



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 23-088

EXTENDING SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF MIDDLETOWN FOR BUILDING DEPARTMENT SERVICES

WHEREAS, the Borough of Highlands entered into a Shared Services Agreement with the Township of Middletown for Building Department Services for a period of four (4) years beginning January 1, 2019 and ending December 31, 2022, with a one (1) year renewal option; and

WHEREAS, in accordance with the terms of the said Shared Services Agreement, the Township of Middletown would provide the following building department services to the Borough of Highlands; (a) Construction Official, (b) Building Subcode Official, (c) Fire Subcode Official, (d) Electrical Subcode Official, (e) Plumbing Subcode Official; (f) Zoning Officer; (g) Floodplain Manager, (h) Inspectors for each Subcode and Certificate of Occupancy and (i) related clerical and technical support staff; and

WHEREAS, the Borough of Highlands would provide part-time Code Enforcement services for the Leonardo and Monmouth Hills sections of Middletown; and

WHEREAS, as set forth in the Shared Services Agreement, the fee for the above services provided by Middletown Township would be \$192,500.00 per year paid on a quarterly basis by the Borough of Highlands in increments of \$48,125.00 per quarter and should the one (1) year renewal option be exercised, the rate would increase three percent (3%) for the renewal year; and


WHEREAS, the Borough of Highlands desires to extend the terms of the Shared Services Agreement for a period of one (1) year ending on December 31, 2023; and

WHEREAS, in accordance with the terms of the extension of the aforesaid Shared Services Agreement, the Borough of Highlands shall pay the Township of Middletown \$198,275.00 in quarterly payments of \$49,568.75; and

WHEREAS, the Borough of Highlands notified the Township of Middletown of its desire to extend the terms of the Shared Services Agreement for a period of one (1) year ending on December 31, 2023; and

WHEREAS, a certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands.

I hereby certify funds are available as follows: Acct# 3-01-42-735-000-299



Patrick DeBlasio, Chief Financial Officer

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Borough of Highlands hereby approves an extension of the Shared Services Agreement with the Township of Middletown for Building Department Services as set forth above, for a period of one (1) year ending December 31, 2023, in an amount not to exceed \$198,275.00 payable in quarterly payments of \$49,568.75.

BE IT FURTHER RESOLVED, that the Borough of Highlands will provide part-time Code Enforcement Services for the Leonardo and Monmouth Hills sections of Middletown Township until December 31, 2023.

BE IT FURTHER RESOLVED that the Mayor and Borough Administrator are hereby authorized to execute any and all documents necessary to effectuate the purpose of this Resolution.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the Borough of Highlands Chief Financial Officer, Administrator and Municipal Attorney, the Middletown Township Administrator and the Municipal Clerk of Middletown Township.

Motion to Approve R 23-088:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: March 15, 2023

 Nancy Tran, Municipal Clerk
 Borough of Highlands