

MINUTES
MEETING OF MAYOR AND COUNCIL
AUGUST 17, 2016 - 7:00 PM

* MEETING CALLED TO ORDER - SALUTE TO THE FLAG - MOMENT OF SILENCE

The meeting was called to order at 7:02 p.m. by Mayor Chris Slavicek. He asked everyone to please stand for the Pledge of Allegiance and remain standing for a moment of silence for our men and women in the military who are serving or who have served protecting our freedom.

* CALLING OF THE ROLL

Mayor Slavicek
Councilman Karczewski
Councilman Dzingleski
Councilwoman Carolan-Genthe
Councilman Peckham
Councilman Perez - absent
Councilman Reid

Also in attendance:

Borough Administrator Matthew Crane
Borough Attorney Joseph Youssouf
Chief of Police Chad Lockman
Chief Financial Officer -- Denise Marabello

* OPEN PUBLIC MEETINGS ACT STATEMENT

Adequate notice of this meeting has been provided as is required under Chapter 231 Public Law 1975 specifying the time, date, location and to the extent known the agenda by posting a copy on the bulletin board in the Municipal Building outside of the meeting room and providing a copy to the Home News Tribune and Sentinel newspapers and by filing a copy in the office of the Municipal Clerk in accordance with the certification which will be entered in the minutes of this meeting.

*PUBLIC PORTION

Before he entered into the Public Portion, the Mayo introduced Denise Marabello our new Chief Financial Officer. She is the Business Administrator and Chief Financial Officer of Cranbury Township. She is joining us part time with a plethora of knowledge regarding Municipal finance. We welcome her to our Borough,

He welcomed Brownie Troop 83845 from Monroe Township. They paid a surprise visit to our Police Department and delivered care packages to them. Our Police Department wanted to acknowledge them with little survival kits and our Police Officers had a little gift for them. In unison, they all said "thank you: to our Police Officers. The Mayor thanked the leaders for teaching them about public safety and the Police Department.

The meeting was opened to the Public. There being no one who wished to speak the meeting was closed to the Public.

* CONSENT AGENDA - RESOLUTON #2016 -153

Report of Municipal Clerk, Tax Collector

Resolutions:

#2016 -150 -Amendment to Resolution #2016 -141

151 - Payment of bills as listed on bill list
152 - Increase in salary of Municipal Clerk
156 - Grace period of tax bills

MOTION - Councilman Karczewski SECOND - Councilman Dzingleski
ROLL CALL: 5 - 0

*APPROVAL OF MINUTES - July 21, 2016

MOTION - Councilman Karczewski SECOND - Councilman Dzingleski
ROLL CALL: 5 - 0

* REPORT OF MAYOR, COMMITTEES, BOROUGH ATTORNEY,
BOROUGH ENGINEER, PUBLIC WORKS, PUBLIC SAFETY

Councilman Karczewski spoke about the crack sealing on our Borough roads. They used 4400 pounds of material. They are going to do North 13th Street next year. Councilman Reid reported that our first joint National Night Out with Spotswood was a success. Our next concert will be on Friday, August 26th. He hopes the attendance will be as good as the other concerts.

Donations are being sought for the garden. He spoke with Diane Skelton and they would like to form a committee; she has some people that are interested. Darren and he have been talking about lighting and putting water in. The Mayor said it is good talking about in now as it will have to be put in the 2017 budget.

Councilwoman Carolan-Genthe said she attended the Board of Education meeting and they went over the Professional Development Plan and mentoring program for new teachers. Vito Marino and she showed them all the updates on the tract. It looks beautiful it just has to be lined. Fencing is put up. There is a delay with the locker rooms. It is starting to get together and looking like a locker room. The new roofing is coming along. The HVAC in Memorial and Appleby is coming along. When you call the school now it is going to go through one main line and it will prompt you to other lines. The Mayor said he received an e-mail from Melissa howerman, the new PTA President and she would like Helmetta to be more involved. He also had correspondence from the Advisor of the Community Service Club. He has something in his back pocket for a while It is a Little Library. It is a free standing library box where you give a book, take a book. Megan, who is in charge, that said Jeff Michaels, the Shop teacher, may be able to assist in building them. He thinks it would be and awesome thing.

The Community Center contract has not been received by the attorney yet and he will follow up with the Clerk as there is some different pricing.

At Helmetta Day we will have fireworks. We sent letters seeking donations and have received a few.

Councilman Peckham asked if anyone knows what happened to the tennis net. The Mayor said it was temporarily taken down because they redid the whole court as there was a dip in it and they didn't want anyone on it.

Borough Administrator Matthew Crane spoke about JIF. The Mayor asked him to ask if our past litigations will affect our premiums. The Mayor asked about our on-line payments as Matthew is working with Denise Mirabello on it.

* CLOSED SESSION - RESOLUTION 154 – Negotiations, Litigations
MOTION – Councilman Karczewski SECOND – Councilman Peckham
ROLL CALL: 5 – 0

A MOTION was made by Councilman. Karczewski and SECONDED by Councilman Reid to come out of Closed Session.

ROLL CALL: 5 - 0

* RESOLUTION #2016 - 155 AUTHORIZATION TO SIGN EMS AGREEMENT WITH SPOTSWOOD

MOTION – Councilman Dzingleski SECOND – Councilman Reid
ROLL CALL: 5 – 0

* ADJOURNMENT There being no further business a MOTION was made by Councilman Reid and SECONDED by Councilman Dzingleski
All in favor.

REPORT OF MUNICIPAL CLERK AUGUST, 2016 SANDRA BOHINSKI

		Copies	Mar Lic	Plng Bd	Towing	Licenses	Indlrd RegRecycling	Recycling	Vacant
Reid	\$28.00		\$28.00						
Kleinman	\$28.00		<u>\$28.00</u>						
Martin	\$1.45	<u>\$1.45</u>							
Wlls Frgo	<u>\$4,666.64</u>								<u>\$4,666.64</u>
Total	\$4,724.09	\$1.45	\$56.00						<u>\$4,666.64</u>

Cat and Dog
License \$19.00

Water/Sewer Receipts Report

July 2016

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2015 Principal	\$ 687.82	\$ 134.99	\$ 822.81
2016 Principal	35,481.66	29,567.45	65,049.11
2017 Principal			
Subtotal	<u>36,169.48</u>	<u>29,702.44</u>	<u>65,871.92</u>
Interest	174.29	83.22	229.04
Subtotal	<u>36,343.77</u>	<u>29,785.66</u>	<u>66,129.43</u>
Final Water Reads	40.00		40.00
NSF Returned Check			
Refund Overpayment			
NSF Bank Fees			
New Water Meter			
Connection Fee			
Water Meter Testing			
Transfer in from Tax			
Transfer out to Tax			
	<u>\$ 36,383.77</u>	<u>\$ 29,785.66</u>	<u>\$ 66,169.43</u>

Water/Sewer Receipts Report

August 2016

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2015 Principal	\$ 1,398.65	\$ 1,444.32	\$ 2,842.97
2016 Principal	62,512.06	57,574.53	120,086.59
2017 Principal			
Subtotal	<u>63,910.71</u>	<u>59,018.85</u>	<u>122,929.56</u>
Interest	<u>193.66</u>	<u>179.14</u>	<u>229.04</u>
Subtotal	64,104.37	59,197.99	123,302.36
Final Water Reads	60.00		60.00
NSF Returned Check			
Refund Overpayment			
NSF Bank Fees			
New Water Meter			
Connection Fee			
Water Meter Testing			
Transfer In from Tax			
Transfer out to Tax			
	<u>\$ 64,164.37</u>	<u>\$ 59,197.99</u>	<u>\$ 123,362.36</u>

Carol Feig

Utility Revenue Collector

BOROUGH OF HELMIETTA

REPORT OF THE TAX COLLECTOR

MONTH OF: August 2016

DATED: 9/15/2016

Tina Mc Dermott
TINA MCDERMOTT
TAX COLLECTOR

TAXES 2015 11,273.85
 TAXES 2016 1,304,810.84
 TAXES 2017 16,525.07

INTEREST COSTS 2,529.87

PROPERTY MAINTENANCE
 RETURN CHECK FEE
 SEARCH PRINTOUTS
 DUPLICATE BILL FEE
 SUBTOTAL W/O PREMS 26.00

MISC. 30.00
 TOTAL 1,332,194.63

ADJUSTMENTS
 cancelled resolution -0.03
 transfer overpayments 15,339.57
 Special Charge-Grass cutting 600.00

 15,939.54

CLOSING BALANCES		DEBIT	CREDIT	NET
2016	1,489,381.04		(702.48)	1,489,178.56
2015	66,077.71	66,077.71	0.00	66,077.71

TAX COLLECTORS TRUST

PRIOR BALANCE
 BANK REC ADJUSTMENT

DISBURSEMENTS

PREM
 TTL

BALANCE
 PREMIUM BALANCE

12,259.80
 8,712.95
20,972.75

 0.00
 0.00
 0.00

20,972.75
 20,972.75