

**MEETING OF MAYOR AND COUNCIL
OCTOBER 24, 2012 - 7:00 PM**

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

The meeting was called to order at 7:09 p.m. by Mayor Martin. Adequate notice of this meeting was provided as is required by the Open Public Meetings Law with advertising in the Home News Tribune and posting on the bulletin board. All present Pledged Allegiance to the Flag.

*** CALLING OF THE ROLL OF COUNCIL MEMBERS:**

ASCIOLLA
JANECZEK
KARCZEWSKI -arrived at 7:28 p.m.
PEREZ
SLAVICEK
VIDAL

*** PUBLIC PORTION** – There was no one present from the Public who wished to speak.

***APPROVAL OF MINUTES** – September 26, 2012

MOTION – C/mn. Janeczek SECOND – C/mn. Ascioffa
ROLL CALL: 5 - 0

***CONSENT AGENDA – RESOLUTION # 2012 - 176**

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector

RESOLUTIONS:

168 – Resolution authorizing payment to AIG Retirement of \$7,600.00 pursuant to LOSAP for calendar year 2011

~~169 – Resolution authorizing appointment of Joseph Reid as a full time Public Works/Animal Shelter Employee (pulled)~~

170 – Authorization for Remington, Vernik and Vena to submit 2013 Municipal Aid Application on behalf of the Borough of Helmetta

171 – Authorization to execute grant with the Department of Environmental Protection

172 – Interlocal Agreement for Police Dispatch Services

173 – Interlocal Agreement for collection of Solid Waste Services

174 – Payment of Bills

175 – Bingo License

MOTION – C/mn. Ascioffa SECOND – C/mn. Perez
ROLL CALL: 5 – 0

RESOLUTION # 2012 -169 – Resolution authorizing appointment of Joseph Reid as a full time Public Works/Animal Shelter Employee

MOTION – C/mn. Ascioffa SECOND – C/mn. Janeczek
ROLL CALL: 4 – 0 - 1

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

Public Works Director Darren Doran said he had a DEP compliance inspection and he had no deficiencies. The exterior lighting on the building is old and they can not open them; the cost for replacement is \$4600.00. Darren will check with the CFO regarding funding. He will readjust the water purchase agreement with Spotswood. The tiles are lifting from the floor at the Shelter. The Mayor will e-mail Mike Testa to get in contact with Ziggy.

The Bonfire will be held on Sunday. We will meet at 5:00 p.m. to prepare. There is a raindate for the following week.

*** NEW BUSINESS**

Recycling – we received a \$100.00 more in our recycling grant this year. There is more recycling that can be done in the Borough

Update of Web Site – We have someone in Helmetta who will be updating our website for us.

*** CLOSED SESSION # 2012 – 177 Personnel**

MOTION – Cmn. Ascioffa SECOND – Cmn. Slavicek
All were in favor

MOTION TO GO INTO OPEN SESSION – Cmn. Ascioffa SECOND – Cmn. Perez
All in favor.

*** RESOLUTION # 2012 – 178 APPOINTMENT OF PAUL IMPERIALE AS POLICE OFFICER**

MOTION – Cmn. Ascioffa SECOND – Cmn. Slavicek
ROLL CALL – 5 - 1

*** ADJOURNMENT**

There being no further business, a MOTION was made by Cmn. Ascioffa and SECONDED by Cmn. Karczewski to adjourn the meeting at 8:15 p.m. All were in favor.

Sandra Bohinski
Municipal Clerk

REPORT OF MUNICIPAL CLERK

SEPTEMBER,

2012

	Copies	Marr Lic	Plng Bd	Towing	Licenses	Lndlr Reg	Recycling	Marr Cer
Peckham	<u>\$7.85</u>	<u>\$7.85</u>						
TOTAL	\$7.85	\$7.85						

Dog & Cat Licenses \$23.00

Water/Sewer Receipts Report

September 2012

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2010 Principal	\$ -	\$ -	\$ -
2011 Principal	917.09	1,099.96	2,017.05
2012 Principal	<u>9,265.87</u>	<u>10,461.55</u>	<u>19,727.42</u>
Subtotal	10,182.96	11,561.51	21,744.47
Interest	<u>231.79</u>	<u>293.87</u>	<u>525.66</u>
Subtotal	10,414.75	11,855.38	22,270.13
Final Water Reads	80.00	-	80.00
Returned Checks	100.00	-	100.00
Payment Reversal	-	-	-
NSF Bank Fees	25.00	-	25.00
Misc.	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	<u>110.43</u>	<u>-</u>	<u>110.43</u>
Total Deposits	<u>\$10,730.18</u>	<u>\$ 11,855.38</u>	<u>\$ 22,585.56</u>

Carol Feig
Utility Revenue Collector

Borough of Helmetta

Denise Jawidzik

Denise Jawidzik

Tax Collector

REPORT OF THE TAX COLLECTOR

Month of: September, 2012

Dated: October 1, 2012

Taxes - 2013 \$ 2,318.39
Taxes - 2012 \$ 386,328.86
Taxes - 2011 \$ 6,195.86

Interest \$ 2,447.15
Costs
Tax search
Return Check fee
Search Printouts
Duplicate Bill Fee \$ 335.00
Misc.

TOTAL \$ 397,625.26

ADJUSTMENTS

2012 Allow Deduction \$ (250.00)

Closing Balances

	Debit	Credit	Net
Tax			
2012	\$ 1,235,536.40	\$ (3,600.46)	\$ 1,231,935.94
Tax			
2011	\$ 29,516.62		\$ 29,516.62

Disbursements

Tax Collectors Trust

Prior Balance \$ 19,300.00
Receipts

Disbursements

Balance \$ 19,300.00
Premium Balance \$ 19,300.00

Borough of Helmetta

Denise Jawidzik

Denise Jawidzik

Tax Collector

REPORT OF THE TAX COLLECTOR

Month of: August, 2012

Dated: September 17, 2012

Taxes - 2013 \$ 3,750.73
Taxes - 2012 \$ 914,461.79
Taxes - 2011 \$ 5,572.55

Interest \$ 1,111.49
Costs
Tax search
Return Check fee
Search Printouts
Duplicate Bill Fee \$ 225.00
Misc.

ADJUSTMENTS

Closing Balances

		Debit	Credit	Net
TOTAL	\$ 925,121.56			
		Tax 2012 \$ 1,620,852.87	\$ (2,338.07)	\$1,618,514.80
		Tax 2011 \$ 35,712.48		\$ 35,712.48

Tax Collectors Trust

Prior Balance \$ 19,300.00
Receipts

Disbursements

Balance \$ 19,300.00
Premium Balance \$ 19,300.00

Disbursements

RESOLUTION 2012 - 168

RESOLUTION AUTHORIZING PAYMENT TO AIG
RETIREMENT OF \$7,600.00 PURSUANT TO LOSAP FOR
CALENDAR YEAR 2011

WHEREAS, the Borough of Helmetta approved a Length of Service Awards Program (the "Program") for its volunteer firefighters beginning January 1, 2003; and

WHEREAS, the Program provides for a payment of \$400.00 into the LOSAP Retirement Plan to those firefighters that meet the qualifying requirements of the Program; and

WHEREAS, the Helmetta Fire Department has provided the Plan Administrator Lori A. Russo with evidence that the following nineteen (19) firefighters met the qualifying requirements of the Program for calendar year 2011: Christopher Acs, John Aitken, Vincent Amabile, Greg Bennett, Raphael Dolce, John Dunay, Kenneth Hobbs, Duane Hoven, Eric Knapp, Pradeep Mathew, Donald McPherson, Joseph Reid, William Reid, John Reith, Gary Ruskuski Jr., Gary Ruskuski Sr., Rob Simonelli, Dave Soyak, and Ron Wilson; and

WHEREAS, the Borough has entered into an agreement with AIG Valic, now known as AIG Retirement, to provide financial support for the Program.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Chief Financial Officer is hereby authorized to issue a check in the amount of Seven Thousand Six Hundred Dollars (\$7,600.00) to AIG Retirement for the Borough's contribution to the Length of Service Awards Program for 2011.

**RESOLUTION
2012- 169**

RESOLUTION AUTHORIZING APPOINTMENT OF JOSEPH REID AS A FULL TIME PUBLIC WORKS/ANIMAL SHELTER EMPLOYEE

WHEREAS, there exists in the Borough the need for a full-time public works/animal shelter employee; and

WHEREAS, Joseph Reid has been working as a part-time public works/animal shelter employee to the satisfaction of the Director of Public Works; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Mayor, with the advice and consent of the Borough Council, hereby appoints Joseph Reid as a full-time public works/animal shelter employee effective July 1, 2012, subject to all the provisions of the Teamsters Local Union 210 contract; and

BE IT FURTHER RESOLVED that his current hourly rate of pay, \$12.75, be increased by \$0.48, retroactive to July 1, 2012, to account for his animal control license.

**BOROUGH OF HELMETTA
RESOLUTION
2012 – 170**

AUTHORIZATION FOR REMINGTON, VERNICK AND VENA TO SUBMIT 2013 MUNICIPAL AID APPLICATION ON BEHALF OF THE BOROUGH OF HELMETTA

BE IT RESOLVED, that Remington, Vernick and Vena are hereby authorized to submit the Fiscal Year 2013 Municipal Aid Application on behalf of the Borough of Helmetta for roadway improvements to John Street, Willow Street and High Street.

**RESOLUTION
2012 – 171**

AUTHORIZATION TO EXECUTE GRANT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION

BE IT RESOLVED, that Lori Russo, Chief Financial Officer and Sandra Bohinski, Municipal Clerk are hereby authorized to execute the agreement with the NJDEP.

**RESOLUTION
2012 – 172**

INTERLOCAL AGREEMENT FOR POLICE DISPATCH SERVICES

WHEREAS, pursuant to N..J.S.A. 40A:11-1 et. Seq. the Borough of Helmetta may enter into interlocal agreements with other governmental units; and

WHEREAS, the Borough of Helmetta desires to enter into an agreement with the Borough of Spotswood for obtaining Police Dispatch Service for the years 2013, 2014, 2015 and 2016; and

WHEREAS, the annual fee for said service being: 2013 - \$23,730.00; 2014- \$24,204.00; 2015 - \$24,689.00; and 2016 - \$25,183.00;

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Helmetta, County of Middlesex and State of New Jersey, that the Mayor and Borough Clerk are hereby authorized to enter into an interlocal agreement with the Borough of Spotswood for the provision of Police Dispatch Services. This agreement is on file in the office of the Borough Clerk.

**RESOLUTION
2012 - 173**

INTERLOCAL AGREEMENT FOR COLLECTION OF SOLID WASTE SERVICES

WHEREAS, pursuant to N..J.S.A. 40A:11-1 et. Seq. the Borough of Helmetta may enter into interlocal agreements with other governmental units; and

WHEREAS, the Borough of Helmetta desires to enter into an agreement with the Borough of Spotswood for obtaining Collection of Solid Waste Services for the years 2013, 2014, 2015 and 2016; and

WHEREAS, the annual fee for said service being: 2013 - \$42,260.00; 2014- \$43,105.00; 2015 - \$43,967.00; and 2016 - \$44,846.00;

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Helmetta, County of Middlesex and State of New Jersey, that the Mayor and Borough Clerk are hereby authorized to enter into an interlocal agreement with the Borough of Spotswood for the provision of Collection of Solid Waste. This agreement is on file in the office of the Borough Clerk.

RESOLUTION

#2012 – 174

PAYMENT OF BILLS

RESOLUTION
2012-

BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HELMETTA, in the County of Middlesex, New Jersey (not less than three (3) members thereof affirmatively concurring) as follows:

1. All bills or claims as reviewed and approved by the Finance Committee and as set forth in this Resolution are hereby approved for payment.

2. The Mayor and Chief Financial Officer are hereby authorized and directed to sign checks in the payment of bills and claims which are hereby approved.

The computer print-out of the list of bills will be on file in the Clerk's Office.

CURRENT FUND	\$	914,901.50
Including the following non-budget items:		
School taxes	\$	629,498.00
County taxes		170,954.07
Fees refunded		150.00
State of New Jersey		75.00
	<u>\$</u>	<u>800,677.07</u>
WATER OPERATING FUND		137,335.43
SEWER OPERATING FUND		78,828.36
GENERAL CAPITAL FUND		7,046.10
WATER CAPITAL FUND		101,000.00
TRUST FUND		860.85
	<u>\$</u>	<u>1,239,972.24</u>

	Motion	Second	Aye	Nay	Abstain	Absent
Asciolla						
Janeczek						
Karczewski						
Perez						
Slavicek						
Vidal						

Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at their regular meeting on October 24, 2012.

Sandra Bohinski, Municipal Clerk

**RESOLUTION
2012 – 175
BINGO LICENSE**

WHEREAS, the Helmetta Fire Department, 62 Main Street, Helmetta, NJ has applied to the Mayor and Council of the Borough of Helmetta for a Bingo License under ID # 205 – 09 -29109 on the premises known as the Holy Trinity Parish Center, and;

WHEREAS, they have completed their application and included the proper fees to the State of New Jersey and to the Borough of Helmetta;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex that said approval of Bingo License 12-02 is hereby granted for Bingos to be held by the Helmetta Fire Department.

**RESOLUTION
2012 – 176
CONSENT AGENDA**

The following routine items and resolutions will be voted on in unison as a Consent Agenda:

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector

RESOLUTIONS:

- 168 – Resolution authorizing payment to AIG Retirement of \$7,600.00 pursuant to LOSAP for calendar year 2011
- 169 – Resolution authorizing appointment of Joseph Reid as a full time Public Works/ Animal Shelter Employee
- 170 – Authorization for Remington, Vernik and Vena to submit 2013 Municipal Aid Application on behalf of the Borough of Helmetta
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- 174 – Payment of Bills
- 175 – Bingo License

**RESOLUTION
2012 – 177
CLOSED SESSION**

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

PERSONNEL

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from this meeting.

RESOLUTION

#2012 – 178

APPOINTMENT OF PAUL IMPERIALE AS A POLICE OFFICER

BE IT RESOLVED, that Paul Imperialebe and is hereby appointed as 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, he will be entitled to insurance coverage under N.J. Direct 15 or a comparable plan. As a new employee he will fall under the newly negotiated contract as a new employee; and

BE IT FURTHER RESOLVED upon recommendation of the Sgt, and the Public Safety Committee that he is hereby appointed as full time Police Officer subject to the completion of the Police Academy and probationary period.