

MEETING OF MAYOR AND COUNCIL
AGENDA – NOVEMBER 24, 2021

- MEETING CALLED TO ORDER - SALUTE TO THE FLAG - MOMENT OF SILENCE
- ROLL CALL:
 - Mayor Slavicek
 - Council President Dzingleski
 - Councilman Duffy
 - Councilman Karczewski
 - Councilman Mena
 - Councilman Reid
 - Councilman Stasi
- 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 certification which will be entered in the minutes of this meeting.
- PUBLIC PORTION

During the Public Portion of any Council Meeting members of the Public *may* only speak on topics of concern to the residents of the Borough. Each individual will be given five minutes to speak as per the Rules to Govern adopted on January 4, 2021. During the Public Portion of any meeting, the members of the Public as well as the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill-willed, or with the intent to harass will be tolerated. If such behavior occurs, then that individual member of the Public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not.
- CONSENT AGENDA RESOLUTION 2021 – 150

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector.
Resolutions:

 - 2021 – 141 – Interlocal with County of Middlesex for Health Services
 - 142 – Partial Payment #3 Final to Black Rock Enterprises
 - 143 – Acceptance of Resignation of Matthew Crane
 - 144 – Hiring of Full Time Borough Administrator
 - 145 – A Resolution Authorizing Year 2021 Budget Transfer
 - 146 – Payment of Bills
 - 147 – Adoption of Provisions of Chapter 48 – State Health Benefits Retiree
 - 148 – Adoption of Revised Employee Handbook
 - 149 – Adoption of Revised Personnel Policies and Procedures Manual

- ACCEPTANCE OF MINUTES - October 20, 2021
- REPORTS - Mayor, Committees, Attorney, Administrator
- RESOLUTION # 2021 - (if needed)
- * ADJOURNMENT

REPORT OF MUNICIPAL CLERK

2-Oct-
21

Sandra Bohinski
Marr

		Copies	Marr Lic	Plng Bd	Recycling	Cer	Solicitor	Auction
Beauregard	\$10.00	<u>\$10.00</u>						
Heubler	\$28.00		\$28.00					
Gonzalez	\$28.00		\$28.00					
Vaccaro	\$28.00		\$28.00					
Ruff	\$28.00		\$28.00					
Miryam	<u>\$28.00</u>		<u>\$28.00</u>					
TOTAL	\$150.00	\$10.00	\$140.00					
Dog & Cat License	\$16.00							

BOROUGH OF HELMETTA

REPORT OF THE TAX COLLECTOR

Tina Mc Dermott
 TINA MCDERMOTT
 TAX COLLECTOR

MONTH OF: OCTOBER

DATED: 11/4/2021

TAXES 2020 10,839.25
 TAXES 2021 920,249.35
 TAXES 2022 4,043.00

DISBURSEMENTS
 INTEREST 1,120.28

COSTS FOR TAX SALE
 LIEN HOLDER REFUND -2,192.03
 RECORDING FEES
 DUPLICATE CERT
 DUPLICATE BILL
 TAX SALE PREMIUMS

TOTAL 934,159.85

TAX COLLECTORS TRUST

PRIOR BALANCE

DEPOSITS

DISBURSEMENTS

BANK BALANCE
 LEDGER BALANCE

ADJUSTMENTS
 lien redemption error int (63.59)

(63.59)

CLOSING BALANCES		DEBIT	CREDIT	NET
2019		0.00	(36,011.10)	(36,011.10) Kaplan
2020		18,200.24	0.00	18,200.24
2021		1,563,775.21	(4,732.78)	1,559,042.43
Ledger Bal				

12,502.86 9/30/2021

6.18 INT 10/29
 26,522.07

39,031.11

0.00

39,031.11 Statement Bal
 10/29/2021

39,031.11

Current Taxes Beginning 12/31/2020	Receipts Prepaid (67,978.51)	2021 LEVY PRELIM 2,847,458.50	Add/Omit 1,471.34	Penalty 0.06	Refunds or Adis.	Transfer Overpay	Srs & Vets Allowed Widow (12,250.00)	Srs & Vets Deallowed Widow 750.00	Transfer Years	County Bd Judgments	Property Maint	Cancel Resolution	Homestead Rebate (98,671.05)	Balance 2,765,222.15
December	2,847,458.50	(67,978.51)	1,471.34		(1.95)	(3,479.18)	(750.00)	750.00						2,765,222.15
January	2,765,222.15	(375,028.69)			25.00	(85.80)								2,390,105.71
February	2,390,105.71	(940,034.59)			279.61	(13.65)		250.00						1,450,082.47
March	1,450,082.47	(61,501.02)			(1,762.13)	279.61								1,298,577.88
April	1,298,577.88	(414,012.30)				(1,161.64)		750.00			200.00			883,403.94
May	883,403.94	(825,184.14)				(158.39)		250.00						59,011.41
June	59,011.41	(28,762.25)				(3.85)								32,493.31
July	32,493.31	(70,056.04)	3,031,599.52		(200.00)	(25.35)	1,000.00	250.00						2,995,011.24
August	2,995,011.24	(1,432,999.13)			(5,018.05)	200.00	(3,219.66)							1,559,042.43
September	1,559,042.43	(59,236.34)			2,255.61	(6,310.95)								1,488,477.09
October	1,488,477.09	(920,249.35)		7,758.82		(63.58)	Item red Int							578,178.59
November														0.00
December														0.00
2022 PREPAY TOTAL	(5,193,142.36)	42,214.16	5,879,057.82	9,230.16	0.00	(4,701.52)	(10,824.76)	(15,219.58)	2,250.00	0.00	200.00	0.00	(98,671.05)	578,178.59

BOROUGH OF HELMETTA
 2020
 DELINQUENT TAXES AS OF:

10/30/21

	TOTAL	Penalty	2020
		to 2021	
		misc transfer over pay-wipp	89.68
<hr/>			
new llen			
	Cash Recpts	adj	
JANUARY	65,909.28 (10,373.62)	50.70 wipp	55,586.36
FEBRUARY	55,586.36 (5,773.32)	(60.70) wipp	49,762.34
MARCH	49,762.34 (11,422.30)	(17.57) wipp	38,322.47
APRIL	38,322.47 (1,838.32)	(85.78) wipp	36,398.37 *
MAY	36,398.37 (1,646.81)	89.68	34,841.24
JUNE	34,841.24 (2,253.48)		32,587.76
JULY	32,587.76 (12,621.85)		19,965.91
AUGUST	19,965.91 (1,765.67)		18,200.24
SEPTEMBER	18,200.24 (7,260.99)		10,939.25
OCTOBER			0.00
NOVEMBER			
BALANCE			\$ 10,939.25

correction *

Water/Sewer Receipts Report

October 2021

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2021 Principal	\$ 35,821.51	\$ 33,517.47	\$ 69,338.98
2021 Overpayments	<u>429.54</u>	<u>1,156.06</u>	<u>1,585.60</u>
Subtotal	36,251.05	34,673.53	70,924.58
Interest	<u>101.67</u>	<u>251.86</u>	<u>353.53</u>
Subtotal	36,352.72	34,925.39	71,278.11
Lien Holder Payments	-	-	-
Lien Holder Interest	-	-	-
Subtotal	36,352.72	34,925.39	71,278.11
Final Water Reads	-	-	-
NSF Returned Checks	-	-	-
Refund Overpayment	-	-	-
NSF Bank Fees	-	-	-
W/S Duplicate Bill Fee	-	-	-
New Water Meter	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	-	-	-
	<u>\$ 36,352.72</u>	<u>\$ 34,925.39</u>	<u>\$ 71,278.11</u>

Carol Feig
Utility Revenue Collector

Water/Sewer Receipts Report

September 2021

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2021 Principal	\$ 8,852.08	\$ 7,757.22	\$ 16,609.30
2021 Overpayments	<u>325.43</u>	<u>495.28</u>	<u>820.71</u>
Subtotal	9,177.51	8,252.50	17,430.01
Interest	<u>93.12</u>	<u>124.25</u>	<u>217.37</u>
Subtotal	9,270.63	8,376.75	17,647.38
Lien Holder Payments	135.48	228.00	363.48
Lien Holder Interest	0.89	1.49	2.38
Subtotal	9,407.00	8,606.24	18,013.24
Final Water Reads	-	-	-
NSF Returned Checks	-	-	-
Refund Overpayment	-	-	-
NSF Bank Fees	-	-	-
W/S Duplicate Bill Fee	-	-	-
New Water Meter	-	-	-
Connection Fee	1,573.13	1,743.41	3,316.54
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 10,980.13</u>	<u>\$ 10,349.65</u>	<u>\$ 21,329.78</u>

Carol Feig
Utility Revenue Collector

RESOLUTION

#2021- 141

RESOLUTION AUTHORIZING THE BOROUGH OF HELMETTA TO ENTER INTO AN INTERLOCAL SERVICE AGREEMENT WITH THE COUNTY OF MIDDLESEX FOR PROVISION OF HEALTH SERVICES

WHEREAS, the Borough of Helmetta ("Borough") desires to contract with the County for the provision of Public Health Services of a technical and professional nature; and

WHEREAS, the County and the Borough are permitted to enter into this agreement pursuant to N.J.S.A. 40:8A-1 et. seq. and

NOW THEREFORE, BE IT RESOLVED, by the Council of the Borough of Helmetta, County of Middlesex and State of New Jersey that the Mayor and Borough Clerk are hereby authorized to sign the interlocal service agreement with the County of Middlesex for the purpose of the Borough obtaining Public Health Services from the County of Middlesex for the year January 1, 2022 with a yearly rate of \$19,854.20 pursuant to the terms set forth in the attached Contract.

BE IT FUTHER RESOLVED that conditioned upon the adoption of authorizing resolutions by both the County and the Borough and execution of the attached Public Health Services Interlocal Services Agreement by both parties, the Interlocal Services Agreement shall be effective pursuant to the terms of the agreement.

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on November 24, 2021.

SANDRA BOHINSKI, RMC

Municipal Clerk

RESOLUTION

#2021- 142

RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING PARTIAL PAYMENT NO.3 (FINAL) TO BLACK ROCK ENTERPRISES LLC. FOR OLD FORGE ROAD IMPROVMENTS IN THE AMOUNT OF \$13,733.96

WHEREAS, in accordance with the Local Public Contracts Law, N.J.S.A. 40A:1 1-1 et seq, the Borough of Helmetta (the "Borough") awarded a contract for the Old Forge Road Improvements (the "Project") Black Rock Enterprises LLC. (the "Contractor") in the amount of \$329,341.83, and

WHEREAS, the Contractor has submitted to the Borough an application for Partial Payment No.2 in the amount of \$310,407.50 for the cost of work completed on the Project to date; and

WHEREAS, the Borough Engineer has reviewed the Contractor's request and recommends Partial Payment No.2 to the Contractor in the amount of \$13,733.96 as evidenced by Engineer's Certificate No.3 (Final); and

WHEREAS, the Borough Council desires to authorize Partial Payment No.3 (final to the Contractor in the total amount of \$13,733.96

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta that the Borough hereby authorizes Partial Payment No.1 in the amount of \$13,733.96 to Black Rock Enterprises for the Old Forge Road Improvements contract, and that the Mayor is hereby authorized to execute any documents necessary to effectuate such payment.

BE IT FURTHER RESOLVED, that the Chief Financial Officer has stated to the Borough Administrator Matthew Crane that sufficient funds are available for this contract.

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

- a. Black Rock Enterprises LLC.
- b. Denise Marabello, Borough Chief Financial Officer
- c. Joseph D. Youssouf, Esq. Borough Attorney

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

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SANDRA BOHINSKI, RMC

Municipal Clerk

RESOLUTION

#2021- 143

ACCEPTANCE OF RESIGNATION OF MATTHEW CRANE

BE IT RESOLVED, that the resignation of Matthew Crane be and is hereby accepted with his last day of employment being December 1, 2021. He will help with the transition per diem at an hourly rate of \$25.00.

	Motion	Second	Aye	Nay	Abstain	Absent
DzIngleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on November 24, 2021.

SANDRA BOHINSKI, RMC

Municipal Clerk

November 1, 2021

Mayor and Council
Borough of Helmetta
51 Main Street
Helmetta, NJ 08828

Dear Mayor and Council,

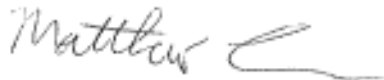
I am writing to inform you that I am resigning from my position as Borough Administrator at the Borough of Helmetta. My last day at the Borough of Helmetta will be November 30th.

Recently, I received a new job offer at another municipality. After careful consideration, I have decided to accept this new job opportunity. As you know, change is vital for progress, I believe that this new job will help me continue my career development in local government. What I have learned at the Borough of Helmetta will enormously help me in the future. I thank you for allowing me to serve as the Borough Administrator for the past the 6 years.

Working for the Borough of Helmetta for the past 6 years has been a wonderful experience. I have learned a lot from the opportunities provided to me here and have seen myself grow personally as well as professionally during my tenure. I appreciate the help and support I have received from all my colleagues and co-workers.

I will make sure that there will be a smooth transition from me to my predecessor. Thank you for your support and understanding in this matter. I wish you all well and best in future endeavors.

Sincerely,

A handwritten signature in cursive script that reads "Matthew" followed by a stylized flourish.

Matthew Crane

RESOLUTION

#2021-144

HIRING OF FULL TIME BOROUGH ADMINISTRATOR

WHEREAS, the Borough Administrator position had a vacancy;

WHEREAS, interviews were conducted for this vacancy;

WHEREAS, the Mayor has recommended that Salvatore Masucci be hired for the position;

NOW THEREFORE BE IT RESOLVED, that Ryan Ericson hereby be employed as a full time employee of the Borough of Helmetta retro active to November 22nd and his annual salary be \$60,000

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on November 24, 2021.

SANDRA BOHINSKI, RMC

Municipal Clerk

RESOLUTION

#2021-145

A RESOLUTION AUTHORIZING YEAR 2021 BUDGET TRANSFERS

WHEREAS, there are 2021 Budget Accounts which require more funding due to circumstances not known at the beginning of the year; and

WHEREAS, there will be excess balances in budget accounts in which the expenditures will be less than projected at the beginning of the year, and

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Helmetta, that the following year 2021 Budget Transfers be authorized and made on the records and accounts of the Borough:

<u>Budget Account</u>	<u>From</u>	<u>To</u>
1-01-20-120-020 Municipal Clerk OE	\$1,000.00	
1-01-20-705-010 Finance S&W	\$ 2,500.00	
1-01-20-708-021 Revenue Tax Collector OE	\$1,000.00	
1-01-22-725-020 Uniform Construction Code OE	\$ 1,000.00	
1-01-26-765-010 Streets & Roads S&W	\$2,000.00	
1-01-27-788-020 Animal Control OE	\$500.00	
1-01-31-829-020 Natural Gas OE	\$ 2,500.00	
1-01-31-832-020 Coping OE	\$ 1,000.00	
1-01-20-701-010 Administrator S&W		\$1,000.00
1-01-25-752-010 Fire Prevention Bureau		\$500.00
1-01-26-315-020 Vehicle Maint. DPW		\$1,000.00
1-01-26-765-020 Streets & Roads OE		\$2,000.00
1-01-26-772-020 Building & Grounds OE		\$1,000.00

<u>Budget Account</u>	<u>From</u>	<u>To</u>
1-01-28-795-020 Recreation OE		\$500.00
1-01-31-830-020 Fuel Oil		\$ 1,000.00
1-01-31-833-020 Gasoline		\$1,500.00
1-01-32-837-020 Landfill/ Disposal		\$3,000.00

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on November 24, 2021.

SANDRA BOHINSKI, RMC

Municipal Clerk

RESOLUTION

#2021- 146

Payment of Bills

All bills shall be paid per list.

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

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SANDRA BOHINSKI, RMC

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type Description	Contract PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
21-00592	10/05/21	HOME DEPOT										
			1 STARTER FERTILIZER	58.47	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			2 SOIL BOROUGH HALL	35.88	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			3 BULBS	9.93	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			4 GRASS SEED	46.98	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			5 PROPANE	19.97	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			6 MANURE	26.85	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			7 SOIL	46.98	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			8 GRASS SEED	59.47	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			9 ASPHALT SEALER	82.41	1-01-28-796-020	B PARKS OE		R	10/05/21	11/18/21		
			10 MULCH	55.68	1-01-28-796-020	B PARKS OE		R	10/05/21	11/18/21		
			11 POTTING SOIL	7.97	1-01-28-796-020	B PARKS OE		R	10/05/21	11/18/21		
			12 TARPS	52.74	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
			13 BRAKE CLEANER	5.96	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	10/05/21	11/18/21		
			14 CAR FRESHENER	3.97	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	10/05/21	11/18/21		
			15 INTERIOR CAR CLEANER	4.98	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	10/05/21	11/18/21		
			16 CAR WASH BRUSH	13.98	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	10/05/21	11/18/21		
			17 COUPONS	112.36	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/05/21	11/18/21		
				419.86								
21-00599	10/07/21	BRIAN'S LAWN MOWER										
			1 SMALL CHAINS SHARPENED	28.00	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/07/21	11/18/21		
			2 LARGE CHAINS SHARPENED	60.00	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/07/21	11/18/21		
				88.00								
21-00600	10/08/21	BETTER LIVING										
			1 NUT	0.55	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/08/21	11/18/21		
			2 BRACES	11.94	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/08/21	11/18/21		
			3 PLUMBERS PUTTY	1.99	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/08/21	11/18/21		
			4 WATER CONNECTOR HOSES	15.98	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/08/21	11/18/21		
			5 SINK TAIL PIECE	2.99	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/08/21	11/18/21		
			6 PLASTIC NUT FOR J TRAP	2.99	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/08/21	11/18/21		
				36.44								
21-00606	10/12/21	PRECISION ANALYTICAL SVCS, INC										
			1 SEPTEMBER SAMPLE ANALYSIS	387.00	1-05-55-500-021	B WATER OPERATING OE		R	10/12/21	11/18/21		
21-00620	10/19/21	STAVOLA ASPHALT COMPANY, INC.										
			1 ASPHALT	75.17	1-01-26-765-020	B STREETS & ROADS OE		R	10/19/21	11/18/21		

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type Description	Contract PO Type	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
21-00620	10/19/21	STA15	STAVOLA ASPHALT COMPANY, INC. Continued								
2			FUEL SURCHARGE/ASPHALT ADJUST	9.22	1-01-26-765-020	B STREETS & ROADS OE		R	10/19/21	11/18/21	
				84.39							
21-00624	10/19/21	PR102	PRINCETON FUEL OIL								
1			FUEL PURCHASE 10/12/21	900.00	1-01-31-830-020	B FUEL OIL PURCHASE		R	10/19/21	11/18/21	
2			FUEL PURCHASE 10/12/21	219.71	1-01-31-833-020	B GASOLINE		R	10/19/21	11/18/21	
				1,119.71							
21-00630	10/20/21	MGL01	MGL PRINTING SOLUTIONS								
1			WATER/SEWER/DELINQUENT NOTICES	532.00	1-05-55-500-021	B WATER OPERATING OE		R	10/20/21	11/18/21	
2			WATER/SEWER/DELINQUENT NOTICES	532.00	1-07-55-500-021	B SENER OPERATING OE		R	10/20/21	11/18/21	
3			WATER/SEWER/DELINQUENT NOTICES	147.00	1-01-20-708-021	B REVENUE ADMN TAX COLL OE		R	10/20/21	11/18/21	
				1,211.00							
21-00633	10/21/21	ONS01	ON-SITE FLEET SERVICE, INC.								
1			RELEASE STUCK REAR BRAKES	219.95	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	10/21/21	11/18/21	
21-00638	10/21/21	TR105	Trius Inc.								
1			PARTS FOR WESTERN 8.5' & 9'	1,245.26	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	10/21/21	11/18/21	
21-00641	10/25/21	MGL01	MGL PRINTING SOLUTIONS								
1			DOG LICENSES	190.00	1-01-20-120-020	B MUNICIPAL CLERK OE		R	10/25/21	11/18/21	
2			DOG LICENSE TAGS	191.00	1-01-20-120-020	B MUNICIPAL CLERK OE		R	10/25/21	11/18/21	
3			CAT LICENSES	153.00	1-01-20-120-020	B MUNICIPAL CLERK OE		R	10/25/21	11/18/21	
4			CAT LICENSE TAGS	124.00	1-01-20-120-020	B MUNICIPAL CLERK OE		R	10/25/21	11/18/21	
				658.00							
21-00644	10/25/21	BE101	BETTER LIVING								
1			SUPER GLUE	4.79	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	10/25/21	11/18/21	
21-00645	10/25/21	AUT01	AUTO KING								
1			EXHAUST CLAMP	14.70	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	10/25/21	11/18/21	
21-00646	10/25/21	HOW02	HOME DEPOT								
1			SAFETY GLASSES	20.97	G-02-15-026-009	B CLEAN COMMUNITIES 2019		R	10/25/21	11/18/21	
2			HUSKY GLOVES	15.97	G-02-15-026-009	B CLEAN COMMUNITIES 2019		R	10/25/21	11/18/21	
3			SUEDE LEATHER GLOVES	5.94	G-02-15-026-009	B CLEAN COMMUNITIES 2019		R	10/25/21	11/18/21	
4			SAFETY VESTS	119.91	G-02-15-026-012	B CLEAN COMMUNITIES 2020		R	10/25/21	11/18/21	

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	Enc Date	First Rcvd Enc Date	Chk/Void Date	Invoice
21-00646	10/25/21	HOME DEPOT			Continued						
		5 BTP GLOVES		14.67	6-02-15-026-012	B CLEAN COMMUNITIES 2020	R	10/25/21	11/18/21		
		6 FANTASTIC CLEANER SPRAY		3.28	1-01-26-772-020	B BUILDINGS & GROUNDS OE	R	10/25/21	11/18/21		
				180.74							
21-00648	10/26/21	TRIUS Inc.		365.56	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	10/26/21	11/18/21		
21-00651	10/27/21	SGPAV005 S&G PAVING		9,300.00	1-05-55-500-021	B WATER OPERATING OE	R	10/27/21	11/18/21		
21-00652	10/27/21	K&A EXCAVATING, INC.		60.00	1-01-26-771-020	B RECYCLING SOLID WASTE OE	R	10/27/21	11/18/21		
21-00656	11/01/21	Middlesex Cty Utilities Auth		6,195.07	1-01-32-837-020	B LANDFILL/DISPOSAL SOLID WASTE	R	11/01/21	11/18/21		
21-00660	11/03/21	CLARKIN & VIGNUOLO, P.C.		1,062.50	1-01-21-720-020	B PLANNING BOARD OE	R	11/03/21	11/18/21		
21-00661	11/03/21	MARRIOTT CALLAHAN & BLAIR		366.00	1-01-20-712-020	B LEGAL SERVICES OE	R	11/03/21	11/18/21		
21-00663	11/03/21	ROKIN005 ROK INDUSTRIES, INC.		255.00	1-01-20-708-021	B REVENUE ADMIN TAX COLL OE	R	11/03/21	11/18/21		
21-00665	11/03/21	PC PROGRESSIVE		1,415.17	1-01-26-772-020	B BUILDINGS & GROUNDS OE	R	11/03/21	11/18/21		
		1 MICROSOFT OFFICE RENEWALS		471.72	1-05-55-500-021	B WATER OPERATING OE	R	11/03/21	11/18/21		
		2 MICROSOFT OFFICE RENEWALS		471.72	1-07-55-500-021	B SEWER OPERATING OE	R	11/03/21	11/18/21		
		3 MICROSOFT OFFICE RENEWALS		2,358.61							
21-00666	11/03/21	PC PROGRESSIVE		704.10	1-01-26-772-020	B BUILDINGS & GROUNDS OE	R	11/03/21	11/18/21		
		1 SERVICES/DAILY BACKUPS-JUL-OCT		234.70	1-05-55-500-021	B WATER OPERATING OE	R	11/03/21	11/18/21		
		2 SERVICES/DAILY BACKUPS-JUL-OCT		234.70	1-07-55-500-021	B SENER OPERATING OE	R	11/03/21	11/18/21		
		3 SERVICES/DAILY BACKUPS-JUL-OCT		1,173.50							

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
						Description			Date	Date	Date	
21-00668	11/03/21	REM01	REMINGTON & VERNICK ENGINEERS				B COLONIAL GARDENS BL 31 LOT 1	R	11/03/21	11/18/21		
1			INVOICE# 1206P025-4	1,228.00	T-14-57-000-024							
21-00669	11/03/21	REM01	REMINGTON & VERNICK ENGINEERS				B 20-02 ROAD IMPROVEMENTS OLD FORGE RD	R	11/03/21	11/18/21		
1			INVOICE# 1206T082-16	1,402.92	C-04-55-700-100							
21-00670	11/03/21	REM01	REMINGTON & VERNICK ENGINEERS				B DESIGN OF IMPROVEMENTS TO MAPLE STREET	R	11/03/21	11/18/21		
1			INVOICE# 1206T085-10	1,317.00	C-04-55-901-100							
21-00675	11/08/21	KELSO005	KELSO & BURGESS				B MUNICIPAL PROSECUTOR OE	R	11/08/21	11/18/21		
1			COURT SESSION 11/9/21	600.00	1-01-25-757-020							
21-00676	11/08/21	MUN08	MUNICIPAL CAPITAL FINANCE				B COPYING	R	11/08/21	11/18/21		
1			SAVIN PYMT# 9	247.35	1-01-31-832-020							
21-00677	11/08/21	PRED3	PRECISION ANALYTICAL SVCS, INC				B WATER OPERATING OE	R	11/08/21	11/18/21		
1			OCTOBER SAMPLE ANALYSIS	37.00	1-05-55-500-021							
21-00678	11/08/21	XTED1	XTEL COMMUNICATIONS				B TELEPHONE COSTS	R	11/08/21	11/18/21		
1			FAX/PHONE LINES	499.58	1-01-31-827-020							
21-00681	11/08/21	YOU	JOSEPH D. YOUSSEUF, ESQ				B LEGAL SERVICES OE	R	11/08/21	11/18/21		
1			LEGAL SERVICES 7/22/21-11/4/21	15,064.50	1-01-20-712-020							
21-00682	11/08/21	CLE04	CLEARY GIACOBBE ALFIERI&JACOBS				B LEGAL SERVICES OE	R	11/08/21	11/18/21		
1			LEGAL SERVICES OCTOBER 2021	384.00	1-01-20-712-020							
21-00683	11/08/21	ACT01	ACTION DATA SVC, INC				B FINANCE OE	R	11/08/21	11/18/21		
1			PAYROLL INVOICE# 75523	65.39	1-01-20-705-021							
2			PAYROLL INVOICE# 75523	21.80	1-05-55-500-021		B WATER OPERATING OE	R	11/08/21	11/18/21		
3			PAYROLL INVOICE# 75523	21.79	1-07-55-500-021		B SEWER OPERATING OE	R	11/08/21	11/18/21		
				108.98								
21-00684	11/09/21	BLK005	BLACK ROCK ENTERPRISES LLC.				B NJ00T ROAD IMPROVE OLD FORGE RD	R	11/09/21	11/19/21		
1			PARTIAL PAYMENT NO.3 (FINAL)	13,733.96	G-02-10-841-120							
21-00685	11/09/21	HEL07	HELMETTA MUNICIPAL COURT				B MUNICIPAL COURT OE	R	11/09/21	11/18/21		
1			OCTOBER CC FEES	86.24	1-01-42-855-020							

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Date	Invoice
21-00687	11/09/21	HOME DEPOT											
		1 RYOBI BATTERY		99.00	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		2 RYOBI CHARGER		39.97	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		3 LED LIGHTS FOR SHOP		7.98	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		4 CORDESS VAC		229.00	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
				<u>375.95</u>									
21-00688	11/09/21	STAR2STAR COMMUNICATIONS											
		1 TELEPHONE-NOVEMBER (MUNICIPAL)		344.31	1-01-31-827-020	B TELEPHONE COSTS		R	11/09/21	11/18/21			
		2 TELEPHONE-NOVEMBER (FO)		226.91	1-01-31-827-020	B TELEPHONE COSTS		R	11/09/21	11/18/21			
				<u>571.22</u>									
21-00689	11/09/21	FRIENDLY RENTAL CENTERS											
		1 MARKING UNIT/PANS		167.00	1-01-28-795-020	B RECREATION OE		R	11/09/21	11/18/21			
21-00690	11/09/21	HOME DEPOT											
		1 AA BATTERIES (36PK)		16.98	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		2 DRILL ATTACHMENT		9.94	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		3 DRILL ATTACHMENT		3.47	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		4 DRILL ATTACHMENT		7.97	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		5 100FT EXT CORD		110.00	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
		6 EMERGENCY EXIT LIGHT		111.94	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/09/21	11/18/21			
				<u>260.30</u>									
21-00691	11/09/21	M.B. WASON											
		1 TABS		1.70	1-01-31-834-020	B OFFICE SUPPLIES		R	11/09/21	11/18/21			
		2 SCISSORS		9.12	1-01-31-834-020	B OFFICE SUPPLIES		R	11/09/21	11/18/21			
		3 POSTER BOARD		4.23	1-01-31-834-020	B OFFICE SUPPLIES		R	11/09/21	11/18/21			
				<u>15.05</u>									
21-00692	11/10/21	COMCA649 COMCAST											
		1 ACCT# 8499 05 248 0023649		107.90	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/10/21	11/18/21			
		2 ACCT# 8499 05 248 0023649		35.96	1-05-55-500-021	B WATER OPERATING OE		R	11/10/21	11/18/21			
		3 ACCT# 8499 05 248 0023649		35.97	1-07-55-500-021	B SEMER OPERATING OE		R	11/10/21	11/18/21			
				<u>179.83</u>									
21-00693	11/10/21	COMCA656 COMCAST											
		1 ACCT# 8499 05 248 0023656		122.50	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	11/10/21	11/18/21			

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type Description	Contract PO Type	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
21-00694	11/10/21	REXINGTON & VERNICK ENGINEERS						R	11/10/21	11/18/21		
1	INVOICE# 12067077-27		1,771.72	C-08-00-100-300	B 20-03 GIS			R	11/10/21	11/18/21		
21-00695	11/10/21	REXINGTON & VERNICK ENGINEERS						R	11/10/21	11/18/21		
1	INVOICE# 12067088-1		49.00	1-01-20-710-020	B TAX ASSESSOR OE			R	11/10/21	11/18/21		
21-00697	11/12/21	RILEIGHS OUTDOOR DECOR						R	11/12/21	11/18/21		
1	C-9 COOL WHITE LED		32.25	1-01-26-772-020	B BUILDINGS & GROUNDS OE			R	11/12/21	11/18/21		
2	C-9 WARM WHITE LED		129.00	1-01-26-772-020	B BUILDINGS & GROUNDS OE			R	11/12/21	11/18/21		
3	CORD SET		51.05	1-01-26-772-020	B BUILDINGS & GROUNDS OE			R	11/12/21	11/18/21		
4	SHIPPING		26.00	1-01-26-772-020	B BUILDINGS & GROUNDS OE			R	11/12/21	11/18/21		
5	SURCHARGE		21.25	1-01-26-772-020	B BUILDINGS & GROUNDS OE			R	11/12/21	11/18/21		
			259.55									
21-00700	11/12/21	PURCHASE POWER						R	11/12/21	11/18/21		
1	POSTAGE REFILL		552.59	1-01-31-831-020	B POSTAGE			R	11/12/21	11/18/21		
2	POSTAGE REFILL		184.20	1-05-55-500-021	B WATER OPERATING OE			R	11/12/21	11/18/21		
3	POSTAGE REFILL		184.20	1-07-55-500-021	B SEWER OPERATING OE			R	11/12/21	11/18/21		
			920.99									
21-00701	11/12/21	ACTION DATA SVC, INC						R	11/12/21	11/18/21		
1	PAYROLL INVOICE # 75598		52.13	1-01-20-705-021	B FINANCE OE			R	11/12/21	11/18/21		
2	PAYROLL INVOICE # 75598		17.37	1-05-55-500-021	B WATER OPERATING OE			R	11/12/21	11/18/21		
3	PAYROLL INVOICE # 75598		17.37	1-07-55-500-021	B SEWER OPERATING OE			R	11/12/21	11/18/21		
			86.87									
21-00702	11/15/21	ATLANTIC TOMORROWS OFFICE						R	11/15/21	11/18/21		
1	INVOICE#154635		464.08	1-01-31-832-020	B COPYING			R	11/15/21	11/18/21		
21-00704	11/15/21	ACTION DATA SVC, INC						R	11/15/21	11/18/21		
1	3RD QTR FILING INVOICE# 75427		429.00	1-01-20-705-021	B FINANCE OE			R	11/15/21	11/18/21		
2	3RD QTR FILING INVOICE# 75427		143.00	1-05-55-500-021	B WATER OPERATING OE			R	11/15/21	11/18/21		
3	3RD QTR FILING INVOICE# 75427		143.00	1-07-55-500-021	B SEWER OPERATING OE			R	11/15/21	11/18/21		
			715.00									
21-00705	11/15/21	Middlesex Cty Improvement Auth						R	11/15/21	11/18/21		
1	SINGLE FAMILY HOUSEHOLD-OCT		2,835.36	1-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM			R	11/15/21	11/18/21		

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type Description	Contract PO Type	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
21-00715	11/18/21	MID08	MIDDLESEX COUNTY FIRE ACADEMY					R	11/18/21	11/19/21		
1		INCIDENT SAFETY OFFICER TRAIN		73.00	1-01-25-749-020	B FIRE DEPARTMENT OE						
21-00717	11/19/21	JCP01	JCP&L					R	11/19/21	11/19/21		
1		ACCT# 100 117 346 864		229.03	1-01-31-825-020	B ELECTRICITY						
2		ACCT# 100 008 806 760		9.21	1-01-31-825-020	B ELECTRICITY						
3		ACCT# 100 114 338 708		3.79	1-01-31-825-020	B ELECTRICITY						
4		ACCT# 100 128 267 034		25.47	1-01-31-825-020	B ELECTRICITY						
5		ACCT# 100 128 456 728		18.66	1-01-31-825-020	B ELECTRICITY						
6		ACCT# 100 054 008 006		53.43	1-01-31-825-020	B ELECTRICITY						
				<u>339.59</u>								
21-00720	11/19/21	SP006	SPOTSWOOD BOARD OF EDUCATION					R	11/19/21	11/19/21		
1		PILOT-LOFTS @ HELMETTA		216,300.30	1-01-55-001-293	B LOFTS AT HELMETTA PILOT PMNT-SCHOOL						
21-00721	11/19/21	MID20	MIDDLESEX COUNTY TREASURER					R	11/19/21	11/19/21		
1		KAPLAN PILOT PAYMENT		22,768.46	1-01-55-001-294	B LOFTS AT HELMETTA PILOT PMNT-COUNTY						
21-00724	11/19/21	WBW01	W.B. MASON					R	11/19/21	11/19/21		
1		UPS BATTERY BACKUP		99.99	1-01-31-834-020	B OFFICE SUPPLIES						
Total Purchase Orders:				64	Total P.O. Line Items:	167	Total List Amount:	319,322.44	Total Void Amount:	0.00		

Totals by Year-Fund									
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total		
CURRENT FUND	0-01	150.00	0.00	150.00	0.00	0.00	150.00		
CURRENT FUND	1-01	285,024.62	0.00	285,024.62	0.00	0.00	285,024.62		
WATER OPERATING FUND	1-05	11,364.75	0.00	11,364.75	0.00	0.00	11,364.75		
SEWER OPERATING FUND	1-07	1,640.75	0.00	1,640.75	0.00	0.00	1,640.75		
Year Total:		298,030.12	0.00	298,030.12	0.00	0.00	298,030.12		
GENERAL CAPITAL FUND	C-04	3,781.18	0.00	3,781.18	0.00	0.00	3,781.18		
WATER CAPITAL FUND	C-06	150.00	0.00	150.00	0.00	0.00	150.00		
SEWER CAPITAL FUND	C-08	2,071.72	0.00	2,071.72	0.00	0.00	2,071.72		
Year Total:		6,002.90	0.00	6,002.90	0.00	0.00	6,002.90		
GRANT FUND	G-02	13,911.42	0.00	13,911.42	0.00	0.00	13,911.42		
BUILDERS' ESCROW FUND	T-14	1,228.00	0.00	1,228.00	0.00	0.00	1,228.00		
Total of All Funds:		319,322.44	0.00	319,322.44	0.00	0.00	319,322.44		

RESOLUTION

#2021- 147

A RESOLUTION TO ADOPT THE PROVISIONS OF CHAPTER 48 (N.J.S.A. 52:14.17.38) UNDER WHICH A PUBLIC EMPLOYER MAY AGREE TO PAY FOR THE SHBP AND/OR SEHBP COVERAGE OF CERTAIN RETIREES

BE IT RESOLVED:

1. The Borough of Helmetta, location 0392-00 hereby elects to adopt the provisions of N.J.S.A. 52:14-17.38 and adhere to the rules and regulations promulgated by the State Health Benefits Commission and School Employees' Health Benefits Commission to implement the provisions of that law.
2. This resolution affects employees as shown on the attached *Chapter 48 Resolution Addendum*. It is effective on the 1st day of November, 1, 2021.
3. We are aware that adoption of this resolution does not free us of the obligation to pay for post-retirement medical benefits of retirees or employees who qualified for those payments under any *Chapter 88 Resolution* or *Chapter 48 Resolution* adopted previously by this governing body.
4. We agree that this resolution will remain in effect until properly amended or revoked with the SHBP and/or SEHBP. We recognize that while we participate with the SHBP and/or SEHBP, we are responsible for providing the payment for post-retirement medical coverage as listed in the attached *Chapter 48 Resolution Addendum* for all employees who qualify for this coverage while this resolution is in force.
5. We understand that we are required to provide the New Jersey Division of Pensions & Benefits (NJDPB) complete copies of all contracts, ordinances, and resolutions that detail post-retirement medical payment obligations we undertake. We also recognize that we may be required to provide the NJDPB with information needed to carry out the terms of this resolution.

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on November 24, 2021.

SANDRA BOHINSKI, RMC

RESOLUTION

#2021- 148

**RESOLUTION APPROVING THE ADOPTION OF THE REVISED EMPLOYEE HANDBOOK
FOR THE BOROUGH OF HELMETTA**

WHEREAS, the Employee Handbook of the Borough of Helmetta serves as governing document of all employees, volunteers, appointed officials and independent contractors for the Borough of Helmetta; and

WHEREAS, the Administrator is in the process of reviewing and updating the Employee Handbook to ensure compliance with current JIF requirements and sound practices in regards to administration of the Borough; and

WHEREAS, certain revisions to the Handbook are necessary in order to comply with Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund plan of risk management and regulations and to better accommodate the actualities of the Borough of Helmetta workplace; and

NOW THEREFORE BE IT RESOLVED, that the Borough of Helmetta hereby agrees to adopt the revised 2021 Employee handbook.

BE IT FURTHER RESOLVED, that the policies revised in the Employee Handbook shall be effective immediately from the adoption of this Resolution; and

BE IT FURTHER RESOLVED, that copies of the revised Handbook will be produced and distributed to all current and future employees of the Borough of Helmetta.

ADOPTED at a regular meeting of the Borough Council of the Borough of Helmetta on November 24, 2021.

Attest:

Borough Of Helmetta

Sandra Bohinski, Municipal Clerk

Christopher Slavicek, Mayor

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on November 24, 2021.

SANDRA BOHINSKI, RMC

RESOLUTION

#2021- 149

**RESOLUTION APPROVING THE ADOPTION OF THE REVISED PERSONNEL POLICIES
AND PROCEDURES MANUAL FOR THE BOROUGH OF HELMETTA**

WHEREAS, the Personnel Policies and Procedures Manual of the Borough of Helmetta serves as governing document of all employees for the Borough of Helmetta; and

WHEREAS, the Administrator is in the process of reviewing and updating the Personnel Policies and Procedures Manual to ensure compliance with current JIF requirements and sound practices in regards to administration of the Borough; and

WHEREAS, certain revisions to the Manual are necessary in order to comply with Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund plan of risk management and regulations and to better accommodate the actualities of the Borough of Helmetta workplace; and

NOW THEREFORE BE IT RESOLVED, that the Borough of Helmetta hereby agrees to adopt the revised 2021 Personnel Policies and Procedures Manual.

BE IT FURTHER RESOLVED, that the policies revised in the Personnel Manual shall be effective immediately from the adoption of this Resolution; and

BE IT FURTHER RESOLVED, that copies of the revised Manual will be produced and distributed to all current and future employees of the Borough of Helmetta.

ADOPTED at a regular meeting of the Borough Council of the Borough of Helmetta on November 24, 2021.

Attest:

Borough Of Helmetta

Sandra Bohinski, Municipal Clerk

Christopher Slavicek, Mayor

	Motion	Second	Aye	Nay	Abstain	Absent
Dzinglecki						
Duffy						
Karczewski						
Mena						
Reid						
Stasi						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on November 24, 2021.

SANDRA BOHINSKI, RMC