

**MEETING OF MAYOR AND COUNCIL
WEDNESDAY – APRIL 24, 2013
7:00 P.M.**

MEETING CALLED TO ORDER * STATEMENT REGARDING OPEN PUBLIC MEETING LAW * SALUTE TO THE FLAG

The meeting was called to order at 7:04 p.m. by Mayor Nancy Martin. This meeting is called to order in accordance with the Open Public Meetings Law. Notice of this meeting stating the starting time, date and location was advertised in the Home News Tribune and posted in the lobby of the Municipal Building and will be recorded in the minutes of this meeting. All in attendance Pledged Allegiance to the Flag.

CALLING OF THE ROLL:

ASCIOLLA
JANECZEK
KARCZEWSKI - ABSENT
PEREZ
SLAVICEK
VIDAL

PUBLIC PORTION

There was no one from the Public who wished to speak.

RESOLUTION 2013 -92 ADOPTION OF BUDGET

The budget was opened for questions or comments. There was no one who wished to speak on the budget.

MOTION TO ADOPT – Clmn. Ascioffa SECOND – Clmn. Janeczek
ROLL CALL: 5 - 0

RESOLUTION # 2013 - 93 SELF EXAMINATION OF BUDGET

MOTION – Clmn. Ascioffa SECOND – Clmn. Perez
ROLL CALL: 5 - 0

CONSENT AGENDA – RESOLUTION # 94

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector

RESOLUTIONS:

95 – Resolution supporting S-1896/A-1503 sharing the burden of property assessment appeal refunds

96 – Resolution authorizing reimbursement to Regency Walk Homeowners Association pursuant to N.J.S.A. 40:67-23.2 et seq., as amended for the year 2012

97 – A resolution consenting to the Proposed Water Quality Management (WQM) Plan amendment entitled: Middlesex County Future Wastewater Service Area map

98- Hiring of Business Administrator – Herbert C. Massa
99 – Appointment of Special Class II Police Officer – Todd Mc Quade
100 – Payment of Bills
101 – A resolution of the Borough of Helmetta authorizing the purchase of playground equipment for Residence Park from Liberty Parks & Playgrounds, Inc. under State Contract #A81432 in the amount of \$7,480.00
MOTION – Clmn. Asciolla SECOND – Clmn. Janeczek
ROLL CALL: 5 - 0

RESOLUTIONS:

Approval of minutes

A MOTION was made by Clmn. Asciolla and SECONDED by Clmn. Janeczek to approve the minutes of

January 14 ROLL CALL: 4 – 0 - 1

January 23 ROLL CALL: 3 – 0 – 2

February 13 ROLL CALL: 4 – 0 – 1

February 27 ROLL CALL: 3 – 0 - 2

Public Works Director Darren Doran reported that once the work is completed on the parks we will be in compliance with the Safety/ADA laws. Milltown cleaned our catch basins.

A discussion was held on the trees on Old Forge Road. Clmn. Karczewski questioned if the design of Old Forge Road as to where the sidewalk would be placed was changed. Public Works Director Darren did research and he stated that once the design for Old Forge Road was approved there were no changes made to the specs as issued. Discussion was held as what to plant as all the trees seem to die. It was the consensus that the best thing to do is to take the trees out and plant grass to see how it will work out. The money for the trees can be saved in reserve.

In May with Clean Communities Grant Money we will have our streets swept. He is in the process of obtaining quotes.

Borough Attorney David Clark will send a letter to Dell Tech's bond company regarding several maintenance items at the Animal Shelter. Darren Doran stated that Z Brothers have to come back to place the storm water medallions on the catch basins

RESOLUTION # 2013 – 102 COMMERCIAL BOX TRUCKS

MOTION – Clmn. Asciolla SECOND – Clmn. Slavicek

ROLL CALL: 5 – 0

READING OF ORDINANCES

Second Reading

2 – AN ORDINANCE PROVIDING FOR IMPROVEMENTS TO RESIDENCE PARK AND APPROPRIATING THE SUM OF \$21,360 THEREFORE,

AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

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

MOTION – Clmn. Ascioffa SECOND – Clwmn. Vidal

ROLL CALL: 5 – 0

3 – ORDINANCE AMENDING CHAPTER 12 OF THE CODE OF THE BOROUGH OF HELMETTA TO PROHIBIT SMOKING ON ALL PUBLIC LAND WITHIN THE BOROUGH

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

MOTION – Clwmn. Vidal SECOND – Clmn. Janeczek

ROLL CALL: 4 – 1

NEW BUSINESS

A Special Meeting will have to be held prior to May 10 to bring on a full time Police Officer.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:46 p.m.

Sandra Bohinski
Municipal Clerk

RESOLUTION

#2013 – 92

ADOPTION OF BUDGET

MOTION TO ADOPT – Clmn. Ascioffa SECOND – Clmn. Janeczek

ROLL CALL: Ayes: Ascioffa, Janeczek, Perez, Slavicek, Vidal Nays: -0-

RESOLUTION

#2013 – 93

SELF-EXAMINATION OF BUDGET RESOLUTION

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the

Borough of Helmetta has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2013 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Borough of Helmetta that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

- a. That with reference to the following amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a.Payment of interest and debt redemption charges
 - b.Deferred charges and statutory expenditures
 - c.Cash deficit of preceding year
 - d.Reserve for uncollected taxes
 - e.Other reserves and non-disbursement items
 - f.Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b.Items of appropriation are properly set forth
 - c.In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

MOTION – Clmn. Ascioffa SECOND – Clmn. Perez

ROLL CALL: Ayes: Ascioffa, Janeczek, Perez, Slavicek, Vidal Nays: -0-

REPORT OF MUNICIPAL
CLERK –

MARCH, 2013

		Copies	Sandra Bohinski Marr Lic	Plng bd	Towing	Licenses	Lndlr Reg	Recycling
Toth	\$28.00		<u>\$28.00</u>					
Hill	\$20.50							<u>\$20.50</u>
Joyce	<u>\$100.00</u>						<u>\$100.00</u>	
TOTAL	\$148.50		\$28.00				\$100.00	\$20.50
Dog and Cat License	\$214.00							

Water/Sewer Receipts Report

March 2013

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2011 Principal	\$ -	\$ -	\$ -
2012 Principal	2,586.66	3,332.99	5,919.65
2013 Principal	<u>9,840.50</u>	<u>9,208.52</u>	<u>19,049.02</u>
Subtotal	12,427.16	12,541.51	24,968.67
Interest	<u>154.95</u>	<u>195.86</u>	<u>350.81</u>
Subtotal	12,582.11	12,737.37	25,319.48
Final Water Reads	20.00		20.00
NSF Returned Checks	-	-	-
Payment Reversal	-	-	-
NSF Bank Fees	25.00	-	25.00
Misc.	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Deposits	<u>\$12,627.11</u>	<u>\$ 12,737.37</u>	<u>\$ 25,364.48</u>

Carol Feig
Utility Revenue Collector

Denise Jawidzik

Denise Jawidzik

Tax Collector

REPORT OF THE TAX COLLECTOR

Month of: March, 2013

Dated: April 1, 2013

Taxes – 2013 \$ 55,528.43

Taxes – 2012 \$ 331.57

Taxes – 2011

Interest \$ 615.83

Costs

Tax search

Return Check fee

Search Printouts

Duplicate Bill Fee \$ 20.00

Misc.

ADJUSTMENTS

2013 Disallowance \$ 250.00

Closing Balances

Debit

Credit

Net

TOTAL \$ 56,495.83

2013 \$ 1,285,320.64 \$ (1,368.72) \$1,283,951.92

2012 \$ 62,090.95 \$ (1,053.36) \$ 61,037.59

Tax Collectors Trust

Prior Balance \$ 17,300.00

Receipts \$ 3,195.66

Disbursements \$ 4,395.66

Balance \$ 16,100.00

Premium Balance \$ 16,100.00

Disbursements

Check #146 \$ 1,117.41

Check #147 \$ 400.00

Check #148 \$ 2,078.25

Check #149 \$ 800.00

\$ 4,395.66

**RESOLUTION
2013 – 95**

**RESOLUTION SUPPORTING S-1896/A-1503 SHARING THE BURDEN OF
PROPERTY ASSESSMENT APPEAL REFUNDS**

WHEREAS, when County Tax Board appeals are successful, the municipality must reimburse the property taxpayer 100% of the appealed tax levy, which includes the municipal, school, county and any special districts tax; and

WHEREAS, the municipal tax collector must then adjust the taxpayer's fourth quarter tax bill, resulting in the municipality's fund balance for the preceding year being diminished, if not completely depleted; and

WHEREAS, in recent years, municipalities have experienced a large spike in tax appeals caused by the economic down-turn, which lowered property values and placed increased stress on the income of homeowners all around our Garden State; and

WHEREAS, successful tax appeals have a four-fold negative impact on municipal budgets; first by requiring the municipality, as the collector of taxes for the School district, county and special districts, to fund the full cost of the legal defense of the assessment; and

WHEREAS, the second negative impact on municipal budgets results from State law, which guarantees to the county and the school district 100% of their levies, hence forcing the municipality to bear the full cost of any reimbursements resulting from the appeal, as well as the full burden for any uncollected taxes; and

WHEREAS, the third negative impact on municipal budgets ensues because the refunds and credits negatively impact the municipality's tax collection rate, resulting in a State required increase in the appropriation for the Reserve for Uncollected Taxes (a non-exempt from cap budget expenditure); and

WHEREAS, fourth, the end result is a further decline in the property tax base used to support municipalities, county governments, school systems and any fire or other special purpose districts, which will necessitate tax rate increases to raise the same amount of revenue; and

WHEREAS, in light of the revenue limitations that have been placed on all levels of local government by the Legislature (2% cap), such declining values will compound and add additional stress to local public officials, as they grapple with the issues confronting the tax paying public.

WHEREAS, Senator Anthony R. Bucco, Assemblyman Michael Patrick Carroll and Assemblyman Anthony M. Bucco have recently introduced Senate Bill S-1896/Assembly Bill A-1503, which requires fire districts, school districts, and county governments to share in burden of property assessment appeal refunds;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta do hereby urge the swift passage and signing of S-1896/A-1503; and

BE IT FURTHER RESOLVED, that copies of this Resolution be forwarded to New Jersey Governor Christopher Christie, to Senate President Stephen Sweeney, to Assembly Speaker Sheila Oliver, to our State Senator, to our two

Representatives in the General Assembly, and to the New Jersey League of Municipalities.

MOTION – Clmn. Asciolla SECOND – Clmn. Janeczek

ROLL CALL: Ayes: Asciolla, Janeczek, Perez, Slavicek, Vidal Nays -0-

RESOLUTON

2013 – 96

RESOLUTION AUTHORIZING REIMBURSEMENT TO REGENCY WALK HOMEOWNERS ASSOCIATION PURSUANT TO N.J.S.A. 40:67-23.2 et seq., AS AMENDED, FOR THE YEAR 2012

WHEREAS, Regency Walk Homeowners Association (the “Association”) is a qualified private community pursuant to Chapter 299, Public Law 1989, as amended (the “Law”); and

WHEREAS, the Borough of Helmetta is required to reimburse the Association for certain municipal services pursuant to the Law; and

WHEREAS, if the Borough provides reimbursement to the Association for certain municipal services, the reimbursement shall not exceed the amount that the Borough would have expended to provide the equivalent services; and

WHEREAS, the Borough and the Association entered into an Agreement around March 17, 2004 establishing the reimbursement procedure for covered municipal services; and

WHEREAS, the Association submitted bills for snow/leaf removal costs in 2012 in the amount of \$673.00; and

WHEREAS, the Director of Public Works has determined that, under the Borough’s agreements in place for 2012, it would have cost the Borough \$673.00 to provide equivalent snow removal services to Regency Walk; and

WHEREAS, the Association submitted bills from Jersey Central Power & Light for street lighting for the year 2012 in the amount of \$3,159.41; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the Chief Financial Officer be and is hereby authorized to issue a check in the amount of three thousand eight hundred thirty two dollars and forty one cents (\$3,832.41) to Regency Walk Homeowners Association representing 2012 snow/leaf removal reimbursement of \$673.00 and 012 street light reimbursement of \$3,159.41.

MOTION – Clmn. Asciolla SECOND – Clmn. Janeczek

ROLL CALL: Ayes: Asciolla, Janeczek, Perez, Slavicek, Vidal Nays: -0-

RESOLUTION

2013 – 97

A RESOLUTION CONSENTING TO THE PROPOSED WATER QUALITY MANGEMENT (WQM) PLAN AMENDMENT ENTITLED:

MIDDLESEX COUNTY FUTURE WASTEWATER SERVICE AREA MAP

WHEREAS, the Borough of Helmetta desires for the orderly development of wastewater facilities within the Lower Raritan-Middlesex County WQM area; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, be in conformance with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment noticed in the New Jersey Register on May 6, 2013 for a Proposed Amendment to the Lower Raritan-Middlesex County Water Quality Management Plan entitled: Middlesex County Future Wastewater Service Area Map has been prepared by the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment;

NOW, THEREFORE, BE IT RESOLVED on this 24th day of April, 2013, by the governing body of the Borough of Helmetta that:

1. Helmetta hereby consents to the amendment entitled Middlesex County Future Wastewater Service Area Map and publicly noticed on May 6, 2013, prepared by the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment, for the purpose of its incorporation into the applicable WQM plan(s);
2. This consent shall be submitted to the NJDEP in accordance with N.J.A.C. 7:15-3.4 and the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment.
3. I do hereby certify that the foregoing is a true copy of a Resolution passed by the Governing Body of the Borough of Helmetta at a meeting duly held on April 24, 2013.

MOTION – Cmn. Asciolla SECOND – Cmn. Janeczek

ROLL CALL: Ayes: Asciolla, Janeczek, Perez, Slavicek, Vidal Nays: -0-

RESOLUTION #2013 – 98

HIRING OF BUSINESS ADMINISTRATOR – HERBERT C. MASSA

WHEREAS, the Borough of Helmetta is in need of a Business Administrator on a part-time basis; and

WHEREAS, Mr. Herbert C. Massa has applied and has accepted this position;

NOW THEREFORE BE IT RESOLVED, that Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council does hereby appoint for employment Herbert C. Massa to serve as Borough Business

Administrator and is hereby authorized to sign the contract. Mr. Massa shall work ten (10) hours a week at the rate of thirty dollars (\$30.00) per hour as per the attached contract.

MOTION – Cln. Ascioia SECOND – Cln. Janeczek

ROLL CALL: Ayes: Ascioia, Janeczek, Perez, Slavicek, Vidal Nays: -0-

**AGREEMENT BETWEEN HERBERT C. MASSA
AND
THE BOROUGH OF HELMETTA**

THIS AGREEMENT is made and entered into this 24TH day of April, 2013, by and between the Borough of Helmetta (hereinafter referred to as "Borough"), with offices located at 60 Main Street, Helmetta New Jersey, and Herbert C. Massa (hereinafter referred to as "Massa"), whose address is 40 Lions Court, Freehold, New Jersey, 07728.

WHEREAS, the Borough desires to hire Massa as a part-time Business Administrator; and

WHEREAS, the terms and conditions of his employment shall be as follows:

1. **TERM.** Massa shall commence employment on May 1, 2013, and, pursuant to the provisions of N.J.S.A. 40A:9-138, shall serve at the pleasure of the Mayor, with the consent of Council. The Borough may terminate this Agreement upon ninety (90) days notice to Massa.

Massa agrees that he shall provide the Borough with thirty (30) days notice in the event he wishes to terminate this Agreement and also agrees to assist the Borough in any transition work required.

2. **COMPENSATION.** Massa shall be paid an hourly rate of \$30.00 per hour and shall work ten (10) hours per week, except as set forth in sub-sections 5 and 6 below.
3. **BENEFITS.** The Parties recognize and acknowledge that Massa shall not be entitled to medical and/or other health benefits, pension contributions, paid sick, vacation, personal or other leave time, nor any other fringe benefits except those explicitly set forth herein.
4. **JOB RELATED EXPENSES.**
 - a. Automobile entitlement. Massa will be afforded the use of a Borough vehicle for official Borough business outside of the Borough of Helmetta. Moreover, should it be more suitable that Massa use his own vehicle for official Borough business outside of

the Borough of Helmetta, Massa will be reimbursed for mileage at the IRS rate. Official Borough business outside of the Borough of Helmetta does not include commuting to and from the Borough for work, intra-Borough travel or traveling to any conferences or training seminars.

- b. Subject to prior Borough approval, Massa shall be reimbursed for all reasonable expenses incurred on behalf of the Borough.

5. PROFESSIONAL GROWTH. The Borough encourages the continuing professional growth of the Borough Administrator through his participation in professional development seminars and/or attendance at other conferences and trainings. Because Massa's employment is part-time, Massa will be granted up to twenty-five (25) hours per year of paid leave to attend seminars, conferences and training in addition to the New Jersey League of Municipalities ("NJLOM") yearly conference. The twenty-five (25) hours will be prorated during the first year of employment. The Borough, in its discretion, may grant Massa additional paid leave for attendance at seminars and conferences if Massa exhausts all twenty-five (25) hours in a given year. Additionally:

- a. The Borough will pay Massa's membership dues to the NJMMA.
- b. Massa must request prior approval from the Borough for any and all expenses incurred and/or other reimbursements sought through attendance at professional development seminars and/or other conferences and trainings conducted by NJMMA and NJLOM.

6. WORK SCHEDULE. Massa shall work ten (10) hours each week for the Borough of Helmetta. Massa shall establish his work schedule each week and provide the Mayor and Borough Council notice via email of his weekly scheduled hours the Sunday prior to the given work week. Should Massa be required to work in excess of his maximum ten (10) hours in any given work week due to unforeseen or emergent circumstances, Massa shall adjust and reduce his schedule the following week by the additional hours worked the prior week.

- b. The Borough shall notify Massa if his attendance is required at Borough Council meetings or sub-committee meetings. Attendance at such meetings shall be counted toward the maximum ten (10) hour work week requirement.

c. Massa shall provide the Borough CFO his hours worked, hour-for-hour adjustments (if any), on a weekly basis.

7. INDEMNITY. The Borough shall indemnify Massa against any tort, professional liability, claim or demand, or other legal action, whether groundless or not, arising out of an alleged act or omission, occurring in his role as the Borough Administrator.

8. SEPARABILITY AND SAVINGS. If any provision of this Agreement, or any application of this Agreement, is held to be invalid by operation of law or by a court or other tribunal of competent jurisdiction, such provision shall be inoperative, but all other provisions shall not be affected thereby and shall continue in full force and effect.

9. COMPLETE AGREEMENT. This Agreement embodies the entire agreement between the parties hereto and cannot be varied except by written agreement by both parties.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the date specified below:

**RESOLUTION
#2013 - 99**

**APPOINTMENT OF SPECIAL CLASS II POLICE OFFICER
TODD MC QUADE**

BE IT RESOLVED, that Todd Mc Quade be and is hereby appointed as a Special Class II Police Officer in the Borough of Helmetta. He must successfully complete his waivers and schooling designated by the Police Training Academy and any other requirements by law. As per the Borough Ordinance he shall serve a probationary period of one year after his completion of the Academy.

BE IT FURTHER RESOLVED upon recommendation of the Police Director and the Public Safety Committee that he is hereby appointed as Special Class II Police Officers subject to the completion of the Police Academy and probationary period.

MOTION – Clmn. Asciolla SECOND – Clmn. Janeczek

ROLL CALL: Ayes: Asciolla, Janeczek, Perez, Slavicek, Vidal Nays: -0-

April 18, 2013
02:12 PM

BOROUGH OF HELMETTA
Bill List By Vendor Name

Page No: 2

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
EVE01 ALLEGIANC HELMETTA LAWN/GARDEN	13-00332 03/27/13 NATURAL MULCH 4 YARDS	Continued								
		2 NATURAL MULCH 4 YARDS	80.00	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/27/13 04/18/13	0540		N
			160.00							
		Vendor Total:	187.50							
HEL08 ALLEGIANC LAWN & GARDEN	13-00333 03/27/13 MULCH									
		1 MULCH 3 YARDS	60.00	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/27/13 04/18/13	1243		N
		2 MULCH 4 YARDS	80.00	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/27/13 04/18/13	1245		N
		3 MULCH 4 YARDS	80.00	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/27/13 04/18/13	0533		N
		Vendor Total:	220.00							
13-00370 04/11/13 1 1/2 YD BLACK MULCH	13-00370 04/11/13 1 1/2 YD BLACK MULCH									
		1 1 1/2 YD BLACK MULCH	41.25	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/11/13 04/18/13	2798 2808		N
		2 DEL NORTH BRUNSWICK DIRT/MULCH	240.00	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/11/13 04/18/13	2798		N
		3 4 YDS NATURAL MULCH	80.00	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/11/13 04/18/13	2808		N
		Vendor Total:	361.25							
ANT01 ANIMAL CARE EQUIPMENT & SVCS	13-00376 04/11/13 HANGING BOWL & HOLDERS									
		1 HANGING BOWL & HOLDERS	41.10	3-01-43-800-515	B SUPPLIES	R	04/11/13 04/18/13	2493		N
		Vendor Total:	41.10							
ATL03 ATLANTIC TOMORROWS OFFICE	13-00412 04/17/13 MAINTENANCE CONTRACT 53176									
		1 MAINTENANCE CONTRACT 53176	132.94	3-01-31-832-020	B COPYING	R	04/17/13 04/18/13	3314850		N
		2 MAINTENANCE CONTRACT 53176	44.31	3-01-31-832-020	B COPYING	R	04/17/13 04/18/13	3314850		N
		3 MAINTENANCE CONTRACT 53176	44.31	3-01-31-832-020	B COPYING	R	04/17/13 04/18/13	3314850		N
		Vendor Total:	221.56							

April 18, 2013
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BOROUGH OF HELMETTA
Bill List By Vendor Name

Page No: 3

Vendor # Name	PO # PO Date Description Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
BOR03 BARCO PRODUCTS COMPANY	13-00294 03/18/13 DOG WASTE BAGS								
	1 DOG WASTE BAGS	56.05	3-01-28-796-020	B PARKS OE	R	03/18/13 04/18/13		88-256703	N
	2 DOG WASTE BAGS	56.05	3-01-28-796-020	B PARKS OE	R	03/18/13 04/18/13		88-256703	N
		112.10							
	Vendor Total:	112.10							
BOR02 BOROUGH OF HELMETTA - PAYROLL	11-01230 12/31/11 PBA CONTRACT SETTLEMENT - 2011								
	1 PBA CONTRACT SETTLEMENT - 2011	8,000.00	3-01-55-001-304	B ACCOUNTS PAYABLE	R	12/31/11 04/18/13			N
13-00026 01/08/13 PBA CONTRACT SETTLEMENT-2012									
	1 PBA CONTRACT SETTLEMENT-2012	10,000.00	2-01-25-745-010	B POLICE REGULAR SALARY	R	01/08/13 04/18/13			N
	Vendor Total:	18,000.00							
BRI01 BRIAN'S LAWN MOWER	13-00331 03/27/13 #7459 & #7460								
	1 SERVICE MOWER	194.72	3-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	03/27/13 04/18/13		7459	N
	2 SERVICE MOWER	236.59	3-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	03/27/13 04/18/13		7460	N
		431.31							
	Vendor Total:	431.31							
CIE02 CIELESZ, MICHAEL	13-00418 04/18/13 TRANSPORT FEE								
	1 TRANSPORT FEE	400.00	3-01-43-800-541	B ANIMAL CONTROL - Misc	R	04/18/13 04/18/13			N
	Vendor Total:	400.00							
CIR01 CIRCLE JANITORIAL SUPPLIES	13-00375 04/11/13 JANITORIAL SUPPLIES								
	1 JANITORIAL SUPPLIES	413.30	3-01-43-800-515	B SUPPLIES	R	04/11/13 04/18/13		11975-13	N
	Vendor Total:	413.30							

April 18, 2013
02:12 PM

BOROUGH OF HELMETTA
Bill List by Vendor Name

Page No: 4

Vendor # Name	PO # PO Date Description Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Date Date	Chk/Void Date	Invoice	1099 Excl
COM02 COMCAST	13-00369 04/11/13 HIGH SPEED INTERNET	66.95	3-01-31-827-020	B TELEPHONE COSTS	R	04/11/13 04/18/13		09568580958017	N
	1 HIGH SPEED INTERNET								
13-00407 04/17/13 HIGH SPEED INTERNET	1 HIGH SPEED INTERNET	3.99	3-01-31-827-020	B TELEPHONE COSTS	R	04/17/13 04/18/13		09568358810019	N
	Vendor Total:	70.94							
DIY03 DIV OF YOUTH & FAMILY SERVICES	13-00406 04/17/13 MARRIAGE/CIVIL UNION LICENSE	50.00	3-01-55-001-286	B STATE OF NJ MARRIAGE LIC	R	04/17/13 04/18/13		TAXPAYER 1206	N
	1 MARRIAGE/CIVIL UNION LICENSE								
	Vendor Total:	50.00							
DOT01 DOT DESIGNING LLC	13-00337 04/04/13 REMOVE LETTERING & INSTALL NEW	400.00	3-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	04/04/13 04/18/13		3771	N
	1 REMOVE LETTERING & INSTALL NEW								
	Vendor Total:	400.00							
IBR01 DR. IBRAHIM	13-00320 03/25/13 RABIES CLINIC/SYRINGS	195.00	3-01-43-800-520	B VETERINARY EXPENSES	R	03/25/13 04/18/13			N
	1 RABIES CLINIC/SYRINGS								
13-00360 04/08/13 MONTHLY INSPECTION	1 MONTHLY INSPECTION	500.00	3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13 04/18/13			N
	Vendor Total:	695.00							
FRA02 FRANKLIN STAMP AND SIGN	13-00364 04/11/13 PLAQUE IN MEMORY OF:	94.55	3-01-43-800-515	B SUPPLIES	R	04/11/13 04/18/13		15456	N
	1 PLAQUE IN MEMORY OF:								
	Vendor Total:	94.55							

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Item Description							Enc Date	Date		Excl
Continued										
HOM03 HOME NEWS & TRIBUNE										
13-00383 04/11/13 PLANNING BOARD 3//13		7.28		3-01-20-120-020	B MUNICIPAL CLERK OE	R	04/11/13	04/18/13		N
1 PLANNING BOARD 3//13										
13-00384 04/11/13 SPECIAL MEETING 3/20/13		10.92		3-01-20-120-020	B MUNICIPAL CLERK OE	R	04/11/13	04/18/13		N
1 SPECIAL MEETING 3/20/13										
13-00400 04/15/13 2013 MUN BUDGET		228.80		3-01-20-120-020	B MUNICIPAL CLERK OE	R	04/15/13	04/18/13	0101726020	N
1 2013 MUN BUDGET										
Vendor Total:		387.56								
JAM04 JAMESBURG PRESS										
13-00386 04/11/13 WINDOW ENV./ANIMAL CONTROL FOR		23.00		3-01-20-710-020	B TAX ASSESSOR OE	R	04/11/13	04/18/13		N
1 WINDOW ENV./ANIMAL CONTROL FOR										
2 WINDOW ENV./ANIMAL CONTROL FOR		23.00		3-05-55-500-020	B WATER OPERATING OE	R	04/11/13	04/18/13		N
3 WINDOW ENV./ANIMAL CONTROL FOR		23.00		3-07-55-500-020	B SEWER OPERATING OE	R	04/11/13	04/18/13		N
4 WINDOW ENV./ANIMAL CONTROL FOR		165.00		3-01-27-788-020	B ANIMAL CONTROL OE	R	04/11/13	04/18/13		N
Vendor Total:		234.00								
JAM05 JAMESBURG VETERINARY HOSPITAL										
13-00359 04/08/13 VETERINARY SVCS		234.00								
1 VETERINARY SVCS		20.00		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196994	N
2 VETERINARY SVCS		60.75		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196575	N
3 VETERINARY SVCS		171.75		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196640	N
4 VETERINARY SVCS		132.00		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196759	N
5 VETERINARY SVCS		110.25		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196767	N
6 VETERINARY SVCS		142.13		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	176774	N
7 VETERINARY SVCS		110.25		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196901	N
8 VETERINARY SVCS		119.25		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196986	N
9 VETERINARY SVCS		102.75		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	196986	N
10 VETERINARY SVCS		68.25		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	197069	N
12 VETERINARY SVCS		36.00		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	197064	N
13 VETERINARY SVCS		187.00		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	197066	N
14 VETERINARY SVCS		68.25		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	197071	N
15 VETERINARY SVCS		68.25		3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13	197113	N

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JAM05 JAMESBURG VETERINARY HOSPITAL										
	13-00359 04/08/13 VETERINARY SVCS	Continued								
	16 VETERINARY SVCS	68.25	3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13		197114	N
	17 VETERINARY SVCS	66.00	3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13		197116	N
	18 VETERINARY SVCS	68.25	3-01-43-800-520	B VETERINARY EXPENSES	R	04/08/13	04/18/13		197118	N
		1,599.38								
	Vendor Total:	1,599.38								
JCP01 JCP&L										
	13-00365 04/11/13 ELECTRIC									
	1 ELECTRIC	676.30	3-01-31-826-020	B STREET LIGHTING	R	04/11/13	04/18/13		95004335688	N
	2 ELECTRIC	415.40	3-01-31-825-021	B ELECTRICITY-FIRE DEPT.	R	04/11/13	04/18/13		95004335688	N
	3 ELECTRIC	1,507.88	3-01-31-825-020	B ELECTRICITY	R	04/11/13	04/18/13		95004335688	N
		2,599.58								
	13-00398 04/15/13 ELECTRIC									
	1 ELECTRIC 100-054-008-006	110.32	3-05-55-500-020	B WATER OPERATING OE	R	04/15/13	04/18/13			N
	13-00421 04/18/13 ELECTRIC									
	1 ELECTRIC	885.48	3-01-43-800-510	B UTILITIES	R	04/18/13	04/18/13		100087095251	N
	Vendor Total:	3,595.38								
KIN02 KINEMATIC CONSULTANTS										
	13-00290 03/18/13 FUNCTIONAL CAPACITY EVALUATION									
	1 FCE CHAD LOCKMANN	900.00	3-01-25-745-020	B POLICE DEPARTMENT OE	R	03/18/13	04/18/13		CLAIN #FFD	N
	Vendor Total:	900.00								
KS801 KS8 TELESOUND										
	13-00303 03/20/13 TELEPHONE EQUIPMENT MAINT.									
	1 TELEPHONE EQUIPMENT MAINT.	276.90	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/20/13	04/18/13		400771	N
	Vendor Total:	276.90								

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/chk	Enc Date	First Rcvd	Chk/Void	Invoice	1099
	Item Description								Date		EXCL
MID08 MIDDLESEX COUNTY FIRE ACADEMY											
	13-00350 04/08/13 DRILL GROUND INSTRUCTOR (DUNAY		52.00	3-01-25-749-020	B FIRE DEPARTMENT OE	R	04/08/13	04/18/13		01-1901-102	N
	Vendor Total:		52.00								
MID02 MIDDLESEX COUNTY TREASURER											
	13-00391 04/11/13 2ND QUARTER COUNTY TAXES		173,783.69	3-01-55-001-289	B COUNTY TAXES PAYABLE	R	04/11/13	04/18/13		5517	N
	Vendor Total:		173,783.69								
MIL02 MILLTOWN BOROUGH											
	13-00410 04/17/13 catch basin cleaning 4/11/13		1,200.00	G-02-10-712-002	B RESERVE-St of NJ Stormwater 2008	R	04/17/13	04/18/13			N
	Vendor Total:		1,200.00								
MON06 MONROE TOWNSHIP UTILITY DEPT.											
	13-00367 04/11/13 M. U. A		71,794.00	3-07-55-510-020	B MONROE M.U. A. CHARGES	R	04/11/13	04/18/13			N
	Vendor Total:		71,794.00								
MUN07 MUNICIPAL GRAPHICS, INC.											
	13-00409 04/17/13 5/1/13 CHARGES		48,292.00	3-07-55-510-020	B MONROE M.U. A. CHARGES	R	04/17/13	04/18/13		ACCT #13080-0	N
	Vendor Total:		120,086.00								
MUN07 MUNICIPAL GRAPHICS, INC.											
	13-00325 03/25/13 GRAPHICS FOR NEW CAR 66		492.94	3-01-25-745-020	B POLICE DEPARTMENT OE	R	03/25/13	04/18/13		6181	N
	Vendor Total:		492.94								
NEW23 NJ LEAGUE OF MUNICIPALITIES											
	13-00285 03/15/13 POLICE OFFICER AD		110.00	3-01-25-745-020	B POLICE DEPARTMENT OE	R	03/20/13	04/18/13			N
	Vendor Total:		110.00								

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/chk	Enc Date	First Rcvd	Chk/Void Date	Invoice	1099 Excl
NOR07 NORTH BRUNSWICK TOWNSHIP											
	13-00322 03/25/13 PM ON CAR 64		62.88	3-01-25-745-020	B POLICE DEPARTMENT OE	R	03/25/13	04/18/13		5834	N
	1 PM ON CAR 64										
	13-00334 03/27/13 #5825 SERVICE		62.88	3-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	03/27/13	04/18/13		5835	N
	1 #5825 SERVICE										
Vendor Total:			125.76								
NOR02 NORTHEASTERN LUMBER											
	13-00306 03/21/13 LUMBER		140.29	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/21/13	04/18/13		ACCT 5211263	N
	1 LUMBER		45.72	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/21/13	04/18/13		ACCT 5211263	N
	2 LUMBER		186.01								
Vendor Total:			186.01								
PRI03 PRECISION ANALYTICAL SVCS, INC											
	13-00309 03/21/13 ASBESTOS ANALYSIS BY TEM		300.00	3-05-55-500-020	B WATER OPERATING OE	R	03/21/13	04/18/13		30734	N
	1 ASBESTOS ANALYSIS BY TEM										
	13-00374 04/11/13 APRIL SAMPLE ANALYSIS		35.00	3-05-55-500-020	B WATER OPERATING OE	R	04/11/13	04/18/13		30850	N
	1 APRIL SAMPLE ANALYSIS										
	13-00381 04/11/13 MARCH COLIFORM ANALYSIS		35.00	3-05-55-500-020	B WATER OPERATING OE	R	04/11/13	04/18/13		30787	N
	1 MARCH COLIFORM ANALYSIS										
	13-00411 04/17/13 FEBRUARY SAMPLE ANALYSIS		785.00	3-05-55-500-020	B WATER OPERATING OE	R	04/17/13	04/18/13		30768	N
	1 FEBRUARY SAMPLE ANALYSIS										
Vendor Total:			1,155.00								
PRI02 PRINCETON FUEL OIL											
	13-00366 04/11/13 196.8 GAL @3.3100		651.61	3-01-31-830-020	B FUEL OIL PURCHASE	R	04/11/13	04/18/13		ACCT 37038	N
	1 196.8 GAL @3.3100										
Vendor Total:			651.61								

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Vendor # Name	PO # PO Date Description Item Description	Contract PO Type Amount Charge Account	Acct Type Description	Stat/chk	First Rcvd Date Date	Chk/Void Date	Invoice	1099 Excl
QUI01 QUILL CORPORATION	13-00271 03/15/13 OFFICE SUPPLIES	5.60 3-01-20-120-020	B MUNICIPAL CLERK OE	R	03/15/13 04/18/13		C956508	N
	1 OFFICE SUPPLIES							
	Vendor Total:	5.60						
RRE01 R & R RADAR, INC.	13-00326 03/25/13 REMOVE MVR FROM OLD 66 INSTALL	480.00 3-01-25-745-020	B POLICE DEPARTMENT OE	R	03/25/13 04/18/13		30067	N
	1 REMOVE MVR FROM OLD 66 INSTALL							
	Vendor Total:	480.00						
RED03 RED THE UNIFORM TAILOR	13-00172 02/21/13 UNIFORMS	911.70 3-01-25-745-020	B POLICE DEPARTMENT OE	R	02/21/13 04/18/13			N
	1 UNIFORMS							
13-00295 03/18/13 BASEBALL HATS WITH HPD PATCHES								
	1 BASEBALL HATS WITH HPD PATCHES	115.00 3-01-25-745-020	B POLICE DEPARTMENT OE	R	03/18/13 04/18/13		0A233962	N
	2 SHIPPING	10.12 3-01-25-745-020	B POLICE DEPARTMENT OE	R	04/01/13 04/18/13		0A233962	N
		125.12						
	Vendor Total:	1,036.82						
REM01 REMINGTON, VERNICK & VENA	13-00403 04/17/13 2012 NJDOT MUNICIPAL AID GRANT	810.61 C-04-55-300-400	B 2012-3 DOT Park, N. 14th	R	04/17/13 04/18/13		1206T064-12	N
	1 2012 NJDOT MUNICIPAL AID GRANT							
13-00404 04/17/13 2011 NJ MUNICIPAL AID PROJECT								
	1 2011 NJ MUNICIPAL AID PROJECT	440.00 C-04-55-300-150	B 2011-5 MAPLE, JOHN & WASHINGTON	R	04/17/13 04/18/13		1206T059	N
	Vendor Total:	1,250.61						
SP006 SPOTSWOOD BOARD OF EDUCATION	13-00371 04/11/13 MAY 2013 SCHOOL TAX	262,291.00 3-01-55-001-288	B SCHOOL TAXES PAYABLE	R	04/11/13 04/18/13			N
	1 MAY 2013 SCHOOL TAX							
	Vendor Total:	262,291.00						

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
UNIT03 UNITED PARCEL SERVICE	13-00263 03/14/13 SAME DAY REQUEST 2/4/13								
	1 SAME DAY REQUEST 2/4/13		6.99	3-01-20-120-020	B	03/14/13	04/18/13	000009858103	N
	Vendor Total:		6.99						
Total Purchase Orders: 68 Total P.O. Line Items: 106 Total List Amount: 629,222.42 Total Void Amount: 0.00									

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total
CURRENT FUND	2-01	11,299.98	0.00	11,299.98	0.00
CURRENT FUND	3-01	477,196.43	0.00	477,196.43	0.00
WATER OPERATING FUND	3-05	1,302.36	0.00	1,302.36	0.00
SEWER OPERATING FUND	3-07	120,123.04	0.00	120,123.04	0.00
Year Total:		598,621.83	0.00	598,621.83	0.00
GENERAL CAPITAL FUND	C-04	18,100.61	0.00	18,100.61	0.00
GRANT FUND	G-02	1,200.00	0.00	1,200.00	0.00
Total of All Funds:		629,222.42	0.00	629,222.42	0.00

MOTION – Clmn. Asciolla SECOND – Clmn. Janeczek
ROLL CALL: Ayes: Asciolla, Janeczek, Perez, Slavicek, Vidal Nays: -0-

**RESOLUTION
2013 – 101**

**A RESOLUTION OF THE BOROUGH OF HELMETTA
AUTHORIZING THE PURCHASE OF PLAYGROUND
EQUIPMENT FOR RESIDENCE PARK FROM LIBERTY PARKS
& PLAYGROUNDS, INC.
UNDER STATE CONTRACT #A81432 IN THE AMOUNT OF
\$7,480.00**

WHEREAS, the Community Development Block Grant (“CDBG”) provides cities, counties and states with flexibility to address neighborhood revitalization needs; and

WHEREAS, in 2009 the Borough of Helmetta (the “Borough”) received a grant from the CDBG program in the amount of \$8,239.00, which was never used and which was recently re-appropriated for use as part of the Borough’s project to revitalize Residence Park; and

WHEREAS, in 2012 the Borough also received a grant from the CDBG program in the amount of \$21,000.00 which was to be used to make Residence Park more handicap accessible and to resolve some safety issues at the park, and to date there remains \$4,150.00 of such grant funds; and

WHEREAS, the Borough has determined that the best use for the remaining funds from the 2009 and 2012 CDBG grants totaling \$12,389.00 would be for the purchase and installation of playground equipment at Residence Park for the benefit of area children; and

WHEREAS, the Director of Public Works has recommend that the Borough purchase playground equipment from Liberty Parks & Playgrounds, Inc. (Liberty) pursuant to State contract number A81432 in the amount of \$7,480.00; and

WHEREAS, pursuant to N.J.S.A. 40A:11-12, a municipality may, without advertising for bids, purchase goods under any contract for such goods entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

WHEREAS, the Borough Council desires to purchase playground equipment for Residence Park from Liberty in the amount of \$7,480.00.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Helmetta that authorization is hereby granted to purchase playground equipment for Residence Park from Liberty Parks & Playgrounds, Inc. pursuant to State contract number A81432 in the amount of \$7,480.00; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to sign any and all documents necessary to effectuate the purchase of playground equipment as described herein; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are available for said contract from Account Number _____; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

- a. Liberty Parks & Playgrounds, Inc.
- b. Darren Doran, Director of Public Works
- c. Denise Jawidzik, CFO
- d. David A. Clark, Borough Attorney

MOTION – Clmn. Asciolla SECOND – Clmn. Janeczek

ROLL CALL: Ayes: Asciolla, Janeczek, Perez, Slavicek, Vidal Nays: -0-

RESOLUTION
#2013 – 102
COMMERCIAL BOX TRUCKS

BE IT RESOLVED, that the Planning Board is hereby requested to amend the Master Plan pertaining to the weight and limit of commercial box trucks allowed to be parked in the Borough of Helmetta.

MOTION – Clmn. Asciolla SECOND – Clmn. Slavicek

ROLL CALL: Ayes: Asciolla, Janeczek, Perez, Slavicek, Vidal Nays: -0-