Watchung as fill for construction or other sites. Borough attorney will be making some suggested edits in advance of ordinance introduction, anticipated May 2024.
- 2) Illegal Dumping – we reviewed draft ordinance regarding illegal dumping and establishing penalties for same. Borough attorney will be making some suggested edits in advance of ordinance introduction, anticipated May 2024.
- 3) We discussed NJ Senate Bill 2347 which overwrites municipal zoning ordinance to permit as of right accessory dwelling unit on properties where a single-family dwelling exists.
- 4) We discussed, and Borough attorney will draft, an ordinance change authorizing Recreation to adjust summer camp fees as they change from the facility owners without having to come back to Borough Council. Watchung operates its summer camp as a not-for-profit endeavor so any fee increases from the facility owners needs to be reflected in the costs.
- 5) We discussed Berkeley Heights efforts to revise their tree removal ordinance; however, upon review, we were advised that Watchung's tree removal ordinance is in compliance with the state NJDEP's model ordinance and no further action is warranted.
- 6) We discussed the Board of Health's fee structure and request for fee adjustments and it was determined that the Borough Council did not have jurisdiction over same; that the Board of Health could adjust fees as necessary without municipal action.

**BOROUGH OF WATCHUNG**  
**ORDINANCE: 24/04**

***AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND TO ESTABLISH A CAP BANK WHEN THE COLA IS EQUAL TO OR LESS THAN 2.5 PERCENT (N.J.S.A. 40A:4-45.14) FOR CY 2024***

**WHEREAS**, the Local Government Cap Law, N.J.S. A. 40A:4-45.1 *et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% or the Cost-of-Living Adjustment (COLA), whichever is less, over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A:4-45.14 provides that a municipality may, in any year in which the COLA is equal to or less than 2.5% increase its final appropriations by a percentage greater than the COLA, but not to exceed the 3.5% rate as specified in the law, when authorized by ordinance; and,

**WHEREAS**, the COLA for 2024 has been certified by the Director of the Division of Local Government Services in the Department of Community Affairs as 2.5% and,

**WHEREAS**, N.J.S.A. 40A:4-45.15a provides that a municipality may, in any year in which the COLA is equal to or less than 2.5%, may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Borough Council of the Borough of Watchung in the County of Somerset finds it advisable and necessary to increase its 2024 budget by more than 2.50% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Borough Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$127,434.20 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the Borough Council hereby determines that any amount authorized hereinabove

that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Borough Council of the Borough of Watchung, in the County of Somerset, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the 2024 budget year, the final appropriations of the Borough of Watchung shall, in accordance with this ordinance and N. J.S.A. 40A:4-45.14, be increased by 3.5% amounting to \$446,019.70 and that the 2024 municipal budget for the Borough of Watchung be approved and adopted in accordance with this ordinance.

**BE IT FURTHER ORDAINED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

INTRODUCED BY: FISCHER  
PASSED: MARCH 21, 2024  
PUBLISHED: MARCH 28, 2024  
ADOPTED:  
C: B.HANCE, DLGS

ATTEST:

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Edith G. Gil, Borough Clerk

**BOROUGH OF WATCHUNG**

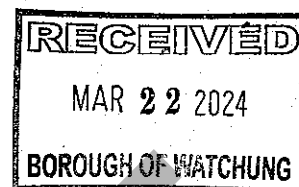
By: 

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Ronald Jubin, Ph.D., Mayor

# 6

4/4/24



March 20, 2024

**VIA REGULAR MAIL**

TO ALL: MUNICIPAL CLERKS, CLERKS OF THE BOARDS OF CHOSEN FREEHOLDERS,  
COUNTY EXECUTIVE OFFICERS, COUNTY ADMINISTRATORS AND SALE FOR RESALE  
CUSTOMERS

**Re: In the Matter of the Petition of New Jersey-American Water Company, Inc. for Approval  
of Increased Tariff Rates and Charges for Water and Wastewater Service, Change in  
Depreciation Rates, and Other Tariff Modifications  
OAL Docket No. PUC 02409-2024 S; BPU Docket No. WR24010056**

Dear Sir/Madam:

Pursuant to N.J.S.A. 48:2-32.2 and N.J.A.C. 14:1-5.12 (b), (c) and (d), enclosed herewith for  
service upon you are the Notice of Filing of Proposed Rate Increase and of Public Hearing, and  
the Board of Public Utilities' order issued on February 14, 2024, suspending any rate increase  
until June 21, 2024.

Please note the dates and times of the virtual public hearings at which members of the public are  
invited to attend and express their views on the Company's petition are as follows:

**April 10, 2024 – 4:30 PM**

Call in number: 1-551-285-1373 or 1-646-828-7666  
Meeting ID: 161 478 9912  
Password: 343517

**April 10, 2024 – 5:30 PM**

Call in number: 1-551-285-1373 or 1-646-828-7666  
Meeting ID: 161 478 9912  
Password: 343517

Such notice has also been served, together with the Verified Petition, Tariffs, and all other  
exhibits, upon the Director of the Division of Rate Counsel, who will represent the interests of  
customers in the proceeding. **Additional details and further instructions for dialing in to the  
meeting are included in the enclosed Public Notice, and posted on the Company's website  
at <https://amwater.com/njaw/customer-service-billing/your-water-and-wastewater-rates>.**

Very truly yours,

Jamie Hawn  
Director, Rates and Regulatory

cc: Hon. Tricia Caliguire, ALJ (w/enc., via regular mail)  
Hon. Sherri L. Golden, Secretary of the BPU (w/enc., via regular mail)  
Department of Law & Public Safety (w/enc., via regular mail)  
Division of Rate Counsel (w/enc., via regular mail)

**NOTICE OF FILING OF  
PROPOSED RATE INCREASE  
AND PUBLIC HEARING ON APRIL 10, 2024 AT 4:30 PM AND 5:30 P.M.**

**ALL PARTIES ARE INVITED TO ATTEND AND  
PRESENT THEIR VIEWS**

**IN THE MATTER OF THE PETITION OF NEW JERSEY-AMERICAN WATER  
COMPANY, INC. FOR APPROVAL OF INCREASED TARIFF RATES AND CHARGES  
FOR WATER AND WASTEWATER SERVICE, CHANGE IN DEPRECIATION RATES,  
AND OTHER TARIFF MODIFICATIONS**

**OAL DOCKET NO. PUC 02409-2024 S  
BPU DOCKET NO. WR24010056**

TO OUR CUSTOMERS:

**PLEASE TAKE NOTICE** that on January 19, 2024, New Jersey-American Water Company, Inc., (the “Company”) filed with the Board of Public Utilities (“Board”), pursuant to N.J.S.A. 48:2-21, N.J.S.A. 48:2-21.1, and N.J.A.C. 14:1-5.12, a petition (“Petition”) seeking to increase rates for water and wastewater service and to implement other tariff revisions. These changes were proposed to become effective for service rendered on or after February 21, 2024, or at such later date as may be determined by the Board. Based on the Company’s total projected operating revenues for the twelve months ending March 31, 2025, the new rates proposed herein will yield additional operating revenues of \$161.7 million or 16.89%. The total projected operating revenues include the revenue being recovered through the Distribution System Improvement Charge (“DSIC”) and Wastewater System Improvement Charge (“WSIC”) previously approved by this Board, and revenues recovered through the PWAC/PSTAC.

**The average residential water customer using 5,640 gallons per month will see their bill increase from \$70.70 to \$82.00, an increase of \$11.30 or 15.98% per month. The actual percentage increase to specific customers will vary according to the applicable rate schedule and level of the customer’s usage. The changes proposed in the Petition will result in the changes indicated in the chart below.**

**PLEASE TAKE FURTHER NOTICE** that virtual public comment hearings on the Company’s petition have been scheduled as follows:

**APRIL 10, 2024**

**4:30 PM**

Call in numbers (callers can use any phone number): 1-551-285-1373 or 1-646-828-7666

Upon calling in, the caller will be prompted to enter the meeting ID of 161 478 9912 and press the pound or hashtag button (#)

Press the pound or hashtag button (#) a second time (in response to the second electronic prompt)

The caller will then be prompted to enter the password for the public meeting of 343517 and press the pound or hashtag button (#)

The caller will then be entered into the waiting room where the OAL IT staff will admit the caller into the public hearing. The caller should mute their phone to prevent background noise. Failure to mute your own line may cause OAL IT staff to mute the caller and the caller would have to disconnect and call back in to participate in the public discussion portion

**5:30 PM**

Call in numbers (callers can use any phone number): 1-551-285-1373 or 1-646-828-7666

Upon calling in, the caller will be prompted to enter the meeting ID of 161 478 9912 and press the pound or hashtag button (#)

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Administrative Law Judge Tricia M. Caliguire from the Office of Administrative Law will preside over the virtual public comment hearings. Members of the public are invited to participate and express their views on the proposed rates. Such comments will be made a part of the final record in the proceeding.

Whether or not you attend the virtual public hearings, written comments may be submitted no later than June 1, 2024, to the Hon. Tricia M. Caliguire, Office of Administrative Law, P.O. Box 049, Trenton, New Jersey 08625-0049 and/or the Hon. Sherri L. Golden, Secretary, Board of Public Utilities, 44 S. Clinton Avenue, 1<sup>st</sup> Floor, Trenton, NJ 08625-0350, or emailed to [board.secretary@bpu.nj.gov](mailto:board.secretary@bpu.nj.gov). Please include OAL Docket No. PUC 02409-2024 S and BPU

Docket No. WR24010056 in your written comments. Written comments will be provided the same weight as statements made at the hearings.

**IN ORDER TO ENCOURAGE FULL PARTICIPATION IN THIS OPPORTUNITY FOR PUBLIC COMMENT, PLEASE SUBMIT ANY REQUESTS FOR NEEDED ACCOMMODATIONS, INCLUDING INTERPRETERS OR MOBILITY ASSISTANCE, TO THE COMPANY 48 HOURS PRIOR TO THIS HEARING TO DENISE FREE, SENIOR DIRECTOR OF COMMUNICATIONS AND EXTERNAL AFFAIRS, NEW JERSEY-AMERICAN WATER COMPANY, INC. AT (856) 955-4874 or DENISE.FREE@AMWATER.COM.**

The above-described comparisons of average present and proposed rates will permit customers to determine the approximate net effect upon them of the proposed increases and adjustments in rates. Any assistance required by customers in this regard will be furnished by the Company upon request. Complete information about the present and proposed rates for every class of customer is available on the Company's website at [www.newjerseyamwater.com](http://www.newjerseyamwater.com) by first selecting Customer Service and then Rates Information. Please note that the Board, in its discretion, may apply all or any portion of whatever rate increase the Board may ultimately find just and reasonable to any class or classes of customers or to any rate schedule or schedules, or in a manner different than what the Company has proposed in its filing. Accordingly, the final rates and charges to be determined by the Board in this proceeding may be different than what the Company has described herein.

Customer Class	Usage	Rates		Change	
		Current Bill*	Proposed Bill	Amount	Percentage
General Metered Service: All except SA-1F, 1G, 1H	5,640 gal/mo.	\$70.70	\$82.00	\$11.30	15.98%
SA-1F (Roxbury)	5,640 gal/mo.	46.38	54.61	8.23	17.73%
SA-1G (Egg Harbor City)	5,640 gal/mo.	73.65	78.91	5.26	7.14%
Manasquan Resale	Various	Various	Various	Various	25.82%
Optional Industrial Wholesale	Various	Various	Various	Various	26.00%
Sales for Resale – CD	Various	Various	Various	Various	25.84%
Sales for Resale – SOS	Various	Various	Various	Various	26.01%
Private Fire Protection	Various	Various	Various	Various	17.29%
Public Fire Protection	Various	Various	Various	Various	8.45%
<b>Sewer</b>					
Ocean City	16,920 gal/summer	\$82.52	\$93.32	\$10.80	13.09%
Statewide Collection Avg.	5,640 gal/mo.	74.54	81.02	6.48	8.69%
Former AWWM/Pottersville	5,640 gal/mo.	95.71	124.15	28.44	29.71
Jensen's Run	5,640 gal/mo.	74.59	98.65	24.06	32.26%

Haddonfield	5,640 gal/mo.	29.58	44.47	14.89	50.34%
Mount Ephraim	1,991 gal/mo.	9.11	13.22	4.11	45.08%
Long Hill	5,640 gal/mo.	124.79	128.59	3.74	2.99%
Egg Harbor City	5,640 gal/mo.	53.13	61.43	8.30	15.62%
Bound Brook	5,640 gal/mo.	41.10	42.33	1.23	3.00%
Somerville System	5,640 gal/mo.	49.01	49.01	0.00	0.00%
EDC System	2,707 gal/mo.	68.95	68.12	(0.83)	-1.21%

\*Rates include the Purchased Water Adjustment Clause (PWAC) and Purchased Wastewater (Sewer) Treatment Adjustment Clause (PSTAC) as approved by the Board under BPU Docket Number WR23110791, the fully implemented Distribution System Improvement Charge (DSIC) of \$3.90 for a 5/8" meter expected to be approved by the Board under BPU Docket No. WR22030230, effective April 29, 2024, and the fully implemented Wastewater System Improvement Charge (WSIC) of \$2.85, effective December 30, 2023. Currently, the DSIC is \$2.82 for a 5/8" meter, effective October 30, 2023.

In addition to actual rate changes, the Company is proposing other changes and additions to its Tariff, some of which would apply to all customers and others that would apply only to specified customers. These changes include, but are not limited to, changes to various rate schedules and standard terms and conditions.

Notice of the petition was served on the clerk, executive or administrator of each municipality and county in the service area of the Company. Further information and copies of the petition may be obtained at the Board of Public Utilities' Offices located at 44 South Clinton Avenue, 1<sup>st</sup> Floor, Trenton, New Jersey 08625-0350. Any members of the public who wish to inspect the petition at the Board should contact the Board's Division of Case Management at (609) 913-6298 or [board.secretary@bpu.nj.gov](mailto:board.secretary@bpu.nj.gov). Additionally, the petition and applicable attachments as well as the Public Hearing Notice for this proceeding can be viewed on the Company's website at [www.newjerseyamwater.com](http://www.newjerseyamwater.com) by first selecting Customer Service and then Your Water and Wastewater Rates.

Any relief determined by the Board of Public Utilities to be just and reasonable may be applied by the Board of Public Utilities in such manner as it may deem appropriate.

BY: MARK K. McDONOUGH  
President  
NEW JERSEY-AMERICAN WATER COMPANY, INC  
1 Water Street  
Camden, NJ 08102



Agenda Date: 2/14/24  
Agenda Item: VA

**STATE OF NEW JERSEY**  
**Board of Public Utilities**  
**44 South Clinton Avenue, 1<sup>st</sup> Floor**  
**Trenton, New Jersey 08625-0350**  
[www.nj.gov/bpu/](http://www.nj.gov/bpu/)

WATER

IN THE MATTER OF THE PETITION OF NEW JERSEY-	)	ORDER SUSPENDING
AMERICAN WATER COMPANY, INC. FOR APPROVAL	)	INCREASES, CHANGES OR
OF INCREASED TARIFF RATES AND CHARGES FOR	)	ALTERATIONS IN RATES
WATER AND WASTEWATER SERVICE, CHANGE IN	)	FOR WATER SERVICE
DEPRECIATION RATES, AND OTHER TARIFF	)	
MODIFICATIONS	)	DOCKET NO. WR24010056

**Parties of Record:**

**Brian O. Lipman, Esq., Director**, New Jersey Division of Rate Counsel  
**Bruce V. Miller, Esq.**, Cullen and Dykman LLP, on behalf of New Jersey-American Water Company, Inc.

**BY THE BOARD:<sup>1</sup>**

On January 19, 2024, New Jersey-American Water Company, Inc. ("NJAWC" or "Company") filed a petition with the New Jersey Board of Public Utilities ("Board") seeking approval of an increase in its base rates for water and wastewater service of approximately \$161.7 million, or 16.89%, for services rendered on and after February 21, 2024 ("Petition").

NJAWC is engaged in the production, treatment, and distribution of water and collection of wastewater within its defined service territory within the State of New Jersey. The Company's service territory includes portions of: Atlantic, Bergen, Burlington, Camden, Cape May, Essex, Gloucester, Hunterdon, Mercer, Middlesex, Monmouth, Morris, Ocean, Passaic, Salem, Somerset, Union, and Warren counties. As of December 31, 2023, the Company provides service to approximately 668,000 water and fire service customers and 64,200 wastewater service customers.

According to the Petition, the primary driver of the proposed rate increase is the Company's capital investment to maintain and improve infrastructure and continue to provide safe, reliable, and adequate service to its customers.

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<sup>1</sup> Commissioner Michael Bange recused himself due to a potential conflict of interest and as such took no part in the discussion or deliberation of this matter.

The Company asserted that, in addition to operations and maintenance expenses driven by recent high levels of inflation and supply chain disruptions, its cost of capital increased due to the rise in interest rates driven by the Federal Reserve Board.

Because the proposed revisions, if approved, will likely increase existing rates and change or alter existing classifications in NJAWC's tariff, it is **HEREBY ORDERED** as follows:

- (1) Pursuant to N.J.S.A. 48:2-21(d), and consistent with N.J.A.C. 14:1-5.12, the proposed revisions are suspended until June 21, 2024, unless prior to that date the Board makes a determination disposing of the Petition or enters an Order further suspending the proposed revisions;
- (2) NJAWC shall, at least 10 days prior to the date set for hearing on the Petition by the Office of Administrative Law ("OAL"), file with this Board, and with the OAL, proof of compliance with the notice provisions of N.J.S.A. 48:2-32.2 and N.J.A.C. 14:1-5.12(b) and (c), which notice shall include a statement that any relief found by the Board to be just and reasonable may be allocated by the Board to any class or classes of customers on any rate or schedule as the Board may determine; and
- (3) NJAWC shall serve copies of this Order upon the OAL, the Division of Rate Counsel (140 East Front Street, 4th Floor, Post Office Box 003, Trenton, N.J. 08625), the clerk of each affected municipality, the clerk of the Boards of County Commissioners of each affected county, and, where appropriate, the executive officer of the affected county within its service area. Service of the Petition, notice of hearings, and this Order may be made simultaneously. Proof of service of this Order shall be filed with the Board.

This Order shall be effective on February 14, 2024.

DATED: February 14, 2024

BOARD OF PUBLIC UTILITIES  
BY:

  
CHRISTINE GUHL-SADOVY  
PRESIDENT

  
DR. ZENON CHRISTODOULOU  
COMMISSIONER

  
MARIAN ABDOU  
COMMISSIONER

ATTEST:

  
SHERRI L. GOLDEN  
SECRETARY

I HEREBY CERTIFY that the within  
document is a true copy of the original  
in the files of the Board of Public Utilities.

#7  
4/4/24



Hello,

Thank you for participating in Tie the Town Pink 2023! We're hoping we can count on your support once again this year. 

**Dance for the Cure** is a local, 100% volunteer, not for profit organization, that financially assists breast cancer patients in Hunterdon, Mercer, Middlesex and Somerset counties. We are proud to report that we have gifted over \$1 million dollars to date!

Reply to this email today to reserve your **Tie the Town Pink Box**. It will be hand delivered by one of our volunteers in mid to late September. All we ask is that you take a group photo and some photos of your crew tying ribbons and email them to us for our website and social media. If you have any questions, please contact me.

Sincerely,  
Joanne Liscovitz, Co-Founder  
908-642-5341



Stockton



Hillsborough



Somerville



Glen Gardner Women's Club



Flemington



South Bound Brook



Franklin Twp.



Middlesex



Manville



South Brunswick

For more information, visit:

[www.danceforthe cure.org](http://www.danceforthe cure.org)

**BOROUGH OF WATCHUNG**  
**RESOLUTION: R1**

**WHEREAS**, Section 2-25.13 of the Code of the Borough of Watchung requires that contracts for purchases or services involving more than the authorized bid threshold be awarded by a resolution of the Mayor and Council.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey, that the Purchasing Agent be authorized to issue Purchase Orders as follows:

Vendor: National Auto Fleet Group, 490 Auto Center Drive, Watsonville, CA 95076  
Item: PW – 2023 Ford Super Duty F-600 (2)  
Total Price: \$147,847.32  
Charged to: C-02-244-A12

\_\_\_\_\_  
Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D., Mayor

ADOPTED: APRIL 4, 2024  
INDEX: PURCHASING  
C: B. HANCE

**BOROUGH OF WATCHUNG**  
15 Mountain Boulevard  
Watchung, NJ 07069  
TEL (908)756-0080 FAX (908)757-7027

SHIP TO	WATCHUNG MUNICIPAL BUILDING 15 MOUNTAIN BLVD. WATCHUNG, NJ 07069-6399
	VENDOR #: NAFG National Auto Fleet Group 490 Auto Center Drive Watsonville, CA 95076  Phone: (855)289-8572 Fax: (831)480-8497

<b>PURCHASE ORDER</b>	
THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.	
NO.	24-00438

ORDER DATE: 03/27/24  
REQUISITION NO:  
DELIVERY DATE:  
STATE CONTRACT:  
ACCOUNT NUM:

<b>PAYMENT RECORD</b>
CHECK NO.
DATE PAID

NOTICE: TAX ID #22-6002382 - TAX EXEMPT

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
2.00/EA	2 - 2023 Ford Super Duty F-600 Per quote#28266 Sourcewell contract 091521-NAF	C-02- -244-A12	73,923.6600	147,847.32
			TOTAL	147,847.32

CLAIMANT'S CERTIFICATION & DECLARATION	OFFICER'S CERTIFICATION	APPROVAL TO PURCHASE
<p>I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.</p> <p><b>X</b></p> <p>VENDOR SIGN HERE</p> <p>OFFICIAL POSITION DATE</p> <p>TAX ID NO. OR SOCIAL SECURITY NO.</p>	<p>I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.</p> <p>DEPT. HEAD DATE</p> <p>VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER &amp; ITEMIZED BILLS TO:</p> <p>BOROUGH OF WATCHUNG 15 Mountain Boulevard Watchung, NJ 07069</p>	<p>DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW.</p> <p><i>William J. Hance</i> CFO/QPA</p> <p>COUNCIL APPROVAL CAN BE SEEN</p> <p>ON BILL LIST RESOLUTION</p>

**BOROUGH OF WATCHUNG  
RESOLUTION :R2**

**BE IT RESOLVED, by the Mayor and Council of the Borough of Watchung,**

that the Borough Treasurer be, and is hereby directed to pay bills in the amount of \$6,560,345.40

per the attached bill list. The expenditures can be broken down into the following categories:

Affordable Housing Trust	\$	624.00
Animal Control	\$	213.00
Developer Escrow	\$	8,857.25
Other Escrow	\$	37,745.98
Grant Fund	\$	660.00
Watchung Borough Board of Education	\$	1,111,943.00
Watchung Hills Regional High School	\$	597,505.00
Current Fund	\$	4,802,797.17
Total:	\$	6,560,345.40

\_\_\_\_\_  
Robert Gibbs

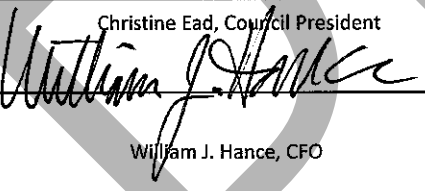
\_\_\_\_\_  
Curt Dahl

\_\_\_\_\_  
Paul Fischer

\_\_\_\_\_  
Paolo Marano

\_\_\_\_\_  
Christine Ead, Council President

\_\_\_\_\_  
Sonia Abi Habib

  
\_\_\_\_\_  
William J. Hance, CFO

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Ronald Jubin, Mayor

\_\_\_\_\_  
James Damato, Administrator

**Date: 04/04/24**

**Index: Finance**

March 28, 2024  
01:57 PM

BOROUGH OF WATCHUNG  
Check Register By Check Date

Page No: 1

Range of Checking Accts: AFFORD HOUSING to WIRE TRANSFER Range of Check Dates: 03/02/24 to 03/28/24  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Item	Description	Contract	Ref Seq Acct

AFFORD HOUSING AFFORDABLE HOUSING TRUST FUND

704	03/28/24	CGPH CGP&H		5829
22-00826	17	affordable housing admin agent	H-06- -100-101 Budget Affordable Housing Trust Fund	1 1
22-00826	18	affordable housing admin agent	H-06- -100-101 Budget Affordable Housing Trust Fund	2 1
		624.00		

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	624.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	624.00	0.00

ANIMAL CONTROL Investors Animal Control Trust

1098	03/28/24	NJDHS NJ DEPT OF HEALTH & SENIOR SER		5827
24-00016	2	FEB DOG LICENSE #139-151	D-11- -100-201 Budget Animal Control Trust Fund	1 1
24-00016	3	JAN DOG LICENSE #1-152	D-11- -100-201 Budget Animal Control Trust Fund	2 1
		213.00		

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	213.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	213.00	0.00

CURRENT FUND Investors Bank Current Fund

534	03/21/24	TRANSFIR Transfirst		5820
24-00010	4	March credit card	4-01- -405-282 Budget Specialized Services	2 1
24-00010	5	March credit card	4-01- -405-282 Budget Specialized Services	1 1
		349.34		

535	03/21/24	BEL VERIZON		5820
24-00011	7	phone service	4-01- -283-459 Budget Telephone	3 1
24-00011	8	phone service	4-01- -283-459 Budget Telephone	4 1
		1,257.49		

536	03/21/24	ONSTAR Onstar		5820
24-00012	3	onstar service Chevy Bolt	4-01- -155-273 Budget Bldg.-Other Contracted Serv.	5 1

537	03/21/24	PERS State of New Jersey		5820
24-00040	5	health insurance Mar retired	4-01- -175-393 Budget Health Benefits Plan	6 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
CURRENT FUND Investors Bank Current Fund Continued									
538	03/21/24	PERS State of New Jersey					5820		
24-00040	6	health insurance Mar active	213,804.99	4-01- -175-393 Health Benefits Plan	Budget		7	1	
539	03/21/24	CLEARFLY Clearfly					5820		
24-00030	3	telephone service	372.22	4-01- -283-459 Telephone	Budget		8	1	
540	03/21/24	WAT01 WATCHUNG BORO. PAYROLL ACCT.					5820		
24-00389	1	Watchung Boro Payroll	1,131.40	4-01- -165-111 Salary & Wage	Budget		10	1	
24-00389	2	Watchung Boro Payroll	1,458.33	4-01- -190-111 Salary & Wage	Budget		11	1	
24-00389	3	Watchung Boro Payroll	271.16	4-01- -200-111 Salary & Wage	Budget		9	1	
24-00389	4	Watchung Boro Payroll	741.08	4-01- -255-111 Salary & Wage	Budget		12	1	
24-00389	5	Watchung Boro Payroll	875.00	4-01- -110-111 Salary & Wage	Budget		13	1	
24-00389	6	Watchung Boro Payroll	8,673.79	4-01- -130-111 Salary & Wage	Budget		14	1	
24-00389	7	Watchung Boro Payroll	3,492.31	4-01- -175-401 Health Insurance Waiver	Budget		15	1	
24-00389	8	Watchung Boro Payroll	4,122.47	4-01- -135-111 Salary & Wage	Budget		16	1	
24-00389	9	Watchung Boro Payroll	2,348.95	4-01- -140-111 Salary & Wage	Budget		17	1	
24-00389	10	Watchung Boro Payroll	2,468.04	4-01- -150-111 Salary & Wages	Budget		18	1	
24-00389	11	Watchung Boro Payroll	11,994.79	4-01- -205-111 Salary & Wage	Budget		19	1	
24-00389	12	Watchung Boro Payroll	3,285.00	4-01- -187-111 Salary & Wage	Budget		20	1	
24-00389	13	Watchung Boro Payroll	155,001.00	4-01- -190-111 Salary & Wage	Budget		21	1	
24-00389	14	Watchung Boro Payroll	5,257.29	4-01- -190-112 Overtime	Budget		22	1	
24-00389	15	Watchung Boro Payroll	3,750.00	4-01- -175-401 Health Insurance Waiver	Budget		23	1	
24-00389	16	Watchung Boro Payroll	13,449.16	4-01- -205-111 Salary & Wage	Budget		24	1	
24-00389	17	Watchung Boro Payroll	1,250.00	4-01- -205-112 Overtime	Budget		25	1	
24-00389	18	Watchung Boro Payroll	8,405.65	4-01- -250-111 Salary & Wage	Budget		26	1	
24-00389	19	Watchung Boro Payroll	1,037.83	4-01- -265-111 Salary & Wage	Budget		27	1	
24-00389	20	Watchung Boro Payroll	2,751.66	4-01- -405-111 Salary & Wage	Budget		28	1	
24-00389	21	Watchung Boro Payroll	9,854.33	4-01- -310-218 Social Security / Medicare	Budget		29	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #		Item Description							
CURRENT FUND Investors Bank Current Fund Continued									
540 WATCHUNG BORO. PAYROLL ACCT. Continued									
24-00389	22	Watchung Boro Payroll	118.50	4-01- -307-283	Budget		30	1	
				DCRP					
24-00389	23	Watchung Boro Payroll	9,916.66	4-01- -115-111	Budget		31	1	
				Salary & Wage					
24-00389	24	Watchung Boro Payroll	9,130.87	4-01- -120-111	Budget		32	1	
				Salary & Wage					
			260,785.27						
541 03/21/24 CITIZEN Citizens Bank									
24-00356	1	Scotch Thermal Laminating 5mil	22.43	4-01- -190-227	Budget		38	1	5820
				Office Supplies & Materials					
24-00356	2	46x60 Chair Mat Clear	41.56	4-01- -190-227	Budget		39	1	
				Office Supplies & Materials					
24-00356	3	Calculator	25.84	4-01- -190-227	Budget		40	1	
				Office Supplies & Materials					
24-00356	4	ASUS Video Card	83.99	4-01- -190-227	Budget		41	1	
				Office Supplies & Materials					
24-00356	5	Amazon Laminating Pouches 3mil	19.87	4-01- -190-227	Budget		42	1	
				Office Supplies & Materials					
24-00356	6	Purell Mild Hand Soap	89.44	4-01- -190-227	Budget		43	1	
				Office Supplies & Materials					
24-00366	1	BOSCH Clear Dome	35.09	4-01- -190-271	Budget		33	1	
				Equip. Repair & Maint.					
24-00366	2	4.8v 5pk EXIT Sign Batteries	101.82	4-01- -190-271	Budget		34	1	
				Equip. Repair & Maint.					
24-00368	1	Pilot G2 Assorted	12.13	4-01- -190-227	Budget		35	1	
				Office Supplies & Materials					
24-00368	2	Pilot G2 Blk Pens	39.91	4-01- -190-227	Budget		36	1	
				Office Supplies & Materials					
24-00368	3	Scotch Brand Scissors 3pk	31.98	4-01- -190-227	Budget		37	1	
				Office Supplies & Materials					
24-00374	1	Duck Brand Tape 3pk	6.89	4-01- -190-244	Budget		44	1	
				Hardware & Minor Tools					
24-00374	2	Please Do Not Flush Signs	9.49	4-01- -190-244	Budget		45	1	
				Hardware & Minor Tools					
24-00374	3	Scotch Packing Tape	13.99	4-01- -190-244	Budget		46	1	
				Hardware & Minor Tools					
24-00374	4	Terminal Pin Removal Tools	11.96	4-01- -190-244	Budget		47	1	
				Hardware & Minor Tools					
24-00404	1	egg hunt prizes	198.28	4-01- -245-217	Budget		48	1	
				Special Events					
24-00404	2	women of watchung soda	19.96	4-01- -110-278	Budget		49	1	
				Community Relations					
24-00404	3	ribbon - amazon	10.65	4-01- -110-278	Budget		50	1	
				Community Relations					
24-00404	4	egg hunt BJs food	163.08	4-01- -245-217	Budget		51	1	
				Special Events					
24-00404	5	zoom	159.00	4-01- -110-278	Budget		52	1	
				Community Relations					
24-00404	6	Flag - Amazon	158.64	4-01- -110-278	Budget		53	1	
				Community Relations					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
CURRENT FUND									
Investors Bank Current Fund Continued									
541 Citizens Bank Continued									
24-00404	7	metal closet - Amazon	490.46	3-01- -610-205	Budget		54	1	
				Fire Department Equipment					
24-00404	8	council supples - amazon	85.97	4-01- -110-278	Budget		55	1	
				Community Relations					
24-00404	9	rec supples - amazon	101.53	4-01- -245-217	Budget		56	1	
				Special Events					
24-00404	10	rec supples - amazon	44.98	4-01- -245-217	Budget		57	1	
				Special Events					
24-00404	11	rec supples - amazon	147.05	4-01- -245-217	Budget		58	1	
				Special Events					
24-00404	12	council supples - amazon	96.95	4-01- -110-278	Budget		59	1	
				Community Relations					
24-00404	13	plastic storage bins	153.54	4-01- -185-231	Budget		60	1	
				Emergency & Safety Supplies					
24-00404	14	wall clock	32.62	4-01- -120-227	Budget		61	1	
				Office Supplies & Materials					
24-00404	15	dog waste bags amazon	69.25	4-01- -155-238	Budget		62	1	
				Janitorial, Household Expen.					
24-00404	16	glass vase amazon	4.28	4-01- -110-278	Budget		63	1	
				Community Relations					
			2,482.63						
41544	03/22/24	ABIHABIB Sonia Abi-Habib					5822		
24-00402	1	refunds	35.57	4-01- -110-278	Budget		36	1	
				Community Relations					
41545	03/22/24	ANIMALCO Animal Control Solutions					5822		
24-00017	7	March animal control	1,677.00	4-01- -235-273	Budget		4	1	
				Other Contracted Service					
41546	03/22/24	ASAP ASAP MAILING MARKETING					5822		
24-00398	1	2024 Newsletter Print/Mail	888.23	4-01- -110-278	Budget		33	1	
				Community Relations					
41547	03/22/24	ASCARANO Angelo Scarano Inc.					5822		
24-00378	1	Portable Tiolet Rental	1,500.00	4-01- -245-265	Budget		26	1	
				Misc. Rental Costs					
41548	03/22/24	ATLAN ATLANTIC TACTICAL					5822		
24-00150	1	Outer Carrier 137	282.78	4-01- -190-239	Budget		7	1	
				Uniforms, Clothing Expense					
41549	03/22/24	BMORRIS BRIAN MORRIS					5822		
24-00360	1	REFEREE REIMBURSEMENT	1,120.00	4-01- -245-209	Budget		19	1	
				Travel Basketball					
41550	03/22/24	COUR COURIER NEWS					5822		
24-00309	1	Annual Meeting Notice	47.71	4-01- -425-255	Budget		10	1	
				Advertising Expense					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #		Item Description							
CURRENT FUND Investors Bank Current Fund Continued									
41551	03/22/24	DAGDUNEL DAG DUNELLEN AUTO GLASS					5822		
24-00321	1	TRUCK MIRROR	745.00	4-01- -205-247	Budget		11	1	
				Vehicular Parts & Accessories					
41552	03/22/24	DEER ReadyRefresh by Nestle					5822		
24-00093	3	PD Drinking Water Delivery	553.24	4-01- -190-283	Budget		6	1	
				Unclassified Expenses					
41553	03/22/24	ECH ECHOES SENTINEL					5822		
24-00354	1	Legal Ads	19.89	4-01- -120-255	Budget		12	1	
				Advertising Costs					
24-00354	2	Legal Ads	16.83	4-01- -120-255	Budget		13	1	
				Advertising Costs					
24-00354	3	Legal Ads	16.83	4-01- -120-255	Budget		14	1	
				Advertising Costs					
24-00354	4		44.37	4-01- -120-255	Budget		15	1	
				Advertising Costs					
			97.92						
41554	03/22/24	GENERALC General Code					5822		
24-00362	1	Lange NJMCP Manual	224.00	4-01- -120-276	Budget		20	1	
				Training Aids & Programs					
41555	03/22/24	GOFFC GOFFCO INDUSTRIES, INC.					5822		
24-00373	1	Off-Duty Employment Invoices	246.00	4-01- -190-258	Budget		23	1	
				Printing & Binding					
24-00373	2	UPS Shipping Charges	30.00	4-01- -190-258	Budget		24	1	
				Printing & Binding					
			276.00						
41556	03/22/24	GTBM GOLD TYPE BUSINESS MACHINE INC					5822		
23-01148	1	InfoCop License Renewal	2,362.50	3-01- -190-273	Budget		1	1	
				Other Contractual Service					
41557	03/22/24	JPMONZO JPMonzo Municipal Consulting					5822		
24-00375	1	Redevelopment & PILOT Agrmts	75.00	4-01- -120-276	Budget		25	1	
				Training Aids & Programs					
41558	03/22/24	MARMIC Marmic Associates					5822		
24-00004	5	Webroot antivirus	1,625.00	4-01- -115-233	Budget		3	1	
				Computer Expenses					
41559	03/22/24	MCCLAVE WILLIAM MCCLAVE					5822		
24-00379	1	REIMBURSEMENT - ATLANTIC CITY	222.90	4-01- -205-276	Budget		27	1	
				Training Aids & Programs					
41560	03/22/24	MGL MGL PRINTING SOLUTIONS					5822		
24-00394	1	Name Badges	293.00	4-01- -110-278	Budget		31	1	
				Community Relations					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
CURRENT FUND Investors Bank Current Fund Continued							
41561	03/22/24	MYDECK My Deck, LLC					5822
24-00407	1	refund of permit overpayment	5.00	4-01- -250-283 Unclassified Expenses	Budget		39 1
41562	03/22/24	NJCOP N.J.S.A.C.O.P.					5822
24-00301	1	Chiefs In-Service Series 2024	700.00	4-01- -190-276 Training Aids & Program	Budget		9 1
41563	03/22/24	NJPO NEW JERSEY PLANNING OFFICIALS					5822
24-00370	1		136.00	4-01- -165-276 Training Aids & Programs	Budget		22 1
41564	03/22/24	OPTIMUM Optimum					5822
24-00357	1	Cable/Internet approx 12mos	1,776.00	4-01- -190-268 Communications Equip. Serv.	Budget		17 1
41565	03/22/24	POURTUGA Pourtuga Coffee House					5822
24-00419	1	WOMEN OF WATCHUNG	660.00	4-01- -110-278 Community Relations	Budget		43 1
41566	03/22/24	RCFORGS RUTGERS CENTER FOR GOV. SERVIC					5822
24-00384	1	PW-1311-SP24-1 CONFERENCE	481.00	4-01- -205-276 Training Aids & Programs	Budget		29 1
41567	03/22/24	REIVAX Reivax Contracting Corp.					5822
23-01189	4	2023 Road Improvements	56,690.62	3-01- -610-201 Infrastructure Improvements	Budget		2 1
41568	03/22/24	RPINT RAUL M PINTO					5822
24-00025	3	court interpreter 2/14 & 2/28	300.00	4-01- -405-282 Specialized Services	Budget		5 1
41569	03/22/24	SCGOA SOMERSET COUNTY GOV. OFFICIALS					5822
24-00387	1	SCGOA Meeting 3/13/24	40.00	4-01- -110-275 Professional Meeting Expenses	Budget		30 1
41570	03/22/24	SICA SELECTIVE INS. CO. OF AMERICA					5822
24-00401	1	flood insurance Texier	10,788.00	4-01- -175-187 Commercial Liability Insurance	Budget		35 1
24-00403	1	flood insurance garage	1,542.00	4-01- -175-187 Commercial Liability Insurance	Budget		37 1
			12,330.00				
41571	03/22/24	TAY Taylor Rental					5822
24-00383	1	Women of Watchung	117.29	4-01- -110-278 Community Relations	Budget		28 1
41572	03/22/24	TAYLO005 Taylor Communications				03/26/24 VOID	5822
24-00176	1	uniform traffic tickets	960.00	4-01- -405-258 Printing & Binding	Budget		8 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
CURRENT FUND Investors Bank Current Fund Continued							
41573	03/22/24	TOMTHEGR Tom The Green Grocer					5822
24-00400	1	senior luncheon	540.00	4-01- -110-278 Community Relations	Budget		34 1
41574	03/22/24	UAAVE URBAN AIR - AVENEL					5822
24-00418	1	Summer Camp Trip	1,940.55	4-01- -245-202 Summer Camp	Budget		42 1
41575	03/22/24	UCTOA Union Cnty Traffic Association					5822
24-00359	1	Annual Dues for Officer Bowman	60.00	4-01- -190-256 Membership Dues	Budget		18 1
41576	03/22/24	VK Vickram Kisson					5822
24-00406	1	Special Events expences	15.96	4-01- -245-217 Special Events	Budget		38 1
41577	03/22/24	WARRENMA Warren Machine Company LLC					5822
24-00355	1	F350 & F550 REPAIRS	6,405.00	4-01- -205-269 Vehicle Repairs & Maintenance	Budget		16 1
41578	03/22/24	WEBER1 Maryann Weber					5822
24-00408	1	Reimbursement-Easter Egg Hunt	128.22	4-01- -245-217 Special Events	Budget		40 1
41579	03/22/24	WERNER Harrison Werner					5822
24-00417	1	PRESCRIPTION SAFETY GLASSES	292.28	4-01- -205-231 Emergency & Safety Supplies	Budget		41 1
41580	03/22/24	WRIGHT ARTHUR WRIGHT					5822
24-00364	1	REIMBURSEMENT - TRAILER JACK	170.59	4-01- -205-246 Equipment & Machinery Parts	Budget		21 1
24-00395	1	WEED KILLER - REIMBURSEMENT	95.04	4-01- -155-254 Other Materials & Supplies	Budget		32 1
			265.63				
542	03/27/24	BEL VERIZON					5823
24-00441	1	phone service	299.36	4-01- -283-459 Telephone	Budget		1 1
543	03/27/24	NJARM NJ/ARM					5823
24-00440	1	investment	2,000,000.00	4-01- -948-999 PNC Bank Investment	Budget		2 1
544	03/27/24	PERS State of New Jersey					5823
24-00041	1	annual pension	258,113.00	4-01- -300-283 Unclassified Expenses	Budget		3 1
545	03/27/24	PFRS POLICE & FIREMANS RETIREMENT					5823
24-00042	1	annual pension	1,132,147.00	4-01- -305-283 Unclassified Expenses	Budget		4 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
CURRENT FUND Investors Bank Current Fund Continued							
546	03/27/24	WAT18 WATCHUNG TAX COLLECTOR					5823
24-00442	1	waive interest	51.28	4-01- -110-278 Community Relations	Budget		5 1
41581	03/28/24	ADS Action Data Services					5824
24-00024	8	February payroll	52.75	4-01- -130-281 Prof. & Contr. Services-Other	Budget		2 1
24-00024	9	MARCH payroll	362.88	4-01- -130-281 Prof. & Contr. Services-Other	Budget		3 1
			415.63				
41582	03/28/24	EAI EDMUNDS & ASSOCIATES, INC.					5824
24-00054	1	PARKS & RECREATION 5 YEAR	6,350.00	3-01- -245-273 Other Contracted Services	Budget		7 1
41583	03/28/24	FEDEX FEDEX					5824
24-00029	9	mailing	81.33	3-01- -160-281 Prof. & Cons. Servs. Other	Budget		4 1
24-00029	10	mailing	7.45	4-01- -160-281 Prof. & Cons. Servs. Other	Budget		5 1
			88.78				
41584	03/28/24	GFG GRAY'S FLORIST & GREENHOUSE					5824
24-00265	4	Vilarino flowers	100.00	4-01- -110-278 Community Relations	Budget		11 1
24-00409	1	Women of Watchung Event	215.00	4-01- -110-278 Community Relations	Budget		13 1
			315.00				
41585	03/28/24	GLS GROVE LOCK & SAFE CO.					5824
24-00399	1	HID/KH36-3 10 packs	131.37	4-01- -155-222 Equipment For Building	Budget		12 1
41586	03/28/24	HOFF HOFFMAN TIRE CO., INC.					5824
24-00119	2	2024 DPW REPAIR/SERVICE	633.80	4-01- -205-249 Tires and Tubes	Budget		8 1
41587	03/28/24	PSI POWERHOUSE STUDIOS INC					5824
24-00435	1	Recreation event	515.00	4-01- -245-202 Summer Camp	Budget		14 1
41588	03/28/24	SAVOSCHA Savo, Schalk, Corsini, Warner					5824
24-00005	11	BA ATTORNEY	583.00	4-01- -165-281 Prof. & Cons. Servs. Other	Budget		1 1
41589	03/28/24	SITEONE SITEONE LANDSCAPE SUPPLY, LLC					5824
24-00151	1	2024 DPW SUPPLIES	1,159.40	4-01- -205-243 Other Road Materials	Budget		9 1
41590	03/28/24	TCTA TAX COLL & TREA ASSOC OF NJ					5824
24-00437	1	4/25/24 webinar B Hance	50.00	4-01- -130-276 Training Aids & Programs	Budget		15 1

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PO #	Item	Description							
CURRENT FUND Investors Bank Current Fund Continued									
41591	03/28/24	TOSHI TOSHIBA BUSINESS SOLUTIONS					5824		
24-00033	10	copier costs	88.56	4-01- -120-228	Budget		6	1	
				Photocopy Expense					
41592	03/28/24	WAC WELDON ASPHALT COMPANY					5824		
24-00164	1	2024 DPW ASPHALT MATERIAL	298.84	4-01- -205-242	Budget		10	1	
				Asphalt, Paving Materials					
41593	03/28/24	ACCSESNJ ACCSES New Jersey, Inc.					5825		
24-00032	1	custodial work	4,740.62	4-01- -205-273	Budget		30	1	
				Other Contractural Services					
24-00032	3	custodial work	4,740.62	4-01- -155-272	Budget		31	1	
				Janitorial & Laundry Serv.					
			9,481.24						
41594	03/28/24	ACDAUGHT AC DAUGHTRY SECURITY SYSTEMS					5825		
24-00064	2	SECURITY/FIRE SYSTEM MONITOR	38.16	4-01- -155-273	Budget		37	1	
				Bldg.-Other Contracted Serv.					
41595	03/28/24	ALLEGIAN ALLEGIANCE TRUCKS					5825		
24-00070	1	2024 DPW SERVICES/PARTS	459.32	4-01- -205-247	Budget		40	1	
				Vehicular Parts & Accessories					
41596	03/28/24	AOC ALLIED OIL, LLC					5825		
24-00069	5	2/16 UNLEADED	1,650.57	4-01- -283-751	Budget		38	1	
				Motor Fuels					
24-00069	6	2/9 UNLEADED	2,397.10	4-01- -283-751	Budget		39	1	
				Motor Fuels					
			4,047.67						
41597	03/28/24	ASC ATLANTIC SALT COMPANY					5825		
24-00075	4	2024 DPW ROCK SALT DELIVERY	7,863.25	4-01- -205-241	Budget		41	1	
				Salt and Sand					
41598	03/28/24	ASFH IIA FIRE DEPARTMENT TESTING					5825		
24-00422	1	HOSE AND LADDER TESTING	4,243.81	4-01- -185-231	Budget		78	1	
				Emergency & Safety Supplies					
41599	03/28/24	ATACARE AMERICAN TIRE & AUTO CARE					5825		
24-00182	3	2024 FIRE DEPT. MAINT./REPAIRS	64.16	4-01- -185-269	Budget		62	1	
				Vehicle Repairs & Maint.					
41600	03/28/24	ATLAN ATLANTIC TACTICAL					5825		
23-00863	1	Safariland Bothell PD Carrier	8,064.00	3-01- -610-202	Budget		2	1	
				Buildings & Grounds Improvements					
23-00863	2	ID Patch-POLICE Navy w/ Yellow	210.00	3-01- -610-202	Budget		3	1	
				Buildings & Grounds Improvements					
23-00863	3	Nametape Navy, Goldenrod	119.70	3-01- -610-202	Budget		4	1	
				Buildings & Grounds Improvements					
23-00863	4	Sew-on Velcro	58.50	3-01- -610-202	Budget		5	1	
				Buildings & Grounds Improvements					

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PO #		Item Description							
CURRENT FUND Investors Bank Current Fund Continued									
41600		ATLANTIC TACTICAL Continued							
23-00863	5	US Flag Patch 5x1	276.50	3-01- -610-202	Budget		6	1	
				Buildings & Grounds Improvements					
23-00863	6	NJ Contract # 17-FLEET-00787	0.00	3-01- -610-202	Budget		7	1	
				Buildings & Grounds Improvements					
			8,728.70						
41601	03/28/24	ATT A T & T					5825		
24-00446	1	March payment	54.57	4-01- -283-459	Budget		91	1	
				Telephone					
41602	03/28/24	BATEM DIFRANCESCO, BATEMAN, COLEY,					5825		
24-00023	15	bjs WHOLESALE	367.50	4-01- -145-279	Budget		21	1	
				Prof. & Cons. Serv. Legal					
24-00023	16	Capodagli/Meridia	227.50	4-01- -145-279	Budget		22	1	
				Prof. & Cons. Serv. Legal					
24-00023	17	general legal february	5,664.86	4-01- -145-279	Budget		23	1	
				Prof. & Cons. Serv. Legal					
24-00023	18	legal services tax appeals	2,010.00	4-01- -145-279	Budget		24	1	
				Prof. & Cons. Serv. Legal					
			8,269.86						
41603	03/28/24	BEL VERIZON					5825		
24-00448	1	VERIZON 2ND March payment	814.32	4-01- -283-459	Budget		93	1	
				Telephone					
41604	03/28/24	BSPORTSC BRANCHBURG SPORTS COMPLEX					5825		
24-00423	1	Summer Camp Trip	1,320.00	4-01- -245-202	Budget		79	1	
				Summer Camp					
41605	03/28/24	CEIOF005 CEI Office					5825		
24-00372	1	Ignit 2.0 Task Mid-Back Chair	480.48	4-01- -190-221	Budget		73	1	
				Office Furniture & Equip.					
24-00372	2	Ignit 2.0 Headrest	98.28	4-01- -190-221	Budget		74	1	
				Office Furniture & Equip.					
24-00372	3	Solve Task Mid-back Chair	411.68	4-01- -190-221	Budget		75	1	
				Office Furniture & Equip.					
			990.44						
41606	03/28/24	CHRISTIA Jonathan Christian					5825		
24-00428	1	REIMBURSEMENT - TRAINING	115.00	4-01- -185-276	Budget		80	1	
				Training Aids & Programs					
41607	03/28/24	CJT CENTRAL JERSEY TAX COLL.&TREAS					5825		
24-00436	1	2024 Bill Hance membership	100.00	4-01- -140-276	Budget		86	1	
				Training Aids & Programs					
41608	03/28/24	CMSCONST CMS Construction Inc.					5825		
23-00230	5	storm culvert repairs	7,625.00	4-01- -949-999	Budget		1	1	
				RESERVE FOR ENCUMBRANCE					

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CURRENT FUND Investors Bank Current Fund Continued									
41609	03/28/24	COMMS COMMUNICATIONS SPECIALISTS					5825		
24-00154	2	Monthly Radio Installs/Repairs	901.30	4-01- -190-247 Vehicular Parts & Acces.	Budget		54	1	
41610	03/28/24	ECH ECHOES SENTINEL					5825		
24-00291	1	Legal Ads	23.97	4-01- -120-255 Advertising Costs	Budget		69	1	
24-00291	2	Legal Ads	23.97	4-01- -120-255 Advertising Costs	Budget		70	1	
			47.94						
41611	03/28/24	EML ELECTRONIC MEASUREMENT LAB INC					5825		
24-00099	1	Gas Alert Microclip XL	1,906.20	3-01- -610-205 Fire Department Equipment	Budget		43	1	
24-00099	2	MultiGas calibration	439.00	4-01- -185-231 Emergency & Safety Supplies	Budget		44	1	
			2,345.20						
41612	03/28/24	FELDMAN Jacob Feldman					5825		
24-00026	2	council portraits	875.00	4-01- -110-278 Community Relations	Budget		25	1	
41613	03/28/24	FORT SUN LIFE FINANCIAL					5825		
24-00443	1	April Payment	547.20	4-01- -175-394 Life Insurance	Budget		88	1	
41614	03/28/24	GLOBL GLOBAL INDUSTRIAL EQUIPT.					5825		
24-00185	1	Prisoner Bench 3' Steel	739.00	4-01- -190-221 Office Furniture & Equip.	Budget		63	1	
24-00185	2	Shipping and Handling	59.99	4-01- -190-221 Office Furniture & Equip.	Budget		64	1	
			798.99						
41615	03/28/24	GPU JCP & L					5825		
24-00449	1	March Payment	26.60	4-01- -283-263 Electricity	Budget		94	1	
24-00449	2	March Payment	261.74	4-01- -283-263 Electricity	Budget		95	1	
			288.34						
41616	03/28/24	GREAT Great America Financial Serv.					5825		
24-00037	4	folder / stuffer	394.90	4-01- -130-281 Prof. & Contr. Services-Other	Budget		34	1	
41617	03/28/24	HODE2 HOME DEPOT CREDIT SERVICES					5825		
24-00120	2	2024 DPW PURCHASES	1,702.36	4-01- -205-244 Hardware and Minor Tools	Budget		47	1	
41618	03/28/24	HOMED HOME DEPOT CREDIT SERVICES					5825		
24-00121	1	2024 FIRE DEPT. PURCHASES	919.17	4-01- -185-246 Equip. & Machinery Parts	Budget		48	1	

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CURRENT FUND Investors Bank Current Fund Continued									
41619	03/28/24	INTERGLO Interglobe Communications					5825		
24-00445	1	March payment	1,244.27	4-01- -283-459 Telephone	Budget		90	1	
41620	03/28/24	JAEGERLU JAEGER LUMBER					5825		
24-00123	1	2024 DPW PURCHASES	168.33	4-01- -155-237 Bldg. Supplies & Materials	Budget		49	1	
41621	03/28/24	JIF SUBURBAN JOINT INSURANCE FUND					5825		
24-00043	4	1st qtr 2024	103,029.00	4-01- -175-187 Commercial Liability Insurance	Budget		36	1	
41622	03/28/24	JJARTCON J & J Art Conservation Service					5825		
24-00175	2	Mural Storage FEB-APR 2024	450.00	4-01- -110-278 Community Relations	Budget		58	1	
41623	03/28/24	LINNU FRANCIS P LINNUS ESQ					5825		
24-00006	11	litigation Bonnie Burn Rd	3,027.50	4-01- -160-279 Prof. & Cons. Servs. Legal	Budget		14	1	
24-00006	12	planning bd general	24.75	4-01- -160-279 Prof. & Cons. Servs. Legal	Budget		15	1	
			3,052.25						
41624	03/28/24	MARMIC Marmic Associates					5825		
24-00004	6	February proactive	990.00	4-01- -115-233 Computer Expenses	Budget		10	1	
24-00004	7	February backup	200.00	4-01- -115-233 Computer Expenses	Budget		11	1	
24-00004	8	February services	2,531.25	4-01- -115-233 Computer Expenses	Budget		12	1	
			3,721.25						
41625	03/28/24	MBHC MIDDLE BROOK HEALTH COMMISSION					5825		
24-00431	1	2024 HEALTH SERVICES	33,030.00	4-01- -425-281 Prof. & Cons. Services - Other	Budget		82	1	
41626	03/28/24	MDRS MD RADIO SERVICES					5825		
24-00215	1	COMMUNICATION EQUIPMENT	375.00	4-01- -185-224 Communications Equip.	Budget		65	1	
24-00215	2	COMMUNICATION EQUIPMENT	375.00	4-01- -185-224 Communications Equip.	Budget		66	1	
24-00215	3	COMMUNICATION EQUIPMENT	1,390.00	4-01- -185-224 Communications Equip.	Budget		67	1	
			2,140.00						
41627	03/28/24	MYDOORSI SMART SIGN					5825		
24-00248	1	ELEVATOR SIGNS	20.88	4-01- -155-254 Other Materials & Supplies	Budget		68	1	
41628	03/28/24	NJAD NJ ADVANCE MEDIA					5825		
24-00365	1	Notice of Annual Meetings	137.84	4-01- -425-255 Advertising Expense	Budget		71	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
CURRENT FUND			Investors Bank Current Fund		Continued		
41629	03/28/24	NJAWC NJ AMERICAN WATER					5825
24-00452	1	Library	334.73	4-01- -415-464	Budget		98 1
				Water			
24-00452	2	Library	17,334.20	4-01- -283-664	Budget		99 1
				Water (fire hydrant)			
24-00452	3	Library	28.80	4-01- -283-664	Budget		100 1
				Water (fire hydrant)			
24-00452	4	Library	191.27	4-01- -283-564	Budget		101 1
				Water			
			17,889.00				
41630	03/28/24	NJFE NJ FIRE EQUIPMENT CO.					5825
24-00181	7	2024 SAFETY SUPPLIES	102.00	4-01- -185-231	Budget		61 1
				Emergency & Safety Supplies			
41631	03/28/24	NJLM NJ LEAGUE OF MUNICIPALITIES					5825
24-00434	1	B Hance 4/19/24 webinar	75.00	4-01- -140-276	Budget		85 1
				Training Aids & Programs			
41632	03/28/24	NJPO NEW JERSEY PLANNING OFFICIALS					5825
24-00416	1	G Birrell Member training	95.00	4-01- -160-276	Budget		77 1
				Training Aids & Program			
41633	03/28/24	NJSLM NJ ST LEAGUE OF MUNICIPALITIES					5825
24-00451	1	May 14, 2024 Class	250.00	4-01- -130-276	Budget		97 1
				Training Aids & Programs			
41634	03/28/24	OPTIMUM Optimum					5825
24-00444	1	March payment	321.88	4-01- -283-459	Budget		89 1
				Telephone			
41635	03/28/24	PARSA P.A.R.S.A.					5825
24-00432	1	2024 1ST QTR MANAGEMENT SERV	6,440.50	4-01- -450-201	Budget		83 1
				PARSA			
24-00432	2	1st qtr sewer service	136,440.73	4-01- -450-201	Budget		84 1
				PARSA			
			142,881.23				
41636	03/28/24	PINTO PINTO BROTHERS					5825
24-00139	2	2024 8-YD ROLL-OFF CONTAINER	364.25	4-01- -155-273	Budget		51 1
				Bldg.-Other Contracted Serv.			
41637	03/28/24	POWERPLA POWER PLACE, INC.					5825
24-00140	2	2024 DPW PARTS/REPAIRS	951.75	4-01- -155-246	Budget		52 1
				Equip. & Machinery Parts			
41638	03/28/24	PSEG PSE&G CO.					5825
24-00456	1	Street Traffic Lighting	508.26	4-01- -283-263	Budget		125 1
				Electricity			
24-00456	2	Building Electricity	2,313.68	4-01- -283-163	Budget		126 1
				Electricity			

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PO #	Item	Description							
CURRENT FUND									
41638	PSE&G CO.	Investors Bank Current Fund Continued							
24-00456	4	Building Electricity	2,496.46	4-01- -283-362 Heating/AC	Budget		127	1	
24-00456	5	Building Electricity	849.47	4-01- -225-263 Gas & Electric	Budget		128	1	
			<u>6,167.87</u>						
41639	03/28/24	RAP READ AUTO PARTS					5825		
24-00143	2	2024 DPW REPAIRS/PARTS	1,382.26	4-01- -205-247 Vehicular Parts & Accessories	Budget		53	1	
41640	03/28/24	RG Ruderman & Roth LLC					5825		
24-00021	2	labor attorney services	495.00	3-01- -145-211 Labor Attorney	Budget		16	1	
41641	03/28/24	SAVOSCHA Savo, Schalk, Corsini, Warner					5825		
24-00005	14	BA ATTORNEY	185.00	4-01- -165-281 Prof. & Cons. Servs. Other	Budget		13	1	
41642	03/28/24	SCBA SOMERSET COUNTY BAR ASSOC.					5825		
24-00371	1	2 for Land Symposium	90.00	4-01- -160-276 Training Aids & Program	Budget		72	1	
41643	03/28/24	SPSCO SOMERSET PLUMBING SUPPLY CO.					5825		
24-00157	2	2024 DPW MATERIALS/SUPPLIES	955.00	4-01- -155-237 Bldg. Supplies & Materials	Budget		55	1	
41644	03/28/24	STAPL STAPLES BUSINESS ADVANTAGE					5825		
24-00022	4	senior luncheon event	155.40	4-01- -110-278 Community Relations	Budget		17	1	
24-00022	5	office supplies	88.42	4-01- -250-227 Office Supplies & Materials	Budget		18	1	
24-00022	6	office supplies	468.28	4-01- -110-227 Office Supplies & Materials	Budget		19	1	
24-00022	7	bankers boxes	49.99	4-01- -130-227 Office Supplies & Materials	Budget		20	1	
24-00439	1	SSD for Fire Dept	99.99	4-01- -185-233 Computer Expenses	Budget		87	1	
			<u>862.08</u>						
41645	03/28/24	TAYL0005 Taylor Communications					5825		
24-00176	1	uniform traffic tickets	960.00	4-01- -405-258 Printing & Binding	Budget		59	1	
24-00176	2	credit	826.00	4-01- -405-258 Printing & Binding	Budget		60	1	
			<u>134.00</u>						
41646	03/28/24	TOSHI TOSHIBA BUSINESS SOLUTIONS					5825		
24-00033	9	copier costs	213.90	4-01- -120-228 Photocopy Expense	Budget		32	1	

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PO #	Item	Description							
CURRENT FUND Investors Bank Current Fund Continued									
41646	TOSHIBA BUSINESS SOLUTIONS	Continued							
24-00033	11	efax service	44.84	4-01- -283-459	Budget		33	1	
			258.74	Telephone					
41647	03/28/24	TOSHIBA Toshiba Financial Services					5825		
24-00031	11	copier lease	3,845.20	4-01- -120-228	Budget		26	1	
				Photocopy Expense					
24-00031	12	copier lease	287.00	4-01- -120-228	Budget		27	1	
				Photocopy Expense					
24-00031	13	copier lease	1,998.75	4-01- -120-228	Budget		28	1	
				Photocopy Expense					
24-00031	14	copier lease	474.48	4-01- -190-228	Budget		29	1	
			6,605.43	Photocopy Expense					
41648	03/28/24	TTSI TIMETRACK SYSTEMS INC.					5825		
24-00039	4	time clock service	101.25	4-01- -130-281	Budget		35	1	
				Prof. & Contr. Services-Other					
41649	03/28/24	UGIES UGI Energy Services LLC					5825		
24-00450	1	March payment	3,096.71	4-01- -283-362	Budget		96	1	
				Heating/AC					
41650	03/28/24	ULINE Uline Ship.Supply Specialist					5825		
24-00380	1	MISC. SUPPLIES	469.06	4-01- -155-237	Budget		76	1	
				Bldg. Supplies & Materials					
41651	03/28/24	VERFLEET Verizon - Connect NWF, Inc.					5825		
24-00094	3	Monthly GPS for PD Vehicles	307.04	4-01- -190-268	Budget		42	1	
				Communications Equip. Serv.					
41652	03/28/24	VW VERIZON WIRELESS					5825		
24-00447	1	Verizon Wireless	881.53	4-01- -283-459	Budget		92	1	
				Telephone					
41653	03/28/24	WAR01 WARRENVILLE HARDVILLE					5825		
24-00161	3	2024 DPW MATERIALS/SUPPLIES	1,143.00	4-01- -155-232	Budget		56	1	
				General Supplies					
41654	03/28/24	WAT01 WATCHUNG BORO. PAYROLL ACCT.					5825		
24-00453	1	Watchung Boro Payroll	2,395.19	4-01- -165-111	Budget		102	1	
				Salary & Wage					
24-00453	2	Watchung Boro Payroll	1,857.35	4-01- -190-111	Budget		103	1	
				Salary & Wage					
24-00453	3	Watchung Boro Payroll	271.16	4-01- -200-111	Budget		104	1	
				Salary & Wage					
24-00453	4	Watchung Boro Payroll	741.08	4-01- -255-111	Budget		105	1	
				Salary & Wage					
24-00453	5	Watchung Boro Payroll	875.00	4-01- -110-111	Budget		106	1	
				Salary & Wage					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
CURRENT FUND Investors Bank Current Fund Continued									
41654	WATCHUNG BORO. PAYROLL ACCT.	Continued							
24-00453	6	Watchung Boro Payroll	9,130.87	4-01- -120-111 Salary & Wage	Budget		107	1	
24-00453	7	Watchung Boro Payroll	2,348.95	4-01- -140-111 Salary & Wage	Budget		108	1	
24-00453	8	Watchung Boro Payroll	2,468.04	4-01- -150-111 Salary & Wages	Budget		109	1	
24-00453	9	Watchung Boro Payroll	11,994.79	4-01- -205-111 Salary & Wage	Budget		110	1	
24-00453	10	Watchung Boro Payroll	495.64	4-01- -205-112 Overtime	Budget		111	1	
24-00453	11	Watchung Boro Payroll	2,497.50	4-01- -187-111 Salary & Wage	Budget		112	1	
24-00453	12	Watchung Boro Payroll	156,819.88	4-01- -190-111 Salary & Wage	Budget		113	1	
24-00453	13	Watchung Boro Payroll	7,053.39	4-01- -190-112 Overtime	Budget		114	1	
24-00453	14	Watchung Boro Payroll	646.10	4-01- -205-112 Overtime	Budget		115	1	
24-00453	15	Watchung Boro Payroll	1,037.83	4-01- -265-111 Salary & Wage	Budget		116	1	
24-00453	16	Watchung Boro Payroll	2,751.66	4-01- -405-111 Salary & Wage	Budget		117	1	
24-00453	17	Watchung Boro Payroll	9,605.35	4-01- -310-218 Social Security / Medicare	Budget		118	1	
24-00453	18	Watchung Boro Payroll	101.96	4-01- -307-283 DCRP	Budget		119	1	
24-00453	19	Watchung Boro Payroll	8,673.79	4-01- -130-111 Salary & Wage	Budget		120	1	
24-00453	20	Watchung Boro Payroll	3,637.44	4-01- -135-111 Salary & Wage	Budget		121	1	
24-00453	21	Watchung Boro Payroll	13,089.28	4-01- -205-111 Salary & Wage	Budget		122	1	
24-00453	22	Watchung Boro Payroll	8,454.47	4-01- -250-111 Salary & Wage	Budget		123	1	
24-00453	23	Watchung Boro Payroll	9,916.66	4-01- -115-111 Salary & Wage	Budget		124	1	
			256,863.38						
41655	03/28/24	WAT02 WATCHUNG FIRE DEPARTMENT					5825		
24-00131	1	REIMBURSEMENT	102.50	4-01- -185-276 Training Aids & Programs	Budget		50	1	
41656	03/28/24	WAT8 WATCHUNG RESCUE SQUAD					5825		
24-00430	1	2024 STIPENDS	7,584.00	4-01- -195-283 Unclassified Expenses	Budget		81	1	
41657	03/28/24	WBBOE WATCHUNG BOROUGH BOARD OF ED					5825		
24-00001	5	school taxes May	1,111,943.00	4-01- -901-999 WAT BD OF ED TAXES PAYABLE	Budget		8	1	

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
CURRENT FUND Investors Bank Current Fund Continued							
41658	03/28/24	WHRHS WATCHUNG HILLS REG.HIGH SCHOOL					5825
24-00002	5	school taxes May	597,505.00	4-01- -902-999 WHRHS TAXES PAYABLE	Budget		9 1
41659	03/28/24	WPCLLC WARRENVILLE PLUMBING & CO.,LLC					5825
24-00162	1	2024 MAINTENANCE/REPAIRS	585.00	4-01- -155-266 Building Repair & Maintenance	Budget		57 1
41660	03/28/24	ZETRON Zetron					5825
24-00107	1	NextGen 911 System Upgrade	11,310.00	4-01- -610-207 Police Department Equipment	Budget		45 1
24-00107	2	shipping	120.43	4-01- -610-207 Police Department Equipment	Budget		46 1
			11,430.43				
Checking Account Totals							
		Paid	Void	Amount Paid	Amount Void		
	Checks:	129	1	6,512,245.17	960.00		
	Direct Deposit:	0	0	0.00	0.00		
	Total:	129	1	6,512,245.17	960.00		
GRANT FUND Investors Savings Grant Fund							
3121	03/28/24	DSP DEBLYN SCREEN PRINTERS					5828
24-00405	1	Operation Pride t shirts	660.00	G-03- -520-119 Clean Communities Grant 2022	Budget		1 1
Checking Account Totals							
		Paid	Void	Amount Paid	Amount Void		
	Checks:	1	0	660.00	0.00		
	Direct Deposit:	0	0	0.00	0.00		
	Total:	1	0	660.00	0.00		
PNC DEV ESCROW Investors Developer Escrow							
15603	03/28/24	BRIGHTVI Bright View Engineering, LLC					5826
24-00036	5	February services	525.00	E-PB19-01 Bonnie Burn Road Redevelopment	Project		5 1
24-00036	6	February Services	7,430.00	E-PB22-01 1701 Rt 22 Shop Rite	Project		6 1
			7,955.00				
15604	03/28/24	LINNU FRANCIS P LINNUS ESQ					5826
24-00006	13	Bonnie Burn Road	404.25	E-PB19-01 Bonnie Burn Road Redevelopment	Project		4 1
15605	03/28/24	SAVOSCHA Savo,Schalk,Corsini,warner					5826
24-00005	12	BA ATTORNEY	175.00	E-BA23-04 976 Johnston Drive BA23-04	Project		1 1
24-00005	13	BA ATTORNEY	175.00	E-BA23-02 1601 US Hwy 22 BJs wholesale	Project		2 1
24-00005	15	BA ATTORNEY	148.00	E-BA24-01 BA24-01	Project		3 1
			498.00				

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PO #		Item Description				Contract	Ref Seq Acct
PNC DEV ESCROW Investors Developer Escrow Continued							
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	3	0	8,857.25	0.00	
		Direct Deposit:	0	0	0.00	0.00	
		Total:	3	0	8,857.25	0.00	
PNC OTHER ESC Investors Savings Other Escrow							
166	03/21/24	WAT01 WATCHUNG BORO. PAYROLL ACCT.					5821
24-00390	1	Watchung Boro	10,157.50	T-93- -100-5ED	Budget		1 1
				Extra Duty Solutions Funds			
24-00390	2	Watchung Boro	90.00	T-93- -100-502	Budget		2 1
				Levin Management (Blue Star)			
			10,247.50				
15452	03/28/24	REEFCO Reefco Aquarium Service, LLC					5830
24-00035	4	library aquarium services	32.98	T-93- -100-110	Budget		1 1
				Watchung Public Library Advisory Board			
15453	03/28/24	WAT01 WATCHUNG BORO. PAYROLL ACCT.					5830
24-00454	1	Watchung Boro PD	90.00	T-93- -100-502	Budget		4 1
				Levin Management (Blue Star)			
24-00454	2	Watchung Boro PD	20,187.50	T-93- -100-5ED	Budget		5 1
				Extra Duty Solutions Funds			
			20,277.50				
15454	03/28/24	WAT03 WATCHUNG BOROUGH CURRENT FUND					5830
24-00391	1	Watchung Boro PD Admin Fees	19.00	T-93- -100-502	Budget		2 1
				Levin Management (Blue Star)			
24-00391	2	Watchung Boro PD Admin Fees	2,629.00	T-93- -100-502	Budget		3 1
				Levin Management (Blue Star)			
24-00455	1	Watchung Boro PD Admin Fees	19.00	T-93- -100-502	Budget		6 1
				Levin Management (Blue Star)			
24-00455	2	Watchung Boro PD Admin Fees	4,521.00	T-93- -100-5ED	Budget		7 1
				Extra Duty Solutions Funds			
			7,188.00				
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	4	0	37,745.98	0.00	
		Direct Deposit:	0	0	0.00	0.00	
		Total:	4	0	37,745.98	0.00	
Report Totals							
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	139	1	6,560,345.40	960.00	
		Direct Deposit:	0	0	0.00	0.00	
		Total:	139	1	6,560,345.40	960.00	

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Current Fund	3-01	77,104.81	0.00	0.00	77,104.81
Current Fund	4-01	6,435,140.36	0.00	0.00	6,435,140.36
	D-11	213.00	0.00	0.00	213.00
Grant Fund	G-03	660.00	0.00	0.00	660.00
	H-06	624.00	0.00	0.00	624.00
	T-93	37,745.98	0.00	0.00	37,745.98
Total of All Funds:		6,551,488.15	0.00	0.00	6,551,488.15

Project Description	Project No.	Project Total
1601 US Hwy 22 BJs Wholesale	E-BA23-02	175.00
976 Johnston Drive BA23-04	E-BA23-04	175.00
BA24-01	E-BA24-01	148.00
Bonnie Burn Road Redevelopment	E-PB19-01	929.25
1701 Rt 22 Shop Rite	E-PB22-01	7,430.00
Total of All Projects:		<u>8,857.25</u>

**BOROUGH OF WATCHUNG  
RESOLUTION: R3**

**WHEREAS**, the costs for the operation and maintenance of the Watchung sewer system have been reviewed for the calendar year 2024 and the unit charge has been determined based upon the provision set forth in Chapter 18 of the Code of the Borough of Watchung.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Watchung that the unit cost in accordance with the provisions of Chapter 18-10c is established at the following for calendar year 2024:

\$470.00 per EDU (Equivalent Dwelling Unit)

Residential Dwellings (Single family home, duplex units, townhouses, condominiums, apartments)

3 Bedroom unit or larger	\$470.00
2 Bedroom unit	\$352.50
1 Bedroom unit	\$235.00

Residential Dwellings (Age and occupancy restricted developments of single-family homes, apartments, mobile homes, etc.)

3 Bedroom unit or larger	\$352.50
2 Bedroom unit	\$266.35
1 Bedroom unit	\$172.35

**BE IT FURTHER RESOLVED**, that in accordance with Chapter 18-10b(3) Senior Citizens eligible for an annual property tax deduction, as defined in N.J.S.A. 54:4-8.40 et seq., and who have filed required forms to be eligible for the annual property tax deduction, shall be charged at a rate of one-half (1/2) of what their annual sewer usage charge would have been per the above chart.

\_\_\_\_\_  
Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D., Mayor

ADOPTED: 4/4/2024  
INDEX: SEWERS  
C: CFO, TAX CLERK,

**BOROUGH OF WATCHUNG  
RESOLUTION: R4**

**WHEREAS**, the Borough of Watchung has received a Field and Facility Permit Application which has been reviewed by Borough Officials; and

**WHEREAS**, the Governing Body of the Borough of Watchung, County of Somerset, State of New Jersey wishes to authorize said application.

**NOW THEREFORE BE IT HEREBY RESOLVED**, by the Mayor and Council of the Borough of Watchung that the use of Mobus Field Pavilion and Watchung Lake is authorized for the intended use as noted below and is hereby approved:

1. Postpartum Support International, to host an event entitled “The Climb,” from 1 P.M. to 5 P.M., to be held on October 13, 2024.
2. All approvals are subject to having appropriate insurance coverage, applicable departmental approvals, and receipt of appropriate fees.

\_\_\_\_\_  
Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D., Mayor

ADOPTED: APRIL 4, 2024  
INDEX: RECREATION  
C: DQG, PD,



## FIELD AND FACILITY PERMIT APPLICATION

**\*\*GOVERNMENT BODY APPROVAL REQUIRED - PLEASE SUBMIT ONE MONTH BEFORE EVENT\*\***

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Organization, Team, Club, etc. \_\_\_\_\_

☐ Profit Entity☐ Non-Profit Entity**FACILITY USE****\*Pavilion Rental at Mobus Field**☐ Resident

\$50.00 Per Event

☐ Non-Resident / Commercial

\$100.00 Per Event

**\*☐ Port-A-John Rental**

\$150.00 (Includes Delivery)

**\*☐ Mobus Field   ☐ Phillips Field   ☐ Best Lake**☐ Sport and Organized Programs

\$15.00 Per Person/Week

☐ Events (Non-Profit) - Resident

\$50.00 Per Event

☐ Events (Non-Profit) - Non-Resident

\$150.00 Per Event

**\*Gazebo at Watchung Lake**☐ Resident

\$50.00 Per Event

☐ Non-Resident

\$100.00 Per Event

**\*Seniors Room**☐ Residents/Non-Profit

No Charge

☐ Profit Organizations

\$25.00 Per Hour / \$100.00 Minimum

**\*☐ Police Security**

\$107/hour per Officer

All Watchung Based Non-Profit Sports Programs, Government or School Based Events and Non-Profit Fund-Raising Events: Free of Charge **except** as required by the Borough Administrator to cover out-of-pocket costs for any applicable expenses. All fees include removal of bagged garbage and access to electricity, if needed.

Location Requested and Detailed Description of Event: \_\_\_\_\_

Dates: \_\_\_\_\_ Times: \_\_\_\_\_

Rain Date: \_\_\_\_\_



**THE FOLLOWING ITEMS MUST BE RECEIVED PRIOR TO AN APPROVAL  
OF A FIELD AND FACILITY PERMIT:**

1. Signed Facility/Field Use Policies and Lease Agreement
2. Signed Hold-Harmless Agreement
3. Signed AED and Lightning Detection Form (On Phillip's Field)
4. Insurance Certificate (see checklist for requirements below)
5. Corporate or LLC Acknowledgment (When applicable)
6. A copy of the Rutgers's Certification Card(s) for coaches and assistant coaches.
7. A check made out to the Borough of Watchung when applicable.
8. A complete description of all activities being conducted including the number of participants

The Borough is requesting that all applications are received with **sufficient adequate notice** prior to a Council Meeting for processing. Meetings of the Governing Body are held twice a month. Please check the council meeting calendar online for the schedule. Thank you in advance for your cooperation during this process. Please contact the Clerk's Office or Damaris Quinones-Gray, Recreation Coordinator (908) 756-0080 Ext. 210 or via [dgray@watchungnj.gov](mailto:dgray@watchungnj.gov) with any additional questions.

Please Mail To:

Borough of Watchung  
Recreation Coordinator  
15 Mountain Blvd.  
Watchung, NJ 07069

**CHECKLIST FOR CERTIFICATE OF INSURANCE**

- The "Insured" must read the same on **ALL** forms.
- The Insurance Company must be listed under "Insurer Affording Coverage".
- Type of insurance must be "Commercial or Business Liability". In the event of an individual, a home owner's insurance policy and/or umbrella policy is acceptable.
- The policy number and effective and expiration dates must be listed.
- The event or program must fall within the effective and expiration dates.
- The minimum limit of liability is \$1,000,000 listed next to "Each Occurrence".
- Under "Description of Operations" The Borough of Watchung should be listed as an Additional Insured, on a Primary & Non-Contributory basis & a Waiver of Subrogation is included in favor of the Borough with respect to the event or program and the date(s).
- The event or program and dates must also be listed.
- The "Certificate Holder" should show "The Borough of Watchung 15 Mountain Blvd., Watchung, NJ 07069".



## FIELD AND FACILITY PERMIT APPLICATION USE POLICIES AND LEASE AGREEMENT

### General Information

To rent a facility or field, community organizations are required to complete a rental application and pay the appropriate fee (if applicable). No "Sub-leasing" of any kind from one sports group to another is permitted. All dates, times and fields must be approved by the Borough.

The Borough reserves the right to consider all rental requests and allocate rental time based on the number of requests and overall time requested. The Borough reserves the right to disapprove permits if it is determined that fields are deteriorating because of overuse.

Community members must be 21 years of age to sign a Field Use agreement or rent a field or facility. All applicants are required to provide one adult chaperone for each group of 10 youth in attendance under the age of 21 for all planned activities.

The Borough reserves the right to require the renter to provide police security, porta-johns and other requirements, as the specific situation may dictate.

All fees are to be paid in full two weeks prior to an approval unless other arrangements have been made with the Recreation Coordinator.

The Borough reserves the right to cancel practices/games due to weather conditions and/or field conditions.

Failure to abide by this policy can result in cancellation of your rental agreement.

### Renter Responsibilities

Applicants requesting use of Watchung fields or facilities must observe the following guidelines and requirements:

1. The renter must leave the area, facility or equipment in a clean and orderly condition. All trash must be properly disposed.
2. **Prohibited Items:** Beer, wine, alcoholic beverages, firearms, tobacco and illegal drugs.
3. **Liability:** The Watchung Recreation Commission and the Borough of Watchung assume no liability for the renter's use of the equipment, field or facility. The applicant shall hold the Borough harmless from any claim or liability arising out of any activity or conduct of the renter while using the equipment, field or facility in question. Applicants are required to supply general liability insurance that covers the Borough with minimum limits of \$1,000,000 Per Occurrence with an aggregate of \$2,000,000. The Borough shall be named as an Additional Insured on said Liability coverage, on a Primary & Non-Contributory basis & a Waiver of Subrogation shall apply in favor of the Borough. A certificate of insurance, must be filed with the Borough at least 5 (five) days prior to the use of the Boroughs field or facility.



4. **Governmental Boards and Agencies:** Facilities are available at no charge to official government boards and agencies for events in the public interest when not otherwise in conflict with this policy.
5. **Damages/ Security:** An additional security deposit **may** be required for certain types of activities for the purpose of additional cleaning, security, and/or other costs of the Borough caused by the use. Any and all damages to the facilities, equipment, and other Borough property, while being used by the renter, will be the responsibility of the renter and payable in full to the Borough of Watchung. Payment will include the costs of all labor, materials, and supplies to repair or replace the damage to facilities. The Recreation Commission reserves the right to decline renting to patrons who have incurred damages to Borough property in previous rentals.
6. **Policy of Non-Discrimination:** The Borough of Watchung's facilities are available on a non-discriminatory basis. Appropriate activities need to accommodate individuals regardless of age, sex, race, color, religion, national origin, physical or mental disabilities, or marital status. The Borough of Watchung does not discriminate based on disability in admission, access, treatment or employment in its programs or activities.
7. **ADA Statement:** Although specific programs for persons with disabilities are limited, the Borough of Watchung is committed to providing equal access to programs and facilities for these individuals. Reasonable accommodation and support can be requested to provide access to desired programs and activities. Requests should be made at least 10 (ten) days in advance. In addition, where a need is demonstrated and resources are available every reasonable effort will be made to establish specific programs for persons with disabilities.

The individual signing this lease agreement is responsible for ensuring that all policies included in this agreement are followed. The individual signing this agreement hereby represents that he/she is authorized to sign on behalf of the entity/organization. The representative should notify us immediately if there are any maintenance or safety issues or damage to the fields that need to be addressed. Please sign below to confirm that you have received a copy of the Facility/Field Use Policy and Lease Agreement and agree to abide by these policies.

---

Print Name

---

Date

---

Signature

**HOLD-HARMLESS AGREEMENT**

1. "I / WE" "ME / MY / OUR" shall mean one of the following:
  - a. AN INDIVIDUAL: Name: \_\_\_\_\_ **OR**
  - b. ORGANIZATION: Name: \_\_\_\_\_ **OR**
  - c. CORPORATION or LLC: Name: \_\_\_\_\_
2. "YOU/YOUR/YOURSELF" shall mean the municipal corporation known as the **Borough of Watchung** and the **Borough of Watchung Recreation Commission**, its public officials, members, agents, servants, employees, or contractors.
3. **General Information: Per Field and Facility Permit Application Attached**
4. I sign this Hold-Harmless as MY voluntary act and by this act agree to hold YOU harmless and indemnify YOU from any claims, suits, or other actions arising from, caused by, or which are the alleged result of any act or omission of any organization, corporation, guest, invitee, licensee, visitor or other person present on the premises listed above in order to participate in, organize, assist, enjoy, supervise or in any other way further the activity I will be holding as described in the Field and Facility Permit Application, on the date(s) listed.
5. I state that the activity listed in the Field and Facility Permit Application will not include the consumption of alcoholic beverages, but should any person described in Paragraph 4 consume alcohol or allow or permit others to consume alcohol then I agree to be bound by the terms of paragraph 6 below.
6. I state that the activity listed in the Field and Facility Permit Application will include the consumption of alcoholic beverages, if previously approved by the Borough, and that because of such consumption I have the following additional duties to perform for YOU related to the use of the site listed above:
  - a. That I am solely responsible for the dispensing and consuming of alcohol, including the prudent and responsible dispensing and consuming of alcohol by all persons involved in the activity described above, including but not limited to those persons described in paragraph 4 above; (b) to acknowledge by the signing of this Hold-Harmless that you have no authority, control, or participation in the dispensing or consuming of alcohol on the site and date listed above and that I will take no step(s), action(s), or measure(s) to convey the idea that YOU in any way have promoted, assisted, or participated in the dispensing and consuming of alcoholic beverages on the site and date listed above; (c) that I will not allow persons under the age of 21 to dispense or consume alcohol at the site during the activity to be held on your



property;(d) to comply with all municipal Ordinances relating to the consumption of alcoholic beverages, including but not limited to obtaining any necessary permits.

7. I also shall provide you with a Certificate of Insurance and that I shall provide same as soon as practicable and not less than 5 (five) business days before the date of the planned activity. Said Insurance shall be written with a company maintaining a rating of at least "A-" according to A.M. Best. Said policy shall be in an amount of not less than one million dollars (\$1,000,000) per occurrence (\$3,000,000 per occurrence if liquor is being served or consumed). It is understood YOU will be listed as an Additional Insured on that policy and Certificate of Insurance, and that coverage shall apply on a Primary & Non-Contributory basis and that a Waiver of Subrogation shall apply in favor of the Borough. If I, as an Individual, am holding a private, personal event, I shall provide YOU with a copy of My Homeowners or Condo or Renters or Personal Excess Liability policy declarations page with personal liability coverage of not less than one million dollars (\$1,000,000) each occurrence.
8. (Applicable to Corporation/Entities/Organizations Only) I also agree that I am obligated to reimburse YOU for all reasonable attorney's fees incurred by YOU to enforce the terms of this Hold-Harmless or to defend YOURSELF against any claim, suit, demand for subrogation, or other action which a court of competent jurisdiction later determines by final order or judgment should have been defended by ME or at MY sole cost and expense pursuant to this Hold-harmless.

9. **LEGAL SIGNATURES:**

Signature on behalf of "I/WE/ME/MY/OUR":

Individual \_\_\_\_\_ Date: \_\_\_\_\_

on behalf of \_\_\_\_\_

Organization or Corporation or LLC or other entity

And

**(IF REPRESENTING AN ORGANIZATION, CORPORATION, LLC, ETC.)**

**I hereby certify that I am an Authorized Agent of this Organization and fully qualified to sign this Hold-Harmless Agreement on behalf of said Organization.**

Print Name and Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_



## LIGHTNING PREDICTION SYSTEM (THORGUARDIAN)

APPLICABLE FOR PHILLIPS FIELD ONLY

The Borough of Watchung has an automatic lightning prediction and warning system in continuous use referred to as the Thorguardian. **This unit is located at the top of the Snack Shack at Phillip's field.** The sensor monitors energy as far as 15 miles and evaluates the potential for lightning within an area of approximately 2 miles in radius. When the unit senses a hazardous condition, the system automatically provides both audible and visual alerts. When a dangerous condition exists a warning blast will occur and the amber light will flash.

### THE FIELDS MUST BE CLEARED IMMEDIATELY WHEN THE SOUND ALARMS

The light will continue to flash until the dangerous condition no longer exists.

Please review the following safety points with your organization leaders and participant:

1. Do Not seek shelter under a tree
2. Do Not seek shelter on the snack shack deck
3. Do Not seek shelter in a dugout by a metal fence

The Thorguardian prediction system is only a supplementary source of guidance. Should thunderstorm conditions develop, and the system is not activated, use good judgment and seek shelter.

---

Sign

Print

Date

Organization/Entity: \_\_\_\_\_

I have read and understand the above information; I will explain the function of lightning prediction system and review the safety points with all coaches, supervisors, parents and participants involved in my program, event or activity.

### AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

The Borough of Watchung has an Automated External Defibrillator (AED) on site at **Phillips Field**.

The AED is located on the south side of the snack shack at **Phillips Field Sports Complex**.

The Borough of Watchung and the Watchung Recreation Commission recommends that the use of the AED be administered by a certified individual.

Each youth sports organization will ensure that the AED status indicator is Green prior to field use. If the status indicator is RED, call TEAM LIFE, INC @ (732) 946-4243 or (888) 466-8686 (phone numbers are listed on the AED unit).

---

Sign

Print

Date

I have read and understand the above information. I will explain the function of the AED system and review the Safety points with all coaches, supervisors, parents and participants involved in my program, event or activity.



## PANDEMIC ACKNOWLEDGMENT AND WAIVER OF LIABILITY FIELD AND FACILITY PERMIT APPLICATION

### Background and Purpose

The Borough of Watchung and the Borough of Watchung Recreation Commission (hereinafter jointly and separately referred to herein as the "Borough of Watchung") offer use of its fields, parks and facilities to the public for a variety of indoor and outdoor physical, social and educational programs and activities, including competitive and non-competitive sports and sporting events, organized leagues, day camps, games, and instructional/training programs and camps (collectively referred to hereinafter as the "Field and Facility Use"). The Borough of Watchung fields, parks and facilities are public and semi-public places that are accessible to large numbers of people on a daily basis.

Due to the ongoing COVID-19 pandemic, and until further notice, any individual or entity wishing to rent or otherwise utilize the fields, parks and facilities of the Borough of Watchung (the "Applicant") is required to complete, sign and return this PANDEMIC ACKNOWLEDGEMENT AND WAIVER OF LIABILITY. It shall be the sole responsibility of the Applicant for use of the Borough field, park and/or facility for any Field and Facility Use to obtain the required insurance policies as set forth in the Field and Facility Permit Application. Permission to access/rent any Borough of Watchung field, park or facility for a Field and Facility Use is expressly conditioned on such individual or entity completing this Pandemic Acknowledgment and Waiver of Liability. The individual or entity shall not permit any individual's participation or attendance in the Field and Facility Use without being included in this Pandemic Acknowledgement and Waiver of Liability.

### Acknowledgement and Waiver

"I / WE" "ME / MY /OUR" shall mean one of the following:

- a. AN INDIVIDUAL: Name: \_\_\_\_\_ **OR**
- b. ORGANIZATION: Name: \_\_\_\_\_ **OR**
- c. CORPORATION or LLC: Name: \_\_\_\_\_

I/WE acknowledge and agree that I/WE have been provided with, read and fully understand: (i) the Center for Disease Control's ("CDC") and the New Jersey Department of Health's ("NJDOH") information and guidelines for preventing/protecting against, and recognizing the signs and symptoms of, infection for SARS-CoV-2 (the virus that causes COVID-19) and the related illnesses and medical conditions called COVID-19 and Multisystem Inflammatory Syndrome in Children ("MIS-C") (collectively the "PANDEMIC ILLNESSES"); and the Borough of Watchung "COVID-19 Operational Plan."

I/WE further acknowledge that the Pandemic Illnesses: (1) are highly contagious and may cause serious permanent bodily injury, including death, of healthy persons of all ages; (2) are subject to changing recommendations on limiting risk of exposure and spread; (3) remain prevalent throughout New Jersey; (4) are highly likely to spread to persons



in direct contact with or in close proximity to (within about 6 feet) an infected person; (5) believed by the CDC/NJDOH to spread by droplets produced into the air when an infected person coughs, sneezes, talks or otherwise moves air out through their nose and mouth, and from touching surfaces on which droplets containing the virus exist.

I/WE further acknowledge that attending or participating in any Facility and Field Use on a Borough field, park or facility poses an inherent and heightened risk of exposure, infection and bodily injury from the PANDEMIC ILLNESSES regardless of preventative measures taken by the Borough of Watchung.

I/WE acknowledge and agree to voluntarily assume all risks that I/WE, and our participant(s) may be exposed to or infected by these PANDEMIC ILLNESSES by attending or participating in any Facility and Field Use; and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I/WE understand that the risk of becoming exposed to or infected by these PANDEMIC ILLNESSES at a Borough of Watchung field, park or facility may result from the actions, omissions or negligence of myself and others, including, but not limited to the Borough of Watchung's officials, officers, employees, and volunteers; and other participants/attendees of the Facility and Field Use.

I/WE, on behalf of ourselves, and our participant(s) the Facility and Field Use, voluntarily agree to assume all of the foregoing risks, and do accept sole and complete responsibility for any and all injuries, damage(s) and other losses, including for all bodily injuries, disabilities, permanent disabilities, deaths, illnesses, damages, losses, claims, demands, liabilities, medical treatment and expenses, attorney fees, costs of suit and/or expenses of any kind that is incurred in connection with attending or participating in any Facility and Field Use at a Borough of Watchung field, park or facility.

I/WE, on behalf of myself/ourselves, and the Facility and Field Use participant(s), HEREBY RELEASE, COVENANT NOT TO SUE, DISCHARGE, WAIVE AND HOLD HARMLESS THE BOROUGH OF WATCHUNG, THE BOROUGH OF WATCHUNG RECREATION COMMISSION, AND EACH OF THE BOROUGH OF WATCHUNG'S OFFICIALS, OFFICERS, EMPLOYEES AGENTS, VOLUNTEERS AND REPRESENTATIVES FOR AND FROM ANY AND ALL CLAIMS, DAMAGES, DEMANDS, LOSSES, LIABILITIES, ACTIONS, COSTS AND EXPENSES OF ANY KIND ARISING OUT OF OR IN ANY WAY RELATING TO THE ACCIDENTAL AND/OR NEGLIGENT EXPOSURE TO THESE PANDEMIC ILLNESSES FROM ATTENDING OR PARTICIPATING IN ANY FACILITY AND FIELD USE AT A BOROUGH OF WATCHUNG FIELD, PARK OR FACILITY.

By signing this agreement, I/WE further acknowledge that I/WE have read and discussed with the FACILITY AND FIELD USE PARTICIPANT(S) the provisions of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY and the dangers and risks associated with attending and/or participating in any Facility and Field Use at a Borough of Watchung field, park or facility; the PARTICIPANT(S) fully understand(s) and appreciate(s) these dangers and risks;



and the PARTICIPANT(S) voluntarily wishes to participate and otherwise attend the Facility and Field Use at a Borough of Watchung field, park or facility.

This ACKNOWLEDGMENT AND WAIVER OF LIABILITY does not supersede, circumvent, or cancel Borough of Watchung Recreation Department's Main Participation Agreement or Rules and Regulations.

If any part of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY is found by a court of competent jurisdiction to be invalid, the remainder of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY shall nevertheless remain in full force and effect and the offending provision or provisions severed here from.

I/WE, have read and accept the terms and conditions of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY, and acknowledge and agree that it shall, to the fullest extent allowed by law, be effective upon me and the PARTICIPANT(S) of the Facility and Field Use at a Borough of Watchung field, park or facility.

---

Authorized Signature

Date

---

Name of Organization, Corporation or other Entity



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/25/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Phone: (805) 681-0505 Fax: (805) 681-0054

**HOLMES & HOLMES INSURANCE AGENCY, INC.****5290 OVERPASS RD STE 228****SANTA BARBARA CA 93111-2050**

Agency Lic#: OC17316

CONTACT NAME: **HOLMES & HOLMES INSURANCE AGENCY, INC.**PHONE (A/C, No, Ext): **(805) 681-0505**FAX (A/C, No): **(805) 681-0054**

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : **Great American Assurance Co.****26344**INSURER B : **Hartford Accident and Indemnity Co****22357**

INSURER C :

INSURER D :

INSURER E :

INSURER F :

INSURED

**POSTPARTUM SUPPORT INTERNATIONAL****6706 SW 54TH AVENUE****PORTLAND OR 97219****COVERAGES**CERTIFICATE NUMBER: **31446**REVISION NUMBER: **1**

SUPERCEDES PREVIOUS REVISIONS

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			PAC254060807	03/21/24	03/21/25	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED. EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>3,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>3,000,000</b>
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PAC254060807	03/31/24	03/31/25	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (per accident) \$
A	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			UMB254060906	03/21/24	03/21/25	EACH OCCURRENCE \$ <b>1,000,000</b> AGGREGATE \$ <b>1,000,000</b>
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/> N / A		57WECAB9577	11/01/23	11/01/24	<input checked="" type="checkbox"/> PER STATUTE E.L. EACH ACCIDENT \$ <b>1,000,000</b> E.L. DISEASE-EA EMPLOYEE \$ <b>1,000,000</b> E.L. DISEASE-POLICY LIMIT \$ <b>1,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Borough of Watchung is included as Additional Insured on a Primary and Noncontributory basis as respects General Liability for operations of the Named Insured subject to the terms and conditions of attached forms CG 897- (Ed. 11/14). See pages 7-11 of 12 (\*When required by Written Contract). Waiver of Subrogation applies in favor of the Borough.

**CERTIFICATE HOLDER****CANCELLATION**

The Borough of Watchung  
15 Mountain Blvd.  
Watchung, NJ 07069

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Kay A. Holmes

Attention:

**BOROUGH OF WATCHUNG  
RESOLUTION: R5**

**WHEREAS**, applicant, Circle Convenience Store, LLC inadvertently applied for both a Food Handler Incidental Prepackaged food permit and a retail food establishment application and overpaid \$100.00 in permit fees and is now due a refund.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey that the Chief Financial Officer is hereby authorized to refund \$100.00 to Circle Convenience Store, LLC, for overpayment of a food handler license application.

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Christine B. Ead, Council President

---

Ronald Jubin, Ph.D., Mayor

ADOPTED: APRIL 4, 2024  
INDEX: FINANCE-MISC.,  
C: B. HANCE, D.GRAY



# Borough of Watchung

## BOARD OF HEALTH

### Office Use Only

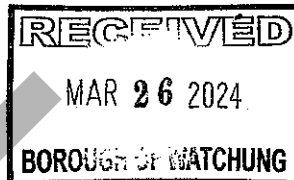
License Number:

License Year:

Payment Amount:

☐ Cash ☒ Check # 550

### FOOD HANDLER LICENSE APPLICATION INCIDENTAL PREPACKAGED FOODS



#### FEE SCHEDULE:

Annual Fee: \$ 100.00  
Each Reinspection Due to Unsatisfactory Rating: \$ 150.00  
Late Fee Failure to Renew After April 30<sup>th</sup>: \$ 100.00 Per Month  
Late Fee for Failure to Renew Upon  
Change in Ownership/Management: \$ 100.00 Per Month

**Total Due with Initial Application:**  
(Check Payable to Borough of Watchung)

\$ 100.00

**EXPIRATION DATE: MARCH 31<sup>ST</sup> (of every year)**

Name of Business: CIRCLE CONVENIENCE STORE LLC.

Address of Business: 15 STERLING RD, WATCHUNG, NJ 0769

Business Phone: [REDACTED]

Business Email: [REDACTED]

Name of Applicant: RAJDEEP SINGH

Applicant Address: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Is the Applicant: ☒ Individual

☐ Partnership

☐ Corporation

☒ LLC

If Partnership or Corporation, provide the name and home address of all partners or officers:

*to comply with and abide by all the provisions, rules and  
found in the Borough of Watchung's code and the NJ  
use such license is granted.*

BOARD OF HEALTH SECRETARY AT:

(payment must be received before application is processed)  
15 Mountain Boulevard, Watchung, New Jersey 07069

mission Use Only.

val

Date

Sumner, Health Officer (732) 968-5151

Board of Health Phone: (908) 756-0080 ext. 211; Fax: (908) 757-7027

Permits/Applications [www.watchungnj.com](http://www.watchungnj.com)

*Refund  
\$ 100*

**BOROUGH OF WATCHUNG**  
**RESOLUTION: R6**

**WHEREAS** the following property paid their first quarter 2024 property taxes on time; and

**WHEREAS**, due to a computer issue the payment was credited incorrectly to the second quarter,  
and

**WHEREAS**, this resulted in a delinquency of the first quarter and the account has accrued interest, and

**WHEREAS**, it has been determined that the property owners should not pay delinquent interest or penalties on the amount due to the computer issue.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey that the Tax Collector is authorized to credit the property below for the interest that was assessed

Block 7302 Lot 11	40 Vail Lane	\$51.28
-------------------	--------------	---------

\_\_\_\_\_  
Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D., Mayor

ADOPTED: APRIL 4, 2024  
INDEX: FINANCE-MISC  
C: B. HANCE,

**BOROUGH OF WATCHUNG  
RESOLUTON: R7**

**WHEREAS**, Volunteer Lawyers for Justice, has made an application to the Borough of Watchung, County of Somerset, for a Raffle License; and

**WHEREAS**, said applications have been presented as required for Findings and Determinations; and

**WHEREAS**, the Borough Clerk has reported that the proper fees have been paid and therefore recommends its approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Watchung, County of Somerset, State of New Jersey that the Borough Clerk is hereby instructed to issue Raffle License #679 as follows:

**NAME & ADDRESS OF ORGANIZATION**

**DATES OF RAFFLE**

Volunteer Lawyers for Justice  
24 Commerce Street  
Newark, NJ 07102

Raffle # 679  
On Premise Raffle  
May 14, 2024

\_\_\_\_\_  
Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D. Mayor

ADOPTED: APRIL 4, 2024  
INDEX: LICENSES  
C: R. ANGELO, PD



**New Jersey Office of the Attorney General**  
Division of Consumer Affairs  
Legalized Games of Chance Control Commission  
124 Halsey Street, 6th Floor, P.O. Box 46000  
Newark, New Jersey 07101  
(973) 273-8000

# Application for a Raffle License

Application No. RA 679  
Identification No. 337-4-39171

**Submit four (4) copies of this application to the Municipal Clerk's office in the municipality where the games will be conducted.**

Please print clearly.

Name of municipality: Watchung, NJ

## Part A - General

1. Name of applying organization: Volunteer Lawyers for Justice
- 2a. Street address of headquarters: 24 Commerce St. Newark NJ 07102
- b. Mailing address (if different): PO BOX 32040  
Newark, NJ 07102
3. A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

Date	Hours	Date	Hours
<u>5/14/24</u>	<u>12-8pm</u>		

- 4a. Address of place where raffles will be played: Watchung Valley Golf Club  
600 Mountain Blvd. Watchung, NJ 07069
- b. Does the applicant own the premises or regularly occupy them for its general purposes? ☐ Yes ☒ No
5. If raffles equipment is to be rented, attach a statement by the raffles equipment lessor to this application on Form 13.

## Part B - Schedule of Expenses

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

Item of Expense	Name and address of supplier	Purpose

**BOROUGH OF WATCHUNG  
RESOLUTON: R8**

**WHEREAS**, Mary E Wilson Memorial Union Church, has made an application to the Borough of Watchung, County of Somerset, for a Raffle License; and

**WHEREAS**, said applications have been presented as required for Findings and Determinations; and

**WHEREAS**, the Borough Clerk has reported that the proper fees have been paid and therefore recommends its approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Watchung, County of Somerset, State of New Jersey that the Borough Clerk is hereby instructed to issue Raffle License #680 as follows:

**NAME & ADDRESS OF ORGANIZATION**

**DATES OF RAFFLE**

Mary E Wilson Memorial Union Church  
7 Valley Road  
Watchung, NJ 07069-6587

Raffle # 680  
On Premise Raffle  
September 28, 2024

\_\_\_\_\_  
Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D. Mayor

ADOPTED: APRIL 4, 2024  
INDEX: LICENSES  
C: R. ANGELO, PD



**New Jersey Office of the Attorney General**  
Division of Consumer Affairs  
Legalized Games of Chance Control Commission  
124 Halsey Street, 6th Floor, P.O. Box 46000  
Newark, New Jersey 07101  
(973) 273-8000

# Application for a Raffle License

Application No. RA RL 680  
Identification No. 528-1-43516

**Submit four (4) copies of this application to the Municipal Clerk's office in the municipality where the games will be conducted.**

Please print clearly.

Name of municipality: WATCHUNG

## Part A - General

1. Name of applying organization: MARY E WILSON MEMORIAL UNION CHURCH
- 2a. Street address of headquarters: 7 VALLEY RD
- b. Mailing address (if different): \_\_\_\_\_
3. A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

Date	Hours	Date	Hours
<u>September 28, 2024</u>	<u>5-10pm</u>	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- 4a. Address of place where raffles will be played: 7 VALLEY RD, WATCHUNG, NJ 07069
- b. Does the applicant own the premises or regularly occupy them for its general purposes? ☒ Yes ☐ No
5. If raffles equipment is to be rented, attach a statement by the raffles equipment lessor to this application on Form 13.

## Part B - Schedule of Expenses

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

Item of Expense	Name and address of supplier	Purpose
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**BOROUGH OF WATCHUNG  
RESOLUTION: R9**

**WHEREAS**, the Borough of Watchung has received a Field and Facility Permit Application which has been reviewed by Borough Officials; and

**WHEREAS**, the Governing Body of the Borough of Watchung, County of Somerset, State of New Jersey wishes to authorize said application.

**NOW THEREFORE BE IT HEREBY RESOLVED**, by the Mayor and Council of the Borough of Watchung that the use of Phillips Field is authorized for the intended use as noted below and is hereby approved:

1. Watchung Hills Baseball and Softball Association, to host scheduled games on week-days, from 3 P.M. to 9 P.M. and from 8 A.M. to 9 P.M., to be held until November 30, 2024.
2. This resolution is retroactive to March 15, 2024
3. All approvals are subject to having appropriate insurance coverage, applicable departmental approvals, and receipt of appropriate fees.

\_\_\_\_\_  
Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D., Mayor

ADOPTED: APRIL 4, 2024  
INDEX: RECREATION  
C: DQG, PD,



## FIELD AND FACILITY PERMIT APPLICATION

**\*\*GOVERNMENT BODY APPROVAL REQUIRED - PLEASE SUBMIT ONE MONTH BEFORE EVENT\*\***

Applicant Name: Watchung Hills Baseball and Softball Association

Address: P.O. Box 4462 Warren, NJ 07059

Phone: [REDACTED] Email: [REDACTED]

Name of Organization, Team, Club, etc. Watchung Hills Baseball and Softball Association

☐ Profit Entity

☒ Non-Profit Entity

**FACILITY USE****\*Pavilion Rental at Mobus Field**

☐ Resident

\$50.00 Per Event

☐ Non-Resident / Commercial

\$100.00 Per Event

**\*☐ Port-A-John Rental**

\$150.00 (Includes Delivery)

**\*☐ Mobus Field ☐ Phillips Field ☐ Best Lake**

☐ Sport and Organized Programs

\$15.00 Per Person/Week

☒ Events (Non-Profit) - Resident

\$50.00 Per Event

☐ Events (Non-Profit) - Non-Resident

\$150.00 Per Event

**\*Gazebo at Watchung Lake**

☐ Resident

\$50.00 Per Event

☐ Non-Resident

\$100.00 Per Event

**\*Seniors Room**

☐ Residents/Non-Profit

No Charge

☐ Profit Organizations

\$25.00 Per Hour / \$100.00 Minimum

**\*☐ Police Security**

\$107/hour per Officer

All Watchung Based Non-Profit Sports Programs, Government or School Based Events and Non-Profit Fund-Raising Events: Free of Charge **except** as required by the Borough Administrator to cover out-of-pocket costs for any applicable expenses. All fees include removal of bagged garbage and access to electricity, if needed.

Location Requested and Detailed Description of Event: Phillips Field: Ost, Barrett, Scotti, and Grant baseball fields.

See attached proposed schedule.

Dates: 3/15/24-11/30/24

Times: Weekdays: 3 PM- 9 PM; Weekends 8 AM- 9 PM

Rain Date: \_\_\_\_\_



**THE FOLLOWING ITEMS MUST BE RECEIVED PRIOR TO AN APPROVAL  
OF A FIELD AND FACILITY PERMIT:**

1. Signed Facility/Field Use Policies and Lease Agreement
2. Signed Hold-Harmless Agreement
3. Signed AED and Lightning Detection Form (On Phillip's Field)
4. Insurance Certificate (see checklist for requirements below)
5. Corporate or LLC Acknowledgment (When applicable)
6. A copy of the Rutgers's Certification Card(s) for coaches and assistant coaches.
7. A check made out to the Borough of Watchung when applicable.
8. A complete description of all activities being conducted including the number of participants

The Borough is requesting that all applications are received with **sufficient adequate notice** prior to a Council Meeting for processing. Meetings of the Governing Body are held twice a month. Please check the council meeting calendar online for the schedule. Thank you in advance for your cooperation during this process. Please contact the Clerk's Office or Damaris Quinones-Gray, Recreation Coordinator (908) 756-0080 Ext. 210 or via [dgray@watchungnj.gov](mailto:dgray@watchungnj.gov) with any additional questions.

Please Mail To:

Borough of Watchung  
Recreation Coordinator  
15 Mountain Blvd.  
Watchung, NJ 07069

**CHECKLIST FOR CERTIFICATE OF INSURANCE**

- The "Insured" must read the same on **ALL** forms.
- The Insurance Company must be listed under "Insurer Affording Coverage".
- Type of insurance must be "Commercial or Business Liability". In the event of an individual, a home owner's insurance policy and/or umbrella policy is acceptable.
- The policy number and effective and expiration dates must be listed.
- The event or program must fall within the effective and expiration dates.
- The minimum limit of liability is \$1,000,000 listed next to "Each Occurrence".
- Under "Description of Operations" The Borough of Watchung should be listed as an Additional Insured, on a Primary & Non-Contributory basis & a Waiver of Subrogation is included in favor of the Borough with respect to the event or program and the date(s).
- The event or program and dates must also be listed.
- The "Certificate Holder" should show "The Borough of Watchung 15 Mountain Blvd., Watchung, NJ 07069".



## FIELD AND FACILITY PERMIT APPLICATION USE POLICIES AND LEASE AGREEMENT

### General Information

To rent a facility or field, community organizations are required to complete a rental application and pay the appropriate fee (if applicable). No "Sub-leasing" of any kind from one sports group to another is permitted. All dates, times and fields must be approved by the Borough.

The Borough reserves the right to consider all rental requests and allocate rental time based on the number of requests and overall time requested. The Borough reserves the right to disapprove permits if it is determined that fields are deteriorating because of overuse.

Community members must be 21 years of age to sign a Field Use agreement or rent a field or facility. All applicants are required to provide one adult chaperone for each group of 10 youth in attendance under the age of 21 for all planned activities.

The Borough reserves the right to require the renter to provide police security, porta-johns and other requirements, as the specific situation may dictate.

All fees are to be paid in full two weeks prior to an approval unless other arrangements have been made with the Recreation Coordinator.

The Borough reserves the right to cancel practices/games due to weather conditions and/or field conditions.

Failure to abide by this policy can result in cancellation of your rental agreement.

### Renter Responsibilities

Applicants requesting use of Watchung fields or facilities must observe the following guidelines and requirements:

1. The renter must leave the area, facility or equipment in a clean and orderly condition. All trash must be properly disposed.
2. **Prohibited Items:** Beer, wine, alcoholic beverages, firearms, tobacco and illegal drugs.
3. **Liability:** The Watchung Recreation Commission and the Borough of Watchung assume no liability for the renter's use of the equipment, field or facility. The applicant shall hold the Borough harmless from any claim or liability arising out of any activity or conduct of the renter while using the equipment, field or facility in question. Applicants are required to supply general liability insurance that covers the Borough with minimum limits of \$1,000,000 Per Occurrence with an aggregate of \$2,000,000. The Borough shall be named as an Additional Insured on said Liability coverage, on a Primary & Non-Contributory basis & a Waiver of Subrogation shall apply in favor of the Borough. A certificate of insurance, must be filed with the Borough at least 5 (five) days prior to the use of the Boroughs field or facility.



4. **Governmental Boards and Agencies:** Facilities are available at no charge to official government boards and agencies for events in the public interest when not otherwise in conflict with this policy.
5. **Damages/ Security:** An additional security deposit **may** be required for certain types of activities for the purpose of additional cleaning, security, and/or other costs of the Borough caused by the use. Any and all damages to the facilities, equipment, and other Borough property, while being used by the renter, will be the responsibility of the renter and payable in full to the Borough of Watchung. Payment will include the costs of all labor, materials, and supplies to repair or replace the damage to facilities. The Recreation Commission reserves the right to decline renting to patrons who have incurred damages to Borough property in previous rentals.
6. **Policy of Non-Discrimination:** The Borough of Watchung's facilities are available on a non-discriminatory basis. Appropriate activities need to accommodate individuals regardless of age, sex, race, color, religion, national origin, physical or mental disabilities, or marital status. The Borough of Watchung does not discriminate based on disability in admission, access, treatment or employment in its programs or activities.
7. **ADA Statement:** Although specific programs for persons with disabilities are limited, the Borough of Watchung is committed to providing equal access to programs and facilities for these individuals. Reasonable accommodation and support can be requested to provide access to desired programs and activities. Requests should be made at least 10 (ten) days in advance. In addition, where a need is demonstrated and resources are available every reasonable effort will be made to establish specific programs for persons with disabilities.

The individual signing this lease agreement is responsible for ensuring that all policies included in this agreement are followed. The individual signing this agreement hereby represents that he/she is authorized to sign on behalf of the entity/organization. The representative should notify us immediately if there are any maintenance or safety issues or damage to the fields that need to be addressed. Please sign below to confirm that you have received a copy of the Facility/Field Use Policy and Lease Agreement and agree to abide by these policies.

Jack Griffith

3/14/124

Print Name

Date

JJ Griffith

Signature

**HOLD-HARMLESS AGREEMENT**

1. "I / WE" "ME / MY / OUR" shall mean one of the following:
  - a. AN INDIVIDUAL: Name: \_\_\_\_\_ **OR**
  - b. ORGANIZATION: Name: Watchung Hills Baseball and Softball Association **OR**
  - c. CORPORATION or LLC: Name: \_\_\_\_\_
2. "YOU/YOUR/YOURSELF" shall mean the municipal corporation known as the **Borough of Watchung** and the **Borough of Watchung Recreation Commission**, its public officials, members, agents, servants, employees, or contractors.
3. **General Information: Per Field and Facility Permit Application Attached**
4. I sign this Hold-Harmless as MY voluntary act and by this act agree to hold YOU harmless and indemnify YOU from any claims, suits, or other actions arising from, caused by, or which are the alleged result of any act or omission of any organization, corporation, guest, invitee, licensee, visitor or other person present on the premises listed above in order to participate in, organize, assist, enjoy, supervise or in any other way further the activity I will be holding as described in the Field and Facility Permit Application, on the date(s) listed.
5. I state that the activity listed in the Field and Facility Permit Application will not include the consumption of alcoholic beverages, but should any person described in Paragraph 4 consume alcohol or allow or permit others to consume alcohol then I agree to be bound by the terms of paragraph 6 below.
6. I state that the activity listed in the Field and Facility Permit Application will include the consumption of alcoholic beverages, if previously approved by the Borough, and that because of such consumption I have the following additional duties to perform for YOU related to the use of the site listed above:
  - a. That I am solely responsible for the dispensing and consuming of alcohol, including the prudent and responsible dispensing and consuming of alcohol by all persons involved in the activity described above, including but not limited to those persons described in paragraph 4 above; (b) to acknowledge by the signing of this Hold-Harmless that you have no authority, control, or participation in the dispensing or consuming of alcohol on the site and date listed above and that I will take no step(s), action(s), or measure(s) to convey the idea that YOU in any way have promoted, assisted, or participated in the dispensing and consuming of alcoholic beverages on the site and date listed above; (c) that I will not allow persons under the age of 21 to dispense or consume alcohol at the site during the activity to be held on your



property;(d) to comply with all municipal Ordinances relating to the consumption of alcoholic beverages, including but not limited to obtaining any necessary permits.

7. I also shall provide you with a Certificate of Insurance and that I shall provide same as soon as practicable and not less than 5 (five) business days before the date of the planned activity. Said Insurance shall be written with a company maintaining a rating of at least "A-" according to A.M. Best. Said policy shall be in an amount of not less than one million dollars (\$1,000,000) per occurrence (\$3,000,000 per occurrence if liquor is being served or consumed). It is understood YOU will be listed as an Additional Insured on that policy and Certificate of Insurance, and that coverage shall apply on a Primary & Non-Contributory basis and that a Waiver of Subrogation shall apply in favor of the Borough. If I, as an Individual, am holding a private, personal event, I shall provide YOU with a copy of My Homeowners or Condo or Renters or Personal Excess Liability policy declarations page with personal liability coverage of not less than one million dollars (\$1,000,000) each occurrence.
8. (Applicable to Corporation/Entities/Organizations Only) I also agree that I am obligated to reimburse YOU for all reasonable attorney's fees incurred by YOU to enforce the terms of this Hold-Harmless or to defend YOURSELF against any claim, suit, demand for subrogation, or other action which a court of competent jurisdiction later determines by final order or judgment should have been defended by ME or at MY sole cost and expense pursuant to this Hold-harmless.

#### 9. LEGAL SIGNATURES:

Signature on behalf of "I/WE/ME/MY/OUR":

Individual JJ Griffith Date: 3/14/24

on behalf of Watchung Hills Baseball and Softball Association

Organization or Corporation or LLC or other entity

And

**(IF REPRESENTING AN ORGANIZATION, CORPORATION, LLC, ETC.)**

**I hereby certify that I am an Authorized Agent of this Organization and fully qualified to sign this Hold-Harmless Agreement on behalf of said Organization.**

Print Name and Title: Jack Griffith, Board Member Date: 3/14/24

Signature: \_\_\_\_\_



## LIGHTNING PREDICTION SYSTEM (THORGUARDIAN)

APPLICABLE FOR PHILLIPS FIELD ONLY

The Borough of Watchung has an automatic lightning prediction and warning system in continuous use referred to as the Thorguardian. **This unit is located at the top of the Snack Shack at Phillip's field.** The sensor monitors energy as far as 15 miles and evaluates the potential for lightning within an area of approximately 2 miles in radius. When the unit senses a hazardous condition, the system automatically provides both audible and visual alerts. When a dangerous condition exists a warning blast will occur and the amber light will flash.

### THE FIELDS MUST BE CLEARED IMMEDIATELY WHEN THE SOUND ALARMS

The light will continue to flash until the dangerous condition no longer exists.

Please review the following safety points with your organization leaders and participant:

1. Do Not seek shelter under a tree
2. Do Not seek shelter on the snack shack deck
3. Do Not seek shelter in a dugout by a metal fence

The Thorguardian prediction system is only a supplementary source of guidance. Should thunderstorm conditions develop, and the system is not activated, use good judgment and seek shelter.

JJGriffith      Jack Griffith      3/14/24

Sign

Print

Date

Organization/Entity: Watchung Hills Baseball and Softball Association

I have read and understand the above information; I will explain the function of lightning prediction system and review the safety points with all coaches, supervisors, parents and participants involved in my program, event or activity.

### AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

The Borough of Watchung has an Automated External Defibrillator (AED) on site at **Phillips Field**.

The AED is located on the south side of the snack shack at **Phillips Field Sports Complex**.

The Borough of Watchung and the Watchung Recreation Commission recommends that the use of the AED be administered by a certified individual.

Each youth sports organization will ensure that the AED status indicator is Green prior to field use. If the status indicator is RED, call TEAM LIFE, INC @ (732) 946-4243 or (888) 466-8686 (phone numbers are listed on the AED unit).

JJ Griffith      Jack Griffith      3/14/24

Sign

Print

Date

I have read and understand the above information. I will explain the function of the AED system and review the Safety points with all coaches, supervisors, parents and participants involved in my program, event or activity.



## PANDEMIC ACKNOWLEDGMENT AND WAIVER OF LIABILITY FIELD AND FACILITY PERMIT APPLICATION

### Background and Purpose

The Borough of Watchung and the Borough of Watchung Recreation Commission (hereinafter jointly and separately referred to herein as the "Borough of Watchung") offer use of its fields, parks and facilities to the public for a variety of indoor and outdoor physical, social and educational programs and activities, including competitive and non-competitive sports and sporting events, organized leagues, day camps, games, and instructional/training programs and camps (collectively referred to hereinafter as the "Field and Facility Use"). The Borough of Watchung fields, parks and facilities are public and semi-public places that are accessible to large numbers of people on a daily basis.

Due to the ongoing COVID-19 pandemic, and until further notice, any individual or entity wishing to rent or otherwise utilize the fields, parks and facilities of the Borough of Watchung (the "Applicant") is required to complete, sign and return this PANDEMIC ACKNOWLEDGEMENT AND WAIVER OF LIABILITY. It shall be the sole responsibility of the Applicant for use of the Borough field, park and/or facility for any Field and Facility Use to obtain the required insurance policies as set forth in the Field and Facility Permit Application. Permission to access/rent any Borough of Watchung field, park or facility for a Field and Facility Use is expressly conditioned on such individual or entity completing this Pandemic Acknowledgment and Waiver of Liability. The individual or entity shall not permit any individual's participation or attendance in the Field and Facility Use without being included in this Pandemic Acknowledgement and Waiver of Liability.

### Acknowledgement and Waiver

"I / WE" "ME / MY /OUR" shall mean one of the following:

- a. AN INDIVIDUAL: Name: \_\_\_\_\_ **OR**
- b. ORGANIZATION: Name: WatchungHillsBaseballandSoftballAssociation **OR**
- c. CORPORATION or LLC: Name: \_\_\_\_\_

I/WE acknowledge and agree that I/WE have been provided with, read and fully understand: (i) the Center for Disease Control's ("CDC") and the New Jersey Department of Health's ("NJDOH") information and guidelines for preventing/protecting against, and recognizing the signs and symptoms of, infection for SARS-CoV-2 (the virus that causes COVID-19) and the related illnesses and medical conditions called COVID-19 and Multisystem Inflammatory Syndrome in Children ("MIS-C") (collectively the "PANDEMIC ILLNESSES"); and the Borough of Watchung "COVID-19 Operational Plan."

I/WE further acknowledge that the Pandemic Illnesses: (1) are highly contagious and may cause serious permanent bodily injury, including death, of healthy persons of all ages; (2) are subject to changing recommendations on limiting risk of exposure and spread; (3) remain prevalent throughout New Jersey; (4) are highly likely to spread to persons



in direct contact with or in close proximity to (within about 6 feet) an infected person; (5) believed by the CDC/NJDOH to spread by droplets produced into the air when an infected person coughs, sneezes, talks or otherwise moves air out through their nose and mouth, and from touching surfaces on which droplets containing the virus exist.

I/WE further acknowledge that attending or participating in any Facility and Field Use on a Borough field, park or facility poses an inherent and heightened risk of exposure, infection and bodily injury from the PANDEMIC ILLNESSES regardless of preventative measures taken by the Borough of Watchung.

I/WE acknowledge and agree to voluntarily assume all risks that I/WE, and our participant(s) may be exposed to or infected by these PANDEMIC ILLNESSES by attending or participating in any Facility and Field Use; and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I/WE understand that the risk of becoming exposed to or infected by these PANDEMIC ILLNESSES at a Borough of Watchung field, park or facility may result from the actions, omissions or negligence of myself and others, including, but not limited to the Borough of Watchung's officials, officers, employees, and volunteers; and other participants/attendees of the Facility and Field Use.

I/WE, on behalf of ourselves, and our participant(s) the Facility and Field Use, voluntarily agree to assume all of the foregoing risks, and do accept sole and complete responsibility for any and all injuries, damage(s) and other losses, including for all bodily injuries, disabilities, permanent disabilities, deaths, illnesses, damages, losses, claims, demands, liabilities, medical treatment and expenses, attorney fees, costs of suit and/or expenses of any kind that is incurred in connection with attending or participating in any Facility and Field Use at a Borough of Watchung field, park or facility.

I/WE, on behalf of myself/ourselves, and the Facility and Field Use participant(s), HEREBY RELEASE, COVENANT NOT TO SUE, DISCHARGE, WAIVE AND HOLD HARMLESS THE BOROUGH OF WATCHUNG, THE BOROUGH OF WATCHUNG RECREATION COMMISSION, AND EACH OF THE BOROUGH OF WATCHUNG'S OFFICIALS, OFFICERS, EMPLOYEES AGENTS, VOLUNTEERS AND REPRESENTATIVES FOR AND FROM ANY AND ALL CLAIMS, DAMAGES, DEMANDS, LOSSES, LIABILITIES, ACTIONS, COSTS AND EXPENSES OF ANY KIND ARISING OUT OF OR IN ANY WAY RELATING TO THE ACCIDENTAL AND/OR NEGLIGENT EXPOSURE TO THESE PANDEMIC ILLNESSES FROM ATTENDING OR PARTICIPATING IN ANY FACILITY AND FIELD USE AT A BOROUGH OF WATCHUNG FIELD, PARK OR FACILITY.

By signing this agreement, I/WE further acknowledge that I/WE have read and discussed with the FACILITY AND FIELD USE PARTICIPANT(S) the provisions of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY and the dangers and risks associated with attending and/or participating in any Facility and Field Use at a Borough of Watchung field, park or facility; the PARTICIPANT(S) fully understand(s) and appreciate(s) these dangers and risks;



and the PARTICIPANT(S) voluntarily wishes to participate and otherwise attend the Facility and Field Use at a Borough of Watchung field, park or facility.

This ACKNOWLEDGMENT AND WAIVER OF LIABILITY does not supersede, circumvent, or cancel Borough of Watchung Recreation Department's Main Participation Agreement or Rules and Regulations.

If any part of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY is found by a court of competent jurisdiction to be invalid, the remainder of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY shall nevertheless remain in full force and effect and the offending provision or provisions severed here from.

I/WE, have read and accept the terms and conditions of this ACKNOWLEDGMENT AND WAIVER OF LIABILITY, and acknowledge and agree that it shall, to the fullest extent allowed by law, be effective upon me and the PARTICIPANT(S) of the Facility and Field Use at a Borough of Watchung field, park or facility.

---

Authorized Signature

Date

---

Watchung Hills Baseball and Softball Association

Name of Organization, Corporation or other Entity

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> K&K INSURANCE GROUP, INC. 1712 MAGNAVOX WAY PO BOX 2338 FORT WAYNE IN 46801		<b>CONTACT NAME:</b> Hollie Lamle <b>PHONE (A/C, No. Ext):</b> 800-736-7358 <b>FAX (A/C, No):</b> 847-953-2873 <b>E-MAIL ADDRESS:</b> hollie.lamle@kandkinsurance.com	
<b>INSURED</b> MEMBER NO: WBSI/WATCHUNG HILLS BABE RUTH LEAGUE DBA: Watchung Hills Baseball & Softball Association PO Box 4462 Warren, NJ, 07059		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> New Hampshire Insurance Company 23841 <b>INSURER B:</b> National Union Fire Ins Co of Pittsburgh 19445 <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	AIL0003450194702	02/01/2024 12:01 AM	02/01/2025 12:01 AM	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS-COMP/OP AGG \$2,000,000 PARTICIPANT LEGAL LIABILITY \$2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			AIL0003450194702	02/01/2024 12:01 AM	02/01/2025 12:01 AM	COMBINED SINGLE LIMIT (Ea Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<b>UMBRELLA LIAB</b> # OCCUR <b>EXCESS LIAB</b> # CLAIMS-MADE DED RETENTION						EACH OCCURRENCE AGGREGATE
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
B	<b>PARTICIPANT ACCIDENT</b>			AID0003450195202	02/01/2024 12:01 AM	02/01/2025 12:01 AM	Excess Medical \$250,000 AD&D \$ 15,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)


The Borough of Watchung is included as an Additional Insured on a Primary & Non-Contributory basis and that a Waiver of Subrogation applies on favor of the Borough.

Owner, manager or lessor of the premises where you conduct practices or games

SEXUAL ABUSE/MOLESTATION: \$1,000,000 PER OCCURRENCE/\$2,000,000 AGGREGATE

## CERTIFICATE HOLDER

## CANCELLATION

The Borough of Watchung 15 Mountain Blvd Watchung, NJ 07069	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**BOROUGH OF WATCHUNG  
RESOLUTION: R10**

***AUTHORIZING AGREEMENT WITH ROUND TOP SWIM AND TENNIS CLUB, INC.  
FOR BOROUGH'S 2024 SUMMER CAMP PROGRAM***

**WHEREAS**, the Borough of Watchung through its Recreation Department intends to operate a Summer Day Camp for its residents and children including those from surrounding communities from June 24, 2024 through August 2, 2024; and

**WHEREAS**, Round Top Swim and Tennis Club, Inc. (hereinafter referred to as "Round Top") is a private membership club which owns approximately 14 acres of property with various recreational facilities and features located in Warren and has offered Watchung the non-exclusive use of its property for the operation of the Watchung Summer Camp.

**NOW THEREFORE, BE IT HEREBY RESOLVED** by Council of the Borough of Watchung, County of Somerset, State of New Jersey that the Mayor and Borough Clerk are hereby authorized to execute the attached Agreement with Round Top Swim and Tennis Club, Inc. to allow the Borough to operate its 2024 Summer Day Camp from June 24, 2024 through August 2, 2024.

\_\_\_\_\_  
Sonia Abi-Habib, Council Member

\_\_\_\_\_  
Ronald Jubin, Ph. D., Mayor

ADOPTED: APRIL 4, 2024  
INDEX: RECREATION  
C: B. HANCE, D. GRAY

**ACCESS AND INDEMNIFICATION AGREEMENT  
BETWEEN  
ROUND TOP SWIM & TENNIS CLUB  
AND  
THE BOROUGH OF WATCHUNG**

**THIS AGREEMENT** entered into on this \_\_\_\_ day of April, 2024 by and between the Round Top Swim & Tennis Club, Inc. (hereinafter referred to as "Round Top"), located at 106 Mount Horeb Road, Warren, New Jersey, 07059 and the Borough of Watchung (hereinafter referred to as "Borough" or Watchung"), located at 15 Mountain Boulevard, Watchung, New Jersey, 07069 (also known collectively as the "Parties").

**WHEREAS**, the Borough of Watchung through its Recreation Department operates a summer day camp to its residents and children from surrounding communities **from June 24, 2024 to August 2, 2024**, (hereinafter referred to "Watchung Summer Camp"); and

**WHEREAS**, Round Top is a private membership club which owns approximately fourteen (14) acres of property with various different recreational facilities and features located on it in Warren Township (hereinafter referred to as "Property"); and

**WHEREAS**, Round Top has offered to the Borough of Watchung the non-exclusive use of its property and facilities for the operation of the Watchung Summer Camp at a cost of one hundred dollars (\$100.00) per week for each participant enrolled in the Watchung Summer Camp during that week (hereinafter referred to as "Round Top Fee"); and

**WHEREAS**, the Parties have determined that it is in their mutual best interest to enter this agreement setting forth the terms and condition of the Borough's use of the Property.

**NOW, THEREFORE**, for and in consideration of the mutual promises, covenants and agreements contained herein, the parties stipulate and agree as follows:

1. **Access to Property.** Round Top shall provide the Borough of Watchung Recreation Department non-exclusive access to its property and facilities on all weekdays, Monday through Friday, 9:00 a.m. through 4:00 p.m., from June 24, 2024 to August 2, 2024 in order for the Borough to organize and operate a summer day camp.
2. **Watchung Summer Camp.** The Borough will have complete and full responsibility to organize, promote, enroll participants and operate the Watchung Summer Camp, including, but not limited to the employment and management of all necessary camp personnel and issues, camp management, camp supplies and the overall supervision and safety of the camp participants, except for issues pertaining to the pool, swimming and lifeguard safety.
3. **Watchung Camp Counselors.** The Borough, through its Recreation Department, shall ensure all camp counselors are trained as necessary. The Recreation Department will ensure all camp leadership staff are fully trained in first aid, CPR and any other skills necessary to maintain a safe environment for all. The Recreation Department shall

arrange that at least one such trained camp leader will be on site at all times that the campers are present. Camp counselors will receive first aid training as well as policies and procedures training and a copy of the Round Top Rules and Regulations prior to the start of Watchung Summer Camp.

4. The Watchung Summer Camp counselors will be responsible for the supervision and safety of the Watchung Summer Campers during camp, except during swim time. During times when the Watchung Summer Camp have access to the swimming pool, the Round Top Lifeguards shall be primarily responsible for the Watchung Summer Campers in the swimming pool and the Watchung Summer Camp Counselors' responsibility shall be secondary. Notwithstanding, the Watchung Summer Camp Counselors shall assist the Round Top Lifeguard in the oversight of all Watchung Summer Campers.
5. The Recreation Department shall distribute to all Watchung Summer Campers, through their parents and/or guardians, the Round Top Rules and Regulations and advise all enrollees of the necessity of compliance.
6. **Round Top Lifeguards.** Round Top will employ and provide a sufficient number of lifeguards to be located at the pool through its management company during designated pool hours. Lifeguards shall monitor and take all necessary action to ensure pool safety. Round Top Lifeguards shall have the ability to take all action necessary to ensure that pool safety, including but not limited to coordinating disciplinary measure with Watchung Summer Camp Counselors.
7. **Pool Rules, Management and Lifeguards.** All Watchung Summer Campers shall comply with the Rules and Regulation of the Round Top Club and follow the direction of lifeguards and pool management. The lifeguards, in their discretion and in consultation with the Watchung Summer Camp Counselors, may restrict the pool to adult swim for a 30-minute session no more than once every 90 minutes. Watchung Summer Campers will not be provided access to the Pool prior to 11:00 a.m. daily, unless they are given permission by the lifeguard and/or they are part of the swim team. However, at no point in time shall Watchung Summer Campers be provided access to the Pool during times for which there are no, or not a sufficient enough, Round Top Lifeguard available and present.
8. **Designated Representatives.** The Borough of Watchung and Round Top shall designate a specific individual to be the representative of each party to oversee the terms and conditions of this Agreement. The Designated Representative shall meet weekly to evaluate and discuss all issues pertaining to the Watchung Summer Camp's use of the Property.
9. In the event of any disturbances either among Watchung Summer Campers or between Watchung Summer Campers and Round Top members, the issue must be evaluated and resolved in an expeditious fashion by the Designated Representatives. In the event that, a Watchung Summer Camper violates the rules and regulations of Round Top on more than one occasion and/or causes repeat disturbances, Round Top may revoke permission

for said camper to utilize the premises upon written notice to the Watchung Recreation Department.

10. It shall be a policy of the Watchung Summer Day Camp that campers that harass, bully or intimidate other campers or Round Top members will be dismissed from the Watchung Summer Camp Program with only one warning allowed, unless the offense is egregious or physical, then no warning shall be afforded and the Watchung Summer Camper may be removed with no monetary refund of the weekly compensation from Round Top to the Borough upon notice to the Designated Representative for the Borough of Watchung.
11. **Identification of Watchung Summer Campers.** Watchung Recreation Department shall, at its own cost and expense, provide Watchung Summer Campers with wristbands, t-shirts or other identification of the Watchung Summer Campers are recognizable to Round Top Staff.
12. **Round Top Compensation.** Round Top will be compensated one hundred dollars (\$100.00) per week or twenty dollars (\$20.00) per day for the three (3) day week of July 4<sup>th</sup> for each Watchung Camper enrolled in that week based upon the records of the Watchung Summer Camp, regardless of weather or attendance of the camper. Upon request, enrollment records relating to the number of enrollees may be shared and discussed by the Designated Representatives during their weekly meeting. A security deposit of one thousand five hundred dollars (\$1,500.00) shall be made prior to the start of the camp. The Borough shall make a final payment to Round Top within thirty (30) days of the conclusion the Watchung Summer Camp.
13. The Parties shall ensure, at their own cost and expense, that all of its respective employees have completed a criminal history background check, and neither party shall employ any individuals who have been convicted of a crime of the first or second degree or any crime identified in *N.J.S.A. 18A:6-7.1*. Round Top agrees to perform only such background checks contemplated by this paragraph that are consistent with applicable federal, state and local law and to obtain all individual authorizations required for such checks and provide all required notices.
14. Round Top acknowledges and agrees to full compliance with all current and newly imposed safety and precautionary measures, guidelines and regulations established by the State of New Jersey and the local boards of health relating to COVID-19, including but not limited to the State of NJ, COVID-19 Outdoor Pool Standards.
15. **Return of Property.** At the conclusion of the Watchung Summer Camp, all property and grounds shall be returned to its original state prior to the commencement of camp activities excluding ordinary wear and tear upon which security deposit shall be discounted from final payment.

16. **Indemnification.** The Borough of Watchung will defend, hold harmless and indemnify Round Top from and for any and all payments, expenses, costs, reasonable attorney's fees, (including fees incurred in enforcing Watchung's obligations under this paragraph) and from and for any and all claims and liability for losses or damage to property or injuries to persons occasioned wholly or in part by or resulting from any acts or omissions by Watchung, or Watchung 's agents, employees, guests, licensees, invitees, camp participants, or for any cause or reason whatsoever arising out of or by reason of the use of the Round Top premises by Watchung. Round Top will defend, hold harmless and indemnify the Borough of Watchung, its Departments, employees, officials and agents from and for any and all payments, expenses, costs, reasonable attorney's fees, and from and for any and all claims and liability for losses or damage to property or injuries to persons occasioned wholly or in part by or resulting from any acts or omissions by Round Top, or Round Top's agents, employees, guests, licensees, invitees, contractors or for any cause or reason whatsoever arising out of or by reason of the use of the Round Top premises by Borough of Watchung.

17. **Insurance.** The Borough of Watchung shall procure liability insurance covering all camp activities, including but not limited to personnel and participants, with at least \$3,000,000 of coverage per incident / \$5,000,000 aggregate and provide a certificate showing Round Top as a named insured. Round Top shall procure liability insurance covering all camp activities, including but not limited to personnel and participants, with at least \$3,000,000 of coverage per incident / \$5,000,000 aggregate and provide a certificate showing the Borough of Watchung as a named insured.

18. **Miscellaneous.**

- a. This Agreement shall be governed by and construed according to the laws of the State of New Jersey.
- b. This is the entire contract between the parties. All previous communications between the parties, either oral or written, not contained herein are hereby withdrawn and annulled.
- c. This Agreement may be modified only by a writing executed by the parties hereto.
- d. This Agreement shall be binding upon and inure to the benefit of the parties hereto, and their respective heirs, personal representatives, successors and assigns in interest hereunder.
- e. This Agreement may be signed in one or more counterparts (or with counterpart signature pages) which, taken together, shall constitute a fully executed Agreement and shall be considered a single document.
- f. The captions in this Agreement are inserted for convenience of reference only and in no way define, describe or limit the scope or intent hereof of any of the provisions hereof.
- g. The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the parties. Should any provision of this Agreement be declared or be determined by any court to be

illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby and said illegal or invalid part, term, or provision shall be deemed not to be a part of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement the day and year first above written.

**ATTEST:**

**ROUND TOP SWIM & TENNIS CLUB, INC.**

\_\_\_\_\_

\_\_\_\_\_

**ATTEST:**

**BOROUGH OF WATCHUNG**

\_\_\_\_\_

Edith G. Gil, Borough Clerk

By: \_\_\_\_\_

Ronald Jubin, Ph.D., Mayor

**BOROUGH OF WATCHUNG  
RESOLUTION: R11**

**WHEREAS**, it is necessary to retain the services of the Professional listed below for the year 2024; and

**WHEREAS**, N.J.S.A. 19:44A-20.4 et seq. provides for the Borough of Watchung to solicit proposals through the fair and open process; and

**WHEREAS**, the Borough received solicited proposal on January 8, 2024 and said proposal was reviewed by the Mayor and Administrator, and Council wishes to award a contract to Potter Architects for the remainder of the Proposed Design Development services (Phase 2), Construction Documents (Phase 3), Bidding and Award (Phase 4), Construction Administration and Project Close Out (Phase 5) and Reproductions (Phase 6) in connection with the rehabilitation of the Watchung Library; and

**WHEREAS**, the Chief Finance Officer has determined that the value of the contracts will exceed \$17,500.00; and

**WHEREAS**, the Chief Financial Officer of the Borough of Watchung has certified that funds are available in the following accounts: Capital Ordinance 2024/03

\_\_\_\_\_  
William J. Hance, CFO

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Watchung, County of Somerset, State of New Jersey that Borough Officials are hereby authorized and directed to execute a contract for the services of the following Professional in their area(s) of expertise, in accordance with the proposal submitted:

Award to: Potter Architects, LLC, 410 Colonial Avenue, Union, NJ 07083  
Amount: Not to exceed \$435,000

**BE IT FURTHER RESOLVED** that these contracts have been awarded after review and based on the merits and abilities of these professionals to provide the goods or services as described herein. These contracts are being awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 *et seq.*

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized to advertise the award of these contracts within ten days from the date hereof in accordance with the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.).

\_\_\_\_\_  
Paul Fischer, Council Member

\_\_\_\_\_  
Ronald Jubin, Mayor

ADOPTED: APRIL 4, 2024  
INDEX: AWARDS - PROFESSIONAL CONTRACTS  
C: W. HANCE,

**WATCHUNG PUBLIC LIBRARY**  
**12 Stirling Road, Watchung, NJ**  
**PUBLIC BID PROJECT (Phases 2 thru 5)**

1/8/2024

**Potter Architects, LLC**

Phase	Task	Staff Type	Hourly Rate	Hours/Qty.	Extension	Subtotals
Phase 1 Schematic Design / Predesign						
<b>PHASE COMPLETED</b>						
	Confirmation of Project Program	Architect, Principal	250	0	0	
	Conceptual Designs	Architect, Principal	250	0	0	
		Architect, Project	185	0	0	
	Conceptual Design CAD drafting	Architect, Project	185	0	0	
		Draftsman II	150	0	0	
	Building Model Initial	Architect, Project	185	0	0	
		Draftsman II	150	0	0	
	Civil Engineer/Landscape Design ( <b>OWNER</b> )	Prof. Engineer/Drafting	N/A	0	0	
	Theatrical/Sound/Lighting/Acoustics	Prof. Engineer/Drafting	L/S	0	0	
	Interior Designer	Designer/Drafting	L/S	0	0	
	Conceptual Design Meetings	Architect, Principal	250	0	0	
	Renderings and Videos (optional)	Unit Cost	N/A	0	0	
	Office Support	Office Manager/Sec'y	90	0	0	
						0
Phase 2 Design Development (40% Complete CD)						
	Prelim Design Work	Architect, Principal	250	40	10000	
		Architect, Project	185	120	22200	
	Prelim Design Drafting	Draftsman II	150	80	12000	
	Building Model Update	Architect, Project	185	8	1480	
		Draftsman II	150	24	3600	
	BIM Computer Model Levels 100, 200	Prof. Engineer/Drafting	L/S	18000	18000	
	Prelim Design Meetings (4)	Architect, Principal	250	8	2000	
	Prelim Specifications	Architect, Project	185	24	4440	
		Architect, Principal	250	8	2000	
	Structural CD's	Prof. Engineer/Drafting	L/S	15000	15000	
	Mech./Elec./Plumb./Fire Protection CD's	Prof. Engineer/Drafting	L/S	20000	20000	
	LEED Consultant/MEPFP Modelling <b>N/A</b>	Prof. Engineer/Drafting	L/S	0	0	
	Civil Engineer/Landscape Design ( <b>OWNER</b> )	Prof. Engineer/Drafting	N/A	0	0	
	Theatrical/Sound/Acoustics Consultant <b>N/A</b>	Prof. Engineer/Drafting	L/S	0	0	
	Interior Designer	Designer/Drafting	185	40	7400	
	Office Support	Office Manager/Sec'y	90	40	3600	
	Planning Board Meetings (Attendance and Preparation - Lump Sum of 1050 per meeting)	Architect, Principal	1050	2	2100	
						123820
Phase 3 Construction Documents (100% Complete CD)						
	Construction Plans Drafting	Draftsman II	150	120	18000	
		Architect, Project	185	80	14800	
	Building Model Update	Architect, Project	185	8	1480	
		Draftsman II	150	24	3600	
	BIM Computer Model Level 300	Prof. Engineer/Drafting	L/S	10000	10000	
	Specifications (Book)	Architect, Project	185	40	7400	

	Architect, Principal	250	40	10000	
Structural Engineer CD's	Prof. Engineer/Drafting	L/S	27000	27000	
Mech./Elec./Plumb./Fire Prot. Engineer CD's	Prof. Engineer/Drafting	L/S	32000	32000	
LEED Consultant/MEPFP Modelling <b>N/A</b>	Prof. Engineer/Drafting	L/S	0	0	
Civil Engineer/Landscape Design ( <b>OWNER</b> )	Prof. Engineer/Drafting	L/S	0	0	
Theatrical/Sound/Acoustics Consultant <b>N/A</b>	Prof. Engineer/Drafting	L/S	0	0	
Interior Designer	Designer/Drafting	185	24	4440	
Final CD Coordination Meetings - All Discpl.	Architect, Principal	250	32	8000	
Final Checking and Coordination - All Discpl.	Architect, Principal	250	32	8000	
Local submissions/approvals	Architect, Project	185	16	2960	
	Architect, Principal	250	16	4000	
Office Support	Office Manager/Sec'y	90	60	5400	
					157080
Phase 4 Bidding and Award					
Prebid Meeting	Architect, Principal	250	4	1000	
Addendum	Architect, Project	185	16	2960	
	Architect, Principal	250	4	1000	
Structural Engineer	Prof. Engineer/Drafting	L/S	2800	2800	
Mech./Elec./Plumb./Fire Protection Engr.	Prof. Engineer/Drafting	L/S	2800	2800	
LEED Consultant <b>N/A</b>	Prof. Engineer/Drafting	L/S	0	0	
Civil Engineer/Landscape Design ( <b>OWNER</b> )	Prof. Engineer/Drafting	L/S	0	0	
Theatrical/Sound/Acoustics Consultant <b>N/A</b>	Prof. Engineer/Drafting	L/S	0	0	
Bid Opening	Architect, Principal	250	4	1000	
Bid Award	Architect, Principal	250	4	1000	
Contract Preparation	Architect, Principal	250	4	1000	
Office Support	Office Manager/Sec'y	90	40	3600	
					17160
Phase 5 Construction Administration and Project Close Out					
Submittals	Architect, Project	190	160	30400	
	Architect, Principal	250	80	20000	
RFI's (Requests for Information) (100 RFI's)	Architect, Project	185	160	29600	
	Architect, Principal	250	80	20000	
Payment Applications Review Appl (18 pay apps)	Architect, Project	185	24	4440	
	Architect, Principal	250	24	6000	
Site Visits/Site Meetings (36 visits)	Architect, Project	185	72	13320	
	Architect, Principal	250	72	18000	
Structural Engineer (Submittals, RFI's, Site Visits, PL)	Prof. Engineer/Drafting	L/S	21000	21000	
Mech./Elec./Plumb./Fire Protection Engineer (Submittals, RFI's, Site Visits, PL)	Prof. Engineer/Drafting	L/S	33000	33000	
LEED Consultant/MEPFP Commissioning and other LEED services to approval <b>N/A</b>	Prof. Engineer/Drafting	L/S	0	0	
Civil Engineer/Landscape Design ( <b>OWNER</b> )	Prof. Engineer/Drafting	L/S	0	0	
Theatrical/Sound/Acoustics Consultant <b>N/A</b> (Submittals, RFI's, Site Visits)	Prof. Engineer/Drafting	L/S	0	0	
Interior Designer (Submittals, RFI's,	Designer/Drafting	185	24	4440	

Site Visits)

Punch List	Architect, Project	185	16	2960
	Architect, Principal	250	16	4000
Project Close Out	Architect, Principal	250	40	10000
Office Support	Office Manager/Sec'y	90	160	14400

231560

Phase 6 Reproductions	Type	Unit Cost	Qty	Extension
	Prints		6	500 3000
	Book Specs		105	8 840

3840

**GRAND TOTAL**

**533460**

Project Summaries

PRINCIPAL ARCH TOTAL HRS

550

PROJECT ARCH TOTAL HRS

744

Structural Engineer JTD

ph2

15000

ph 3

27000

ph 4

2800

ph 5

21000

total

65800

MEPFP Engineer PEG

20000

32000

2800

33000

87800

**BOROUGH OF WATCHUNG  
RESOLUTION: R12**

**WHEREAS**, in accordance with the “New Jersey Local Unit Pay to Play” law, Public Law 2004, Chapter 19 (N.J.S.A. 19:44A-20.4 et seq), the Borough of Watchung solicited proposals for the professional services of an Engineer for the year 2024 and were opened on December 5, 2023; and

**WHEREAS**, the Borough Council previously awarded a contract on January 4, 2024 to Remington & Vernick Engineers, 429 Route 79, Suite 21, Morganville, NJ 07751 to perform the duties of Professional Engineer for the Borough including special assignments that may arise during the course of performing these duties; and

**WHEREAS**, Remington & Vernick Engineers as part of its services to the Borough during 2024 can provide additional environmental services for the property at 666 Mountain Boulevard (former Ness Farm site); and

**WHEREAS**, the need exists for Remington & Vernick Engineers to provide said services; and

**WHEREAS**, the Chief Financial Officer of the Borough of Watchung has certified that funds are available from the following Account: 4-01-610-201

\_\_\_\_\_  
William J. Hance, CFO

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Watchung that Remington & Vernick Engineers is hereby authorized to provide additional environmental services as listed on the attached proposal, dated December 5, 2023, in an amount not to exceed \$30,900.00 for the property at 666 Mountain Boulevard (former Ness Farm site).

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized to advertise the contract amendment within ten days from the date hereof in accordance with the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) concerning the award of contracts for professional services.

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Christine B. Ead, Council President

\_\_\_\_\_  
Ronald Jubin, Ph.D. Mayor

ADOPTED: APRIL 4, 2024  
INDEX: AWARDS, ROADS,  
C: W. HANCE, ENG.,

December 5, 2023

**Borough of Watchung**

*Mr. James J. Damato, Business Administrator  
Municipal Building  
15 Mountain Boulevard  
Watchung, New Jersey, 07069*

**RE: Proposal for Services – Additional Environmental Services  
666 Mountain Boulevard (Former Ness Farm Site)  
286 Third Avenue  
Watchung, NJ, 07069  
Block 107, Lot 4  
SRP PI# 494612**

Mr. Damato,

**REMINGTON & VERNICK ENGINEERS (RVE)** is pleased to submit this proposal to provide additional environmental services based on our initial meeting on January 24, 2022 and subsequent conversations through 2023. As you aware, RVE is currently working with the Borough to bring the former Ness Farm site (Site) into compliance with current New Jersey Department of Environmental Protection (NJDEP) regulations. Previous reports (Preliminary Assessment Report, Site Investigation Report and Remedial Investigation Report) have identified five Areas of Concern (AOCs) on the Site:

- AOC-1 Historically Applied Pesticides
- AOC-2 Solid waste debris
- AOC-3 Former gasoline underground storage tank
- AOC-4 Asbestos contaminated material
- AOC-5 Historic fill

RVE previously submitted a draft Remedial Action Work Plan Addendum/Remedial Investigation Report (RAPA/RIR) recommending the removal of approximately 1,500 tons of contaminated soil and restoration associated with AOC-2. A plan titled *Remedial Action Workplan* prepared by Consulting & Municipal Engineers dated October 2021 identified the area of historic fill to be approximately 3 to 4 acres. The historic fill area is currently forested with mature trees making the removal of the historic fill impractical. The Borough has previously considered installing a 2 foot cap as a presumptive remedy. This remedy would require a significant amount of earthwork and likely require several environmental permits to complete.

On behalf of Watchung Borough, RVE submitted an Exemption from Spill Act Liability Certification Form on July 24, 2023. This is the first step in ultimately pursuing Hazardous Discharge Site Remediation Fund (HDSRF) grants and/or loans that may be available. The HDSRF was established to provide funding to public and qualifying private entities for the remediation of a suspected or known discharge of a hazardous substance or hazardous waste. The HDSRF is administered through a partnership between the NJDEP and the New Jersey Economic Development Authority (EDA). If the NJDEP recommends funding, the NJEDA evaluates an applicant's financial status, determines grant and/or loan eligibility and awards funding.

**SCOPE OF WORK**

RVE will complete the following tasks as part of this proposal's scope:

### **Task 1 – Additional AOC-5 Sampling**

Prior historic fill sampling results indicated that some soils achieve current NJDEP Residential Soil Remediation Standards. The NJDEP has recently issued guidance that potentially enables less extensive remedial activity if justified by sampling results. However, the prior historic fill sampling did not obtain enough samples to justify a less extensive remedial activity at this time. RVE is proposing to complete 15 boreholes with continuous sampling to a depth of eight feet below ground surface. As part of this scope of work RVE is proposing to complete the following:

#### **Project Management and Coordination**

RVE will develop a Sampling Plan to set up the framework for an alternative remedy for the AOC-5 (Historic Fill) area using the most recent NJDEP Site Remediation Program Guidance for Historic Fill Sites. RVE will revise the Remedial Action Work Plan/Remedial Investigation Report documents including Case Inventory Document, Figures, Tables, Appendices, etc.

#### **Soil Sampling**

RVE is anticipating a one or two day sampling event consisting of continuous sampling at 15 locations from 0 to 8 feet bgs.

### **Task 2 – HDSRF Application**

RVE will prepare the HDSRF grant application for eligible work already completed, by RVE and by others, at the site including Preliminary Assessment(s), Site Investigation(s), and Remedial Investigation(s). RVE will also coordinate with the NJDEP regarding additional investigations which may be required to advance the Site towards closure of the existing NJDEP case.

HDSRF grants can often be applied to investigation costs previously incurred and investigation costs to be incurred.

### **COST OF SERVICES**

The costs to complete the work described in this proposal, which shall be a not to exceed without authorization fee and be billed on a time & materials basis, are as follows:

#### **Professional Services & Oversight of the Project:**

- |                                      |                    |
|--------------------------------------|--------------------|
| • Task 1 (Additional AOC-5 Sampling) | \$21,100.00        |
| • Task 2 (HDSRF Application)         | <u>\$ 9,800.00</u> |

<b>Professional Services (RVE) Costs:</b>	<b>\$30,900.00</b>
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### **SPECIFIC EXCLUSIONS:**

The following work items are specifically excluded:

- The scope of work excludes NJDEP fees.
- The scope of work assumes that the remedial investigation activities (soil boring investigation and soil sampling) can be completed in one (1) day, weather and site access permitting.
- If unforeseen and/or unanticipated work items arise, our office can provide a separate scope of services and cost proposal for consideration and approval.

RVE will proceed with the work described above upon receipt of your written authorization to proceed. We reserve the right to re-allocate budget between in-scope project tasks, as necessary, to provide the required deliverables.

We trust the information provided meets your requirements for this project. Should you have any questions or require additional information, please do not hesitate to contact Mr. Damon Kline, RVE's Environmental Services Department Manager, at 856-795-9595, Extension 1102. We look forward to the opportunity of working with you on this project.

Sincerely,  
**REMINGTON & VERNICK ENGINEERS, INC.**



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

cc: Jason Cline, RVE  
Damon Kline, RVE  
Brian Gillen, RVE  
David Daniels, RVE